## D®LLARS& DECISIONS

# Teacher Dashboard User Guide

Whether you've played Dollars & Decisions with your class or are brand-new to our interactive financial literacy course for teens, you're going to want our latest update to track your students' progress: the Teacher Dashboard! In this guide, we'll show you exactly how to use it. Check it out!

#### **Setting Up My Teacher Dashboard**

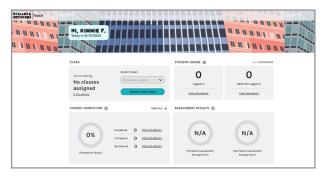
- Go to <u>dollarsdecisions.com</u>. If you've played before, it will look a little different.
- 2. Click on the "I'm a Teacher" button.



- Click on the "Sign Up" link at the very bottom.
- 4. Create your account. You can also sign up with Google.
- This will log you in to your dashboard for the first time.



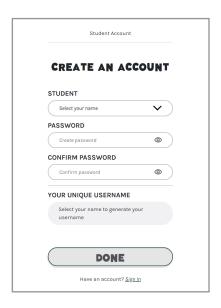
Click on the "Create a New Class" button.



- 7. Enter a Class Name (e.g., Period 1) and enter all student names using the "Add New Student" button.
- 8. Click the "Create Class" button.
- You will see a class code. Write it down or copy it (but don't worry: you'll be able to find it later).
- 10. Click the "Back to Dashboard" button.
- 11. Repeat steps 6 through 10 for as many classes as you have.

#### **Logging Students In**

- 1. Go to dollarsdecisions.com.
- 2. Have them click on the "I'm a Student" button.
- 3. Have them click on the **"Sign Up"** link at the very bottom.
- 4. Provide students with the class code.
- 5. Invite them to create an account by selecting their name from the drop-down menu and creating a password. Usernames are auto-generated.
- 6. This will log them in and they can start the game. If they don't finish, the next time they log in, they'll come back to wherever they left off.

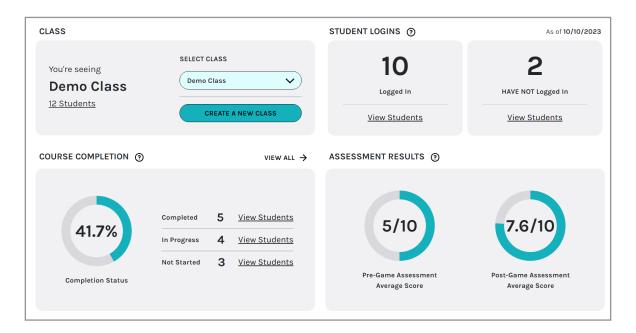


### **Seeing My Class Results**

Once your students have played the game, you can log in to your Teacher Dashboard to see their progress, including:

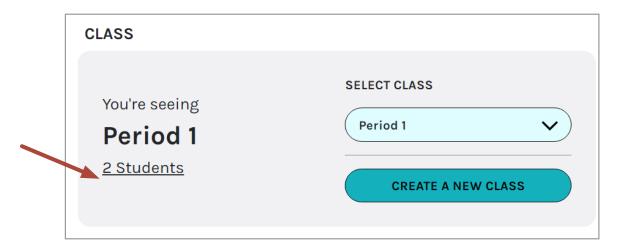
- How many and which students have created accounts.
- How many and which students have completed the course.
- How students performed on their pre- and post-assessments on average. (Click on "Assessment Results" to see detailed results on individual students.)

If you have more than one class, simply change your selection in the drop-down menu to see each class's results.



### **Making Class Changes**

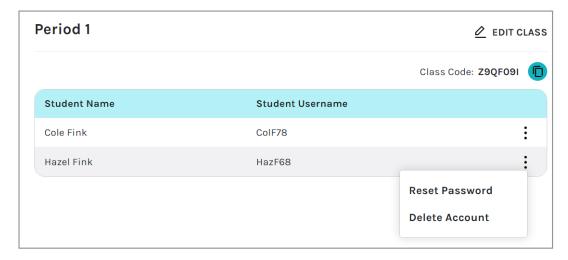
To edit your class list, see the class code, or access students' usernames, select the correct class from the drop-down menu and click on "X Number of Students."



To add or delete students, click on "Edit Class."

#### To reset a student's password:

- Follow the above directions to edit the class.
- Click on the three dots next to the student's name.
- Click "Reset Password."



- You can choose to get an auto-generated password or create a custom one.
- You'll get an option to copy the password to the clipboard or print it.