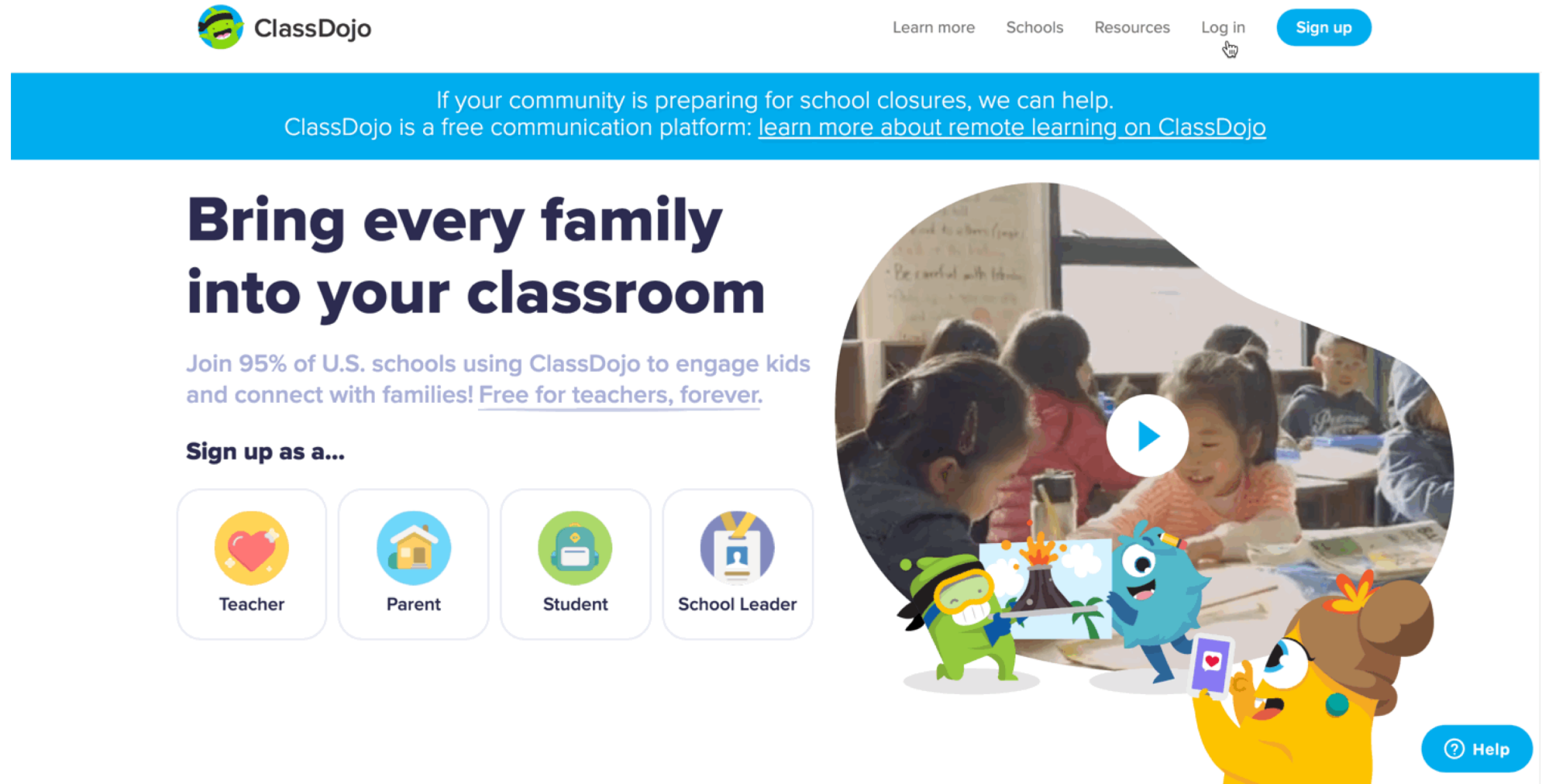


# Setting up and using ClassDojo



Navigate to ClassDojo.com. If you have an account already, click on the *Log in* link. If not, click on the *Sign Up* button.



The image shows the ClassDojo website interface. At the top, the ClassDojo logo is on the left, and navigation links for 'Learn more', 'Schools', 'Resources', 'Log in', and a 'Sign up' button are on the right. A blue banner below the header contains text about school closures and a link to learn more about remote learning. The main content area features a large heading 'Bring every family into your classroom', followed by a subheading about joining 95% of U.S. schools. Below this is a 'Sign up as a...' section with four icons: Teacher (heart), Parent (house), Student (backpack), and School Leader (graduation cap). To the right is a large circular video player showing children in a classroom, with a play button in the center. At the bottom right of the video player is a 'Help' button with a question mark icon.

ClassDojo

Learn more Schools Resources Log in Sign up

If your community is preparing for school closures, we can help.  
ClassDojo is a free communication platform: [learn more about remote learning on ClassDojo](#)

# Bring every family into your classroom

Join 95% of U.S. schools using ClassDojo to engage kids and connect with families! Free for teachers, forever.

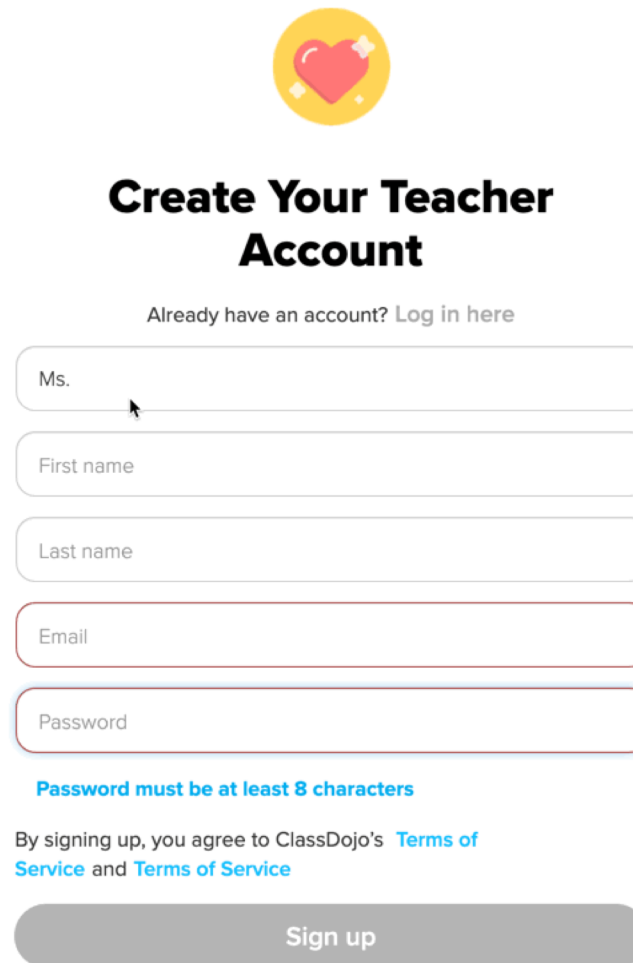
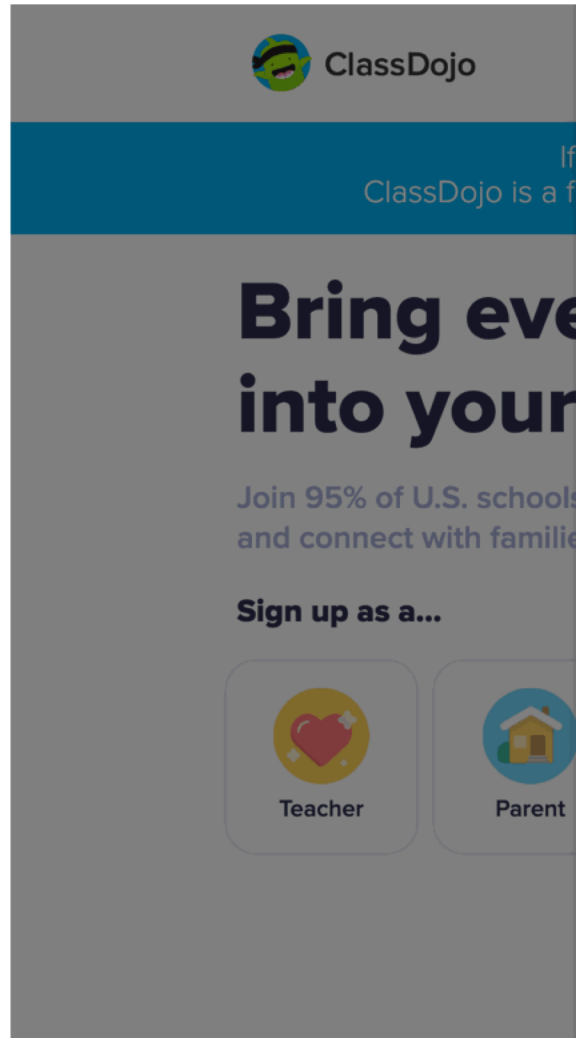
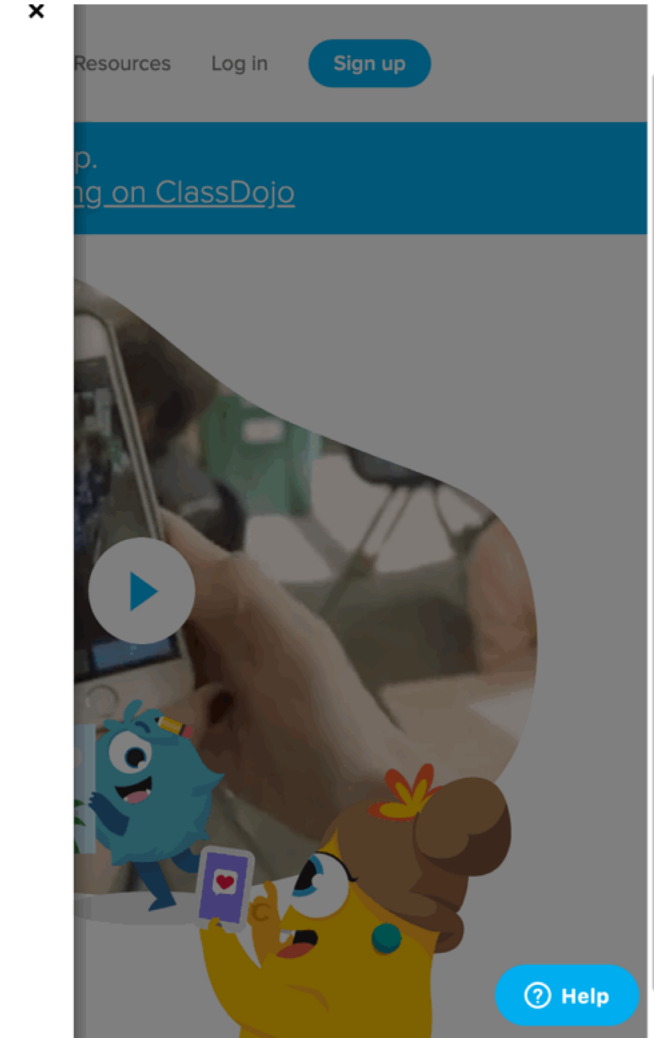
Sign up as a...

- Teacher
- Parent
- Student
- School Leader

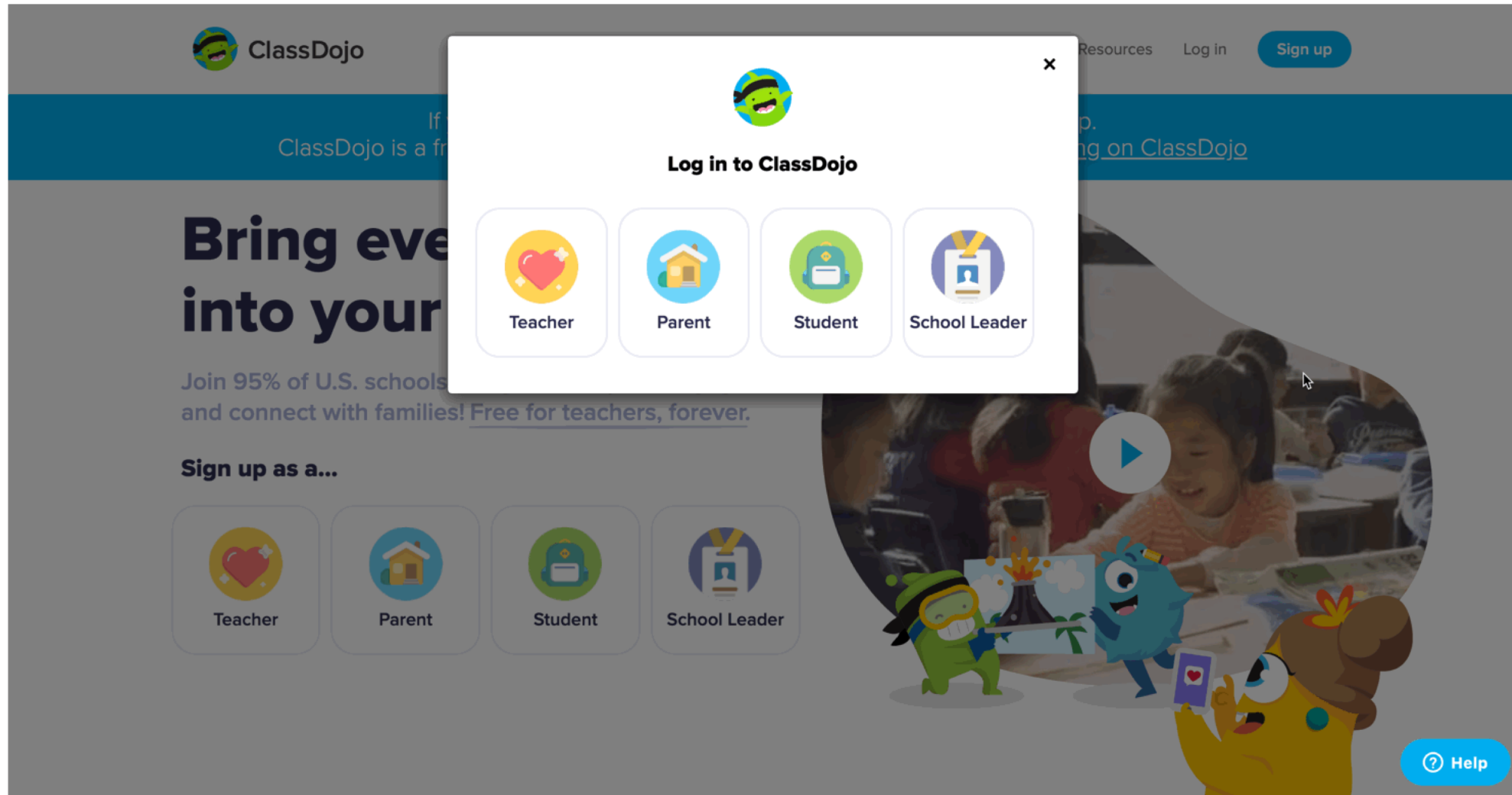
Help

*Note: ClassDojo can be used either on a computer or mobile device.*

If signing up for the first time, enter your first and last name, your email address, and an 8 character password. Then click on the *Sign up button*.

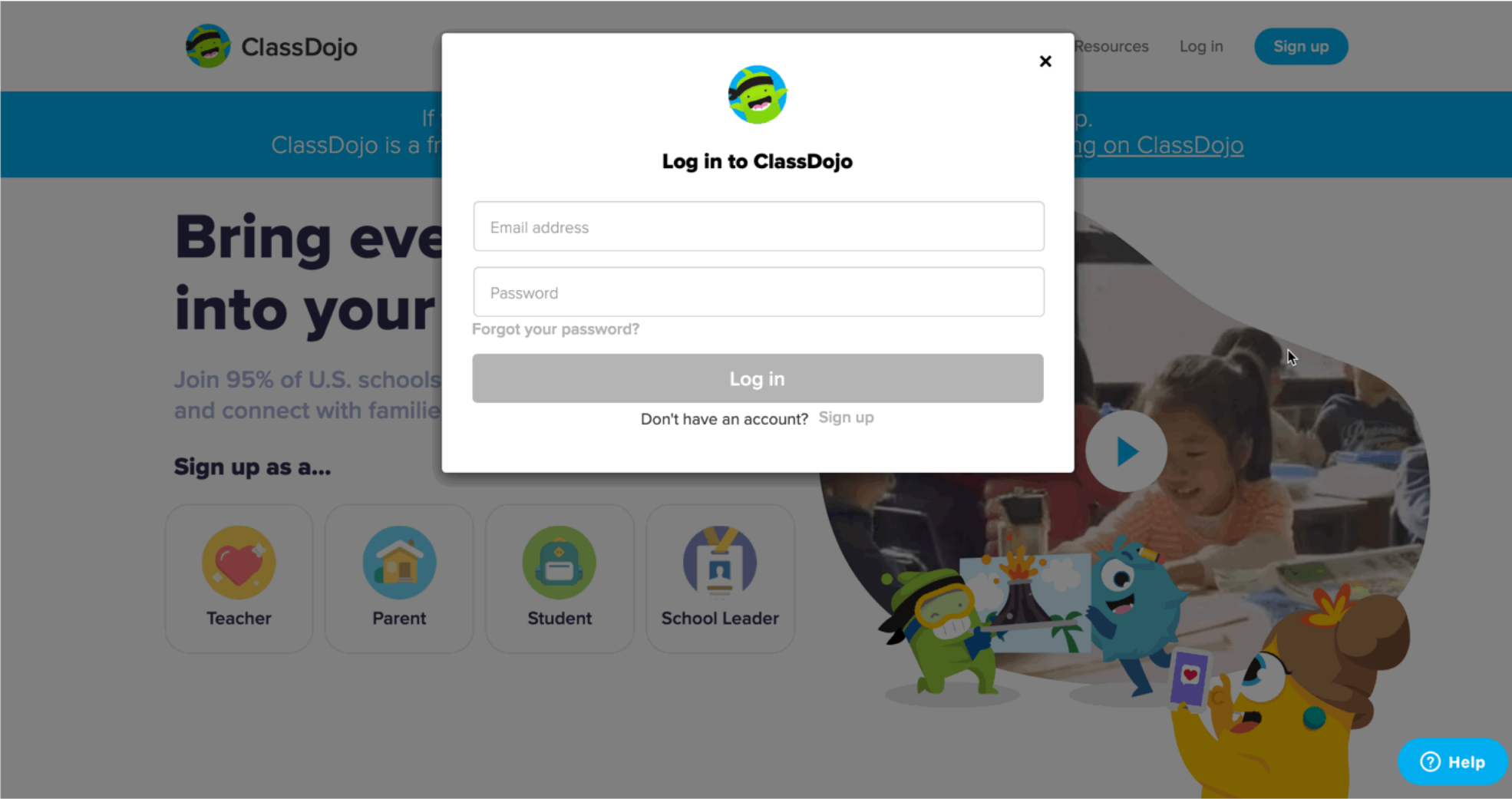
A screenshot of the "Create Your Teacher Account" form. At the top is a yellow circular icon with a red heart and a plus sign. The title "Create Your Teacher Account" is centered. Below it, a link says "Already have an account? Log in here". The form consists of five input fields: a dropdown menu for "Ms.", a text field for "First name", a text field for "Last name", a text field for "Email", and a text field for "Password". Below the password field, a blue note states "Password must be at least 8 characters". At the bottom, there's a line of text: "By signing up, you agree to ClassDojo's Terms of Service and Terms of Service". A large grey "Sign up" button is at the very bottom.

If you clicked on the *Log in* link, select the *Teacher* icon on the following screen.






Enter the email and password used when signing up.



You will be asked to select from a list of available schools.





## Congrats - You're in!

To get started, let's find your school

Suggested schools


<b>Pinecrest Elementary</b> 1218 Po Box, Pinecrest, CA, USA	1 ClassDojo Teacher
<b>Academir Charter West School</b> 4300 University Drive, Miami, FL, USA	9 ClassDojo Teachers
<b>Academy For Community Education Ace</b> 39 Zamora Avenue, Miami, FL, USA	1 ClassDojo Teacher
<b>Academy Of Arts &amp; Minds</b> 3138 Commodore Plz, Miami, FL, USA	1 ClassDojo Teacher
<b>Air Base K-8 School</b>	60 ClassDojo Teachers

I don't teach in a school

*Note: If your school exists in the list, you may be able to use an existing student directory.*

If you don't see your school, click on the *Can't find school? Add it now* link at the bottom of the screen.





### Congrats - You're in!

To get started, let's find your school

b

Hogwarts School Of Witchcraft And Wizardry

England, England, England , ENGLAND

Greenglade Elementary

SW 127th Ave. , Miami, FL, UNITED STATES

1 ClassDojo Teacher

Winston Park K-8 Center

13200 SW 79th ST, Miami, FL, UNITED STATES

1 ClassDojo Teacher

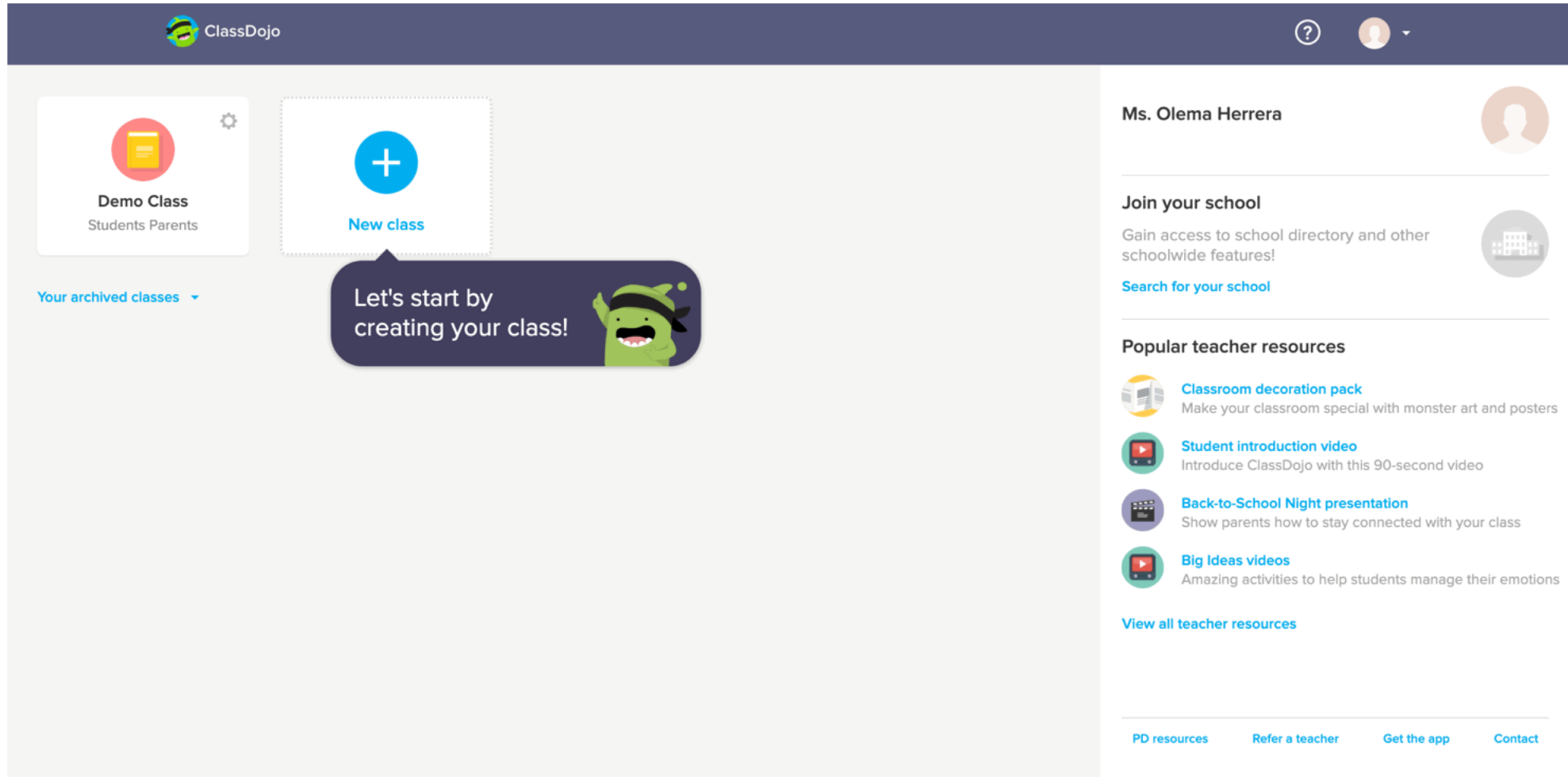
mart

hJgufttufy, niuytfuyt, guyg7iut, REINO UNIDO

Can't find school? Add it now

I don't teach in a school

Once logged in, you can begin building your class by clicking on the *New class* icon.



The image shows the ClassDojo dashboard interface. At the top is a dark blue header with the ClassDojo logo on the left, a help icon (question mark) in the center, and a user profile icon on the right. Below the header, the main area is divided into two columns. The left column contains a 'Demo Class' card with a book icon and a 'New class' card with a plus icon. A dark blue callout bubble with a green monster character says 'Let's start by creating your class!'. Below the 'New class' card is a link for 'Your archived classes'. The right column features a user profile for 'Ms. Olema Herrera', a 'Join your school' section with a school icon and a 'Search for your school' link, and a 'Popular teacher resources' section with four video thumbnails: 'Classroom decoration pack', 'Student introduction video', 'Back-to-School Night presentation', and 'Big Ideas videos'. At the bottom of the right column is a 'View all teacher resources' link. A footer bar at the very bottom contains links for 'PD resources', 'Refer a teacher', 'Get the app', and 'Contact'.

ClassDojo

Ms. Olema Herrera

**Demo Class**  
Students Parents

**New class**

Let's start by creating your class!

Your archived classes

**Join your school**  
Gain access to school directory and other schoolwide features!  
[Search for your school](#)

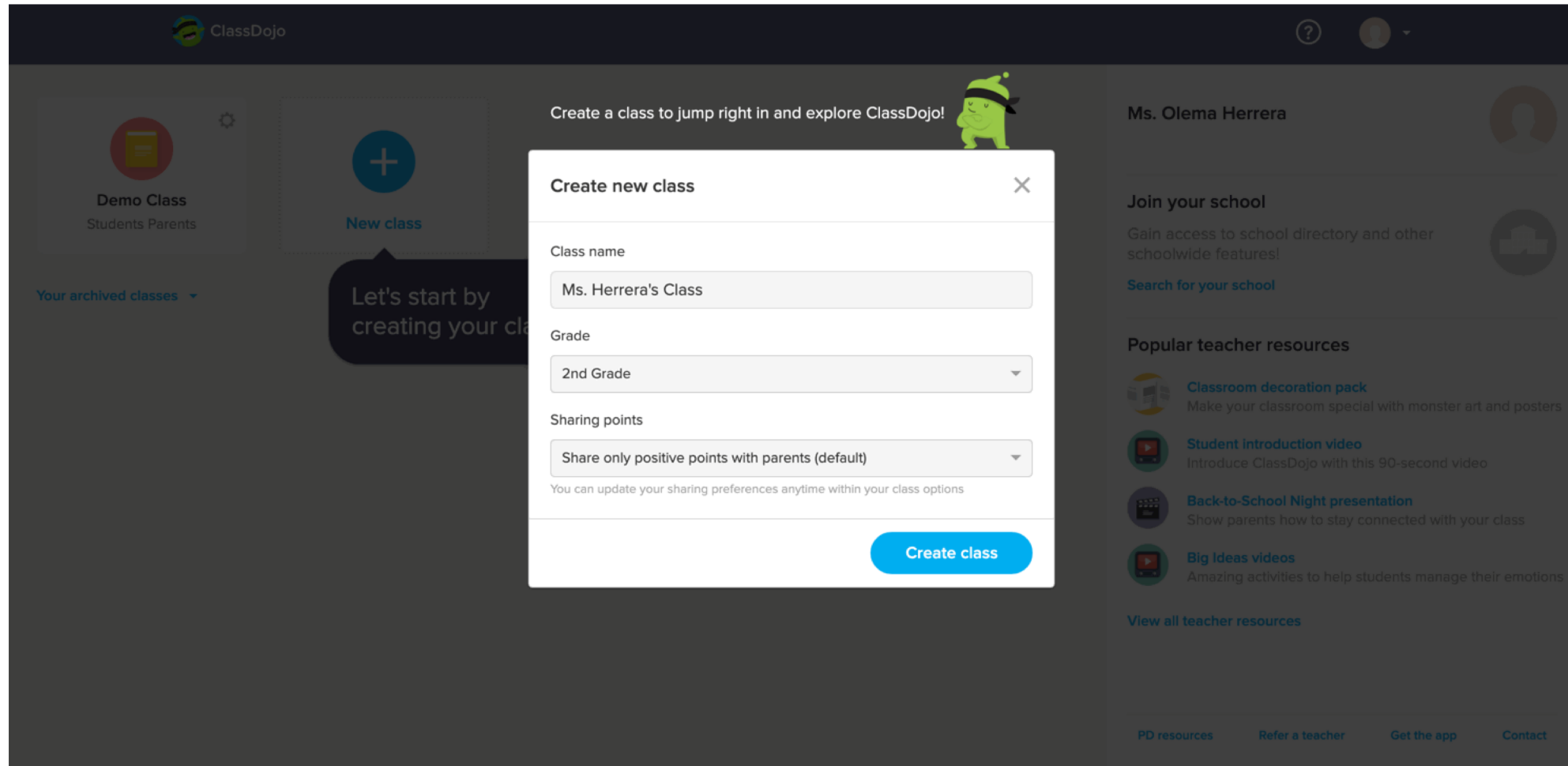
**Popular teacher resources**

- Classroom decoration pack**  
Make your classroom special with monster art and posters
- Student introduction video**  
Introduce ClassDojo with this 90-second video
- Back-to-School Night presentation**  
Show parents how to stay connected with your class
- Big Ideas videos**  
Amazing activities to help students manage their emotions

[View all teacher resources](#)

[PD resources](#) [Refer a teacher](#) [Get the app](#) [Contact](#)

On the resulting screen, you can name your class, assign the grade level, and the types of information you would like to share. Once done, click the *Create class* icon.



The screenshot shows the ClassDojo website interface with a 'Create new class' modal form open in the center. The background is dimmed, showing a 'Demo Class' button, a 'New class' button with a plus icon, and a sidebar with the user's name 'Ms. Olema Herrera' and various resource links. The modal form has a title bar 'Create new class' with a close button. It contains three input fields: 'Class name' with the text 'Ms. Herrera's Class', 'Grade' with a dropdown menu showing '2nd Grade', and 'Sharing points' with a dropdown menu showing 'Share only positive points with parents (default)'. Below the 'Sharing points' dropdown is a small note: 'You can update your sharing preferences anytime within your class options'. At the bottom right of the modal is a blue button labeled 'Create class'.

ClassDojo

Create a class to jump right in and explore ClassDojo!

**Create new class**

Class name  
Ms. Herrera's Class

Grade  
2nd Grade

Sharing points  
Share only positive points with parents (default)

You can update your sharing preferences anytime within your class options

**Create class**

Ms. Olema Herrera

Join your school  
Gain access to school directory and other schoolwide features!  
[Search for your school](#)

Popular teacher resources

- [Classroom decoration pack](#)  
Make your classroom special with monster art and posters
- [Student introduction video](#)  
Introduce ClassDojo with this 90-second video
- [Back-to-School Night presentation](#)  
Show parents how to stay connected with your class
- [Big Ideas videos](#)  
Amazing activities to help students manage their emotions

[View all teacher resources](#)

[PD resources](#) [Refer a teacher](#) [Get the app](#) [Contact](#)

*Note: This can be updated at any time.*

Once your class has been set-up, you will be able to add students manually or use an existing directory.

< Ms. Herrera's Class

Students

Parents

9

?

Classroom

Portfolios

Class Story

Messages

Student login

Invite parents

Options

Students

Groups

+

Add students

Add your students and let's get this party started!

Introducing: Big Ideas!

A Secret about the Brain

Toolkit

Attendance

Select multiple

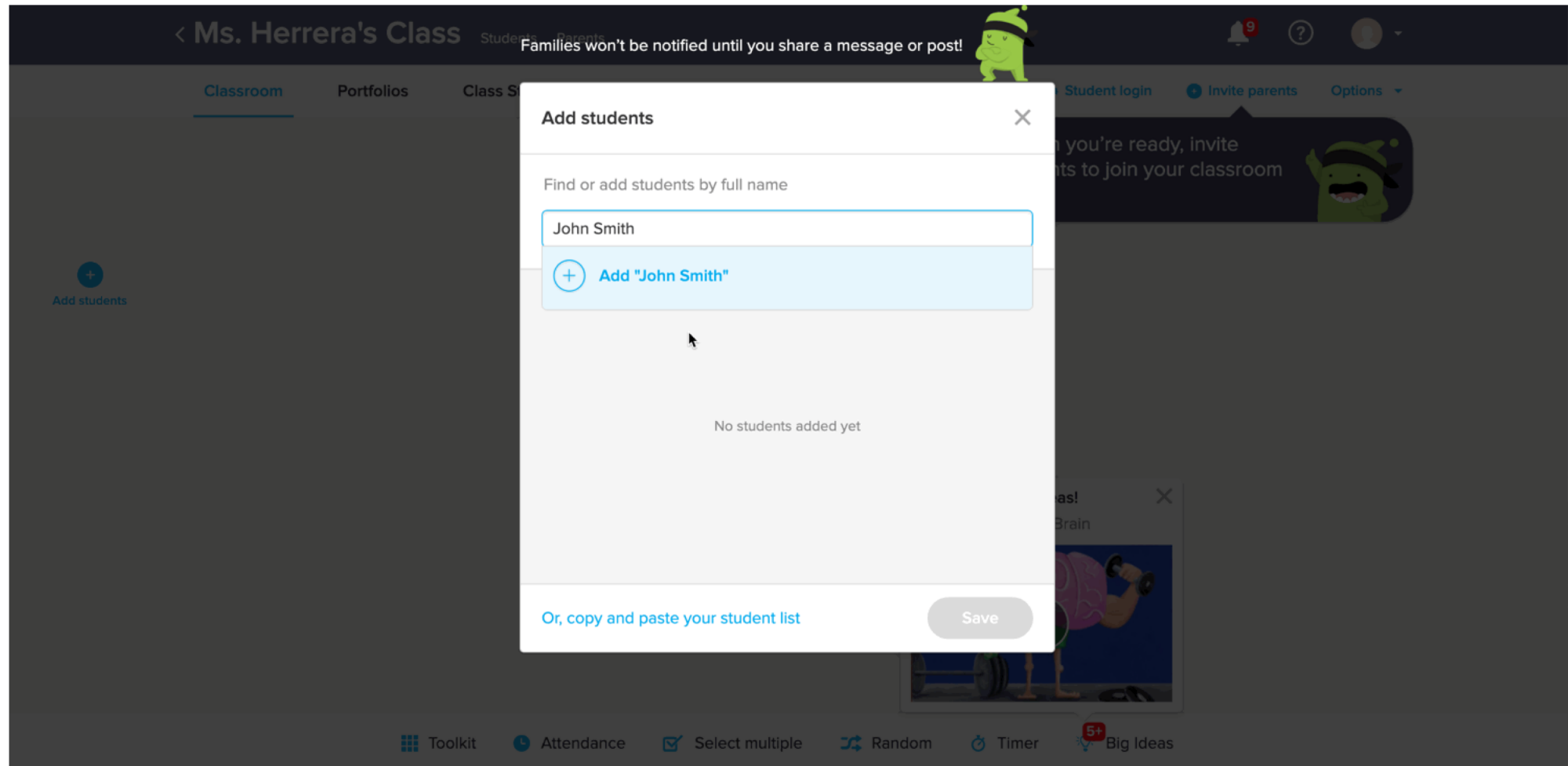
Random

Timer

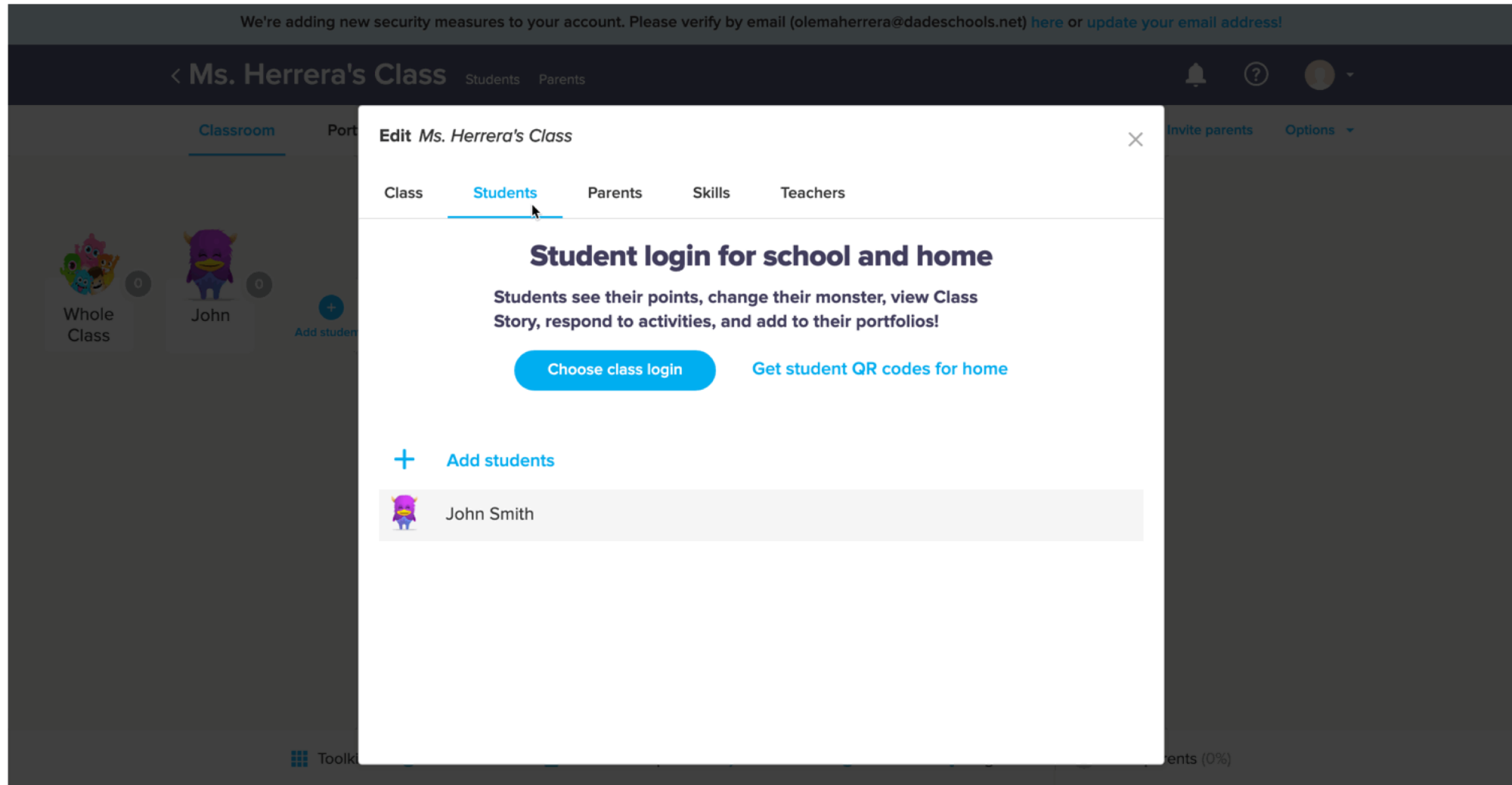
5+

Big Ideas

Students can be added one at a time or by copying and pasting in a student list.



Once students have been added, select the best way for them to log in...





...from any of these choices.



## How will your students log in?



### Scan QR Code

Recommended for camera-enabled devices.

Students log in by scanning your class code.



### Enter text code

Recommended for devices without camera OR 1:1 devices.

Students log in by typing a 6-character code.



### Sign in with Google

Recommended for students with their own Google accounts.

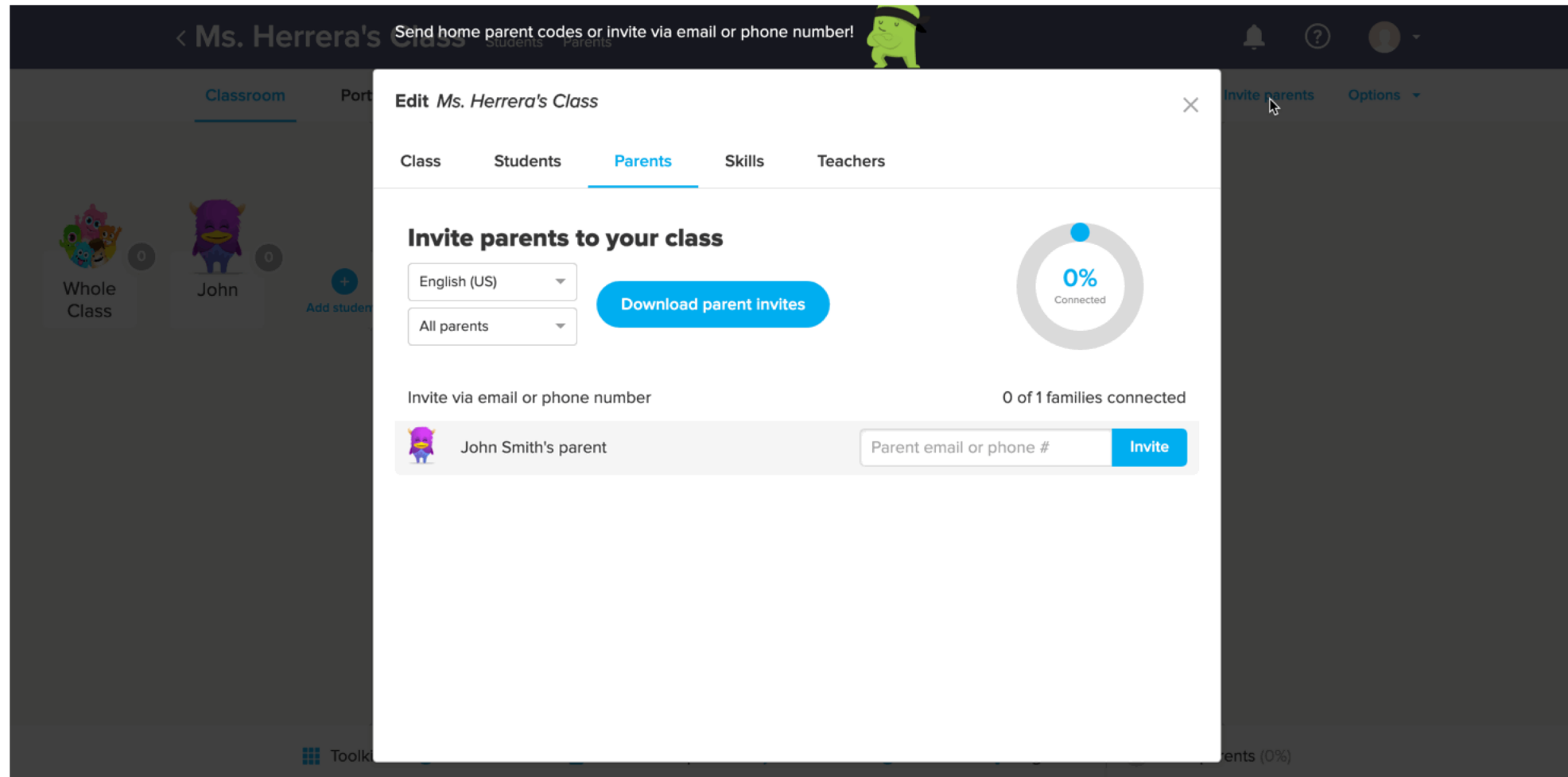
Confirm QR Sign in

Need help? [FAQs are here](#)

Once a class has been built, you can invite your student's parents to join the class by clicking on the *Invite parents* link.

The screenshot displays the 'Ms. Herrera's Class' interface. At the top, a dark blue header bar contains the class name '< Ms. Herrera's Class' and links for 'Students' and 'Parents'. On the right side of the header are icons for notifications (9), help (?), and a user profile. Below the header, a navigation bar includes 'Classroom' (selected), 'Portfolios', 'Class Story', and 'Messages'. To the right of this bar are links for 'Student login', 'Invite parents', and 'Options'. The main content area is titled 'Students' and 'Groups'. On the left, there are three cards: 'Whole Class' with a group of colorful cartoon characters, 'John' with a purple cartoon character, and an 'Add students' button with a plus sign. A dark blue callout box on the right says 'When you're ready, invite parents to join your classroom here!' with a green cartoon character. At the bottom, a toolbar contains icons for 'Toolkit', 'Attendance', 'Select multiple', 'Random', 'Timer', 'Big Ideas' (with a red '5+' badge), and 'Invite parents (0%)'. A video player is embedded in the center, titled 'Introducing: Big Ideas! A Secret about the Brain', showing a cartoon brain lifting weights.

Enter either a cell phone number or an email address for each parent.



*Note: You can download join instructions for you parents by clicking on the **Download parent invites** button.*

The instructions will be similar to this sample. Each parent will receive an individualized invite.

**To: John Smith and John Smith's parents**

From: Ms. Herrera



**Please join our classroom community on ClassDojo**

I'm using ClassDojo to connect with families, share classroom moments, and much more.  
Please join to stay connected!

**PARENTS:**

## New to ClassDojo?

1. Download the ClassDojo app
2. Open app and tap 'Parent' to create a parent account
3. Enter name, email & create a password
4. Tap 'Add child (+)' and use this code:

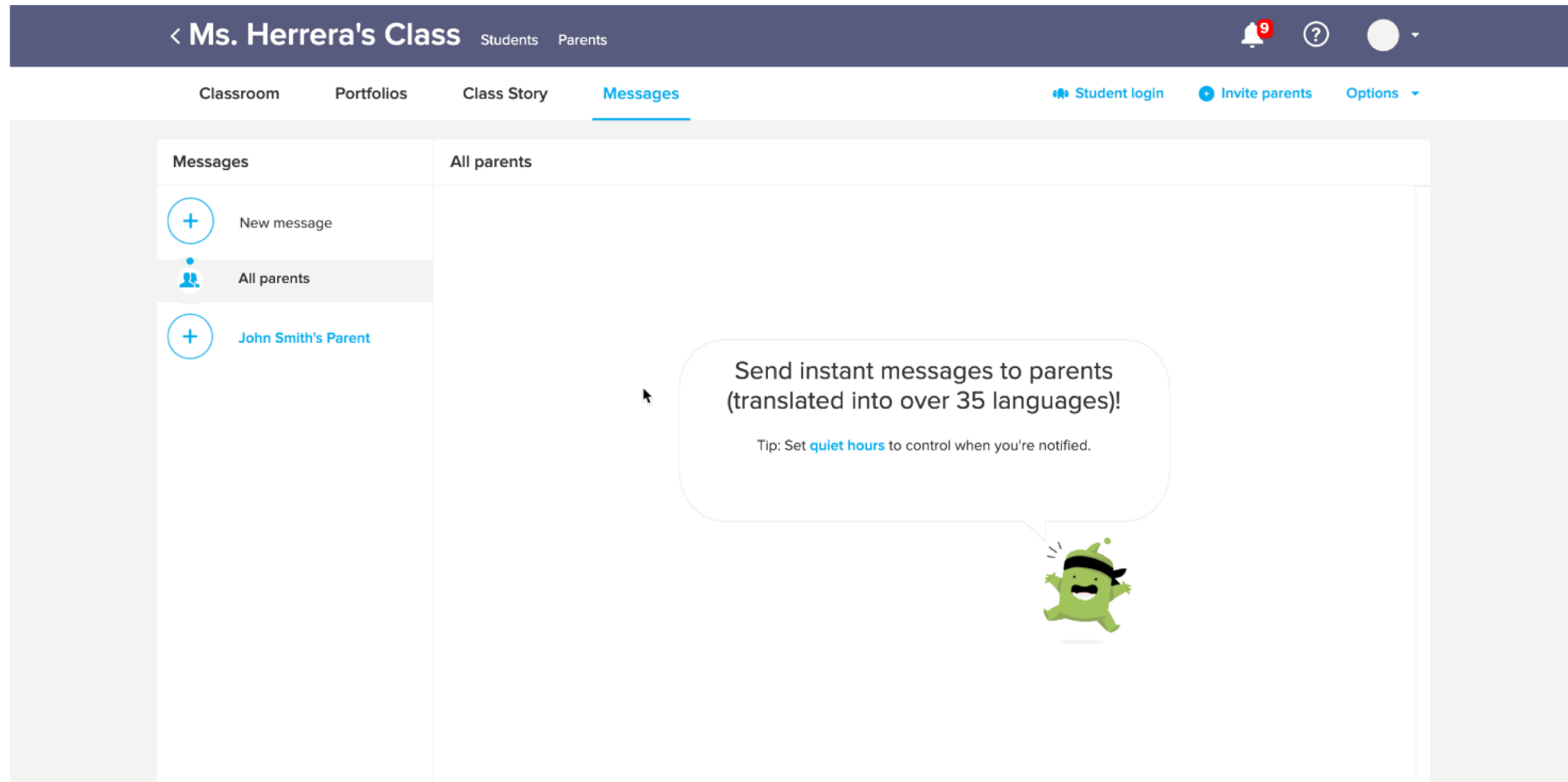
PJS3EXM5J

### Already have a Parent Account on ClassDojo?

1. Open the ClassDojo app on your phone
2. Log in as a Parent (if you aren't already). Ensure you're logged in as a Parent, not a Student or Teacher!
3. Tap the Kids section/avatars at the bottom of the screen
4. Add child using this code:

PJS3EXM5J

Instant messages can also be sent to all parents or individual parents.



Parents can also be invited to the class from the messaging section...

< Ms. Herrera's Class

Students

Parents

9

?

Classroom

Portfolios

Class Story

Messages

Student login

Invite parents

Options

Messages

John Smith's Parent


+

New message

All parents

+

John Smith's Parent

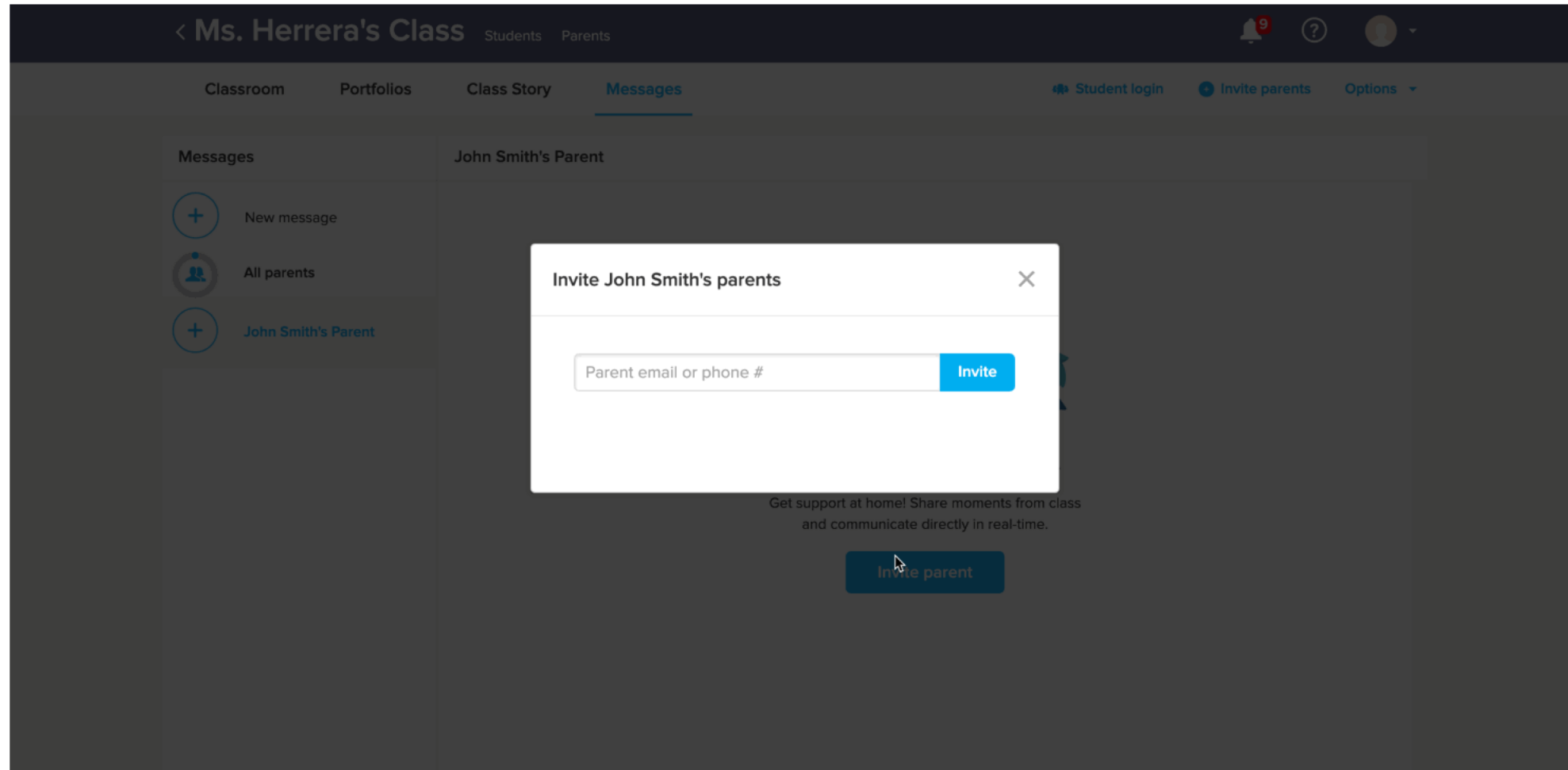


Invite John's parent to class

Get support at home! Share moments from class and communicate directly in real-time.

Invite parent

... and entering their email or cell phone number.



Once the class has been creating, activities can be added for your class by going to Portfolios and selecting *"Create activity"*.

< Ms. Herrera's Class

Students

Parents

🔔

?

👤

Classroom

Portfolios

Class Story

Messages

📁 All posts

Activities

Assign classwork directly to student devices!

+

Create activity

Students

👤 Student login

🦊 John

Welcome to Portfolios!

Ready for students to start sharing their classwork  
Get started by choosing how they'll log in!

🔗 Choose student login method



Enter the activity name, instructions, and type of student work expected. Once complete, click on the *Assign to class* button.

The screenshot shows a 'Create activity' modal window overlaid on a classroom management interface. The modal has a title bar with a close button (X) and the title 'Create activity'. Below the title, there is a descriptive paragraph: 'Assign activities like classwork, reflections, and homework directly to student devices. Their responses post to their portfolios once you approve it!'. The modal is divided into two main sections: 'Describe your activity' and 'Students will submit a...'. The 'Describe your activity' section contains two text input fields: 'Activity name' and 'Activity instructions'. The 'Activity name' field has a small error message below it: 'Activity name can't be blank'. The 'Students will submit a...' section lists four submission options, each with a colored circular icon: 'Text entry' (orange with quotation marks), 'Video recording' (orange with a video camera icon), 'Photo' (blue with a camera icon), and 'Drawing' (purple with a paintbrush icon). The 'Text entry' option is selected, indicated by a blue checkmark to its right. At the bottom right of the modal is a blue button labeled 'Assign to class'. The background interface shows a sidebar with 'All posts', 'Activities', 'Students', and a user profile for 'John'.

**Create activity**

Assign activities like classwork, reflections, and homework directly to student devices. Their responses post to their portfolios once you approve it!

**Describe your activity**

Activity name

Activity name can't be blank

Activity instructions

**Students will submit a...**

- Text entry ✓
- Video recording
- Photo
- Drawing

Assign to class

The options menu allows you to do several things, including editing your class and viewing reports.

The screenshot displays the 'Ms. Herrera's Class' interface. At the top, a dark blue header bar contains the class name '< Ms. Herrera's Class' and links for 'Students' and 'Parents'. On the right side of the header are icons for a bell, a question mark, and a user profile. Below the header, a navigation bar includes 'Classroom' (highlighted), 'Portfolios', 'Class Story', and 'Messages'. To the right of these are links for 'Student login', 'Invite parents', and 'Options' (which is being clicked, as indicated by a mouse cursor). The main content area shows a 'Students' section with a 'Groups' link. Under 'Students', there are three cards: 'Whole Class' with a group of colorful cartoon characters, 'John' with a purple cartoon character, and an 'Add students' button with a plus sign. On the right side of the main content area, a dropdown menu is open, listing the following options: 'Edit class', 'View reports', 'Connect students', 'Add co-teachers', 'Reset bubbles', and 'Display settings'. At the bottom center, there is a video player titled 'Introducing: Big Ideas!' with the subtitle 'A Secret about the Brain'. The video thumbnail shows a pink brain with arms and legs, performing a deadlift with a barbell.

We're adding new security measures to your account. Please verify by email (olemaherrera@dadeschools.net) [here](#) or [update your email address](#)

# Reports



## CONNECTIONS



Parent accounts



Student accounts

## STUDENTS

First name ▾



Whole class



John Smith



Whole class

Donut

Attendance

This week ▾

[View spreadsheet](#)

[Print](#)

No points! Please try another date range.



Toolkit

Attendance

Select multiple

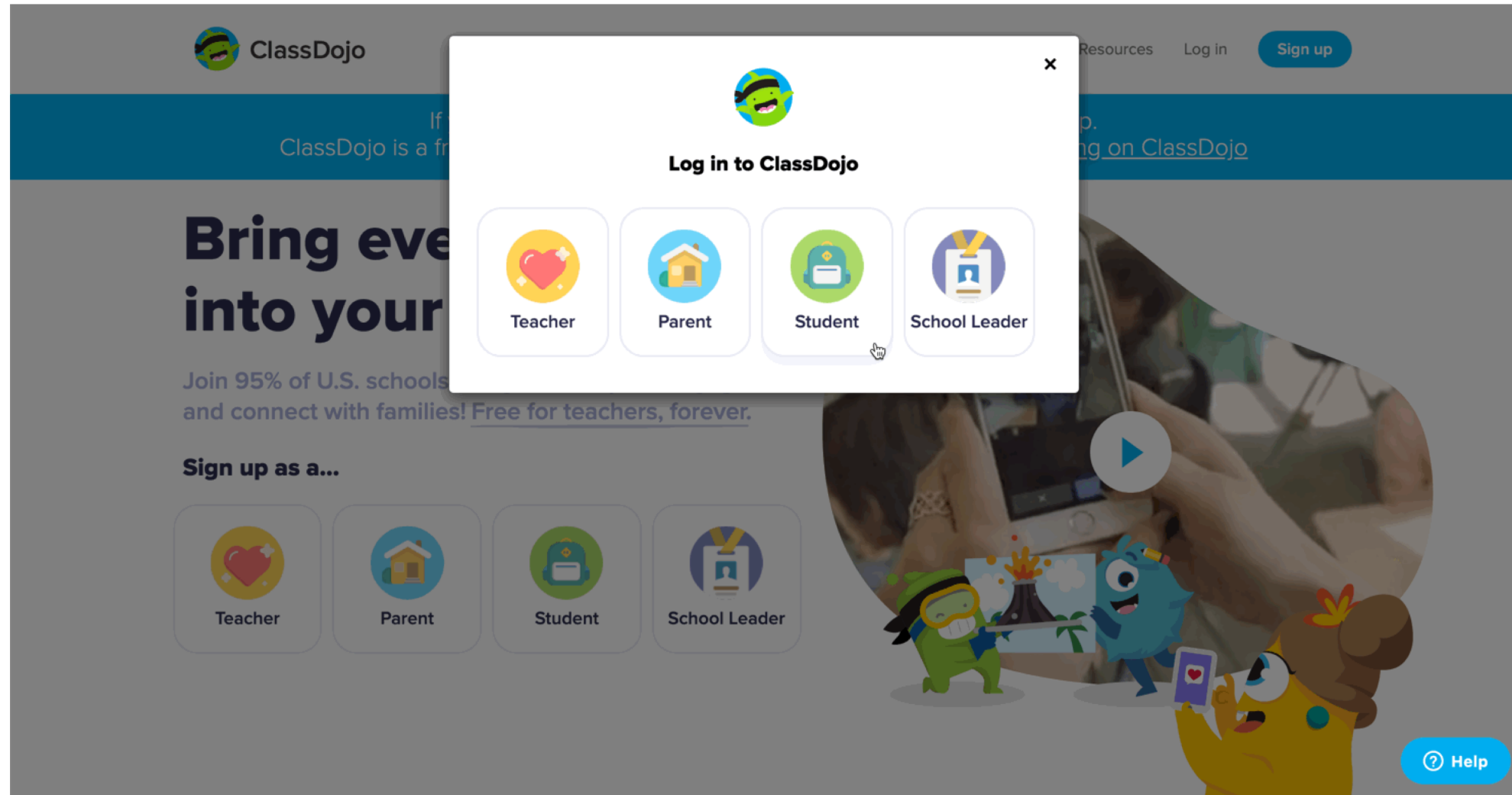
Random

Timer

5+ Big Ideas

Invite parents (0%)

To have your students log in to your new class, they should navigate to ClassDojo.com, select the *Log in* link and then chose the *Student* icon.



They would then chose the login method you had selected for them when setting up the class.



**Choose how to enter your class**



Scan QR Code



Enter your class text code




Sign in with Google

Have a username? [Log in here](#)

If you selected QR code login, they would scan the QR code you had printed and provided them.

 **ClassDojo**

**John Smith's Login Poster**






**Instructions:**

**1**  
  
Download the ClassDojo app, or go to [www.classdojo.com](http://www.classdojo.com) from a computer.

**2**  
  
Enter as a student.

**3**  
  
Scan the QR code above.

If you selected and created a text code, your students would enter it here.



**Enter your class text code**

Does your code start with "S"? [Sign up Here](#)



## Class Text Code

[Change Sign in method](#)

U R Y L K M

Students can sign in with this code for the next 48 hours. They won't need a new code as long as they don't log out.

### Student instructions:

1. Open ClassDojo app or website: [dojo.me](https://dojo.me)
2. Click "Enter Text Code", OR tap "I'm a student" on the app
3. Enter the text code to sign in



### Student login for home?

[Download individual student QR codes](#)



Once logged into your class, your student would then select their name from the list.



**Hi! What's your name?**

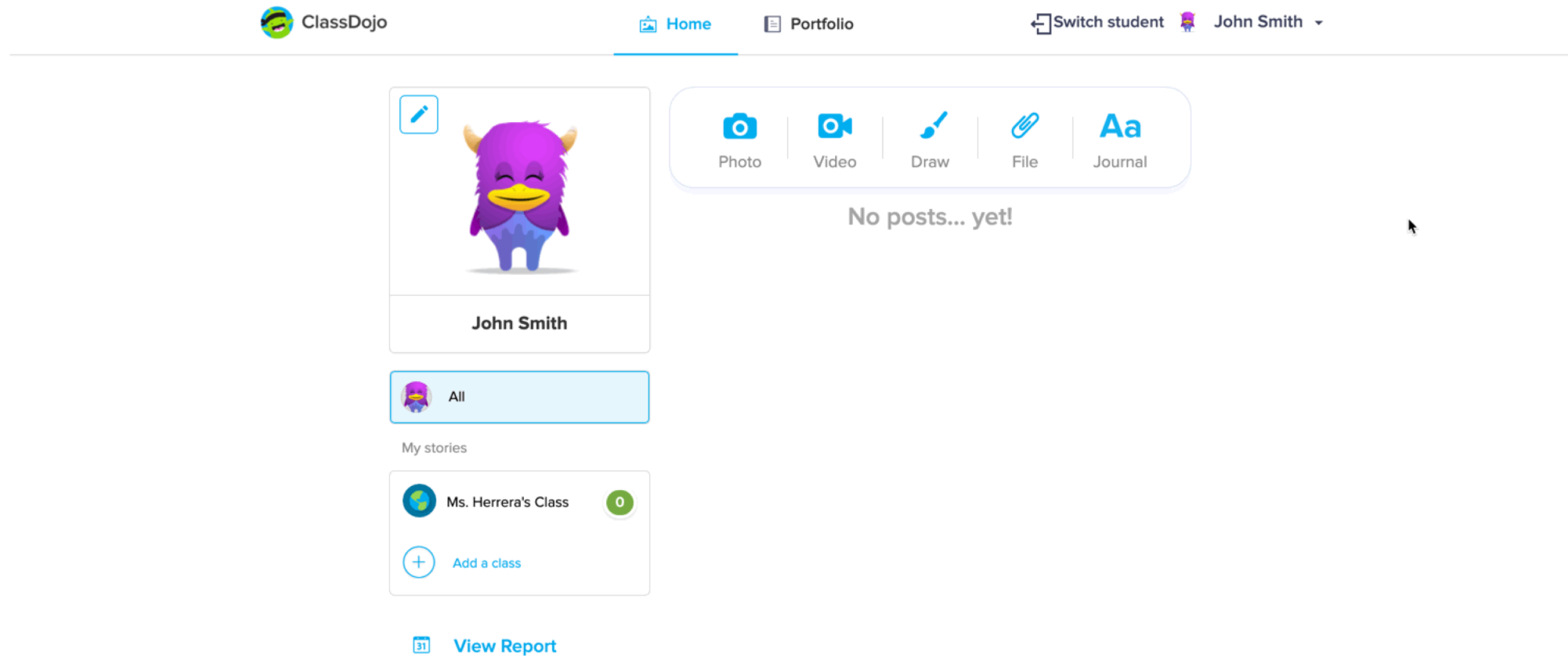
[This is not my class!](#)



John Smith



Once selected, they will be brought to their home screen.



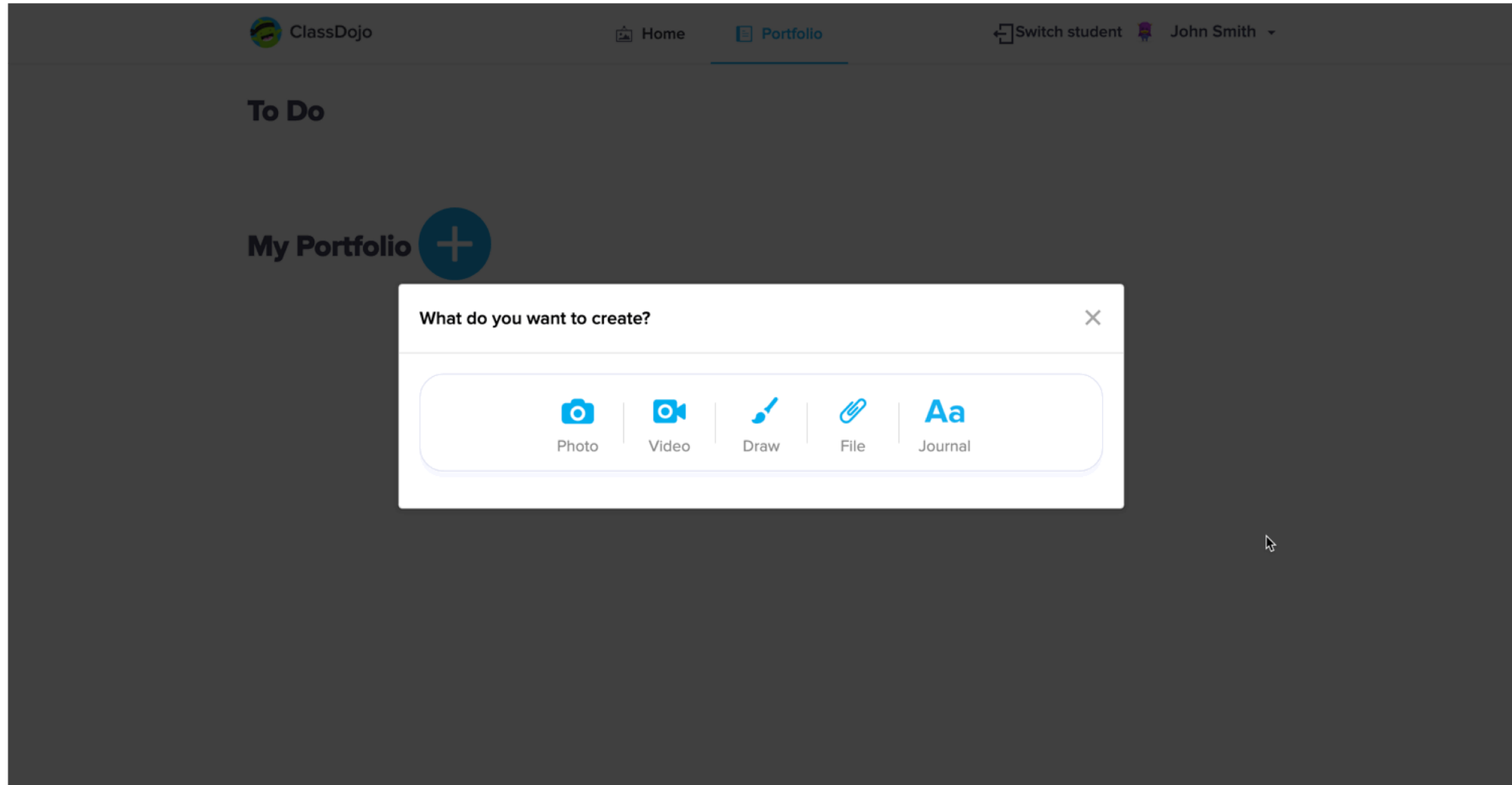
To add items to their portfolio screen, they would click on the *Portfolio* link and click on the large "+" sign by *My Portfolio*.



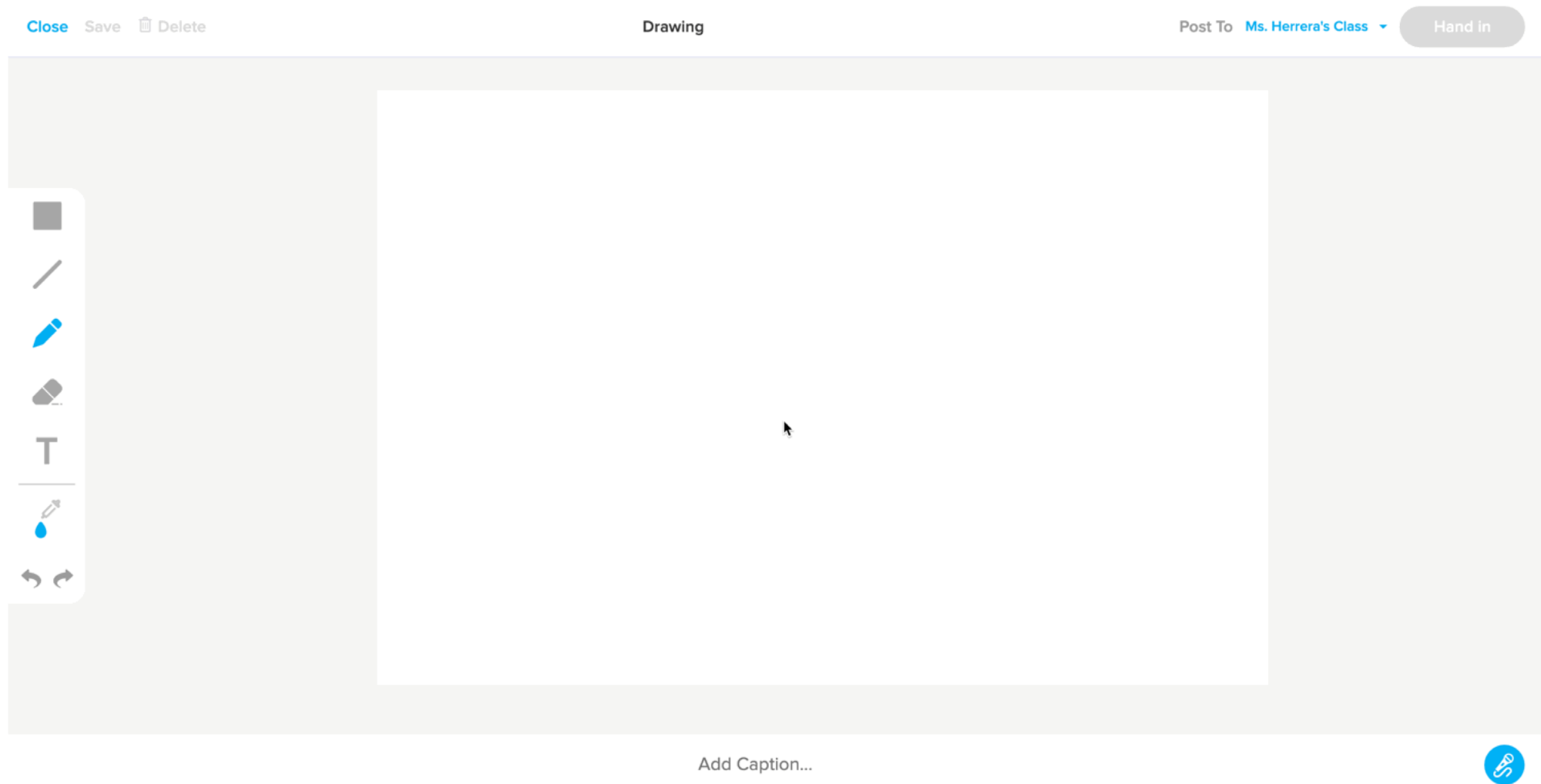
**To Do**

**My Portfolio** 


They will be presented with a media selection screen.




If they selected the drawing icon, they could draw anything here...




...using the available tools. They can also add narration by clicking on the *microphone* button at the bottom of the screen. Once complete, they would click on the *Hand in* button.

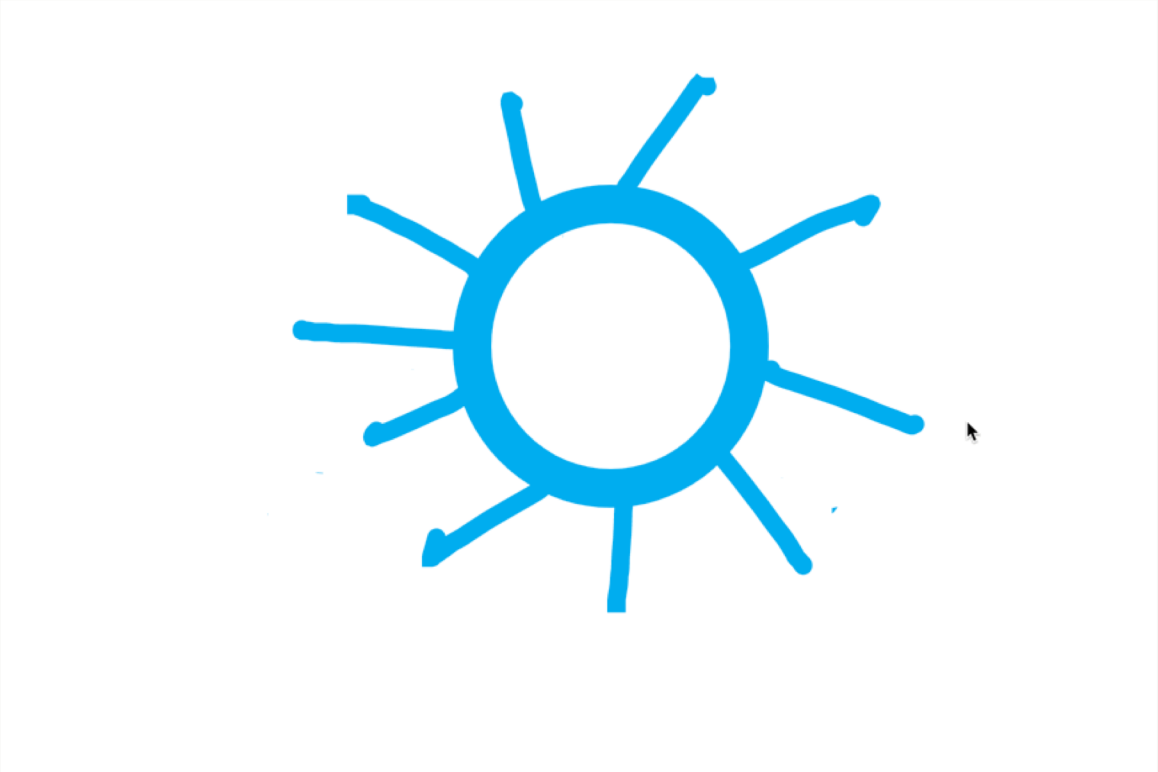
[Close](#) [Save](#)  [Delete](#)

Drawing


Post To [Ms. Herrera's Class](#) 

Hand in

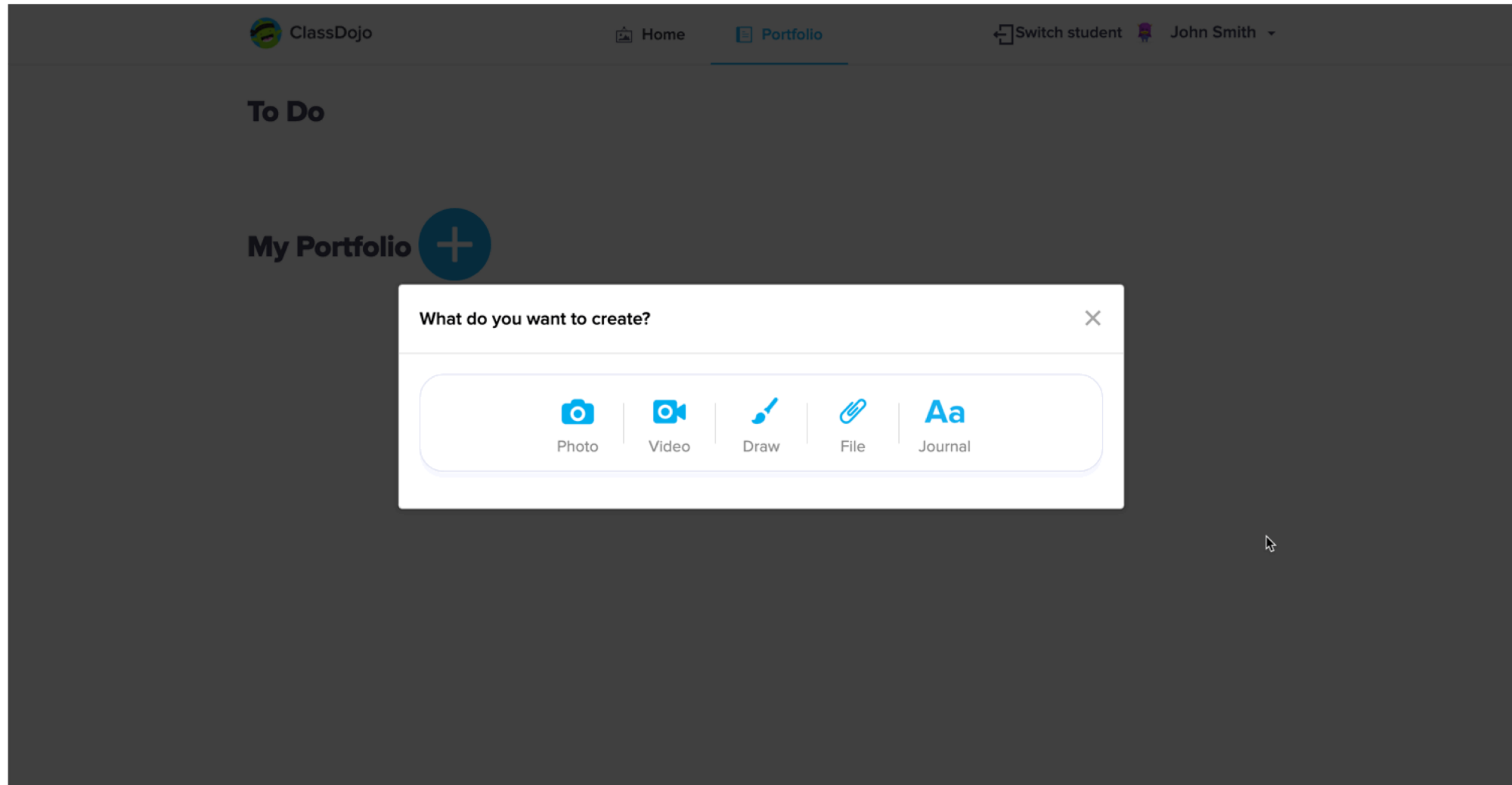




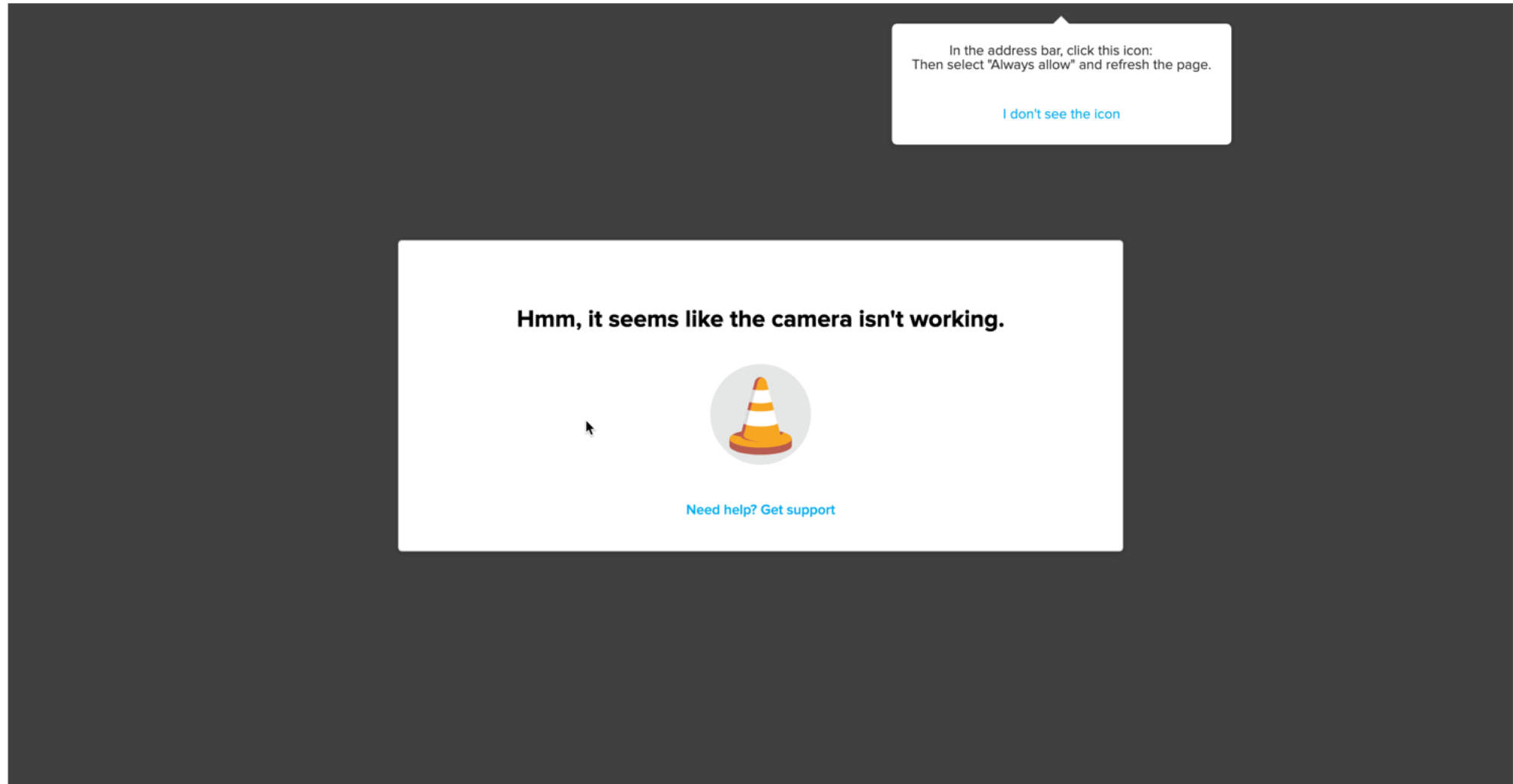
[Add Caption...](#)



If they select the photo or video icon...



...they will be asked to use their device's camera.





Once their media has been created and *Handed in*, their creations will appear in their portfolio as icons.



ClassDojo



Home



Portfolio



Switch student



John Smith

## To Do

### My Portfolio



Mar 16



From the teacher's view, a student's portfolio will show when the student's name is selected from the list.

< Ms. Herrera's Class

0 Students 0 Parents

?

Classroom

Portfolios 1

Class Story

Messages

Student login

Invite parents

Options

All posts

Activities

Assign classwork directly to student devices!

Help students log in

This is where you can access your text code or change login methods

Student login

John

John's Portfolio

+ Add post

John Smith

3 minutes

For a complete list of features, options and in-depth instructions on how to set-up and use ClassDojo, please navigate to the following URL:

<https://classdojo.zendesk.com/hc/en-us/categories/200185275-For-teachers>

