

Getting started with Pupil accounts

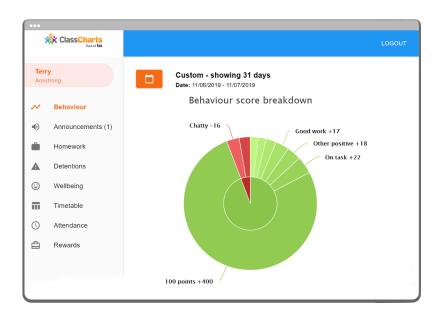
What is Class Charts for pupils?

Class Charts allows you to keep track of your achievements and behaviour, buy rewards from the Reward store, stay on top of your homework, keep track of scheduled detentions, view your timetable, check your attendance, create wellbeing submissions and view announcements from your school.

Class Charts for students can be accessed via our website, or by our iOS and Android apps.

You can access the student website and links to the student apps at:

https://www.classcharts.com/student/login





You should have received a Student code from your school, which will look similar to the example code shown on the right.

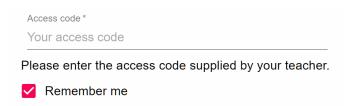
This code is used to log into your student account, which is covered on the next page.



Logging in to Class Charts

Follow the steps below to access your student account.

1. Enter your email address and password into the fields provided.



2. Click on the Log in button.



3. Enter your date of birth if prompted and click on the OK button.

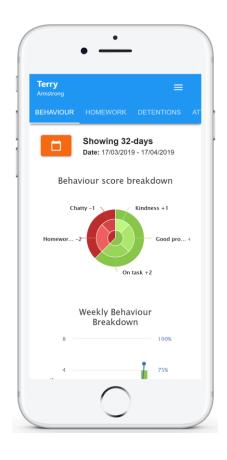


Behaviour

If your school has decided to share behaviour information, you will see the Behaviour tab in your account.

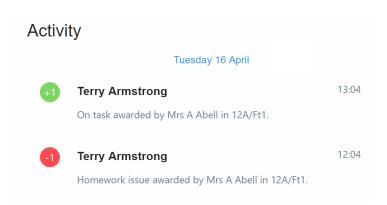
Selecting this tab will display your overall behaviour in the form of a pie chart and a bar graph.

By default, the displayed date range is 31 days. To view a different range of behaviour data, click on the Date button.



Below these graphs you will find a list of behaviour activity. These display the behaviour that was awarded, when it was awarded, who awarded the behaviour, the lesson the behaviour was awarded in, and how many points the award is worth.

The level of detail within each behaviour award depends on the settings that your school has enabled.



Homework

If your school has decided to share homework with pupils, you will see the Homework tab in your account.

Selecting this tab will display a list of the homework tasks which you have been given.

To change the date range for displayed homework tasks, click on the orange Date button.

To display tasks in the order they were set, click on the Issue Date button

To display tasks in the order they are expected to be handed in, click on the Due date button.

To mark a homework task as completed, view the homework task of your choice in more detail and tick the Completed? checkbox.

Terry
Amstrong

HOMEWORK DETENTIONS TIMETABLE

Custom - showing 38 days
Due date: 03/11/2020 - 10/12/2020

Show by issue date Show by due date

1 task due this week

1 task remaining this week

Requires submission?

To do

3

GEOGRAPHY - MR A BLACKER
Research GDP

To view a homework task in more detail, click on the expand icon in the bottom right hand corner of the homework tile.

A popup will appear that contains the a description of the homework task, the estimated completion time and any links or attachments that may have been included.



Research GDP
GEOGRAPHY - 8F/GG - MR A BLACKER

Type: Blended Learning
Issue date: Monday 09/11/2020
Due date: Wednesday 11/11/2020
Estimated completion time: 1 hours

Please write a short paragraph on what GDP is and how it is used.

Homework status categories

To-Do: These are homework tasks that you need to complete. Once you have completed them, tick the checkbox.

To do

Completed: These are homework tasks that you have ticked as completed but have not been marked by your teacher.

Completed

Late: These are homework tasks that have been handed in past the deadline.

Submitted late

Not submitted: These are homework tasks that were not handed in on time.

Not submitted

Submitted: These are homework tasks that have been handed in on time.

Submitted

Keeping track of homework

As you are assigned homework tasks, you may want track of how you are progressing for the current week.

The three banners above the homework status categories count the number of homework tasks that are due this week, how many of those tasks you have completed and how many tasks you still need to complete.

To only see homework tasks that require an attachment submission, tick the checkbox labelled Requires submission.

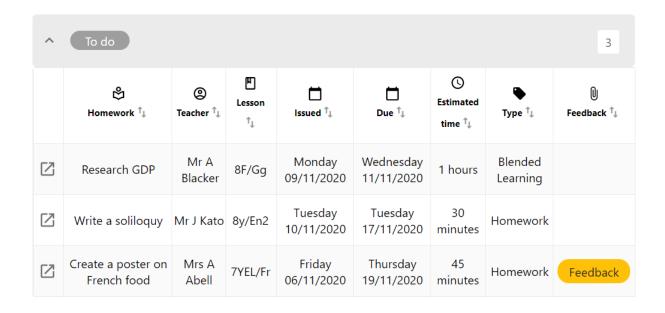
1 task due this week

0 tasks submitted/completed

1 task remaining this week

Requires submission?

If you are viewing the Homework tab via a desktop or laptop, expanding a homework status category will display a table overview of each homework task for the selected date range.



Homework attachment submissions

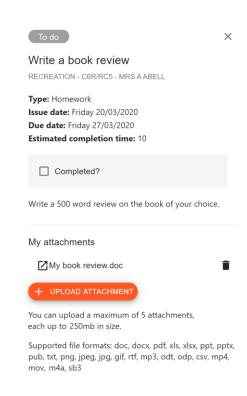
For certain homework tasks, you may be asked by your teacher to upload your work as an attachment.

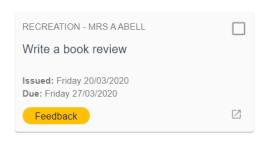
When viewing a homework task in more detail, you will see the Upload attachment button if your teacher is expecting your work to be uploaded.

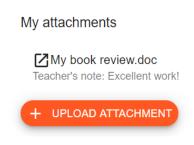
To submit a homework attachment, click on the Upload attachment button and select the files of your choice. Successfully uploaded files will then appear above the button.

If your teacher leaves feedback on one of your homework attachments, you will see a Feedback icon appear on the associated homework task.

To view the feedback, click on the expand icon in the bottom right hand corner of the homework tile. Your teacher's feedback will appear directly below your homework attachment.







Timetable

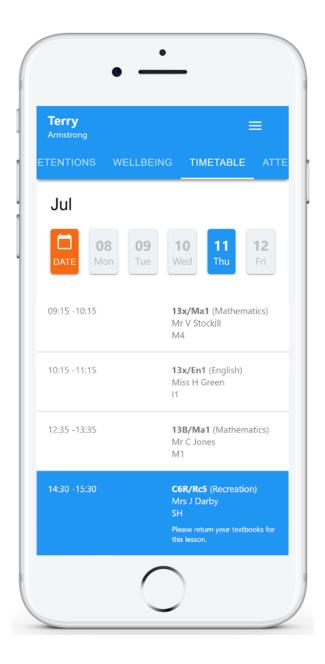
If your school has decided to share timetable data with pupils, you will see the Timetable tab in your account.

Selecting this tab will present you with your timetable for the current day. This includes the time for each lesson, the lesson name, the teacher's name, the room where the lesson will take place and the lesson subject. If your teacher has left timetable notes, you will also see them for the lesson in your timetable.

Your current lesson will be highlighted in blue, as shown on the right.

To view your timetable for another day of the week, click on one of the other displayed dates along the top of the timetable.

To change the displayed week, click on the orange Date button and select a date from the week of your choice.



FAQs and troubleshooting

"I don't have a student code!"

Please contact your school and ask for a new student code.

"I'm not seeing ____!"

This quick start guide provides information on all of our modules. If you are not seeing a module mentioned in this guide, your school may not have decided to purchase / enable that module.

"I would like to know more about your privacy policy"

- •Your data is held securely in the UK.
- •Your data is shared with us by the school and we will only use it for the purpose it is shared for.
- •We will not share your data with anyone.

For more detailed information please click here:

https://www.edukey.co.uk/edukey-terms-conditions/