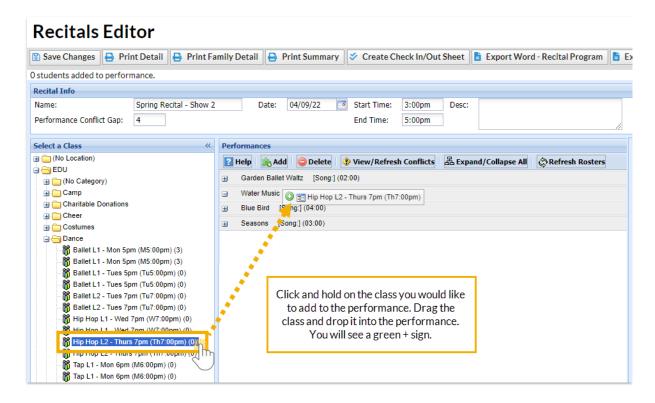# Add Classes (Students) to the Performances in a Recital

Last Modified on 05/04/2023 8:19 am EDT

After **adding your performances**, you'll add classes and students to the performances:
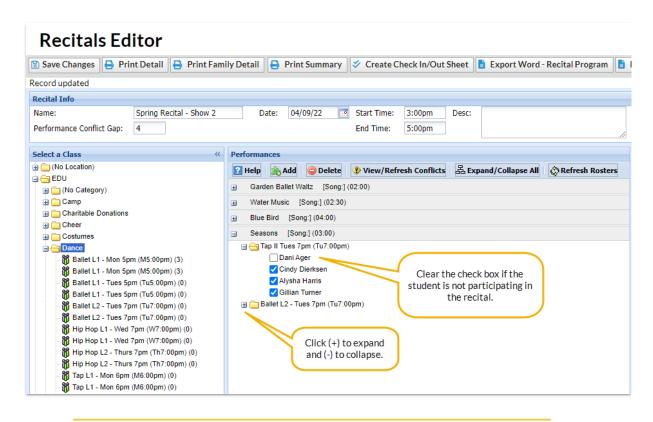
1. Go to the **Events** (menu) > **Recitals**.
2. Choose a recital from the *Recital Listing*.
   - In the *Recital Editor*, on the left, you'll see a *Select a Class* column.
   - Classes are grouped first by Location, then by Category 1.
   - Click any plus sign [**+**] or double-click any Location and Category to display classes.
3. Click any class name on the left, hold down the mouse button, and drag the class to a performance on the right. When the class has been dragged to its destination, release the mouse button.
4. Click **Save Changes** regularly. More than 1 class can be added to a single performance.



5. After a class has been added to a performance, click the [**+**] sign next to the performance to view the class. Click the [**+**] sign next to the class to view the students. To view all performances and

classes, click **Expand/Collapse All**.

6. To remove a student from a performance clear the checkbox next to the student's name.



When you have added all of your classes (students) to the performances in your recital, you are ready to **finalize the recital**.