

Teacher User Guide

Welcome to KIDaccount.

This Teachers Guide offers you instructions to log into your site and begin using KIDaccount. The application is very intuitive and user friendly, so we are confident you will be up and running quickly. Please feel free to contact us at customerservice@kidaccount.com if you have any questions.

This training document includes:

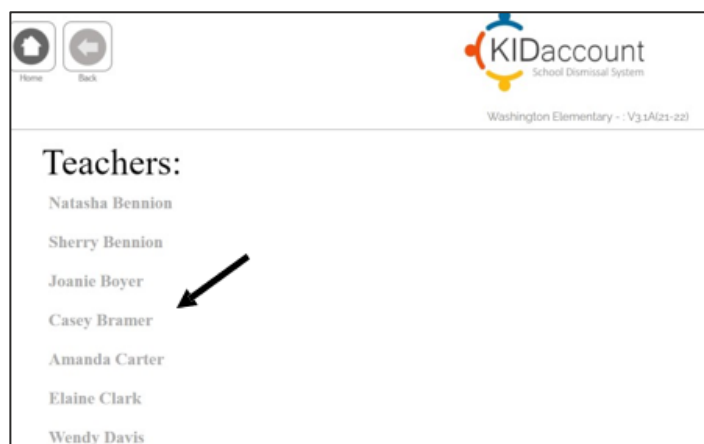
- 1) Teacher Page Overview
- 2) Shared Classroom
- 3) Classroom Dismissal Process

Teacher Page - General Overview

From the home screen, select the Teacher Display icon, in the top right corner.

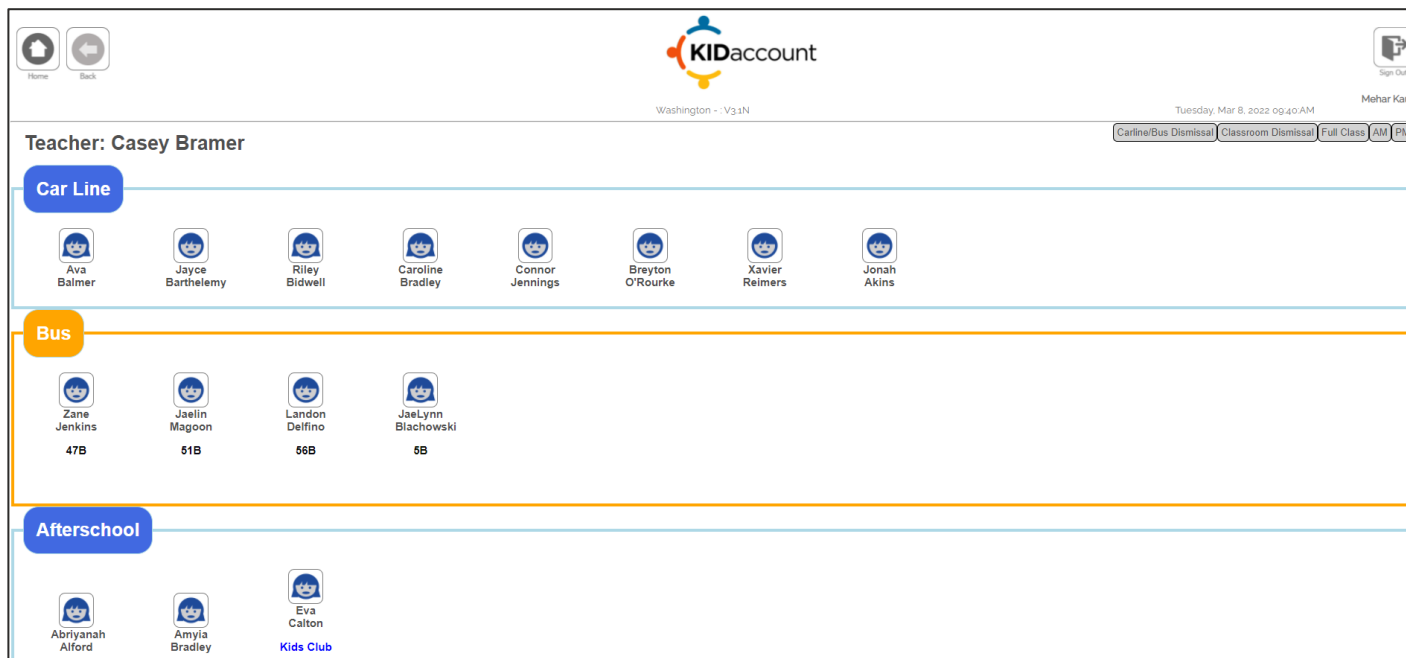


Select your name from the teacher list to display your classroom. If you are a substitute teacher, choose the name of the teacher you are subbing for.



Teacher User Guide

The classroom page is broken down into three parts to display the students who are in the **Car Line**, riding the **Bus** or staying **After School**.



Teacher: Casey Bramer

Car Line

- Ava Balmer
- Jayce Barthelemy
- Riley Bidwell
- Caroline Bradley
- Connor Jennings
- Breyton O'Rourke
- Xavier Reimers
- Jonah Akins

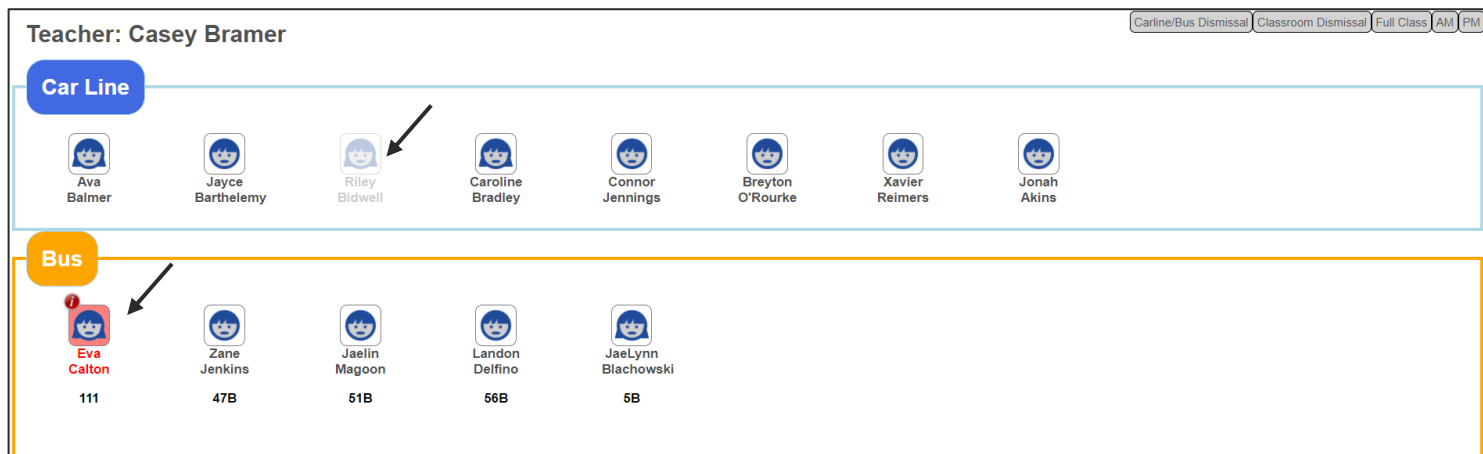
Bus

- Zane Jenkins 47B
- Jaelin Magoon 51B
- Landon Delfino 56B
- JaeLynn Blachowski 5B

Afterschool

- Abriyanah Alford
- Amyia Bradley
- Eva Calton Kids Club

A student in light gray is absent or has been signed out through the front office. A student highlighted in **red** signifies a secretary has made a change to their dismissal method which will be applied that day.



Teacher: Casey Bramer

Car Line

- Ava Balmer
- Jayce Barthelemy
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- Xavier Reimers
- Jonah Akins

Bus

- Eva Calton 111
- Zane Jenkins 47B
- Jaelin Magoon 51B
- Landon Delfino 56B
- JaeLynn Blachowski 5B

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The **red dot** in the top left corner of a student's caricature signals there is a note from the front office. Click on the note icon to view the associated message.

Teacher: Casey Bramer All Students

Carline/Bus Dismissal Classroom Dismissal Full Class AM PM

Car Line

Ava Balmer Jayce Barthelemy Riley Bidwell Caroline Bradley Connor Jennings Breyton O'Rourke Xavier Reimers Jonah Akins

Bus

Eva Calton
111
Will be taking the bus today.

elin goon 11B Landon Deffino 56B JaeLynn Blachowski 5B

Afterschool Mark As Absent

To view shared classrooms, select the **Shared Classroom** button. The shared classroom option allows teachers to view up to 4 classrooms at once.

Home Back

KIDaccount

West Coast Elementary - V310

Shared Classroom Carline/Bus Dismissal Classroom Dismissal Full Class AM PM

Teacher: Ashley Angle

Car Line

Isaac Angel Ayaleigh Brown Raina Davis Anastasia Hoppe Bear Nelson Harris Schwarzer Reece Spence Nathaniel Wempe Daimani Williams

Bus

Bryson Hentges 303 Samara Hill 32 Brion Sway Meyer 32 Jaita Taylor 43 Evan Gensler 43 Danielle Jenkins 43 Daniel Sigwerth 43 Abreille Cox-Perez 43 Azaria Graves BoysAndGirlsClub

Afterschool

Hadleigh George Kids Club Josiah Henry Kids Club Grace Cox Y Care Avery Gelber Y Care Olivia Grannemann Y Care Kyler Munhall Y Care

On the next page, select the names of teachers to view their classrooms. Once all the names are selected, click on View Classrooms.

Note: teachers must select their own name, along with the other teacher names.

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Select up to four classrooms to view (including yours if applicable):

Ashley Angle

Kaitlynn Bax

Tammy Bopp

Classroom Four (Optional)

View Classrooms

Now, the page will display all students from each classroom selected.

Classrooms: Ashley Angle, Kaitlynn Bax, Tammy Bopp

Car Line

Haas Angel

Pylingh Evans

Raina Davis

Anastasia Hoppe

Beck Nelson

Harris Schwarzer

Renee Spence

Nathaniel Wenge

Quinn Williams

Kelly Alonzo

Jayla Campbell

Edan Cup

Alex Espinoza

Luke Jolly

Mizyia Muball

Ed Munka

Charlie Nguyen

Gavin Olla

Jacob Rogers

Ryan Rodas

Kiley Ruth

Brennan Schmid

Grant Warford

Car Rider

Car Rider

Car Rider

Bus

Tara Barboza-Sumay

Staniel Henry

Kennedy Thomas

Grayson Holden

Brazlyn Russell

John Helgeson

Hudson Patrick

Scott Bond

Ester Rutina

Logan Engstrom

Elyah Patten

Mason Carling

Alyssa Gann

Kalena Howard

Natalia Vilamueva

Simon Blomberg

Jeremiah Lovett

Kyle Green

Narper James

Ramsey Wilson

Bryson Heniges

William Greeninger

Samara Hill

Eliot Sweazy Meyer

Julia Taylor

Evan Gendler

Orville Jenkins

Daniel Speworth

Alyssa Cox-Fennel

Asante Grimes

Ava Pugh

Conry Fitch

Alli MacKerley

Anna Iminger

Carter Nelson

Freddie Tolman

MacKenzie Waggoner

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BoysAndGirlsClub

BoysAndGirlsClub

BoysAndGirlsClub

LearningConnection

Walker

Walker

Walker

Walker

Afterschool

Eleanor Cooks

Halligh George

Josiah Henry

Grace Cox

Avery Osher

Olivia Guzmanman

Kyle Marshall

Atlanta Wakefield

AIRC

Kids Club

Kids Club

Y Care

Y Care

Y Care

Y Care

Y Care

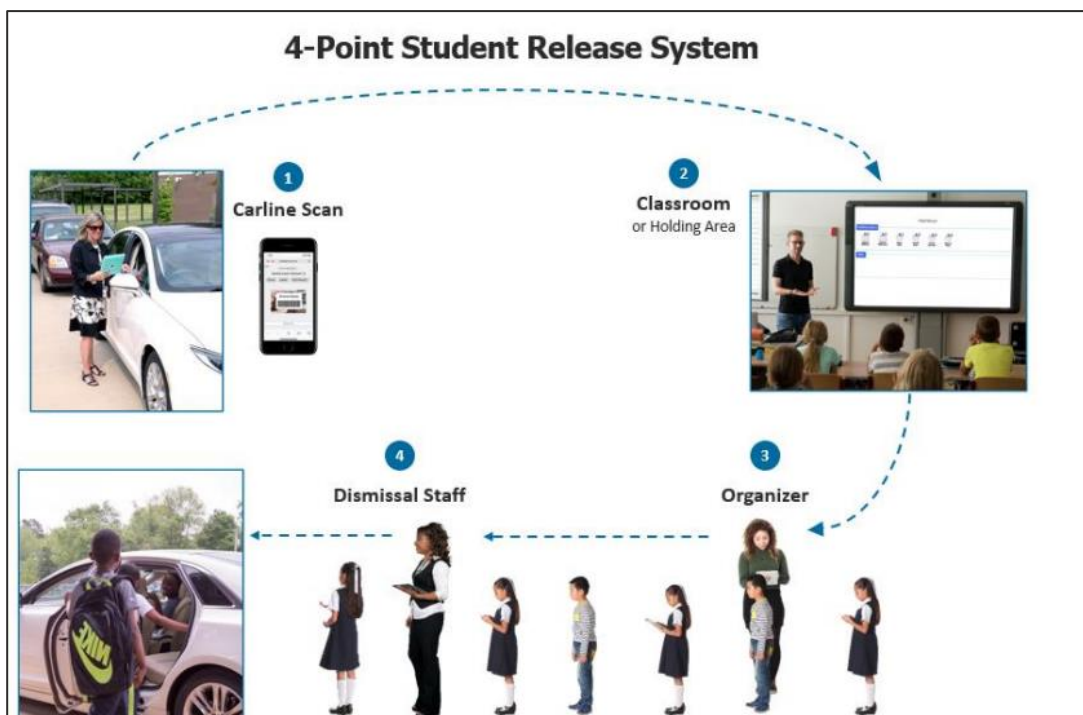
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Classroom Dismissal Process

You can dismiss your students to the Car Line or a specific Bus from the Classroom. The Classroom Release Car Line procedure is a 4 - point system.

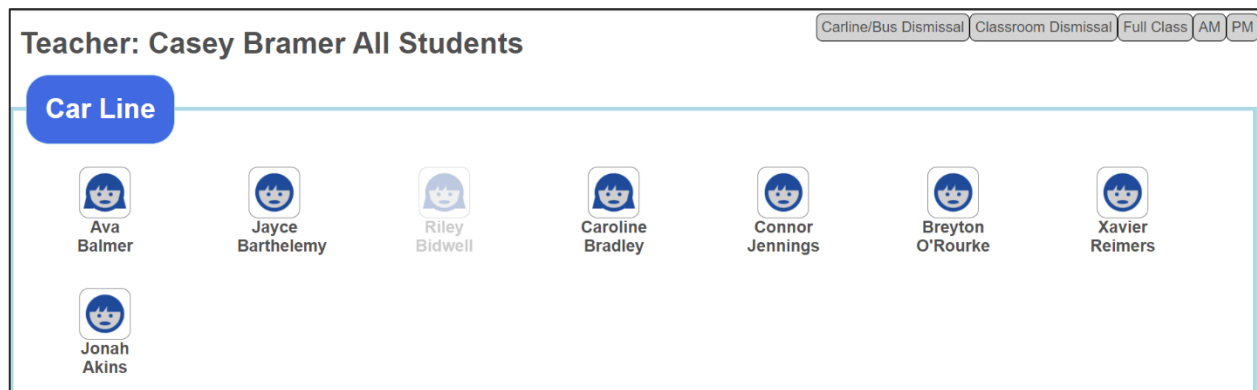
- 1) Scan** - A staff member scanning ID cards in the car line,
- 2) Release** – Teachers will release the students to the queuing area from the classroom according to the order they appear on the screen.
- 3) Assemble** – A another person will assemble the students as they arrive from various classrooms. The order of the students will match the order of the car line.
- 4) Dismiss** – A staff member will be dismissing the students as they load into cars.

The Classroom Bus Release is similar. As each bus arrives, the names of the students in your class that ride each bus, and their bus number, will appear on the screen to alert the teacher to send those students to the appropriate loading area.



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To begin the classroom dismissal process, click on the grey Carline/Bus dismissal button on the top right of the page.



Teacher: Casey Bramer All Students

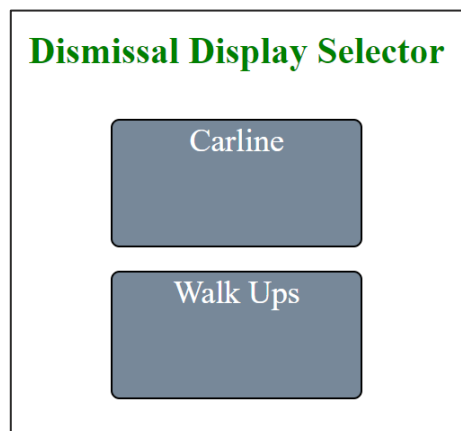
Carline/Bus Dismissal Classroom Dismissal Full Class AM PM

Car Line

Ava Balmer Jayce Barthelemy Riley Bidwell Caroline Bradley Connor Jennings Breyton O'Rourke Xavier Reimers

Jonah Akins

Select the correct dismissal lane on the next page.

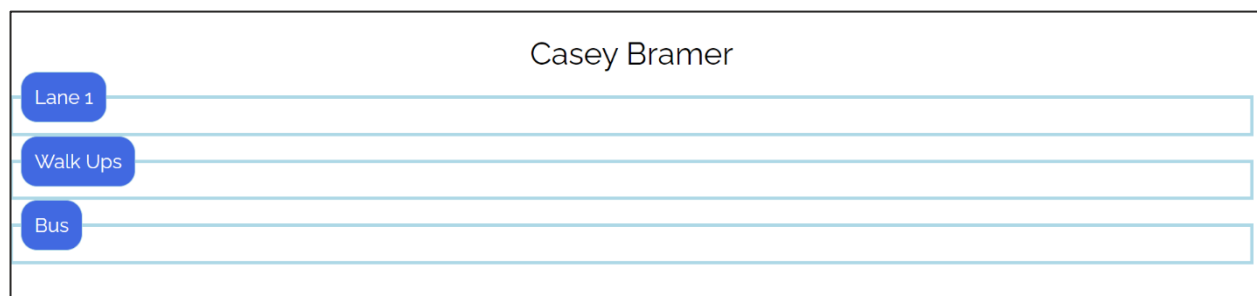


Dismissal Display Selector

Carline

Walk Ups

The Carline(s) and Bus fields will be displayed on your screen. However, students will not be seen on the screen until the dismissal team at the car line release area chooses to send for each group of students



Casey Bramer

Lane 1

Walk Ups


Bus

Teacher User Guide


The students will begin to appear as each group is released. The student's grade is in black, and their release batch number appears in **Red**. Release the students in the order they appear on the screen according to your school dismissal process.

Casey Bramer


Lane 1




1 | 1
Ava Balmer




1 | 1
Jayce Barthelemy



1 | 1
Caroline Bradley



1 | 2
Connor Jennings



1 | 2
Jonah Akins


Walk Ups

Bus


When the student s check-in at the assembly point prior to exiting the building, they will be **highlighted by a red square**.

Casey Bramer


Lane 1




1 | 1
Ava Balmer




1 | 1
Jayce Barthelemy



1 | 1
Caroline Bradley



1 | 2
Connor Jennings



1 | 2
Jonah Akins


Walk Ups

Bus


When the students are dismissed, they are removed from the screen.

Casey Bramer

Lane 1



1 | 2
Connor Jennings



1 | 2
Jonah Akins

Walk Ups

Bus

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Your school may also choose to use this process for Bus Dismissal. As busses arrive and are ready to board, students will show up on the screen.

Casey Bramer

Lane 1

1 | 2

1 | 2

Connor Jennings

Jonah Akins

Walk Ups

Bus

111

56B

Eva Calton

Landon Delino

Repeat this process until all cars and/or busses are loaded, and students are safely dismissed.

Teacher User Guide

This concludes the Teacher User Guide overview.

Please contact us if you have any questions.

CustomerService@kidaccount.com

Thank you for choosing KIDaccount!

