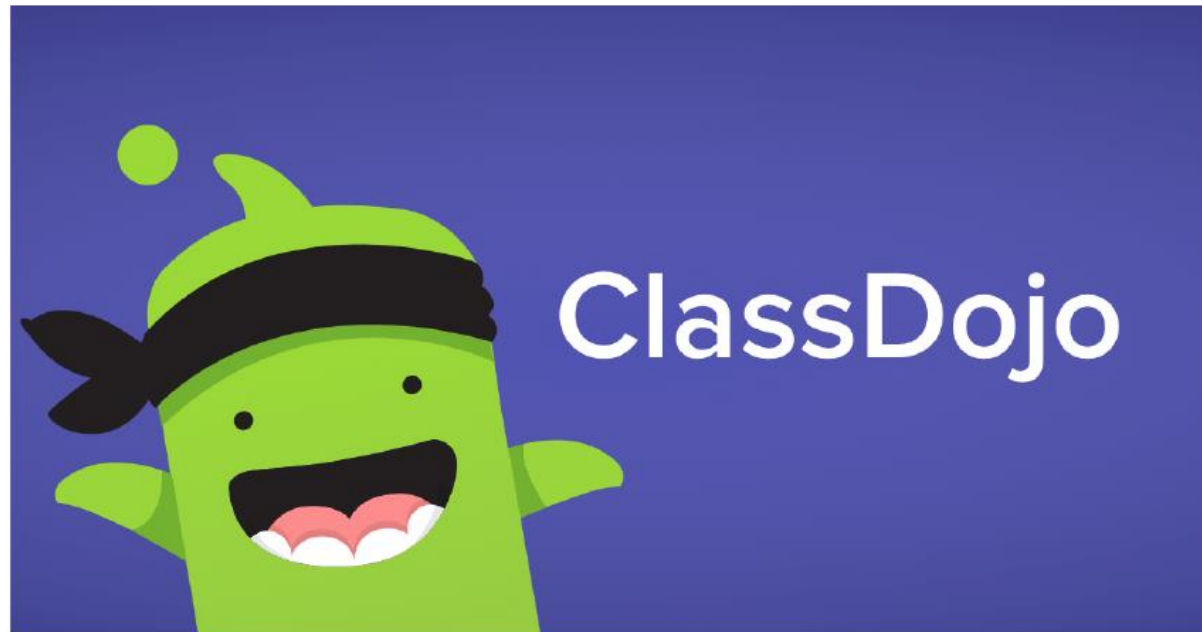
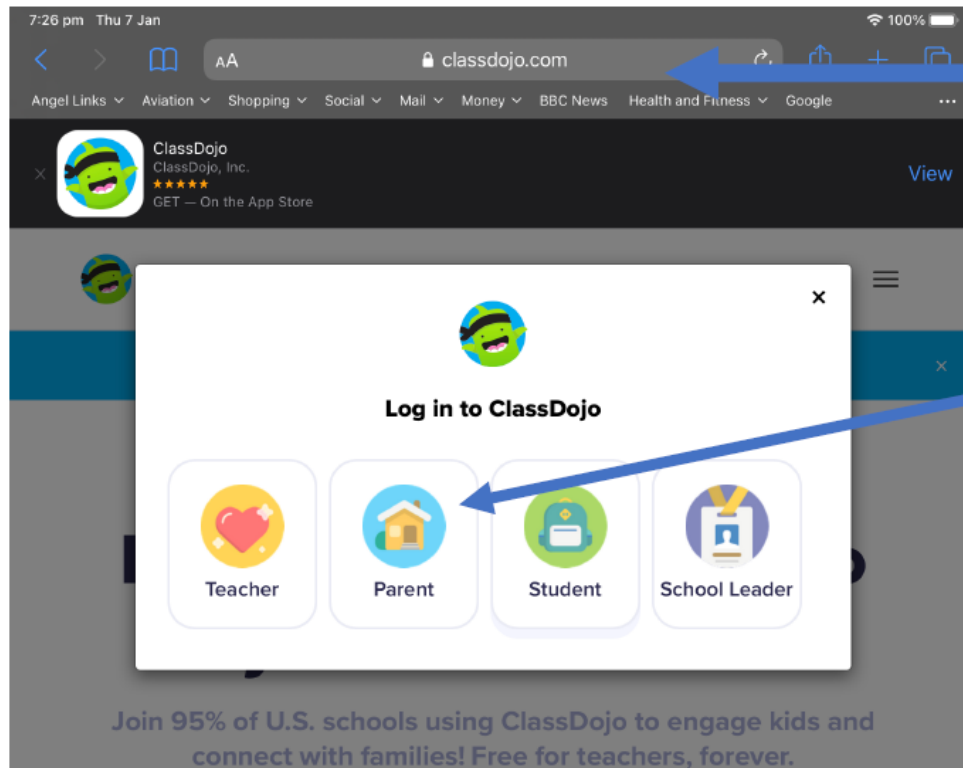


# Class Dojo User Guide



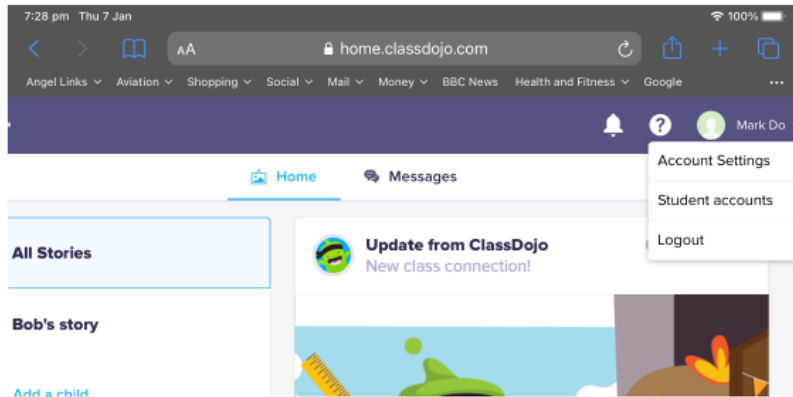
# How to log on to Class Dojo.



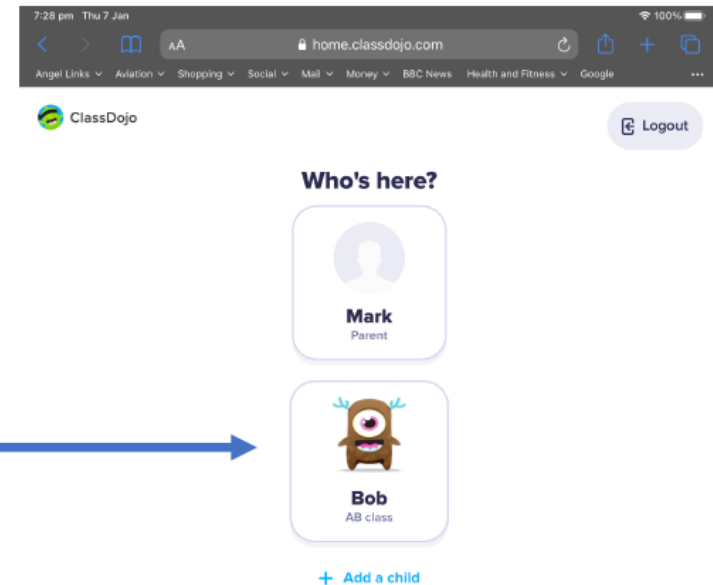
Go to [www.classdojo.com](http://www.classdojo.com)

Click "Log in" and select parent. Enter your email and password to log on.

# How to switch from parent to child account.

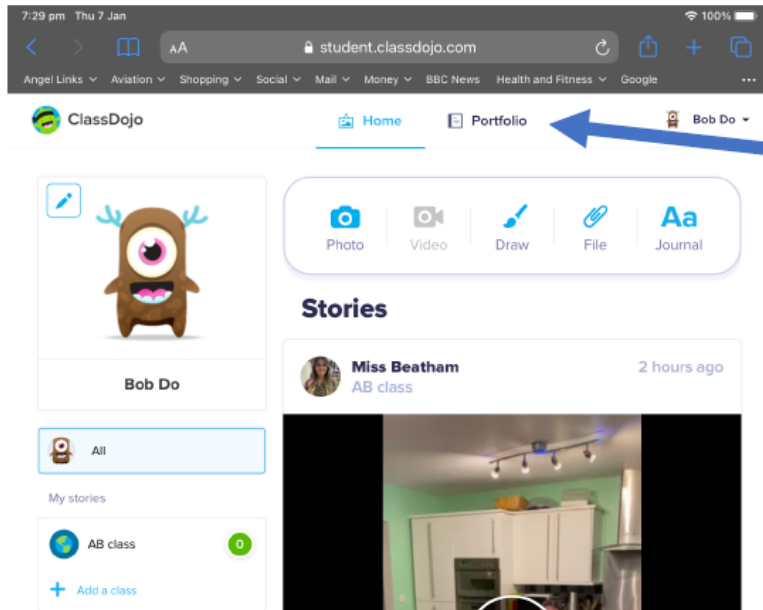


Click on your name in right hand corner and select "Student accounts" from the drop down menu.

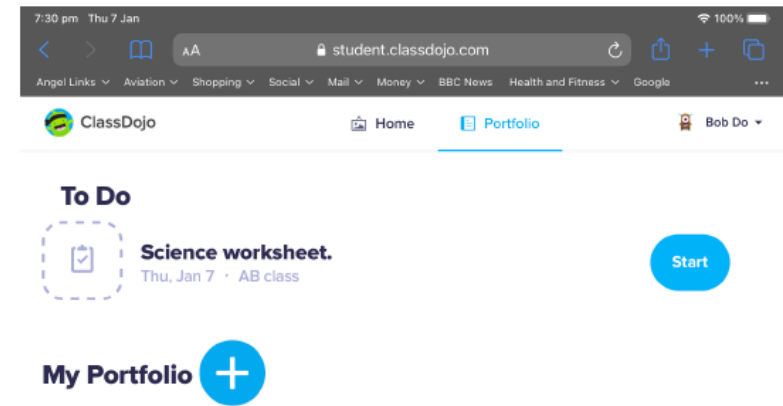


Click on your child's name e.g. Bob and you will be taken to their homepage.

# How to access your child's portfolio page.

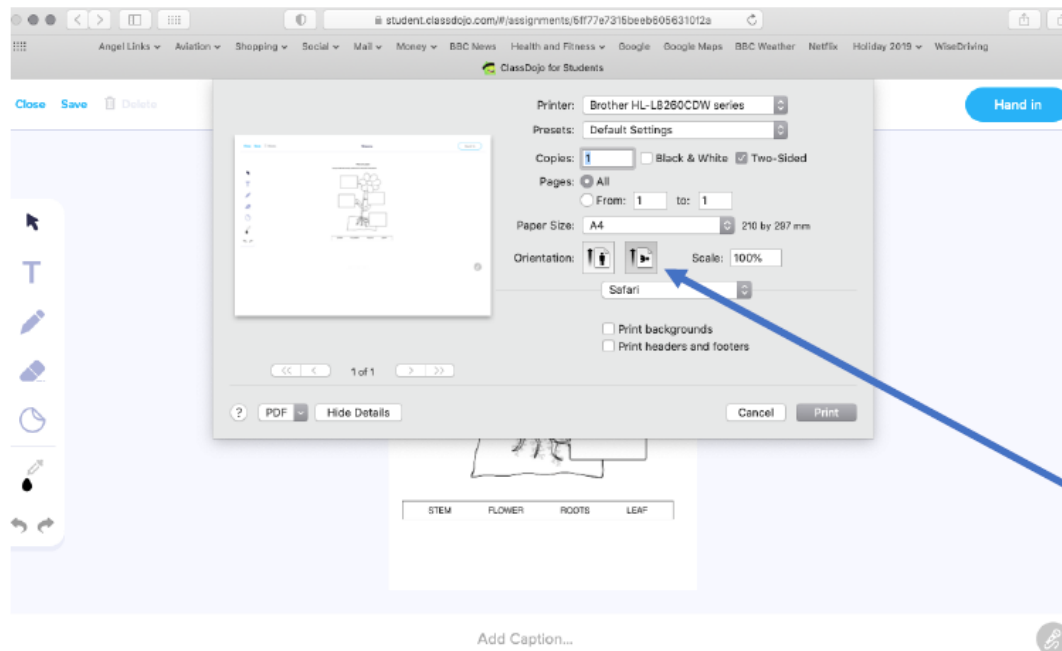


Click on "Portfolio" at the top of your child's home page.



You will then be taken to your child's portfolio where you can see any outstanding activities.

# How to print a worksheet from portfolio.



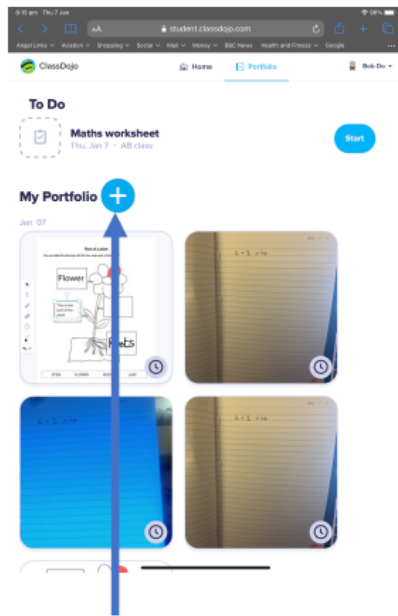
Open the worksheet you would like to print from portfolio.

To print on a mac hold command and p or on a windows computer hold control and p.

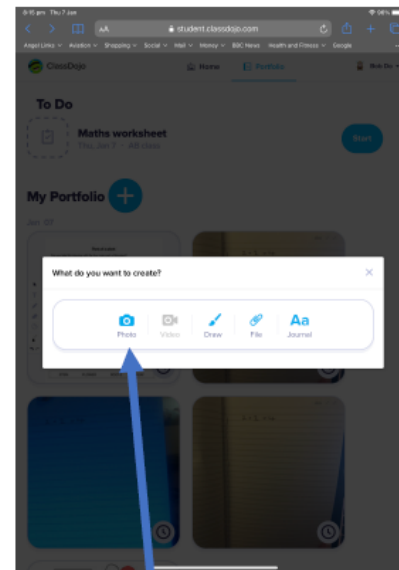
A print window will appear, it is often best to switch to landscape to print.



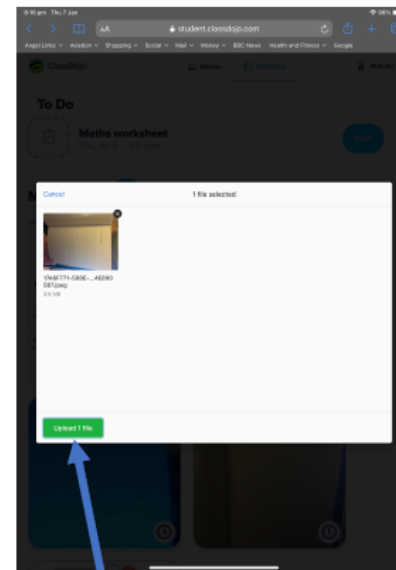
# How to submit a photograph of your child's work.



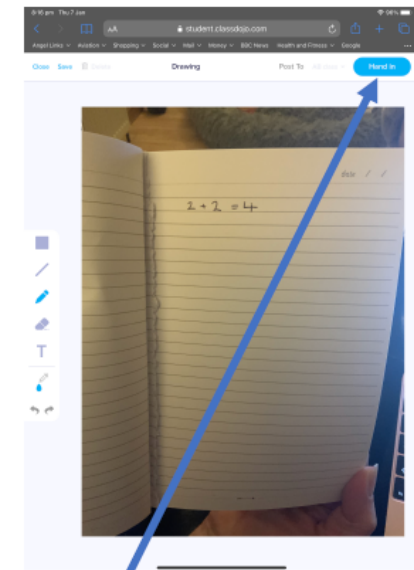
Click on the "+" next to "My Portfolio".



Click on "photo".



Take a photo of the work and click upload.



Click "hand in" to submit.

\*If you are using a laptop or have already taken the picture. Click on file instead of photo in step 2 and select the photo you want to upload. You can also submit a photograph by sending it in a message to the teacher if you would prefer