



A Teacher's Guide to Teachers+

**Giving you the tools to superpower
Phonics Hero in your classroom!**

Teachers+ has been designed to make the administration and control of your Phonics Hero accounts easier. Teachers+ enables you to assign children and teachers to particular classes, schedule class work, set homework, export progress reports and, of course, play the games on your Interactive Whiteboard (IWB)! You also have complete control over any renewals, adding accounts or resetting any current accounts.

www.phonicshero.com



Join us on Facebook:
www.facebook.com/phonicshero

Types of Phonics Hero Accounts

There are two types of teacher accounts in Phonics Hero:

IWB License Account

With this license you have access to Teachers+, extra resources and you can play the games through your IWB. You can only view and control the students that have been assigned to you.

Basic Teacher Account

A Basic Teacher Account gives you access to Teachers+ to manage your students but you are unable to play the games on your IWB nor can you access the resources page. You can only control your assigned students.



Admin

In addition, to get the most out of your Phonics Hero accounts, you will need to assign one person as the **Phonics Hero Administrator**. This person will have full control over all accounts; allowing them to initially set up the school and then renew and purchase accounts accordingly. The School Admin can be either an IWB license Account or a Basic Teacher Account.

The screenshot shows the 'Admin' dashboard for 'GET READING RIGHT SCHOOL'. The top navigation bar includes 'Admin', 'Resources', 'Games Library', 'Contact Us', and 'Exit'. The main content area is divided into several sections:

- School Details:** GET READING RIGHT SCHOOL, PO Box 125 Strawberry Hills New South Wales 2012, Australia.
- Purchase Summary:** Lists IWB Accounts (Michelle Marchant, Faye Clark, Jonathan Hooker, Katherine Wood) and Child Accounts (25 child accounts).
- Teachers:** Lists Faye Clark, Jonathan Hooker, Katherine Wood, and Michelle Marchant.
- Classes:** Lists Y1A (Faye Clark), Y1B (Michelle Marchant), Y2A (Katherine Wood), and Y2B (Jonathan Hooker).
- Students:** Lists 5 students: grr1 (Abigail Haines), grr2 (Ben Smith), grr3 (Debbie Bavel), grr4 (Elton Howard), and grr5 (Harry Lockyer).

Teachers+ Admin Dashboard

Accessing Your Account

To login to your Phonics Hero account simply go to www.phonicshero.com, click on the login button and enter your user details in the teacher account area. Your username is your email address and your password will be given to you by the Phonics Hero School Administrator.

The top menu allows you to navigate between the different areas.



Admin:

This will take you to the Teachers+ Dashboard

Resources*:

In this section you will find all the additional resources you may need to support your teaching; advice and explanation videos, instructions on how to correctly pronounce the phonemes, a road map of the games and the phonemes they cover and much more

Games Library*:

Where you can play the games through your IWB. Simply select which part, level and specific skill you want to play, click on the game image to load the game and away you go!

Contact Us:

How to contact Phonics Hero

*Not available for the Basic Teacher Account

Setting Up

Admin only

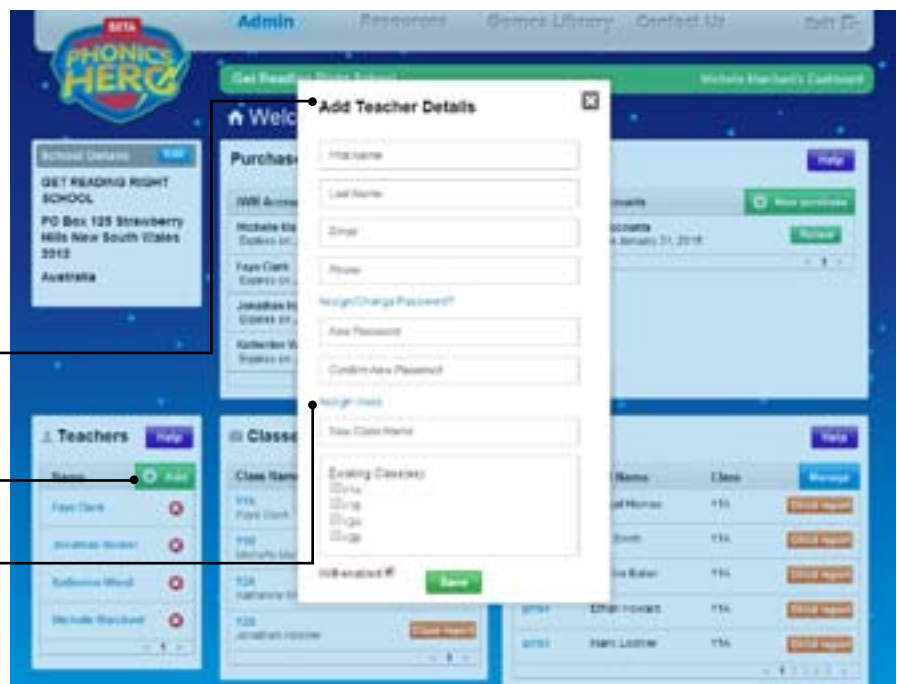
Teachers | Classes | Students

Teachers do not need to have an IWB license to access Teachers+. Teachers can be set up on the system and although they will not have access to any of the games, they can manage their student accounts in the same way as an IWB account holder.

To set up a teacher (with or without an IWB account) click **'Add'** in the Teacher section on the Teacher+ Dashboard

Fill in their **details** in the pop-up window.

You can then **assign** the teacher to one or more classes.



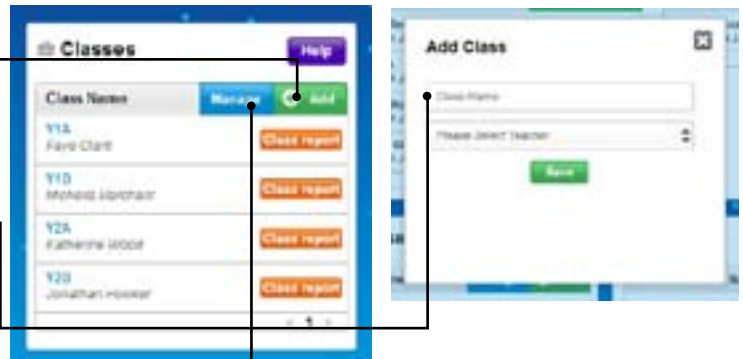
Setting Up

Teachers | **Classes** | Students

To add a new class, click 'Add' in the class section on the Dashboard, in the pop-up window, type in the class name e.g. Y1B.

If you are the admin you can assign this class to any teacher using the dropdown menu. If not, it will automatically be assigned to you.

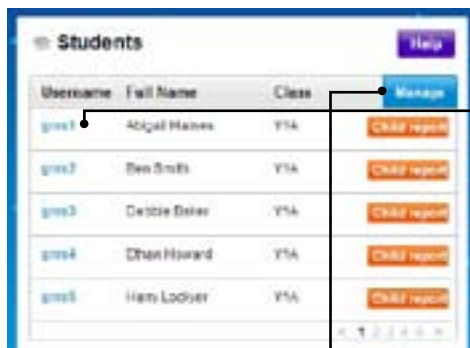
Alternatively you can add classes in the 'Manage' section which is also where you would run reports, arrange schedules and change the level your students are playing.



Setting Up

Teachers | **Classes** | Students

Your student accounts should already have been set up for you, and these will be shown in the student section on the dashboard. Teachers+ then allows you to manage these accounts.



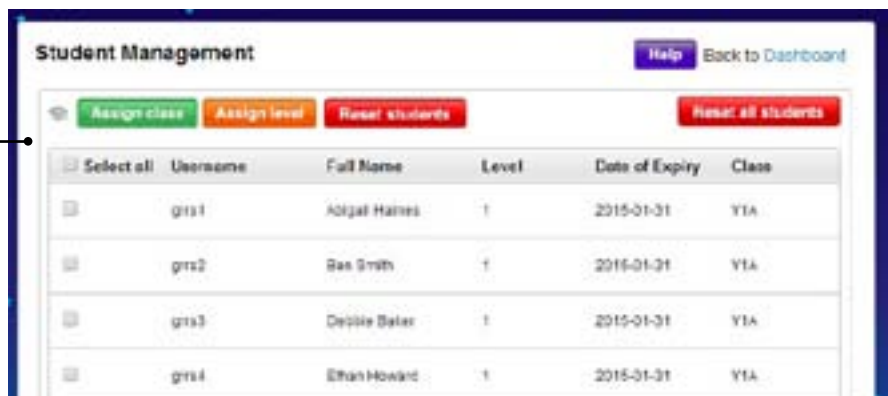
To change the details of a specific child, click their **username** from the Dashboard.

The pop up window allows you to input their name, change their password, their class, amend the level they are on or reset* the account so it can be used by a new student.



To change the details of several students at once click 'Manage' and a list of all your students will appear.

Select the students you wish to edit using the tick boxes and then use the buttons at the top to change their class, level or reset* their account. The **Reset all*** button allows you to reset all student accounts in one go.



*Please note: Resetting the accounts will completely wipe all data including scores, star points, level achieved and any changed passwords, so please be sure this is what you want to do before clicking that button.

Class Scheduling and Setting Homework

Teachers+ gives you the functionality to stop your students progressing past a particular level. You can also set class activities and homework without the worry that children will progress too far.

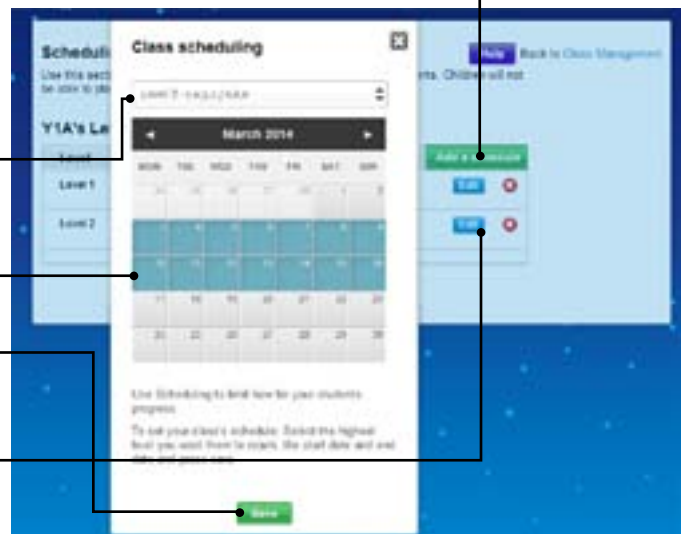


To access the Scheduling section click **'Manage'** in the Class Management box on the dashboard and then the **'Scheduling'** button next to the desired class.



To create a new schedule:

1. Click the button **'Add a Schedule'**
2. In the pop-up window, choose the **maximum level** that you wish your students to reach
3. Click the **start date** and then the **end date**. It will highlight the period you have selected
4. Click **'Save'**



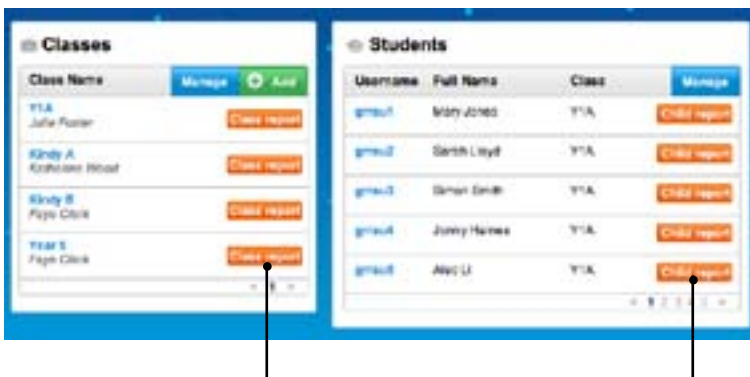
You can also edit these schedules at any time by clicking the **'Edit'** button next to the individual schedule if your class are progressing more or less than expected.

You are able to add as many schedules as you like, which means you can plan your whole term ahead of time and assign homework over the holidays.

Please Note: This functionality is only for whole classes and not individual students.

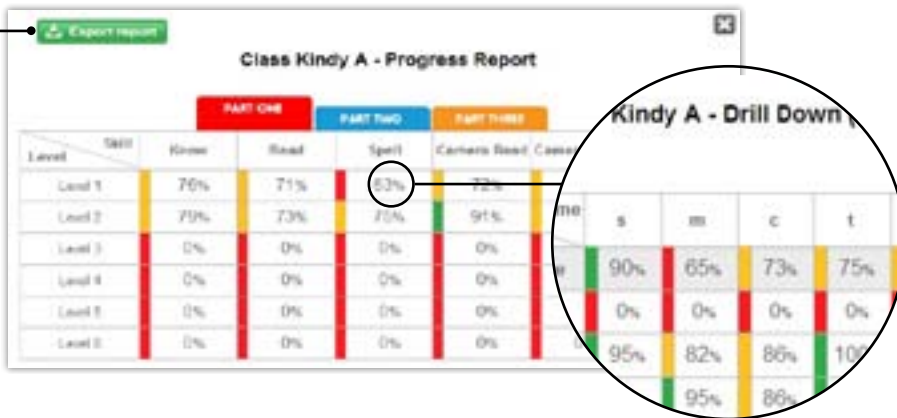
Reporting

Phonics Hero's reporting function allows you to include your students' progress in your day-to-day assessment; this can be done on a whole class or individual basis.



Class reports can be found in the Class Management area and individual student reports can be found in both the Student and Class Management areas. Simply click on the **'Report'** button next to the relevant class or student and a pop up window will open with the scores.

Reporting continued



The class reports contain your class's average percentage score for each unit and level. If you want to see a more detailed score for each phoneme or sub-skill simply click on one of the **scores**. This way, you can really see where any problems lie.

These reports can also be exported to Excel. When the pop-up window opens click on the **'Export report'** button in the top left corner. You could download the reports for offline discussions with parents or your colleagues.

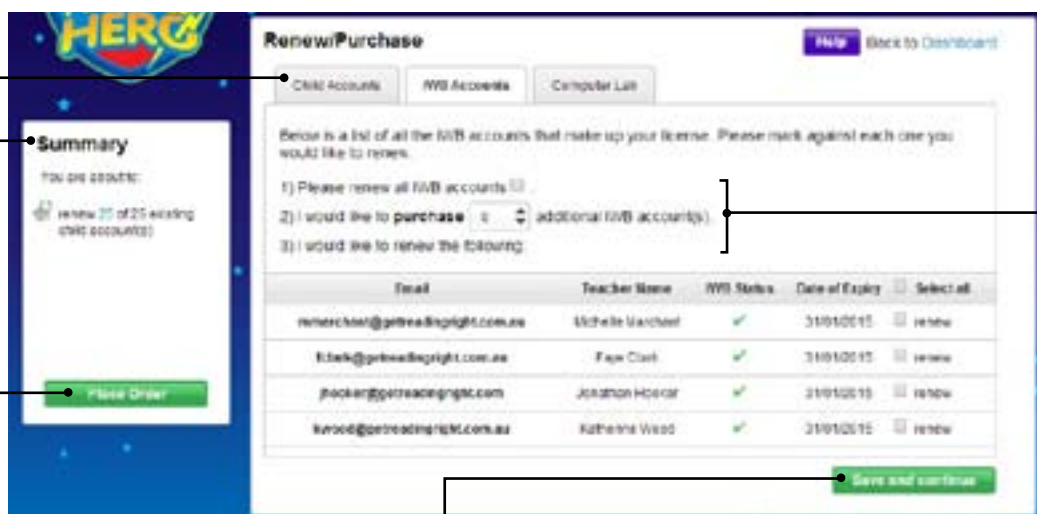
Purchasing/Renewing Accounts

Admin only



At the top of your dashboard is a **summary** of all the school's accounts. If you want to purchase or renew your current accounts, it can be done with ease on Teachers+. On the Dashboard click **'New Purchase'** or **'Renew'** and it will take you through to the order form.

At the top select what **type of account** you are ordering (Child, IWB or Lab), then specify **how many new accounts** you want to purchase or **which accounts** you wish to renew.



Once you've finished click the **'Save and Continue'** button at the bottom. You will see **your order** appear in a box on the left. Once you are ready click **'Place Order'** and wait to get a confirmation from the team at Get Reading Right.