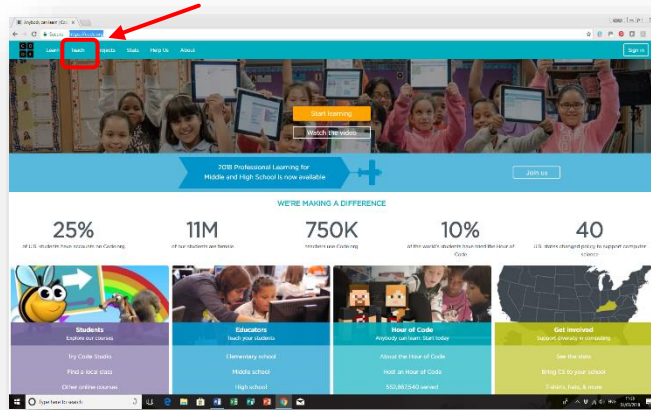


Setting Up Teacher and Pupil Accounts for Code.org

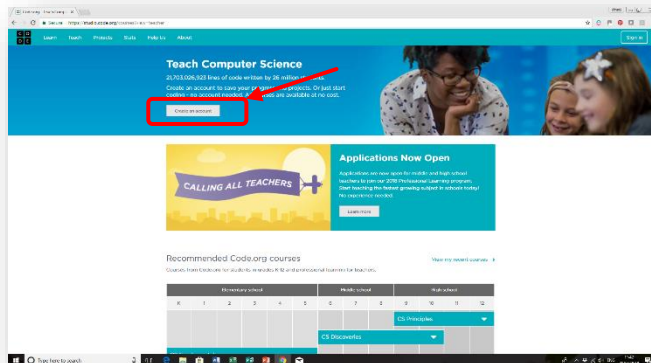
STOP!! Have you printed and signed the Risk Assessment for Code.org?
Find it [here](#)

Creating a Teacher Account

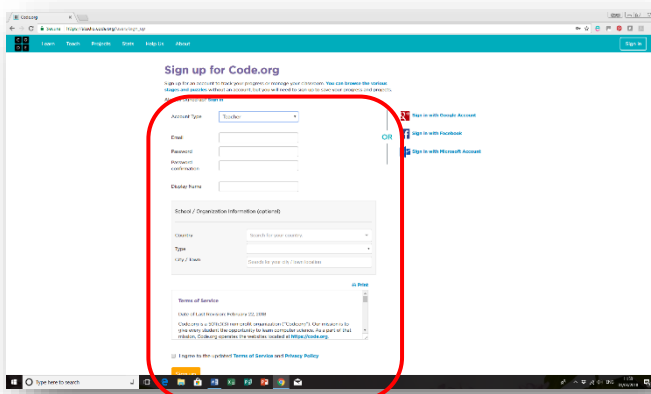


Go to code.org

Click on **Teach**



Click on **Create an account**



Select **Teacher** for the **Account Type** then add the rest of your details.

Tip: it will ask you for your country. You will find United Kingdom between Gabon and Grenada!

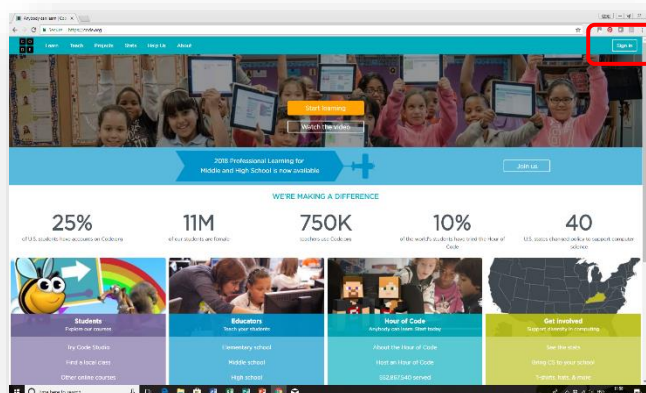
For **Type** select **Public**

Check the box to agree to the terms and privacy policy then click **Sign Up**

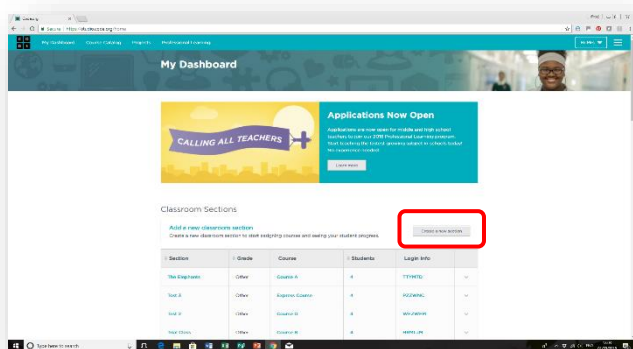
Your account is now created.

Creating Pupil Accounts

STOP!! Have you got parental consent forms from each pupil Code.org? Find them [HERE](#)



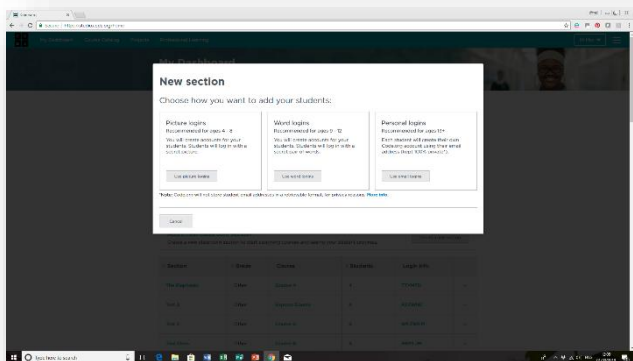
Go to code.org and sign into your teacher account



This will take you to My dashboard

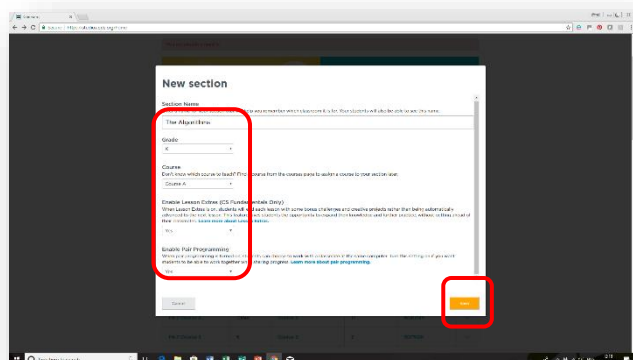
Click on **Create a new section**

Tip: code.org uses the term section where we might talk about groups



Select the appropriate type of login (password) you want your pupils to use.

Tip: It is very easy to change this later through My Dashboard



Now complete the details for your group.

Name - this can be anything you want - perhaps call your groups after computer terms, eg, the Algorithms, or the Binaries.

Grade - as an American site this refers to the US grade system. K is the equivalent to P1, 1 is equivalent

to P2 and so on. In reality it doesn't make a big difference to your pupils experience of the site.

Course - refer to the **Course Catalog** (see top menu) for course content.

Tip - if your class has never done any formal learning in coding/programming before, you might want to consider the following courses:

P1 - Course A

P2 - Pre-reader Express Course or Course B

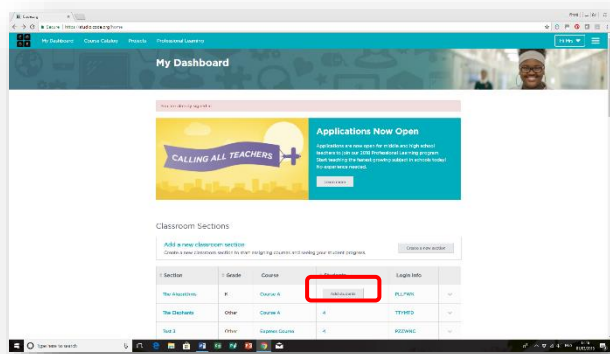
P3 - P4 - Course C or Course D

P5-P7 - Express Course

There is some overlap between the courses, so you consider moving up a course for more able learners. You can only assign one course per section, but you can move pupils from one course to another by creating and transferring them to a new section.

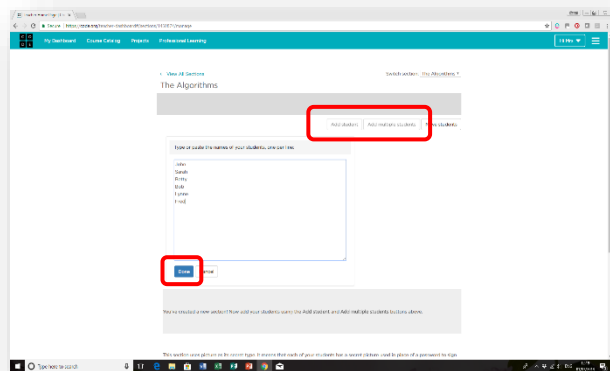
Enable Lesson Extras / Enable Pair Programming - leave both of these at Yes

Now click **Save**



You will be taken back to **My Dashboard** where you will see your new group under **Classroom Sections**.

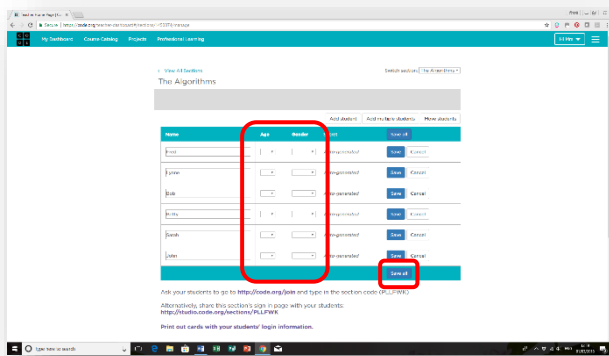
Click on **Add students**, then either **Add student** (for individuals) or **Add multiple students** (to add a group).



Type in the names of your pupils.

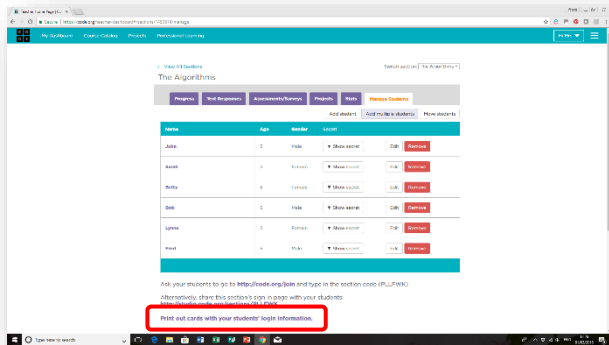
Tip: You don't have to use their full name; however, this is the name which will appear on any end of course certificates they may earn.

Click **Done**

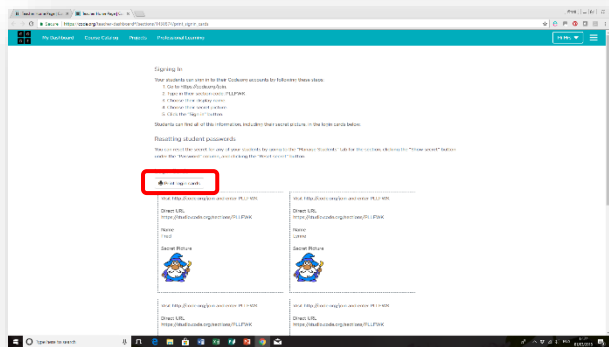


You will now be asked to provide the age and gender of each pupil.

Enter then click **Save all**



Click on **Print out cards with your students' login information.**



You will be taken to a page that explains how pupils login. Alternatively, they can use the Direct URL shown on their login cards.

Tip: add the URL to their favourites to save time when logging in.

Click **Print login cards** and issue to pupils.

Tip: If pupils lose or forget their password it is very easy to reset via My Dashboard. However, you may want to take an extra copy for backup. Stress to pupils that their log in is secret and that they must take care of it and not share it with others.

You class can now log in and start the code.org course you have assigned to them. You will be able to monitor their progress by logging into your account and clicking on the section name in My Dashboard.

