**NESD Class Dojo**

**Signing Up for an Account**

**New Teachers, Teacher Assistants, Home Visitors, Education Coordinators, Family Services Coordinators, Family Services Manager, Education Manager, Director:**

**Follow These Steps to get started:**

1. Become Familiar: Watch <https://www.youtube.com/watch?v=vgZOhrytzwQ>

2. Log Into <https://www.classdojo.com/remotelearning/>

3. Sign up for an account using your Head Start Information/the main office address: 200 S. Harrison St. #1 Aberdeen, SD 57401/Your Head Start Email (you will also have to verify your email)

     a. Teachers and Home Visitors - sign up as "Teachers"

     b. Education Coordinators and Family Services Coordinators - sign up as "School Leader –

Other School Leader"

     c. Ed Manager, Family Services Manager, and Director are "Principals"

4. Request to join our school - NESD Head Start

5. Teachers/Home Visitors - Create a Class

6. Teachers/Home Visitors - Share your class with a) Your Education Coordinator b) Your Family Services Coordinator c) Ed Manager d) Family Services Manager e) Director (only then will we be able to share joint posts with all of the parents at a site) - <https://classdojo.zendesk.com/hc/en-us/articles/206254233-How-Teachers-Can-Share-Classes-with-School-Leaders>

6. Teachers/Home Visitors - Add your students - when you search by name, they should already be in the system

7. Teachers/Home Visitors - Invite your Parents to join the app through email or cell number (wait until after you've given them the note that you're going to do this)

OR Generate a code to give to families for them to join

8. You can begin using the app to record learning videos, attach activities/documents, etc.

Attached are the instructions on how to get signed up and a link for a video on how it works.

<https://www.youtube.com/watch?v=OAEkfrwtAOI>