

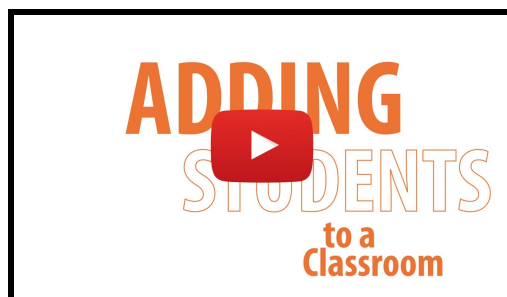
# Tynker: Quick Start Guide for Teachers

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 Video Tutorial



Please watch this [video tutorial](#) that details all the steps.

# Welcome!

Welcome to Tynker! As a teacher, you can create classrooms and add students to them, assign lessons, monitor your students' progress, and access comprehensive Teacher Guides for each lesson.

## What is Tynker?

Tynker is a free creative platform designed to make it easy for educators to teach coding and incorporate programming into subject areas such as Science, Language Arts, Math, and Social Studies. Our classroom management tools and comprehensive educator resources mean teachers don't need any previous CS experience to effectively teach programming with Tynker—they learn alongside their students and use our automatic assessment tools to monitor students' learning.

## How Kids Learn

Learning to code is personalized with Tynker's fun, open-ended lessons that let students learn at their own pace. Lessons introduce two or three computing concepts at a time, and students master them through interactive tutorials, video explanations, and DIY projects. Quizzes and puzzles reinforce the concepts and assess how students are doing. Students can demonstrate their learning through expansive creativity tools that allow them to create anything they imagine. This leaves you free to help students who have questions and focus on encouraging creativity, without having to teach every concept.

Students are engaged by Tynker's lessons because they can use what they learn to tell interactive stories, program animations, code games, build STEM projects, control drones and robots, and much more. Over 60 million students have used Tynker to learn to program and make incredible projects.

To get started with Tynker, all you need to do is:

1. Set up your Teacher account
2. Add your Classrooms
3. Add your Students
4. Assign Lessons
5. Monitor student progress

## Step 1. Set up your Teacher Account

Tynker has three types of accounts: Administrator, Teacher, and Student. Each account type has different privileges.

To get started, you'll need to set up your teacher account. If your school has a Tynker subscription, follow the instructions in the "For Premium Users" section to ensure you have access to the curriculum that your school has purchased.

### For Free Users

1. Go to [tynker.com/school](https://tynker.com/school) and click the "[Join For Free](#)" button.
2. Create a Tynker Teacher account or register using a Microsoft or Google account. You will use this method every time you log in.
  - a. Tynker Login: Provide an email address and a password, then your full name. Tynker will send you a verification email; you must verify your account before continuing.
  - b. Microsoft or Gmail Account: Choose a Microsoft or Gmail account. You do not need a Tynker password to log in with this method.
3. Start typing your school's name into the "School Name" field and choose from the options. If your school does not have an account, provide your school's information, including your school's name, website, and address.

### For Premium Users

1. Look for a welcome email from Tynker. If you did not receive it, please check with the Tynker Administrator for your school or district.
2. Sign in to your Tynker account using the method you used during signup, or the login your administrator created for you. This could be using a Tynker account, a Google Account, or a Clever login.

## Step 2. Add your Classrooms

Tynker has a number of classroom and student management features built in to make setup easy. If your school is set up with Google Classroom or Clever, you can use those services to automatically sync student accounts and classroom information with Tynker. If you do not use either of those services, you can create a classroom manually. Once you create a classroom, you can begin adding students using the methods outlined in Step 3.

Depending on how your school is set up, your Tynker Administrator may prefer to create all student accounts and classroom assignments for you. In this case, you can skip forward to Step 4. See the [Quick Start Administrator Guide](#) for more information on the tools available to Tynker Administrators.

## Using Google Classroom with Tynker

1. Turn off your browser's popup blocker and sign in to Tynker using the Google Authentication option. You should see a pop-up from Google asking you to give Tynker permissions to access your Google Classroom. You will only need to do this once. Be sure to give Tynker permissions, otherwise these steps will not work.
2. Tynker will automatically detect if you have Google Classroom. Simply select the class you would like to import to Tynker and click "Link Classroom." All the students will be imported immediately. If you add or remove any students in Google Classroom, you can use the "Sync" option under the Students tab to update the roster in Tynker.

## Using Clever with Tynker

1. Select Tynker from your Clever portal. On first launch you will be prompted to set up your classroom. All your students will be automatically added to Tynker, and then you can assign Tynker lessons to your students. Tynker will import data from your student roster nightly using Clever Secure Sync.

## Creating Classrooms in Tynker

1. Click the "Add Classroom" button.



2. Choose a classroom name and grade level.
3. You will see lesson plans available to assign as well as lessons you can purchase. You can assign lessons from here or assign them later.
4. When you're done, scroll down and click "Create."



5. You will automatically be redirected to the Overview tab, where you can add students to your classroom and assign lessons if you haven't already.

## Step 3: Add your Students

Tynker offers four methods for adding students to your classrooms.

Method 1) Import students into a single classroom

- Use this approach if you plan to have a single classroom to start with. You can repeat this step for each additional classroom that you want to create.

Method 2) Import students into multiple classrooms

- Use this approach if you are teaching multiple groups of students and already know the groupings for each class.

Method 3) Manually create individual Tynker accounts

- Use this approach if a student joins after you have imported the class.

Method 4) Have students add themselves using a class code

- Use this approach if your students have school-provided Google accounts.

The system is flexible; you can use any combination of these methods.

The tools will work for both new and existing accounts. When you add students, the system automatically checks whether the information you enter is associated with an existing student account. Existing accounts are updated with new classroom information and do not lose their previous class data. All other accounts are generated and added to the classroom. That means you can use these tools again whenever a new semester begins.

*Note:* Do not add your Teacher account as a student in your own classroom. This will cause a known bug.

## Ways to Add Students

### Method 1: Import students to a single classroom with a CSV file

You can use a CSV (Comma-separated-values) file to add all your students to your classroom at once. The following types of imports are supported:

- Import students that use Google accounts ([Sample CSV](#))
- Import students that use Tynker accounts ([Sample CSV](#))

Here is an example CSV for a classroom using Tynker logins for students.

First	Last	Login	Password
Ernie	Sesame	ernie5@sesamestreet.edu	tynker5535
Elmo	Sesame	elmo1@sesamestreet.edu	sesame2309
Oscar	Grouch	oscar3@sesamestreet.edu	tynker9240
Cookie	Monster	grover9@sesamestreet.edu	sesame1144

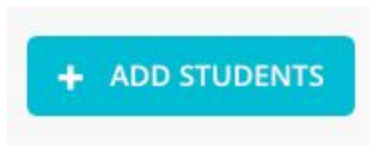
To import students using Google accounts, you only need the Login column from the above example.

Follow these steps to import your students:

1. Click on one of your classrooms.
2. Select the “Students” tab.



3. Click the blue “+ Add Students” button.



4. Select “Upload Class Roster.”
5. Choose a login method for students. If you select Google Accounts rather than Tynker Accounts, you only have to enter the student emails into the CSV file.
6. If you have a Google account, open up the linked Google Sheet and create a copy so that you can input your students. If you do not have a Google account, open up the linked Google Sheet and download the sheet as a CSV file.
7. Use Google Sheets or a spreadsheet editor like Microsoft Excel to add all the students under the headers. The only fields that can be left blank are the passwords. For blank passwords, a random password will be automatically generated.
8. Download/save the file as a CSV file.
9. Upload your CSV file formatted exactly like the demo CSV file.
10. Fix any errors in your CSV file and import it. See the Preflight Error Checking section below for more information about fixing CSV errors.

Watch the [relevant section of our Tutorial video](#) if you need help.

## Method 2: Import students to multiple classrooms with a CSV file

This method allows you to import all of your students into their respective classrooms using a single CSV upload. Classrooms can also be added this way. The following types of imports are supported:

- a) Import students that use Google accounts ([Sample CSV](#))
- b) Import students that use Tynker accounts ([Sample CSV](#))

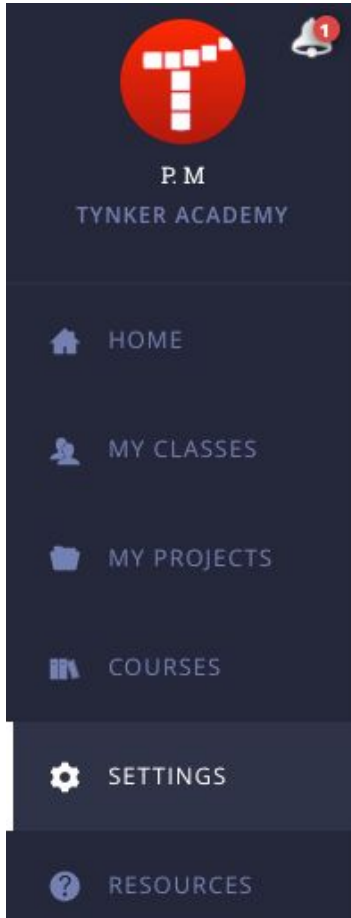
Here is an example CSV for multiple classrooms, using Google logins for students.

Class	Login
Big Bird’s Intro to Programming	ernie5@sesamestreet.edu

Big Bird's Intro to Programming	elmo1@sesamestreet.edu
Big Bird's Intermediate Coding	oscar3@sesamestreet.edu

Follow these steps:

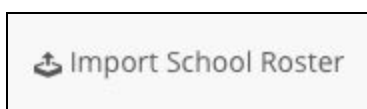
1. Go to your account settings page by clicking "Settings" in the left navigation bar.



2. Navigate to the "Students" tab.



3. Select "Import School Roster."



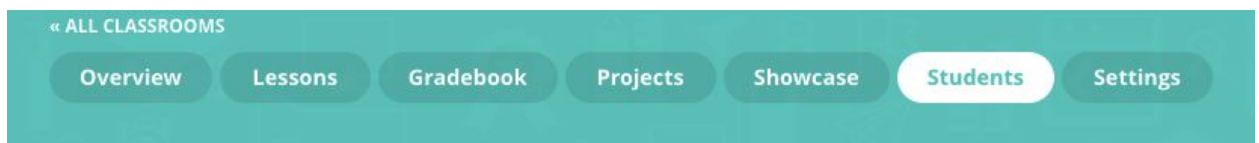
4. Choose a login method for students. If you select Google Accounts rather than Tynker Accounts, you will only have to enter the student emails into the CSV file.
5. If you have a Google account, open up the linked Google Sheet and create a copy so that you can input your students. If you do not have a Google account, open up the linked Google Sheet and download the sheet as a CSV file.
6. Use Google Sheets or a spreadsheet editor like Microsoft Excel to add all the students under the headers. The only fields that can be left blank are the passwords. For blank passwords, a random password will be automatically generated.
7. Download/save the file as a CSV file.
8. Upload your CSV file formatted exactly like the demo CSV file.
9. Fix any errors in your CSV file and import it. See the Preflight Error Checking section below for more information about fixing CSV errors.

Watch the [relevant section of our Tutorial video](#) if you need help.

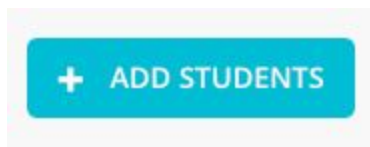
### Method 3: Manually create Tynker accounts for each student

This method is the simplest way to add students one at a time. It is best suited for small classes.

1. Click on one of your classrooms.
2. Select the “Students” tab.



3. Click the blue “+ Add Students” button.



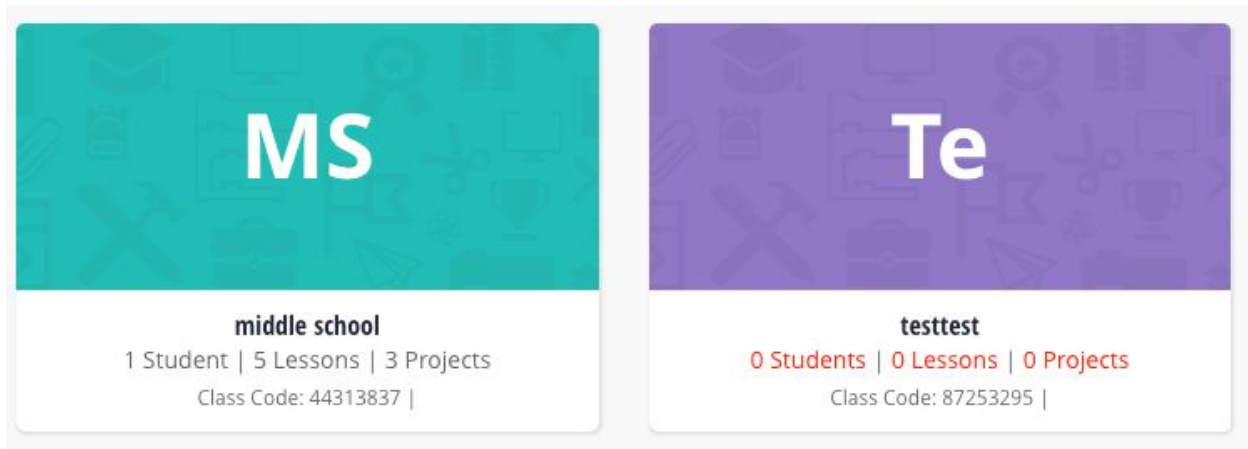
4. Select “Add Single Student.”
5. Select a login method for the student. If you select Google Account rather than Tynker Account, you will only have to enter the student’s email address.
6. Fill in the fields to enter the student’s information. If you selected Tynker Account, you can choose to leave the username and password fields blank. If you do so, Tynker will create a username based on the student’s name and a randomly generated password.
7. Click “Add.” Repeat this process to add an account for each student.

Watch the [relevant section of our Tutorial video](#) if you need help.



## Method 4: Have students add themselves using a Class Code

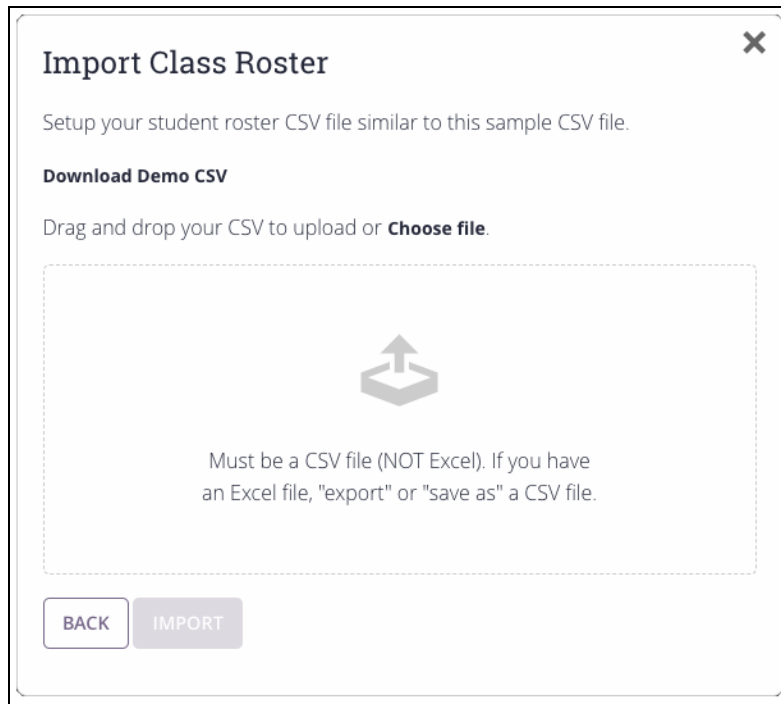
If all of your students already have Tynker accounts, this is the simplest way to set up your classroom. Find your Class Code under the My Classes tab in your Teacher dashboard. All Class Codes will be visible under your classroom names.



Write your Class Code on the board and give your students the following instructions:

1. Log in to Tynker.com.
2. Click on their Avatar in the top left.
3. Click “Settings” at the top.
4. Click “Join a Class” in the top right.
5. Enter the Class Code.

## Preflight Error Checking



When you're ready to import your CSV file, Tynker will perform a preflight error check just to make sure that the roster file you have is valid. We flag common errors such as missing fields and duplicate users. After the check is run, download the error report, fix all the issues, and re-import the CSV file. You can repeat this process in the same dialog until you see that there are no more errors. Click "Import" once you complete the process to import all your setup data into Tynker.

If you're having trouble at any point, you can always reach out to us at [support@tynker.com](mailto:support@tynker.com).

## Giving Students Their Login Info

After adding all your students, you can print out all their login and password information by clicking "Print Student Login Cards" under the "Students" tab. This creates a document that you can print out and cut up to give students. If your students use Google logins, this card will not have their passwords, since they are externally managed by Google.



## Step 4: Assign Lessons

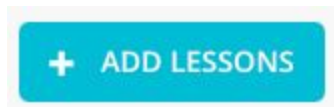
You can assign lessons before or after adding students to your classroom. If you are a free user, you will automatically be given access to Programming 100, a beginner coding course appropriate for grades 2–4, and Programming 300, our middle school starter course. These free courses let you see what it's like to teach with Tynker. If you are a premium user, you will have access to Tynker's full library of coding courses for grades K-8.

To assign a lesson:

1. Click on one of your classrooms.
2. Select the "Lessons" tab.



3. Browse the available lessons by clicking on "+ Add Lessons."



4. Select your course(s) and click on the "Add Lessons" button to assign them to this classroom.



5. This lesson will automatically appear in your students' dashboards.

## Step 5: Monitor Student Progress

If your students have used Tynker's Hour of Code activities, you can see their progress in the Hour of Code tab under Gradebook. If your students have used Space Cadet or Dragon Spells, our two courses designed for the Everyone Can Code program from Apple, you can monitor their progress in the Everyone Can Code tab under Gradebook.

If you are a premium user, you can access an analysis of your students' assignments, a class performance chart, student performance reports, the class's progress through concepts, and the skill level measurement for each concept.

To access these metrics:

1. Click on one of your classrooms.
2. Click on the “Gradebook” tab.



3. Choose which metric you would like to see.

## Any questions? We’re here to help!

If you have any issues or questions, just send us an email at [support@tynker.com](mailto:support@tynker.com).

Tips for contacting support:

1. Let us know what browser, operating system, and machine you’re using.
2. If your question is about a specific lesson, specify which course and lesson you’re using.
3. If your question pertains to a specific account or project, let us know the username and project name.
4. Provide us a screenshot of what’s going wrong if applicable.
5. If you’re receiving an error message, tell us what the specific error message is.
6. If you’re having problems onboarding students or teachers, send us the CSV file you’re using.