Teacher and Class Set Up
Quick Start Guide

Topics Covered
• Differences between types of classes..... Page 3
• Creating a WHOLE Class.......................... Page 4
• Creating an EMPTY Class....................... Page 9
• How to ADD additional students............. Page 12
Creating a Class

From the TEACHER’S LOUNGE, click on the “Add a New Class” button on the bottom left.
Creating a Class

You have the two choices of how to create a class: EMPTY or WHOLE classes. Please see the boxes below for the differences between the two.

- Students create their own ‘school student’ accounts
- Students then add themselves to your class
- Generic student accounts are automatically generated
- Students can later update and personalize their profiles
Option 1: Creating a WHOLE Class

With the WHOLE class, student ID’s will be automatically populated for you. You first have to enter in your general class information on the left, as specified below.

Create A Whole Class

The number of students input will determine how many generic student accounts are automatically created. To create additional student user names in the future, go to your “My Classes” page and adjust the class size – the new student user names will automatically be created.

Quiz Parameters (optional)

- Minimum Grade Level: --Select--
- Maximum Grade Level: --Select--
- # of Times Per Quiz: 2
- Time Allowed Per Quiz: 20 Min.
- Passing Score For Quiz: 90 %
The next step is choosing or adjusting your quiz parameters. You can click on the help button to get a full description of all the choices.
Creating a WHOLE Class

The WHOLE class function provides you a list of generic user names and passwords for your students. You can easily export that list to excel for your records.

Note – when on this page, please save this list of student names and passwords, as due to security measures, you won’t have access to getting the usernames and passwords again.
You can advise STUDENTS to go into their accounts with the usernames and passwords that were generated and update their profiles with their real names and other information.
Creating a WHOLE Class

All STUDENTS need authorization from a TEACHER or PARENT in order to redeem their prizes. Since they are members of your class, you are able to authorize, but since STUDENTS move on and keep their Book Adventure accounts even after your class is over, if they have it, have them enter their PARENT’S email address as well.
Creating an EMPTY Class

With the EMPTY class, your students will have to create their own “SCHOOL STUDENT” account and sign up for your class. You must first set up your class and give them the class name and your last name so that they can JOIN YOUR CLASS.

Teacher’s Lounge > My Classroom > My Classes > Create an Empty Class

Create An Empty Class

* Class Name: Fran's Empty Class
* Class Description: 5th graders
* # of Students in Class: 10
* Grade: 5

Quiz Parameters (optional)
Minimum Grade Level: --Select--
Maximum Grade Level: --Select--
# of Times Per Quiz: 2
Time Allowed Per Quiz: 20 Min.
Passing Score For Quiz: 90 %
Creating an EMPTY Class

Have your students create their own “SCHOOL STUDENT” account by going to the Book Adventure home page.

Kid's Zone Registration

I want to register to use Book Adventure for SCHOOL

I want to register to use Book Adventure at HOME

If your teacher already provided you with a user name, you do not need to register. Just enter the user name and password you were provided in the sign in box on the right side of the log in page.

If you don't have a user name and password already, you can register to use Book Adventure at home or at school.

- Register to use Book Adventure at SCHOOL if your teacher will be using this website in your classroom. You will need your teacher’s last name and Book Adventure class name to join your teacher’s class.
- All other students, register to use Book Adventure at HOME. Remind your parent to register for Book Adventure so they can approve your prizes and review your progress.
Creating an EMPTY Class

Your students will have to create their own accounts with user names and passwords.

**Tips:**
- Make sure students write down their usernames and passwords somewhere safe!
- Make sure they know your class name and last name so they can join your class!

Kid's Zone Registration - School

- **First Name:**
- **First Letter of your Last Name:**
- **What grade are you in?**
  - select one -
- **Birthday (Optional):**
  - Month -
  - Select a Month -
- **I am a (Optional):**
  - Boy
  - Girl
- **What country do you live in (Optional):**
  - USA
- **What State/Province do you live in (Optional):**
- **Your Parent or Guardian's email address is not required at registration.**
- **Parent or Guardian's Email Address (Optional):**
- **Join a Team (Optional):**
  - What is a Team?
  - Any group of Book Adventure users can form their own team. Teams are a place where students, families, or classrooms can create their own reading challenges. If you already have a Team Name and Pin number, you can join your team now; if not, once you have registered, create a team and invite your friends to join!
Adding More Students to a Class

1. Log in with your account information
2. Click on “CLASSES/STUDENTS” in the navigation
3. Select the class
4. Click on “EDIT CLASS INFORMATION”
4. Increase the number of students and click on APPLY CHANGES. Your class size will now be open to adding more students.
5. Have your student(s) create a new “school account” and then click on the “Classes” tab on the navigation
6. Have them enter your name and your class name and click “Submit”