# KnoPro Nuts N' Bolts

How-To for Teachers

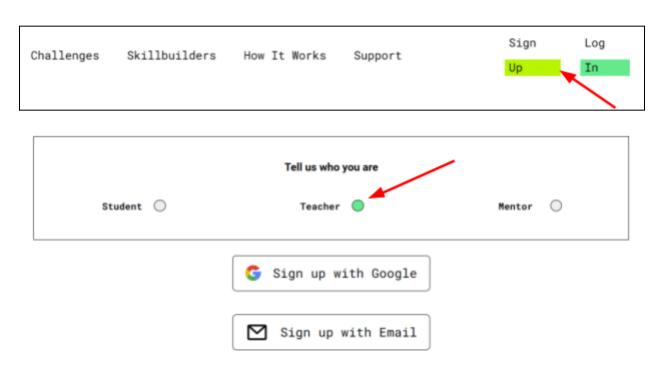
### **Teacher Account**

#### **Preparation**

Teachers act as facilitators of KnoPro, supporting students in a student-centered and student-directed learning experience.

#### **Steps for Getting Started: Teacher**

Step 1. Sign Up for a Teacher account (with Google or with email)

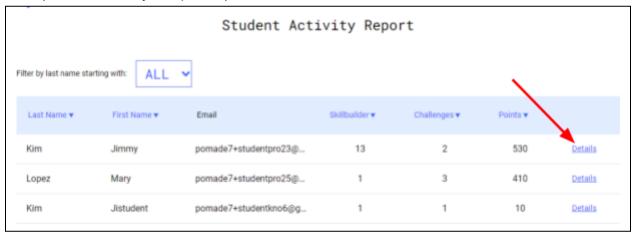


**Step 2. See your Teacher Dashboard**. Feel free to watch the Tutorial, select an avatar, and complete a Profile





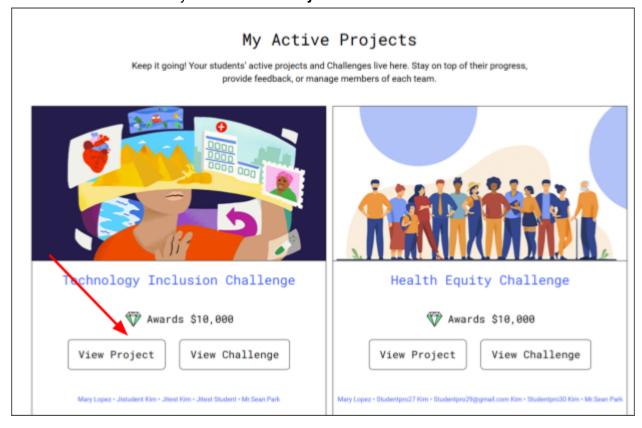
**Step 3. View Skillbuilders:** Also on the top banner, you can **View Student Activity** which will take you to the Student Activity Report. Select **Details** for each student to view the Skillbuilders that they submitted. Then, select **View Submission** for the Skillbuilder you would like to review. Don't forget to encourage or require your students to do **Skillbuilders** to develop their future-ready skills (and earn money and points!)



	Individual Student	Activity	
Kim, Jimmy			<u> </u>
<b>∨</b> Skillbuilders		Submitted.▲	Actions
Plastics! Oh.my!		04/24/23	View Submission
Your Future Reality Check		04/24/23	View Submission
#EarthDayMessage		04/21/23	View Submission



**Step 4**. **View Student Challenges:** Back on your dashboard, you will see **My Active Projects** area. You will ultimately see projects that students have invited you to and you will be able to see their dashboard when you select **View Project**.

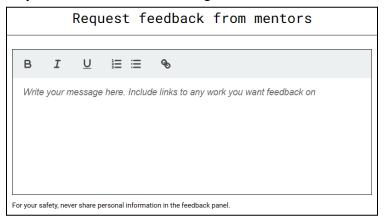


**Step 5. See Teammates**: After selecting **View Project**, you will see their **team**. *Remind students to invite you to their projects. They can do this by adding you as a team member.* 

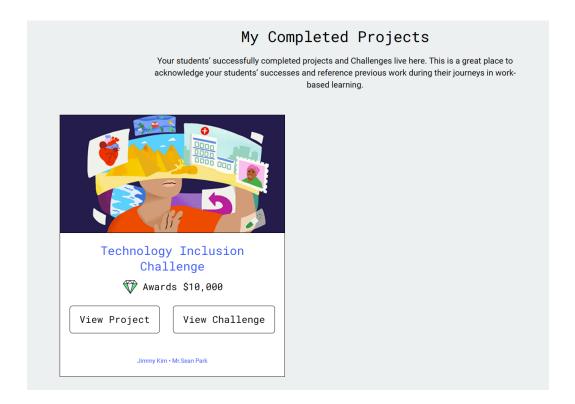




Step 6. Review Mentor Exchanges: You will also be able to see their mentor exchanges.



**Step 7. See Who Submitted:** Back on your dashboard, you will see **My Completed Projects**. Here, you can view which students submitted projects to the contest.



## **Student Accounts**

Like teachers, students also have their own dashboards.



#### **Steps for Getting Started: Students**

Step 1. Sign up for a Student Account: Use email or Google account



**Step 2. Check out the student dashboard**: Feel free to watch the Tutorial, select an avatar, and complete a Profile. You will also be able to see your points after participating in Skillbuilders or a Challenge.



**Step 3. Try a Skillbuilder.** Select Skillbuilders on the top navigation. You can win \$100. A prize is awarded each day! Give it a try, **Do It!** 

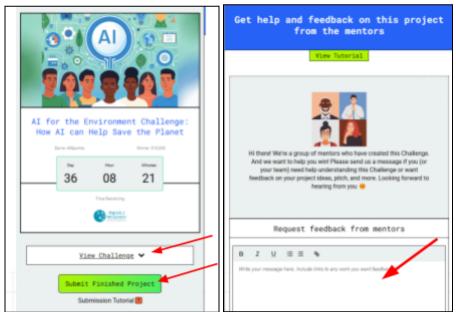




**Step 4. Join a Challenge:** The most recent Challenge is in the spotlight on the Challenges page. Select the Challenge and then select **Join Challenge.** 



**Step 5. Create a Project.** After joining the Challenge, students are prompted to Create a Project. The project will be added to the student's dashboard. From the dashboard, students can **View Challenge**, **Request Feedback from a Mentor** (There are prompts throughout the Challenge), **Submit their finished product** (a 3-5 minute video pitch), and **Create a Team**.



**Step 6. Create a Team:** If you are doing the project with a team, you'll need to add team members. Use the invite button (+) to add team members. Note that your team members must have set up an account already. Also be sure to add your teacher to your team.





Note: Your submitted skillbuilders info will also be shared with the teachers in this team.

