Creating Individual Student User Names and Passwords is easy!

- Log in with your Teacher User Name and Password which takes you to the Teacher Resource Center.
- Click "Manage Students."

Important: When you set up student user names and passwords, you must use Internet Explorer, or Safari for the Mac, (not Firefox) as your browser. At all other times, you and your students may use any browser to access the website and play the games.

To Add a Student:
Type Last Name, First Name, User Name and Password, then click "Add Student."

You may use from 4 to 25 characters in the User Name or the Password, but we recommend that you keep them short and memorable.

That's all there is to it!

How to choose User Names
The User Name must be unique among the thousands of students in the community. If the User Name that you chose has already been used, you will see an error message. Try another User Name. (See "Suggestions for User Names" below)

- No spaces are allowed in User Name or Password.
- No apostrophes can be used. For example, enter O'Connor as OConnor.

How to choose Passwords
- The Password should be something easily remembered. Passwords can be a duplicate of another password—they do not need to be unique. (See "Suggestions for Passwords" below)

Not case-sensitive
When logging in, it doesn't matter whether you type capital letters or not…the user name and password system is not case-sensitive.

To Remove a Student:
Click the button next to the student's name you wish to remove. Then click "Remove Student."

To Edit a Student's information:
Click the button next to the student's name you wish to edit. Change the information, then click "Save."

Suggestions for User Names

- Try starting the user name with a prefix of the teacher's initials—or abbreviate a studio or school name—followed by the student's first name and last initial. For example:
  - abcJohnD

- If that user name is already taken, try adding a number, for example:
  - abcJohnD2

- Or…you can use a suffix, for example:
  - MaryK020
  - Other examples: abcJohnD12, abcMaryK01, MarySmith120
- Again…make them short and memorable!

Suggestions for Passwords

- Make passwords easy to remember. Examples: "piano" "music" "bunny" "egg" "blue" "toast" "car" "chime" or a pet's name.
- Or, you could use birthdays, like mar20, feb6.
- Did we say…make them short and memorable?

Continue adding students in this manner.

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