

# Getting Started with Class Dojo

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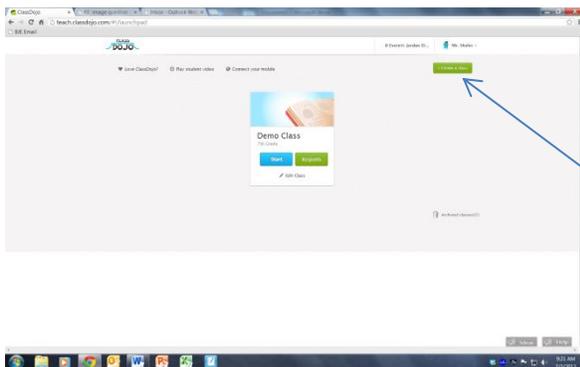
Class Dojo is a secure, interactive behavior management system that also informs parents and students of their growth. During the day, it can be **displayed on your Smartboard** as you award points for positive behavior. Best of all, its **FREE!**

To get started, click the **yellow** button.



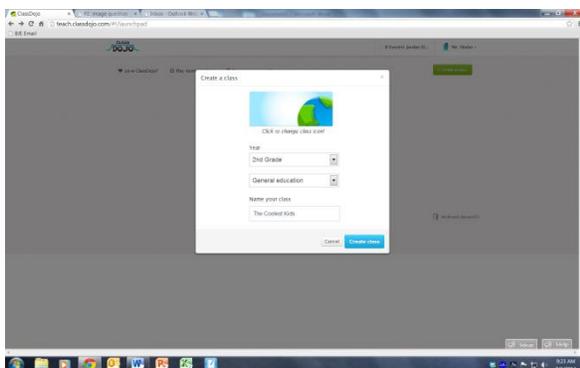
Enter your personal information in the boxes. Using your school email is recommended since the information directly corresponds to your classroom.

Click the **Get Started** button when you are finished.



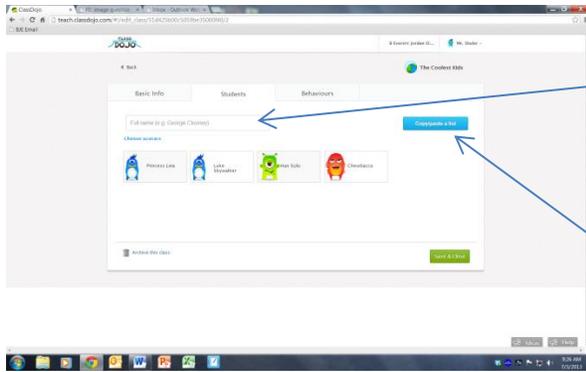
The website will take you through the basics of ClassDojo. You will use the Demo Class to follow these directions.

When you are done and ready to add your own class, click the **Create a Class** button.



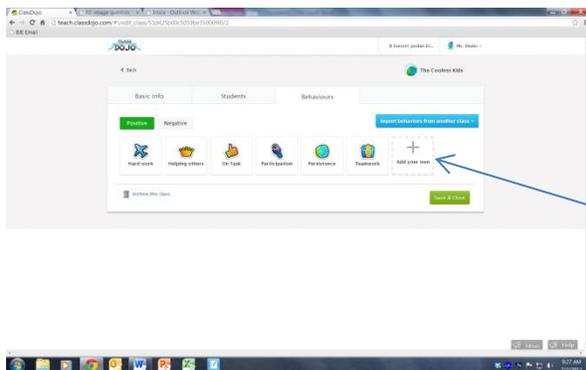
Select the information that best fits your class. Choose **General education** if you will use ClassDojo for the same group of students throughout the year.

Give your class a name then click the blue **Create class** button.



Type a student's name in the box that says "Full name" and then hit Enter. It will create an avatar for the student automatically. The avatar can be changed and this will be discussed later.

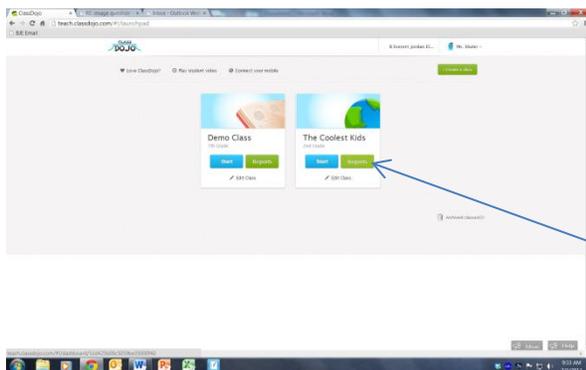
You can also quickly add a student list by copying and pasting it. Click the **Copy/paste a list** button to bring up that option.



Click the Behaviours tab to edit what behaviors you will look for in the classroom. They are organized by **Positive** and **Negative** groups.

There are some already made for you, but you can add your own by clicking the + button.

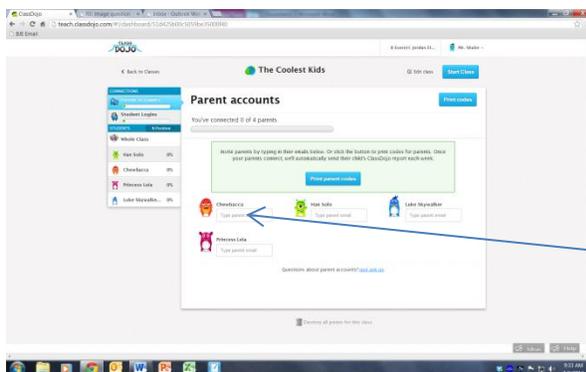
Click the **Save & Close** button when you are done.



You will see the Demo class that was created for you and beside it the class you just created.

Next, let's look at creating parent and student codes so they can keep track of their progress.

Click the **Reports** button under your class name.



We want to set up parent emails so they will be notified weekly about how their student is doing. Click the **Parent accounts** tab. For each student in your class, there is an option to enter their parent's email. They will receive an email about setting up an account along with a special code.

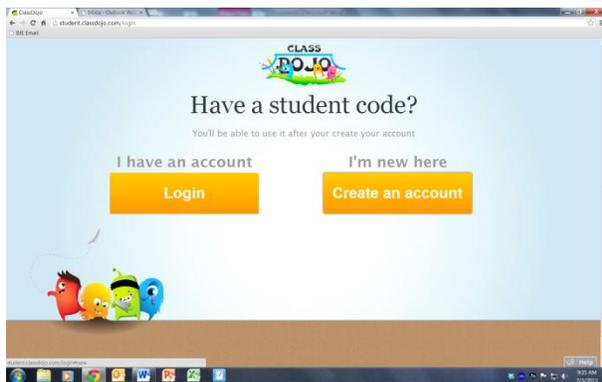
Enter their email then click the **Invite** button that will pop up. You can also Print the parent codes they will need to sign up if you wish to discuss it in person.

OPTIONAL



If you wish, you can also give students access to log in. Again, this is **optional**. This lets them customize their avatar, track their own progress at home, and write reflections for negative behavior.

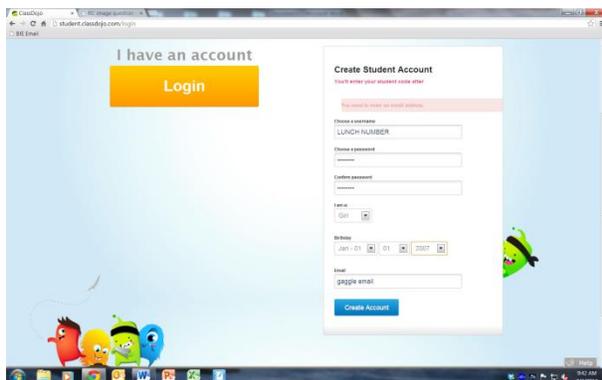
First, click the Student Logins tab. The steps are explained on this page. To get started you need to click the “Get invitations” button. This creates a student code that students will need to obtain access to their account.



For students to create an account, they will need to return to the homepage. They will click the **Students: Enter your student code** button to get started.

They will then need to click **Create an account**. If you are doing this in class together, be sure their student codes are printed and passed out.

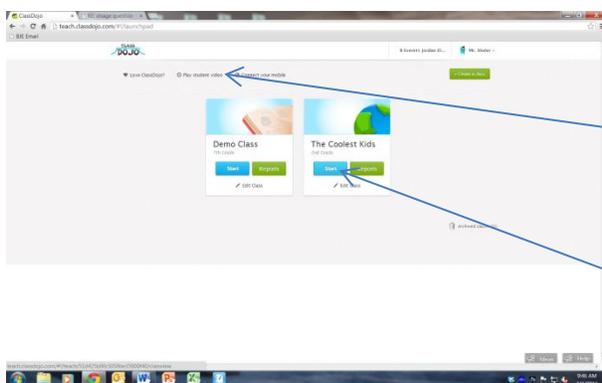
**IMPORTANT - To proceed, students will need to know their Gaggle log-in information, lunch number, birthday, and ClassDojo student code.**



Students are able to create their own username and password. Recommendation is for them to use their LUNCH NUMBER for the username and their Gaggle password as the password. This is the same information used to log in to the school website, laptops, and a few other places.

Let them choose their gender, birthday, and then have them enter their Gaggle email in case they have trouble logging in down the road. They will then click **Create Account**.

The next screen asked them to enter their student code.

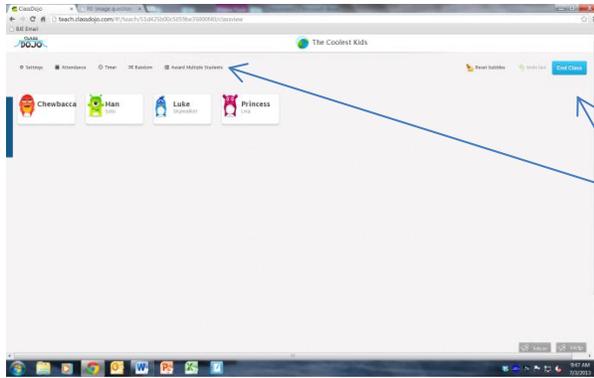


Your class is all set up, parents and student accounts are ready. You want to explain to your class what ClassDojo is all about and how it will help them be awesome students. To give a brief introduction, click the **Play student video** button.

You may wish to tell them more about it at this time. Get them excited about it!

Then, click the **Start** button for your class.

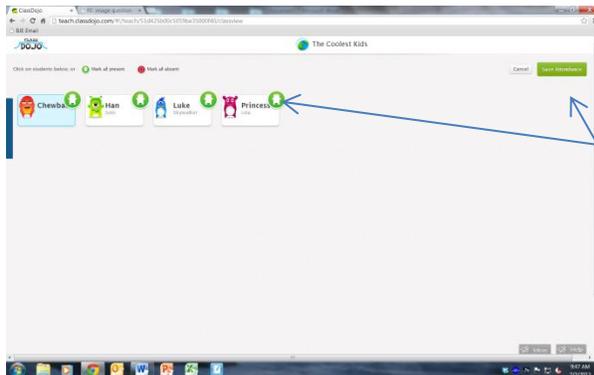
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When you start the class, you will see all your students avatars displayed. **This is designed to be displayed on your Smartboard.**

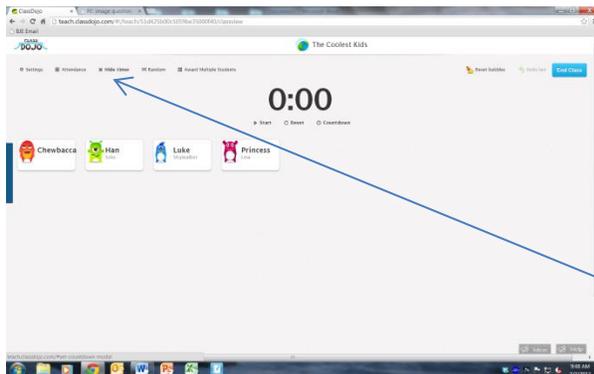
There are some options at the top that you need to be familiar with. You will see **Settings, Attendance, Timer, Random,** and **Award Multiple Students.**

You also have the **End Class** button at the top right when you are done for the day.



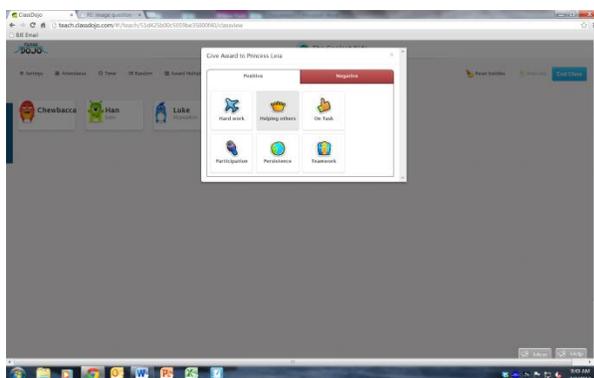
Clicking the Attendance button places icons over top of the student avatars. This is an easy way to keep track of attendance in the morning. Clicking on their avatar changes the status. You can choose from **on-time, tardy,** or **absent.**

Click **Save Attendance** when you are done.



Clicking the **Timer** button brings up a timer above the student avatars. Providing students with how much time they have helps motivate them to work harder. You can set the timer to count up or count down. If it counts down and reaches zero, an alarm goes off.

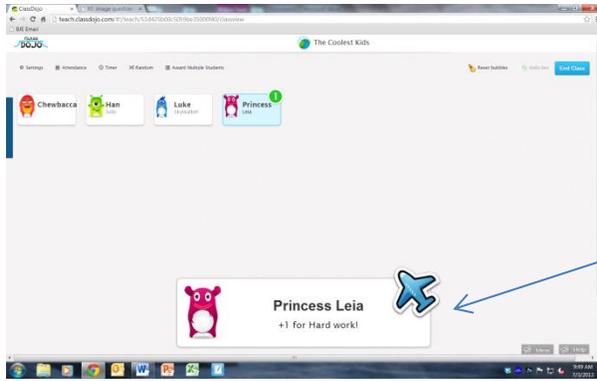
When you are done, click **Hide Timer.**



Ready to start awarding good behavior? As students go throughout their daily routines and you notice a **Positive** behavior, click on the student avatar and select what they did well. A point will pop up beside their name!

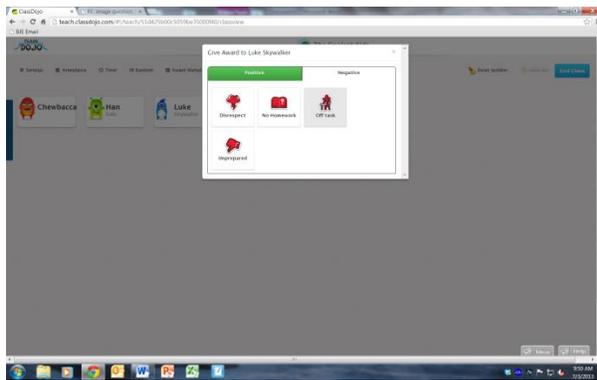
You can also do this with **Negative** behaviors, which will deduct a point.

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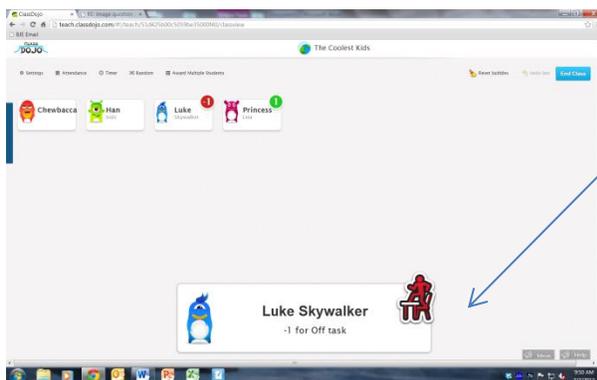
Kids love seeing the (1) beside their avatar and the point pop-up box! All of this information is being stored and if parent accounts are active, they will be notified weekly of each point award or deduction.

Here, Princess Leia was awarded for Hard Work. **Be sure to award positive behaviors as often as possible!**



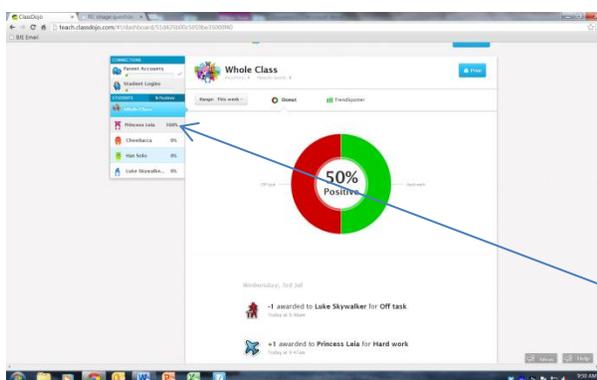
If a student exhibits a negative behavior, you can deduct a point from their daily score. Although we want to focus on the positive, this may be necessary.

Additionally, if the student has created an account they can click that negative behavior and type a reflection about how to improve.



Here we see Luke Skywalker was off-task and was given a **penalty**. The good thing about this system is they can always work their way back up!

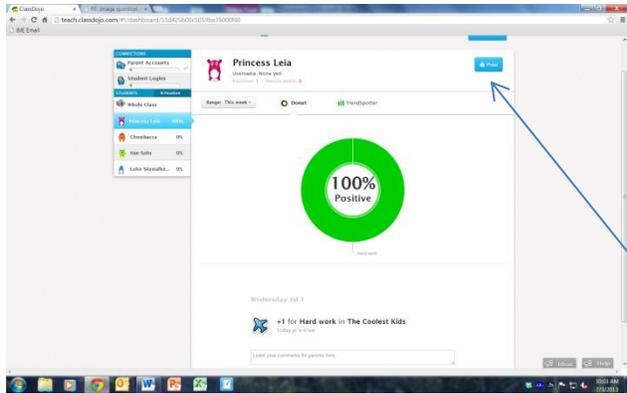
The **timer** may have helped keep Luke on task.....



At the end of the day, after you click **End Class**, you will see a summary of student behaviors. For this example, the graph shows 50/50 but hopefully you will see all green over time!

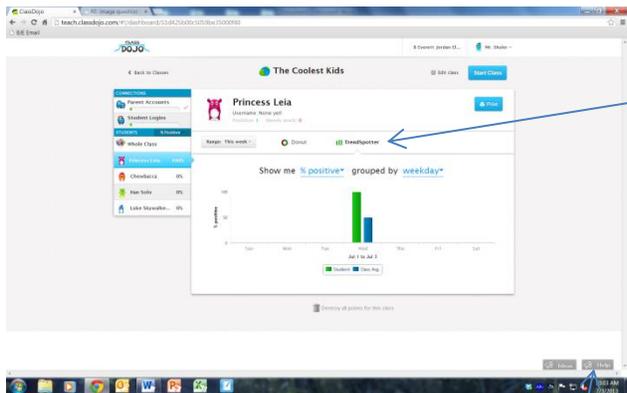
A summary of each student's behaviors is listed at the bottom.

Click on a student's name to see the individual reports.



After clicking on Princess Leia, we see she had a great day, 100% positive! Since we set up parent contacts, her parents will be notified at the end of the week with this information.

You can print any of these student reports for conferences.



Additionally, you can view trends in that student's behavior by clicking the **Trendspotter** button. This is a great way to track growth. Again, this can be printed!

Sit down with students and let them see their behavior patterns and growth from week to week. This is a wonderful way to hold students accountable.

That about covers the basics! ClassDojo is a cool way to encourage positive behaviors in a fun, interactive way. At the bottom of every page is a **Help** button with lots of resources if are having trouble. If you are using it successfully in your classroom, notify other teachers and show them how it's affecting behavior!