



Getting started with Pupil accounts

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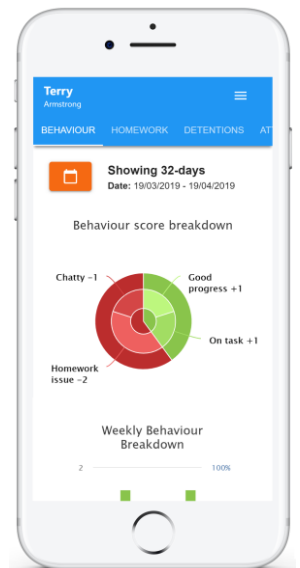
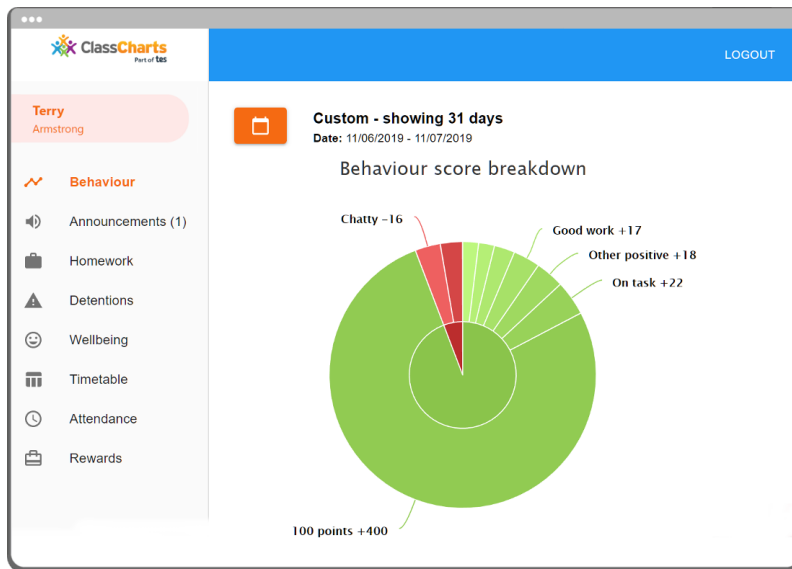
What is Class Charts for pupils?

Class Charts allows you to keep track of your [achievements](#) and [behaviour](#), buy [rewards](#) from the Reward store, stay on top of your [homework](#), keep track of scheduled detentions, view your timetable, check your attendance, create wellbeing submissions and view announcements from your school.

Class Charts for students can be accessed via our [website](#), or by our [iOS](#) and [Android](#) apps.

You can access the student website and links to the student apps at:

<https://www.classcharts.com/student/login>



You should have received a Student code from your school, which will look similar to the example code shown on the right.

This code is used to log into your [student account](#), which is covered on the next page.

ABC123

Logging in to Class Charts

Follow the steps below to access your student account.

1. Enter your [email address](#) and [password](#) into the fields provided.

Access code *

Your access code

Please enter the access code supplied by your teacher.

☒ Remember me

2. Click on the [Log in](#) button.

LOG IN

3. Enter your [date of birth](#) if prompted and click on the [OK](#) button.

Date of birth

Please enter your date of birth below.

Date of Birth

12/06/2009

OK

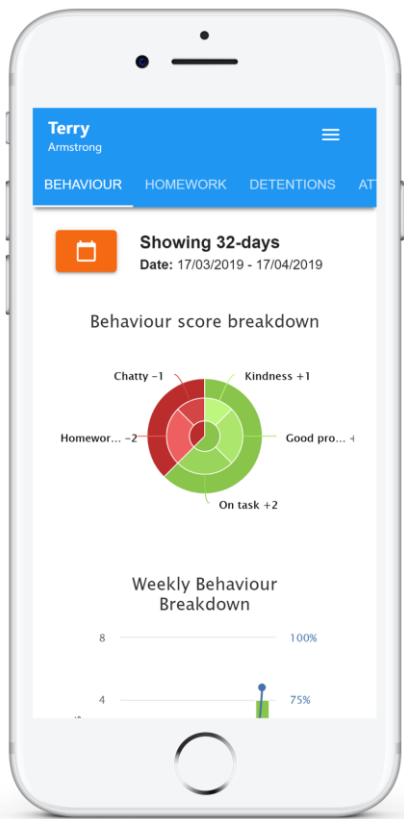
CANCEL

Behaviour

If your school has decided to share behaviour information, you will see the [Behaviour](#) tab in your account.

Selecting this tab will display your overall behaviour in the form of a pie chart and a bar graph.

By default, the displayed date range is [31 days](#) . To view a different range of behaviour data, click on the [Date](#) button.



Below these graphs you will find a list of behaviour activity. These display the [behaviour](#) that was awarded, [when](#) it was awarded, [who](#) awarded the behaviour, the [lesson](#) the behaviour was awarded in, and how many [points](#) the award is worth.

The level of detail within each behaviour award depends on the settings that your school has enabled.

Activity

Tuesday 16 April

- +1

Terry Armstrong
On task awarded by Mrs A Abell in 12A/Ft1.

13:04
- 1

Terry Armstrong
Homework issue awarded by Mrs A Abell in 12A/Ft1.

12:04

Homework

If your school has decided to share homework with pupils, you will see the [Homework](#) tab in your account.

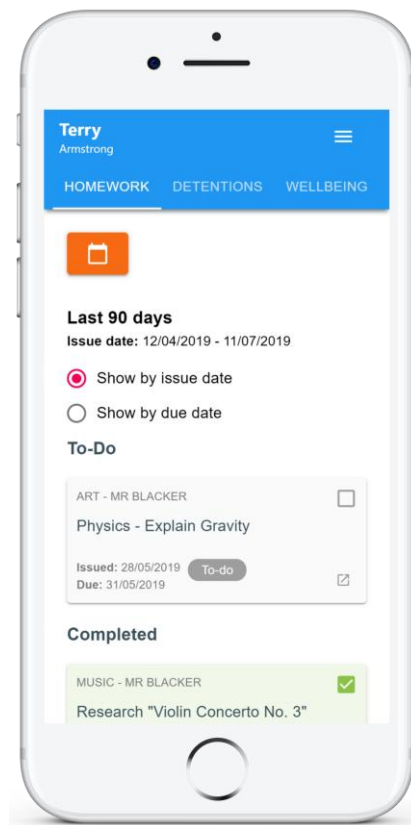
Selecting this tab will display a list of the [homework tasks](#) which you have been given.

To change the date range for displayed homework tasks, click on the orange [Date](#) button.

To display tasks in the order they were set, click on the [Issue Date](#) button

To display tasks in the order they are expected to be handed in, click on the [Due date](#) button.

To mark a homework task as completed, click on the [tick box](#) for the homework of your choice.



To view a homework task in more detail, click on the [expand](#) icon in the bottom right hand corner of the homework tile.

A popup will appear that contains the a [description](#) of the homework task, the [estimated completion time](#) and any [links](#) or [attachments](#) that may have been included.



Homework Details

PHYSICS - 13C/PH1 - MRS ABELL

Issue date: 17/04/2019

Due date: 24/04/2019

Estimated completion time: 3 hours

P4 - End of module test

Please revise the following topics for the end of module test next **Wednesday**:

Homework status categories

To-Do: These are homework tasks that you need to complete. Once you have completed them, tick the [checkbox](#).

PHYSICS - MRS ABELL

P4 - End of module test

Due: 24/04/2019

To-do



Completed: These are homework tasks that you have ticked as completed but have not been marked by your teacher.

PHYSICS - MRS ABELL

P4 - End of module test

Due: 24/04/2019

Completed



Late: These are homework tasks that have been handed in past the deadline.

PHYSICS - MRS ABELL

P4 - End of module test

Due: 24/04/2019

Late



Not submitted: These are homework tasks that were not handed in on time.

PHYSICS - MRS ABELL

P4 - End of module test

Due: 24/04/2019

Not submitted



Submitted: These are homework tasks that have been handed in on time.

PHYSICS - MRS ABELL

P4 - End of module test

Due: 24/04/2019

Submitted



Detentions

If your school has decided to share detention information with pupils, you will see the [Detentions](#) tab in your account.

Selecting this tab will display a list of [detentions](#) which have been set for you.

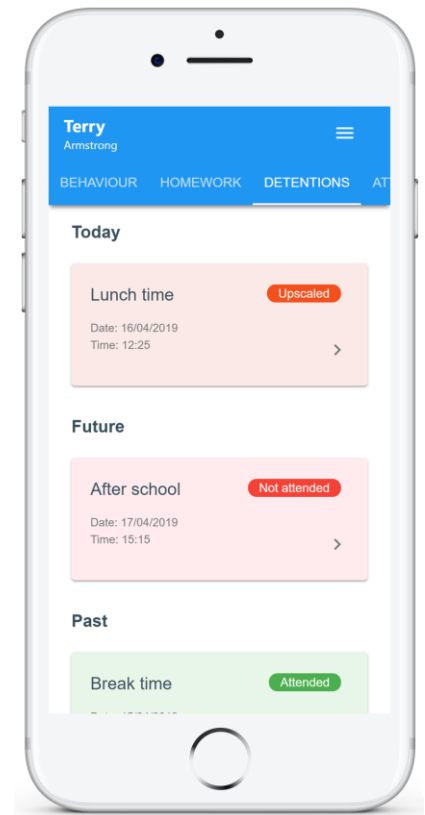
Detentions fall under 4 categories: [Attended](#), [Not attended](#), [Pending](#) and [Upscaled](#).

Attended: You have sat this detention.

Not attended: You have not sat this detention.

Pending: This detention has not been sat and has not been marked as Attended / Not attended by your teacher.

Upscaled: This detention has escalated into another type of detention.



To view more information about a specific detention, click on the [arrow](#) icon.

This will bring up a popup that describes the detention, including the [location](#) for the detention, the awarding [teacher](#) and [scheduling information](#).

After school Not attended

Date: 17/04/2019
Time: 15:15 ▼

Location: Room 17
Duration: 30 min

FOOD TECH - 12A/FT1 - MRS ABELL

Attendance

If your school has decided to share attendance information with pupils, you will see the [Attendance](#) tab in your account.

Selecting this tab will present your [attendance](#) data for the past [31 days](#).

To change the displayed timeframe of attendance records, click on the orange [Date](#) button and select the date range of your choice.

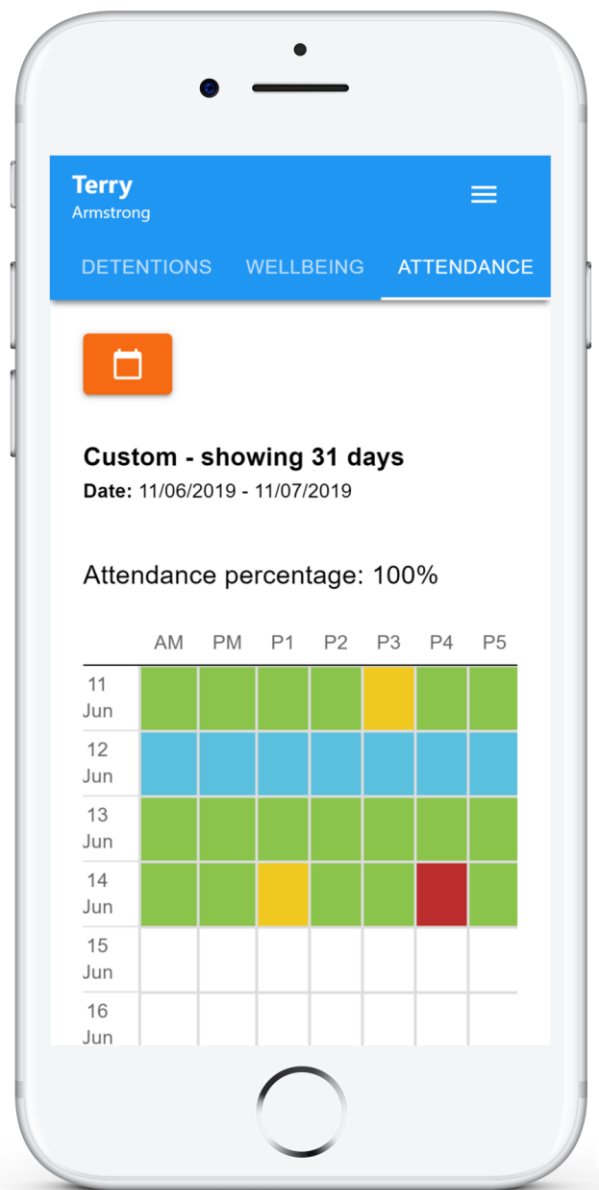
Attendance records fall under four categories: [Present](#), [Late](#), [Authorised absence](#) and [Unauthorised absence](#).

Present: You attended the lesson.

Late: You were late to the lesson.

Authorised absence: You did not attend the lesson, but had a valid reason for doing so.

Unauthorised absence: You did not attend the lesson and did not have a valid reason to do so.



Timetable

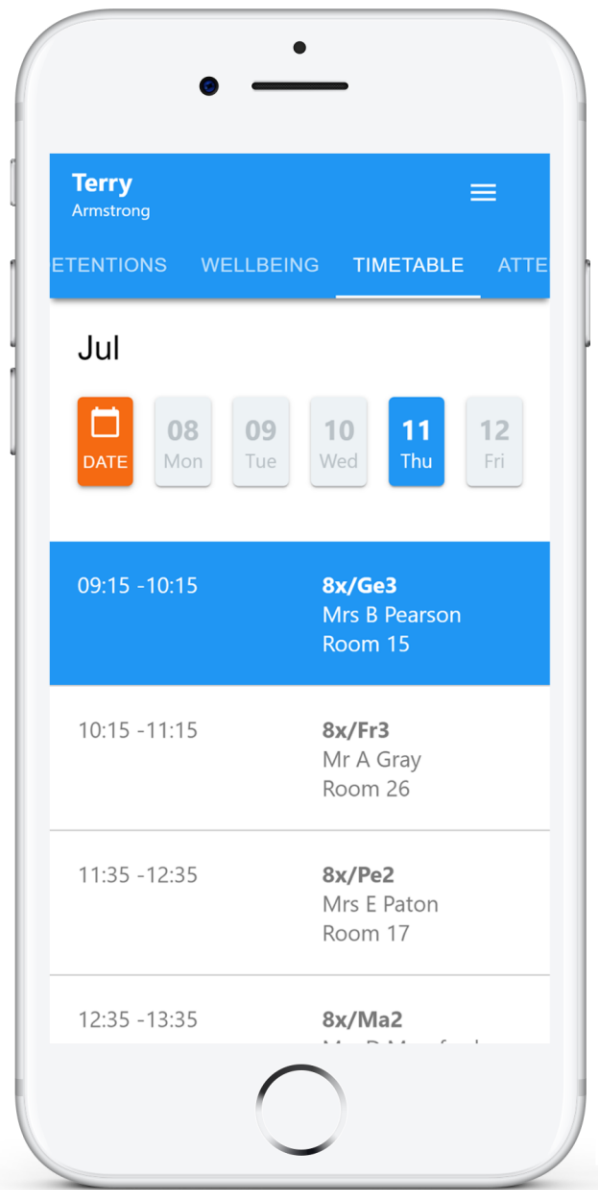
If your school has decided to share timetable data with pupils, you will see the [Timetable](#) tab in your account.

Selecting this tab will present you with your [timetable](#) for the current day. This includes the [time](#) for each lesson, the [lesson name](#), the [teacher's name](#) and the [room](#) where the lesson will take place.

Your current lesson will be highlighted in [blue](#), as shown on the right.

To view your timetable for another day of the week, click on one of the other [displayed dates](#) along the top of the timetable.

To change the displayed week, click on the orange [Date](#) button and select a date from the week of your choice.



Reward Store

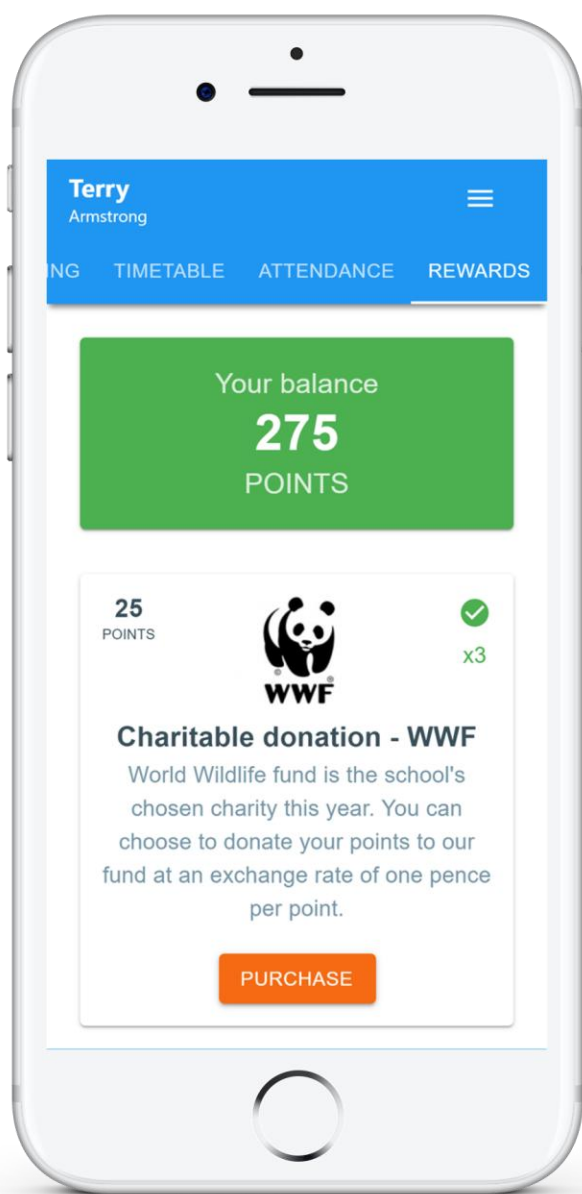
If your school has a reward store, you will see the [Rewards](#) tab in your account.

Selecting this tab will present you with the rewards that are available and how many points they [cost](#).

The [Balance](#) number shows how many points you have available to spend.

To purchase a reward, simply click on the [Purchase](#) button below a reward.

If you have enough points, the [cost](#) will be [taken away](#) from your [balance](#) and the reward will be successfully purchased.



Wellbeing

If your school has decided to share wellbeing reporting with pupils, you will see the [Wellbeing](#) tab in your account.

Clicking on this tab will present you with five face icons, which represent a range of [emotions](#). These icons can be used to record wellbeing submissions.

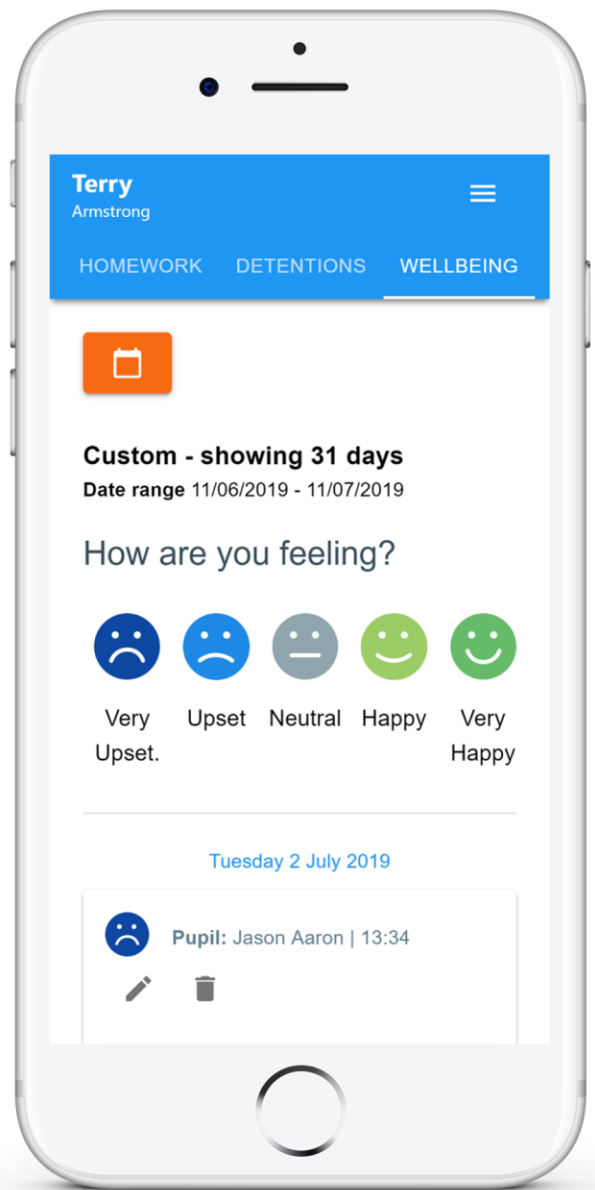
To record a wellbeing submission, select the [face](#) icon that most accurately describes how you are feeling.

You can add a [description](#) for the wellbeing submission, along with a [tracker](#) if your school has made them available to pupils.

Click on the [Save](#) button once you are finished.

Once a wellbeing submission has been recorded, you can make changes to it using the [pencil](#) icon.

To delete a wellbeing submission, click on the [bin](#) icon for the submission of your choice.

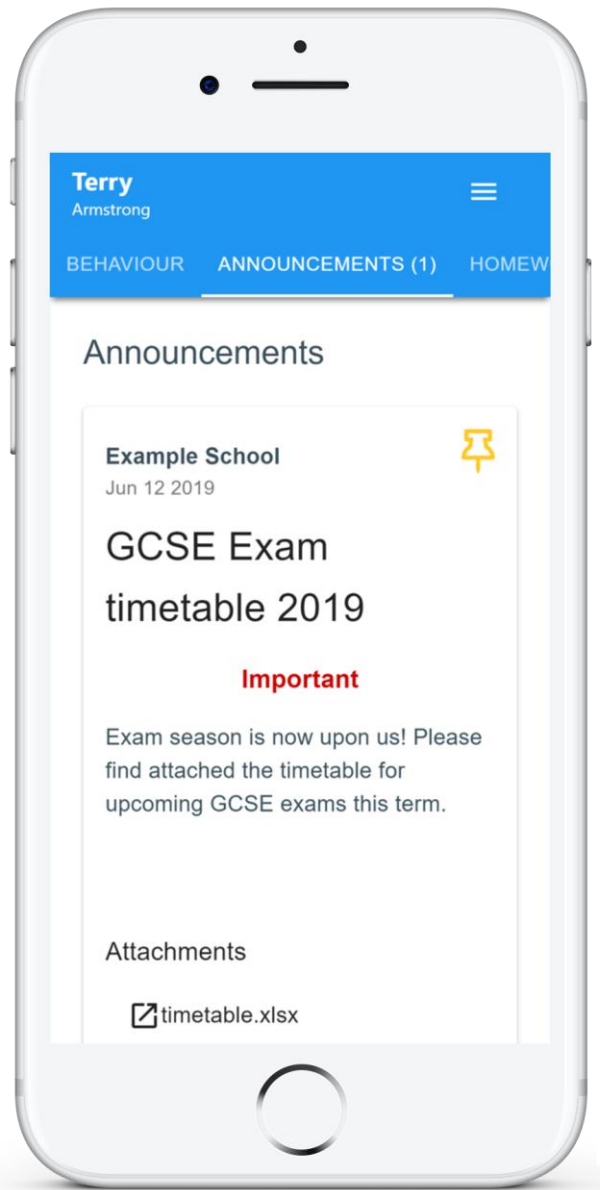


Announcements

If your school has decided to share announcements with pupils, you will see the [Announcements](#) tab in your account.

Selecting this tab will display a list of [announcements](#) that have been shared with you.

Announcements with a [pin](#) icon will always stay at the top of the announcements list.



FAQs and troubleshooting

"I don't have a student code!"

Please contact your school and ask for a new student code.

"I'm not seeing ____!"

This quick start guide provides information on all of our modules. If you are not seeing a module mentioned in this guide, your school may not have decided to purchase / enable that module.

"I would like to know more about your privacy policy"

- Your data is held securely in the UK.
- Your data is shared with us by the school and we will only use it for the purpose it is shared for.
- We will not share your data with anyone.

For more detailed information please click here:

<https://www.edukey.co.uk/edukey-terms-conditions/>