

**1**

### SIGN UP FOR AN ACCOUNT

Go to [scootpad.com/signup](https://scootpad.com/signup) and select **Teacher**.  
You will receive an email from us asking you to verify your email address.

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**2**

### ADD YOUR CLASSROOM

After logging in, simply click the **+ Add Classroom** button from your dashboard.

1. Give your class/group a name to uniquely identify it.
2. Choose the default Learning Path for your class (grades K-8 are available).
3. Click **Save** and your new class will be created.

Note: The grade specified here is used to assign the Common Core Standard Learning Paths by default. You can always change/customize Learning Paths later.

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**3**

### ADD STUDENTS TO YOUR CLASSROOM

There are 3 ways to add students to your classroom. Start by going to the **Student Roster Page** located on the main left navigation.

1. To create a **brand-new ScootPad Account** for a student, use the **+ New Student** option.
2. To enroll **existing accounts**, use the **Enroll Students** option.
3. To have students **self-enroll** into the classroom, use the **Student Self-Enrollment** option.

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### PRINT STUDENT SIGN-IN CARDS

Go to the [Student Roster](#) page, select all students, and click the button labeled [Sign In Cards](#).

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5

### REVIEW AND ADJUST YOUR SETTINGS

ScootPad has provided default settings for Math and ELA, but you may change them.

Using the left panel, click on [Settings](#) under Math or ELA. You can adjust your class proficiency, learning mode, intervention, and rigor settings on this page.

To adjust general classroom settings (co-teachers, classroom name, student restrictions, etc.), click on [Classroom Settings](#) at the very bottom of the left panel.

For more training resources, please visit our training page at [www.scootpad.com/training](https://www.scootpad.com/training)

Or visit our help center at [www.scootpad.com/help](https://www.scootpad.com/help)