



Getting Started with Classroom

A teacher's guide to the Classroom app

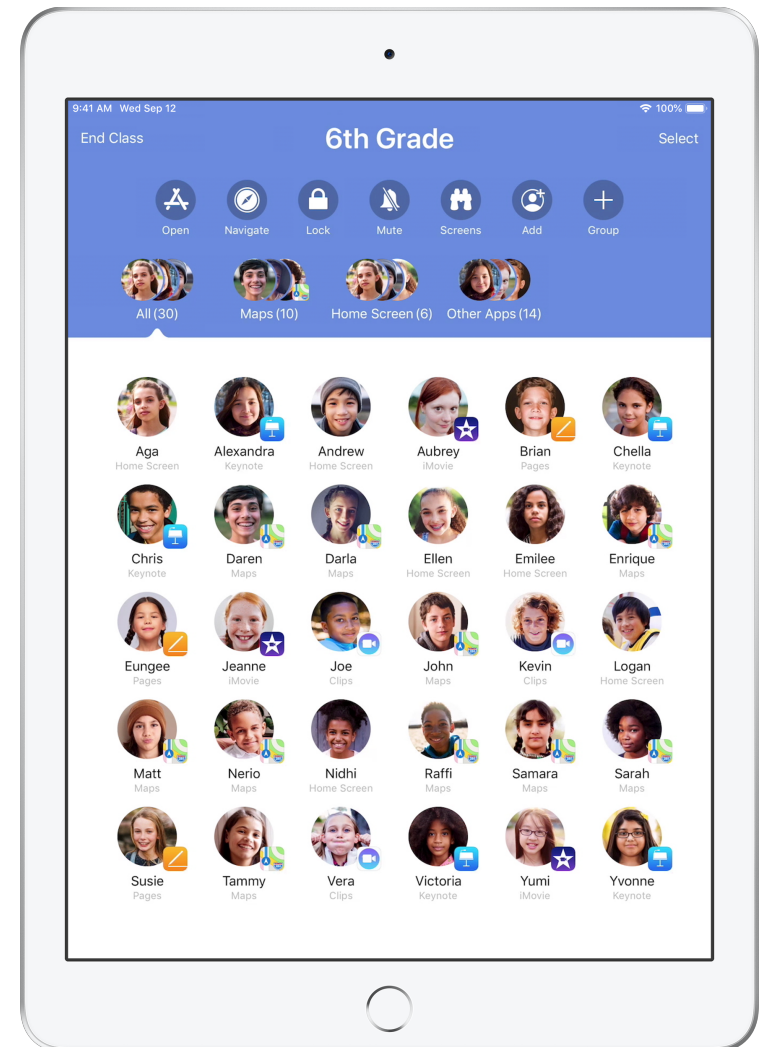
Introducing Classroom

Classroom is a powerful app for iPad and Mac that helps you guide learning, share work and manage student devices. It supports both shared and one-to-one environments. You can launch a specific app, website or textbook page on any iPad in the class, share documents between teacher and students, or share student work on a TV, monitor or projector using Apple TV. You can even see which apps students are working in, mute student devices, assign a specific shared iPad for each student and reset a student's password. And when class ends, you can see a summary of your students' activities.

This guide will take you through an overview of Classroom. You'll learn how to get started using the app, and discover how to integrate it into daily classroom workflows.

Before you get started

Classroom is available in the App Store and is easy to set up. You can create classes manually without IT support, or work with your school's MDM administrator to automatically configure Classroom with roster data for students and classes.

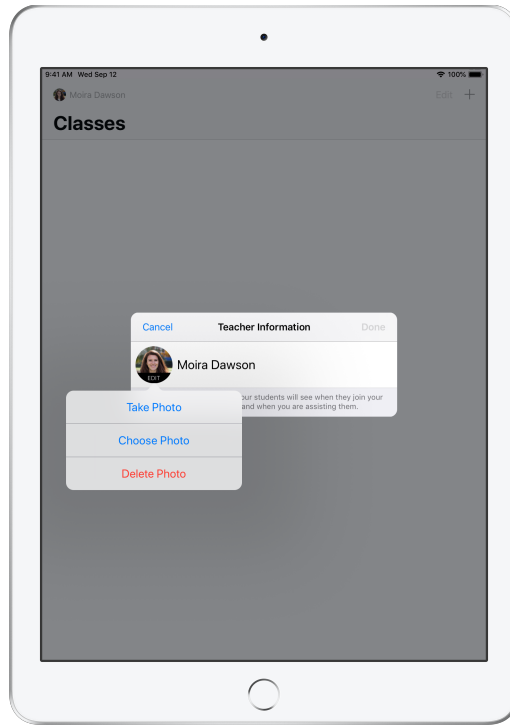


Create your class.

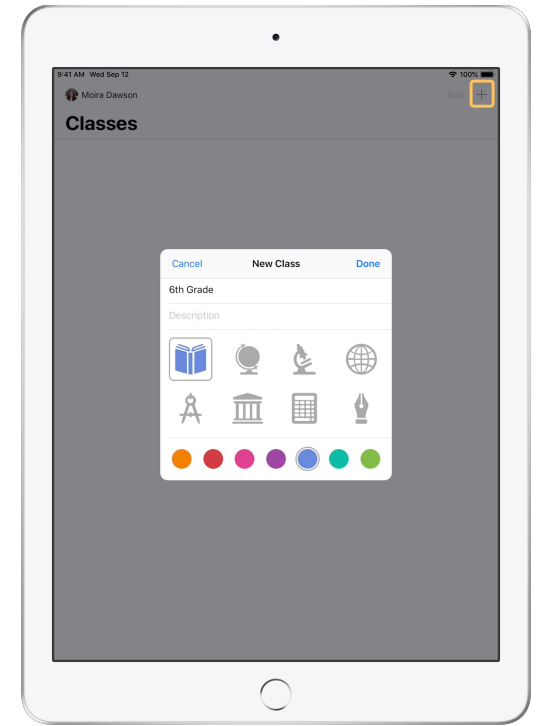
With Classroom, you can set up your own classes manually, if your school isn't configuring classroom devices with MDM.



After you have downloaded the app, begin by launching Classroom.



Next, enter your name and add a photo that students will see when they join your class and share files with you, and when you are assisting them.



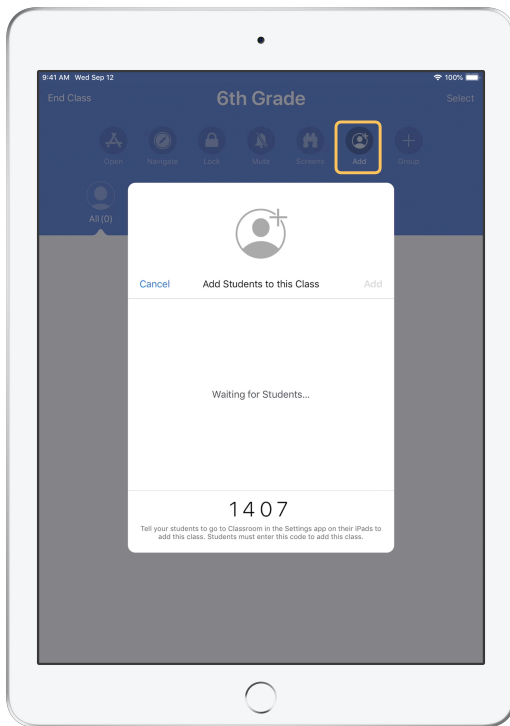
It's easy to rearrange classes, switch from one class to the next, and set up additional classes.

Select + to create a new class, then name your class and choose a colour and symbol to represent it.

Alternatively, classes can be set up by your school's MDM (see page 6 for more info).

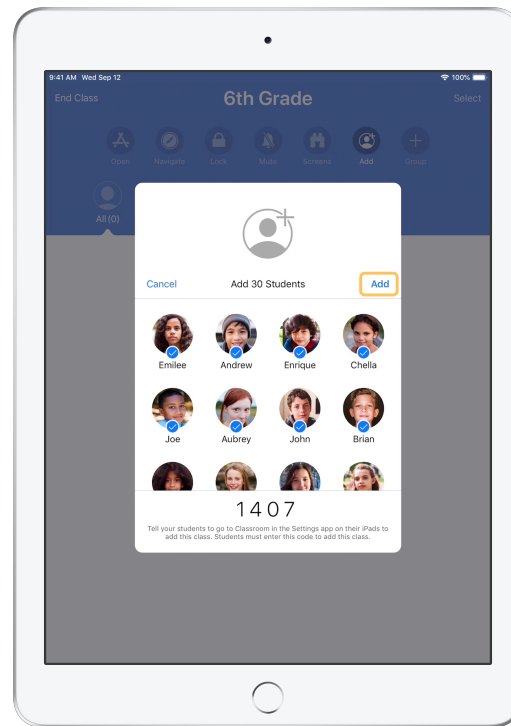
Invite your students.

Invite students to join your class so everyone can get started right away.

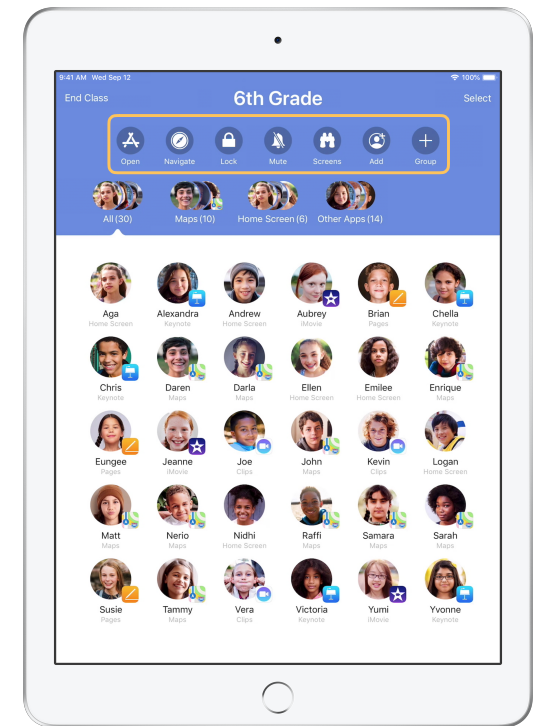


If you have manually created your class, you can now invite your students to join. Select Add and give the invitation code to your students.

Note that Classroom features require proximity to your students.



As students join your class, you will see their names and photos appear. Tap Add to add them to your class.

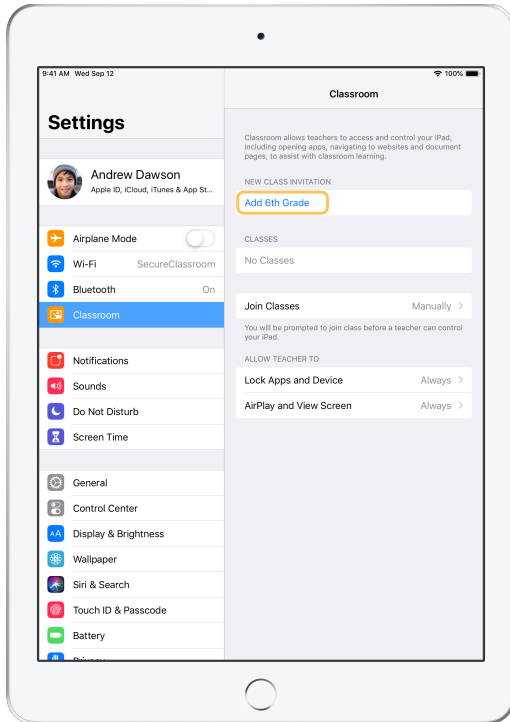


Once inside the class, you'll see a list of your students as well as the Actions list, which contains actions that you can perform on devices in the classroom.

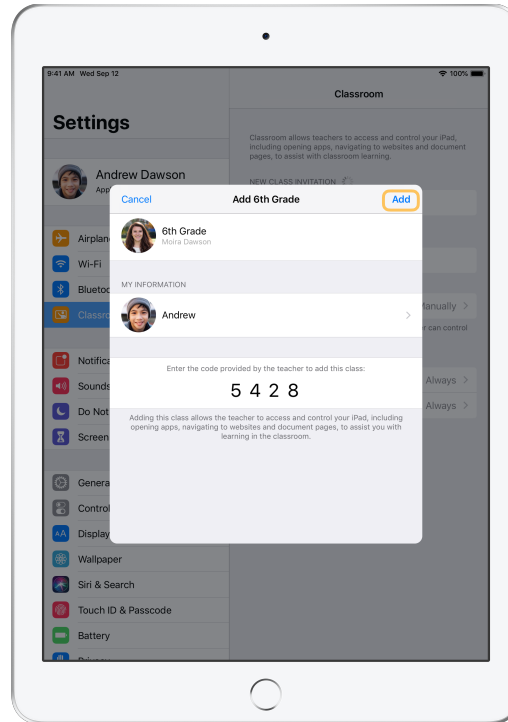
Have students join a class.

When joining your class, students decide how you can manage and access their iPad — instruct them to use the settings that are most appropriate in your environment.

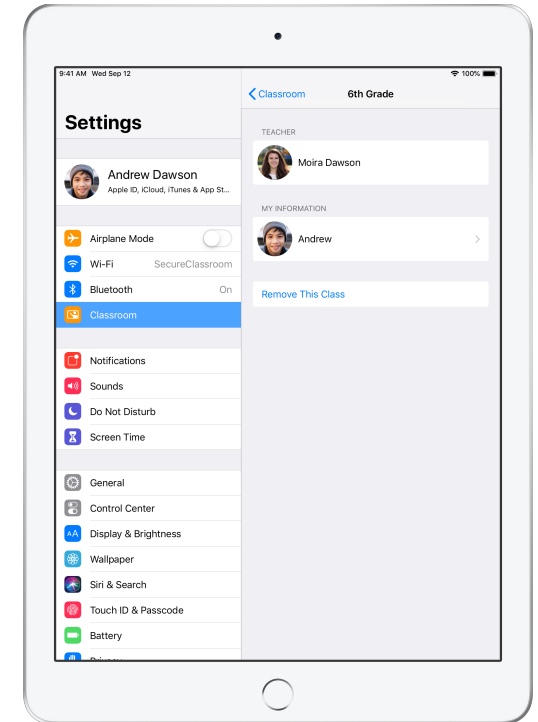
Student View



Student View



Student View



Once you have sent your class invitation, settings for Classroom will appear in the Settings app on each student's iPad. Ask your students to tap the link for your new class invitation.

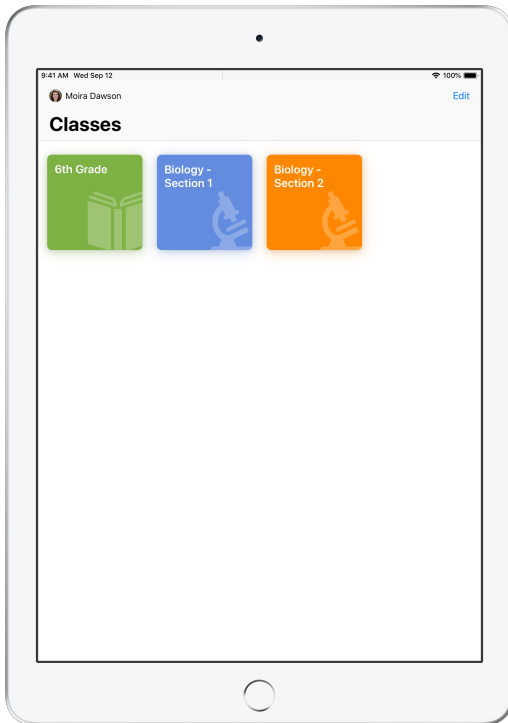
Students can come back to these settings at any time to change how the Classroom app can control their iPad.

Students can tap My Information to edit their name and photo, and then add the class by entering the code you provided.

Students will join your class automatically every time they return to your classroom. At the end of the course or school year, they can remove the class.

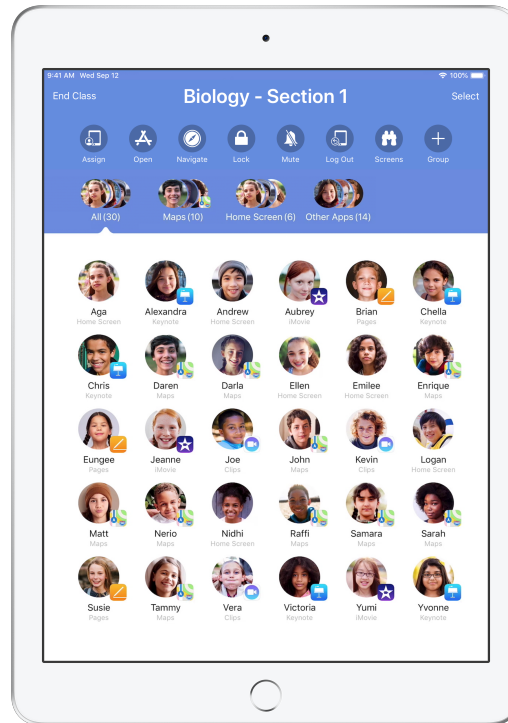
Work with classes created by your MDM.

If your school is using mobile device management (MDM) to manage devices, your school's IT department can fully set up and configure your iPad or Mac with roster data for classes and students. This reduces setup time in class, so you can get started right away. It can also support the school's policies for mobile device use with appropriate settings and restrictions.



All your classes will be fully set up, with students enrolled and ready to go.

Note that the ability to create your own classes is available only when you're not using MDM.

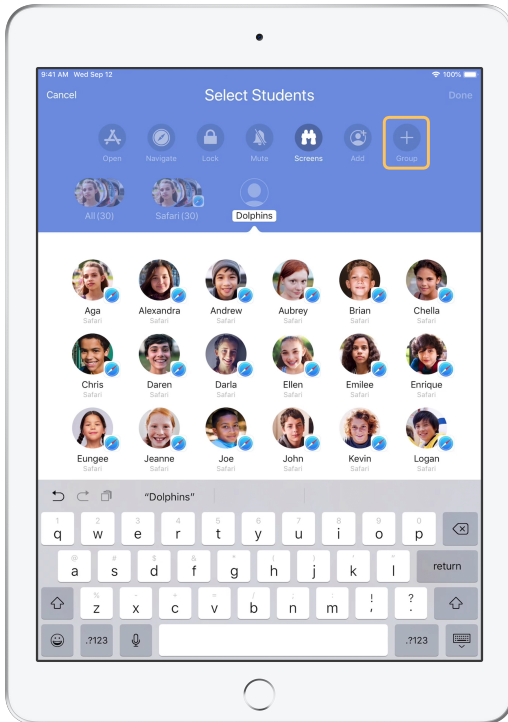


Settings for students enrolled in your class using MDM are managed by your school's IT department.

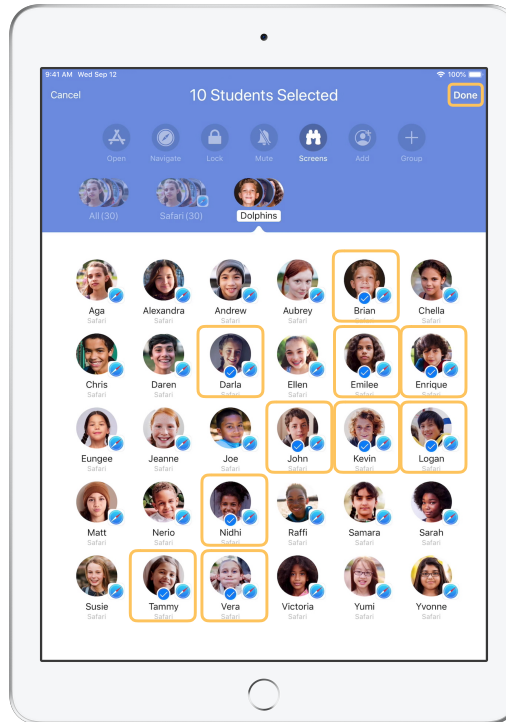
This ensures that student devices are always enrolled in your class and configured with your school's settings and policies.

Organise your class.

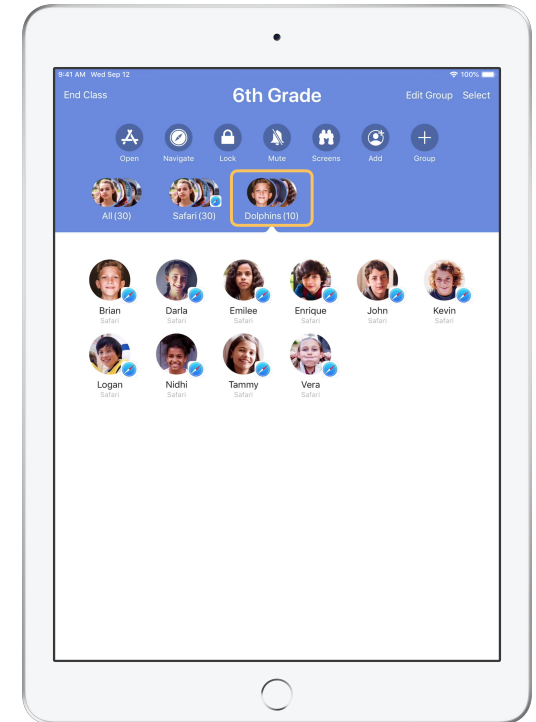
Classroom lets you create custom groups within your class, so you can tailor guidance for a single student, a group of students or the entire class. You can break the class into groups based on project assignment, and guide each group's experience differently.



Tap Group in the Actions list, then name the group based on project, skill level or other categories as appropriate.



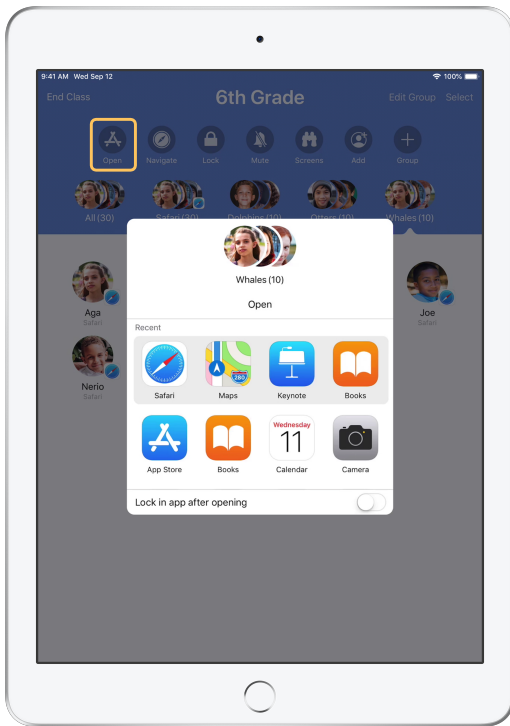
Select the students to be placed in the group, then tap Done.



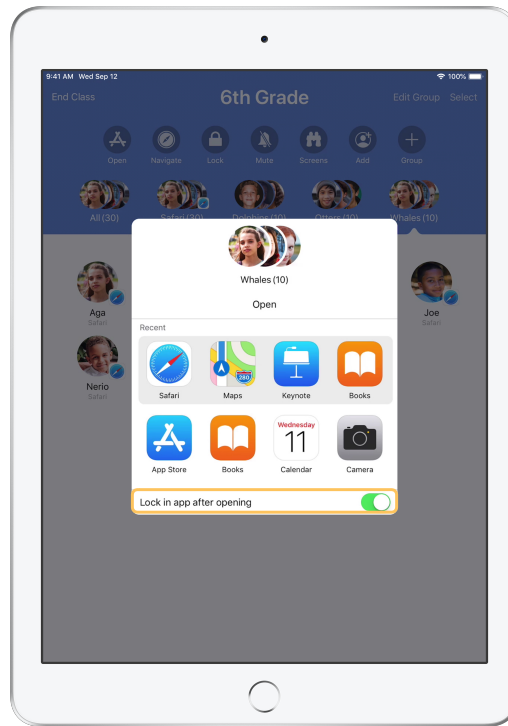
The group is now visible in the group list. Classroom also creates dynamic groups of students based on which app each student is using.

Launch and lock apps.

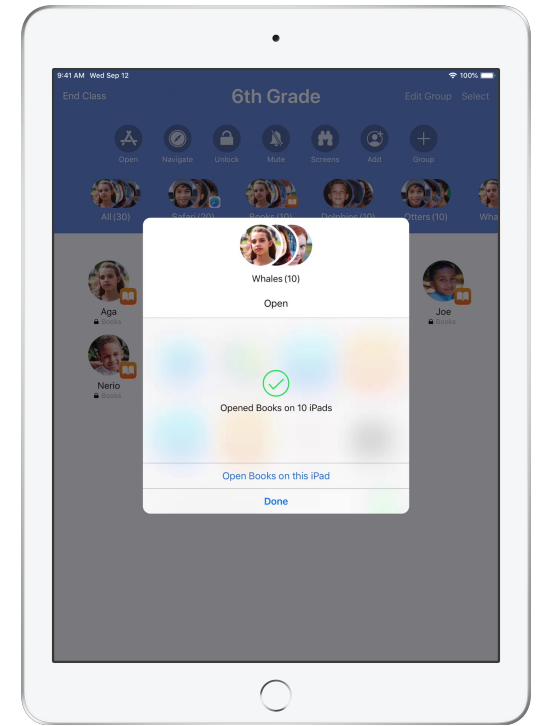
Launch a specific app on each student's iPad at the same time. You can also lock iPad into a single app, so students stay focused on the subject or test at hand.



Tap Open to view the list of available apps, then select the app that you would like to open.
Note that you and your students must both have the app installed for this to work.



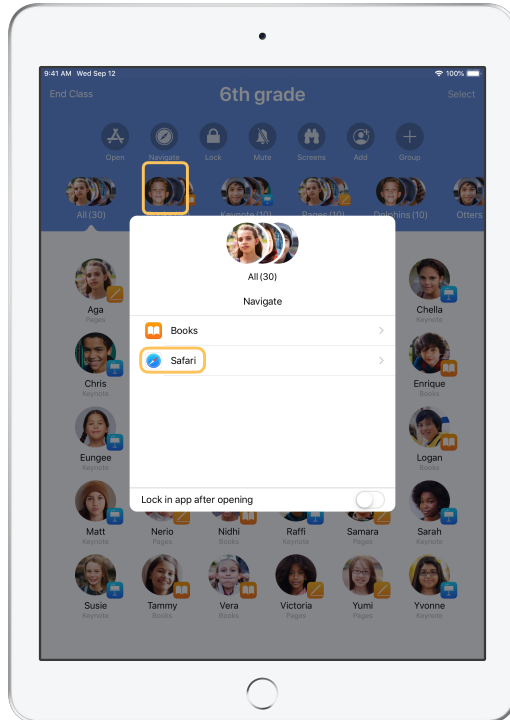
If you would like to lock your students into the app, select "Lock in app after opening" in the lower right.



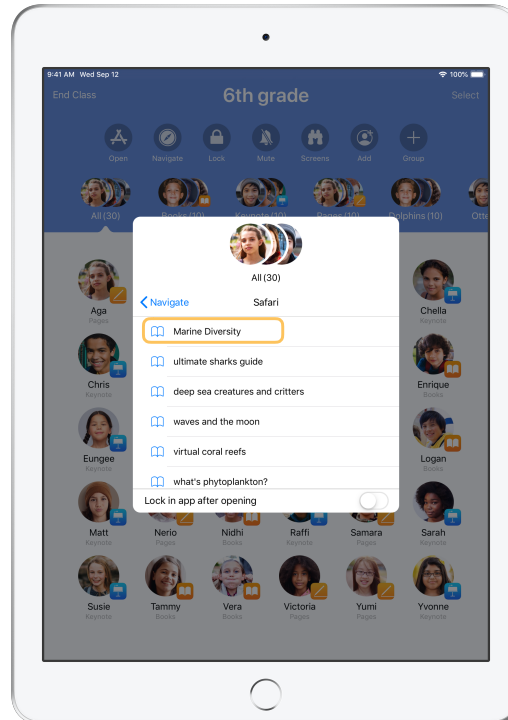
The app now opens on every student's iPad.
Tap Done, or follow along by opening the app on your iPad.

Navigate to specific content.

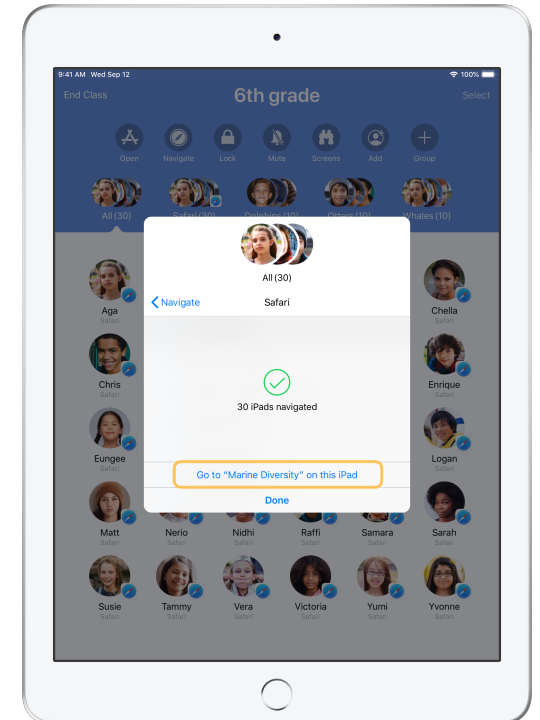
Classroom lets you navigate students to resources within Apple Books, iTunes U and Safari, such as a specific web page using a bookmark, posts and materials in iTunes U courses, or a chapter in a book.



Tap Navigate, then select Safari from the list of options.



Select the bookmark that you'd like the class to view.

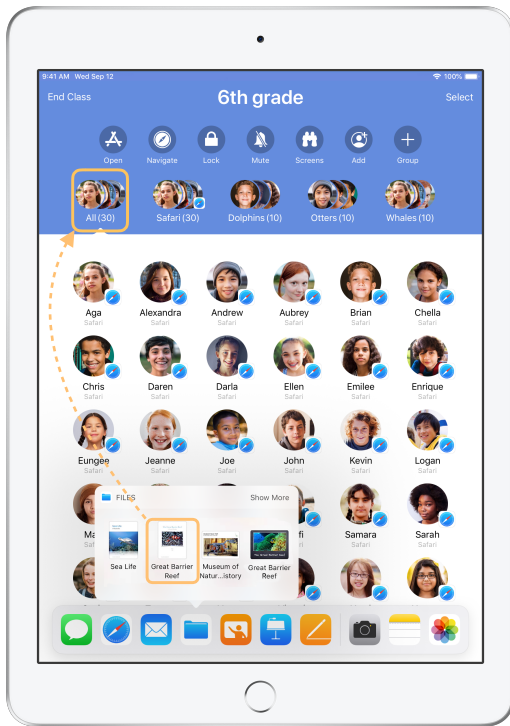


The entire class has now been navigated to that bookmark in Safari.

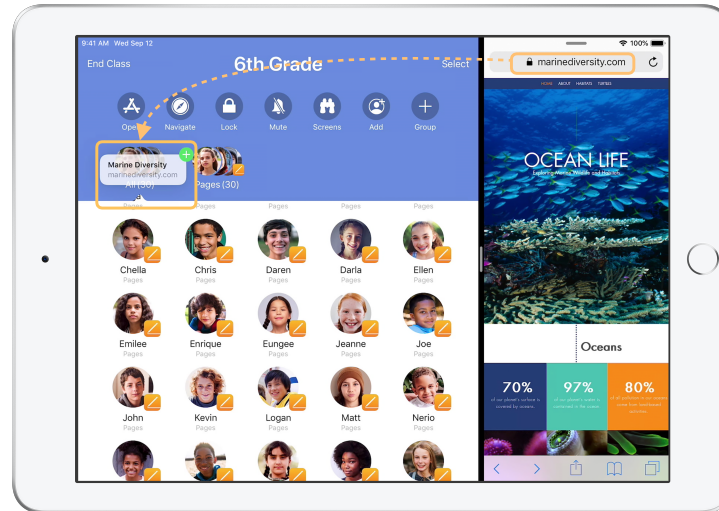
Tap Done, or follow along by opening the web link on your device.

Share documents.

Classroom works together with iOS Multitasking to provide an easy way to share files with your students, such as worksheets, presentations, photos and videos.

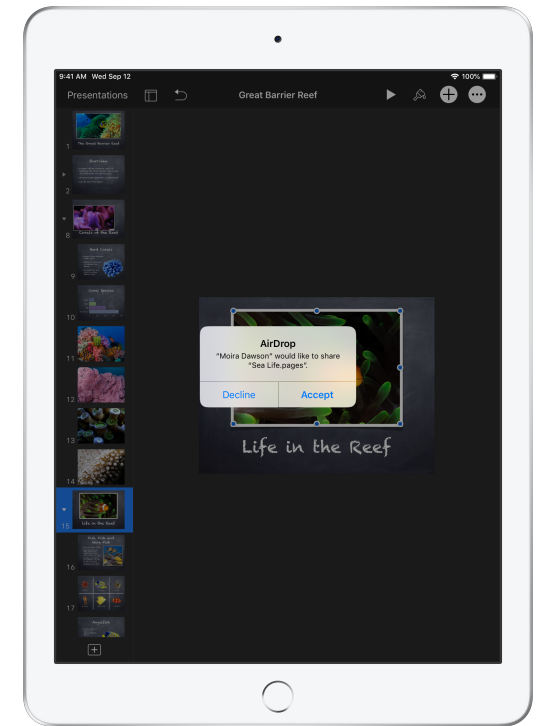


Swipe up from the bottom of the screen to bring up the Dock. Touch and hold the Files app to see recent documents. Then drag a document to a single student, a group or all students.



Or open any app side by side with Classroom to drag documents or links to students.

Student View



Instruct your students to accept the document you are sharing.

Students can then select the appropriate app to open and save your shared document.

The document will be saved on each student's iPad.

Receive documents.

The Classroom app allows you to see documents and links that students share with you.

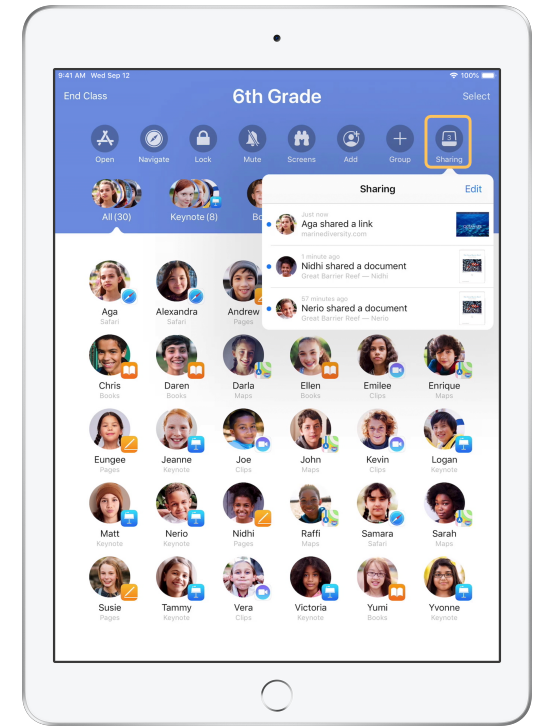
Student View



Students can tap your name in the Share Sheet in any app to share documents and links with you directly.



Tap the notification to open the Classroom app and review the shared documents.

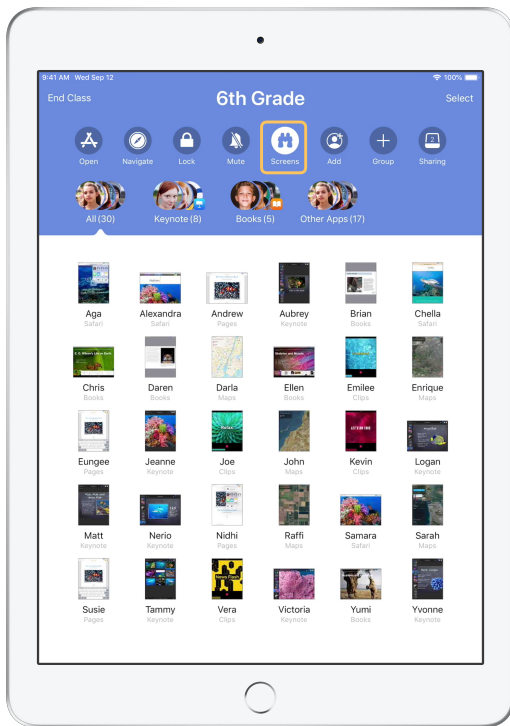


Tap Sharing to see a list of all shared items, then select the item you want to review to open it in the appropriate app.

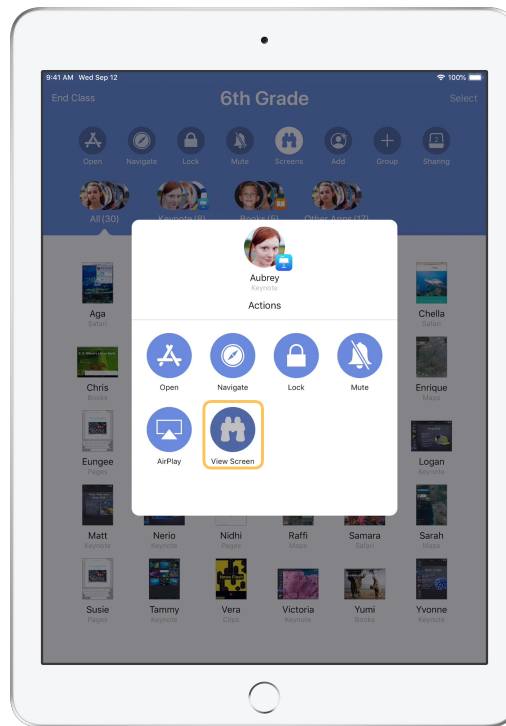
Shared documents will be saved on your iPad or Mac once you open them.

See what your students see with Screen View.

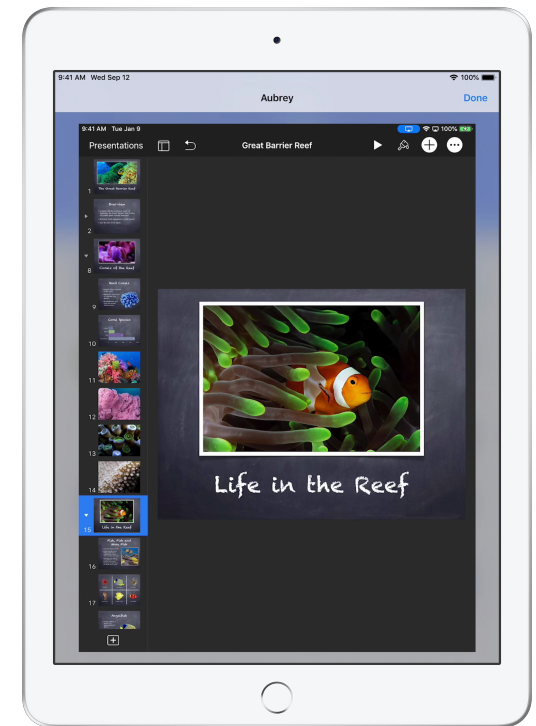
View any student's screen directly on your device. Check in and see how students are progressing through an assignment or a quiz.



Tap Screens to view each student's screen. This feature can be disabled if needed.



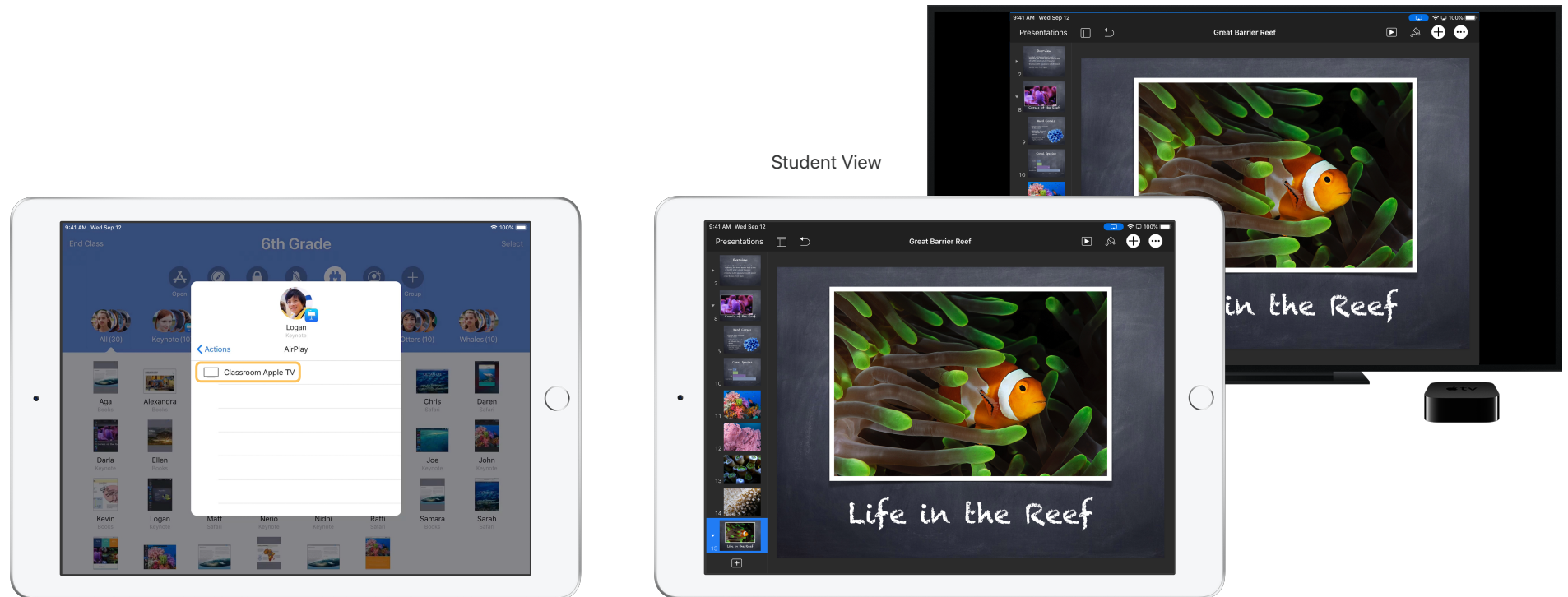
To view a specific student's screen, select the student and tap View Screen.



Students will know that you are monitoring their screen when they see the blue indicator in the status bar.

Share student work on the big screen.

If your classroom has Apple TV, you can mirror any student's screen to your TV monitor or projector. It's a great way to highlight student work, encourage collaboration and keep everyone involved.

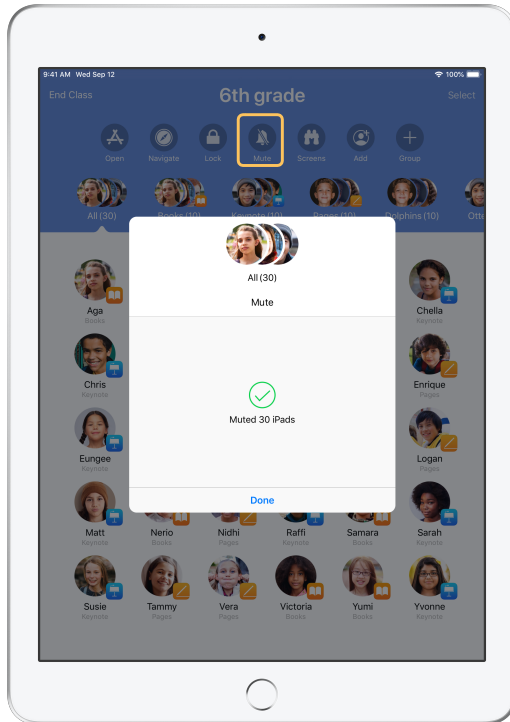


In the Actions list, select AirPlay to project a student's screen using Apple TV. Then select the appropriate Apple TV from the list.

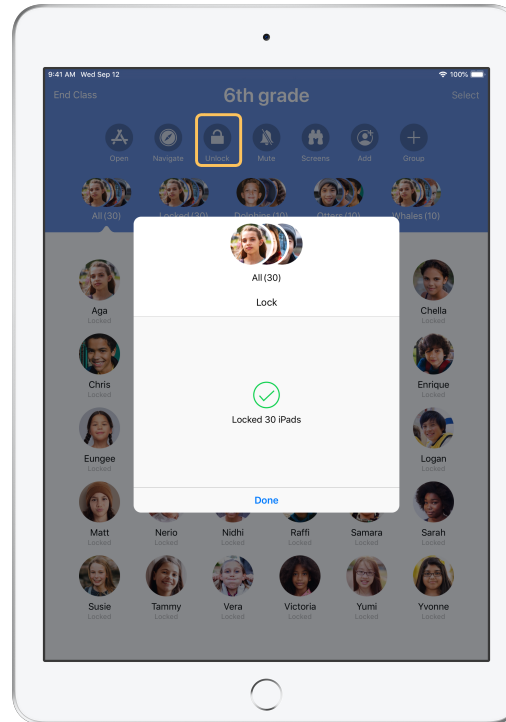
The student's screen will be displayed on the Apple TV that you selected.

Mute the sound and lock the screen.

If the sound on a student's iPad becomes distracting for the rest of the class, you can mute individual or all devices. To get everyone's attention, you can also lock each iPad in your class, which might be helpful during an important announcement or activity.

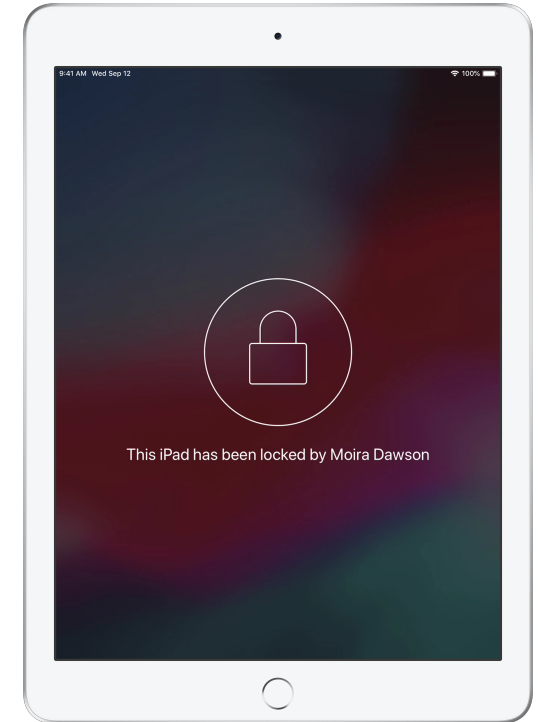


Select a student, a group of students, or your entire class, then tap Mute to mute the sound. The sound will be muted on student devices.



To lock devices, select a student, a group of students, or your entire class, then tap Lock. Tap Unlock to unlock devices.

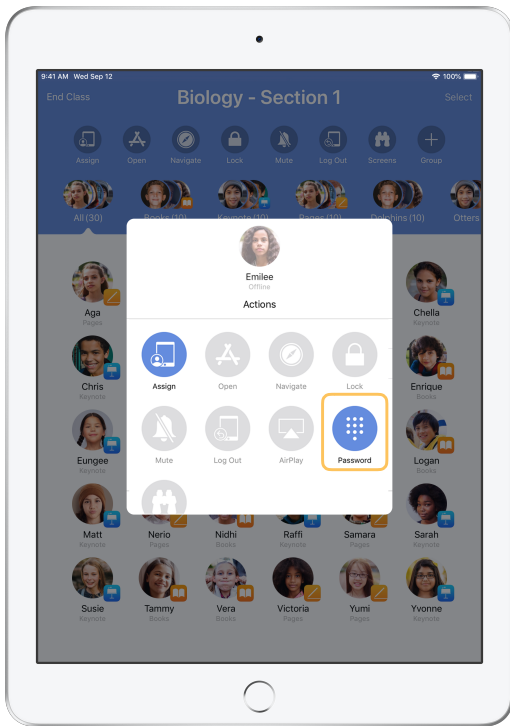
Student View



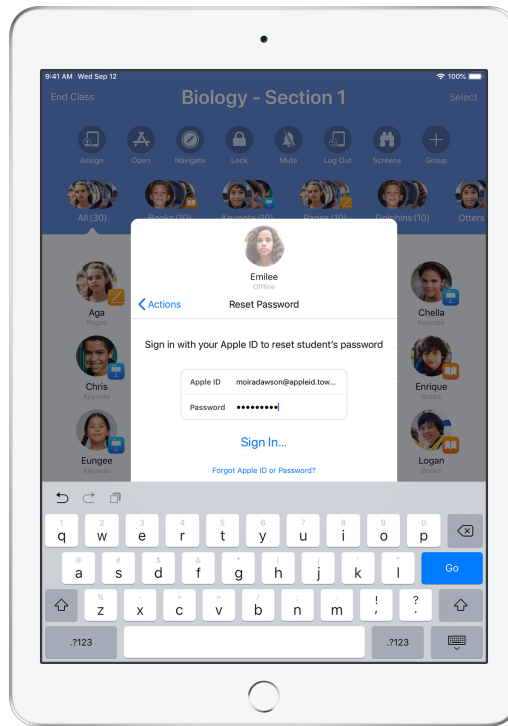
The screen will be locked on all student devices, and students will not be able to access them until the devices are unlocked again.

Reset student passwords.

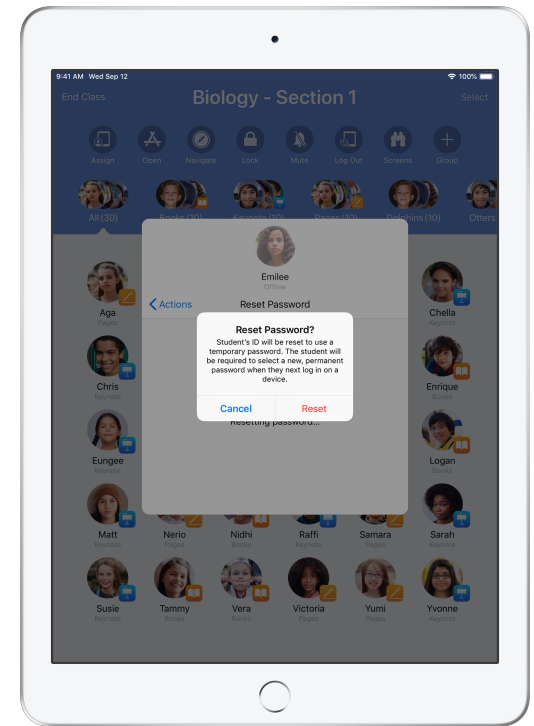
If your school is using Managed Apple IDs, you can use the Classroom app to reset a student's Managed Apple ID password.



Tap the student name and select Password.



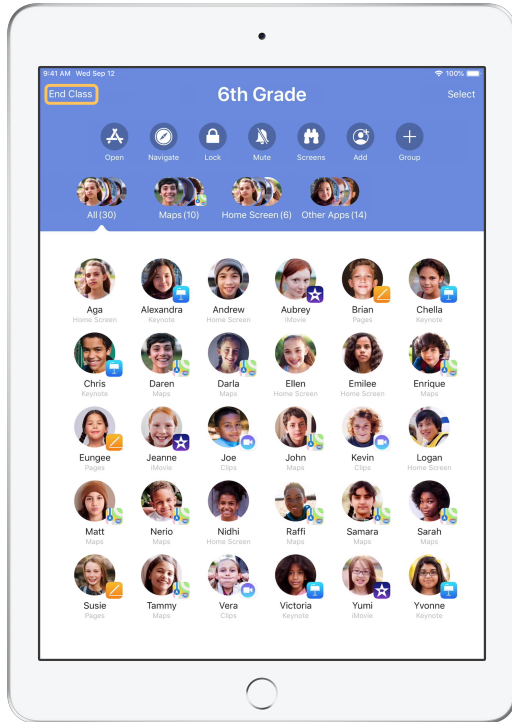
Enter your instructor Managed Apple ID and password and proceed with two-factor authentication then click Done.



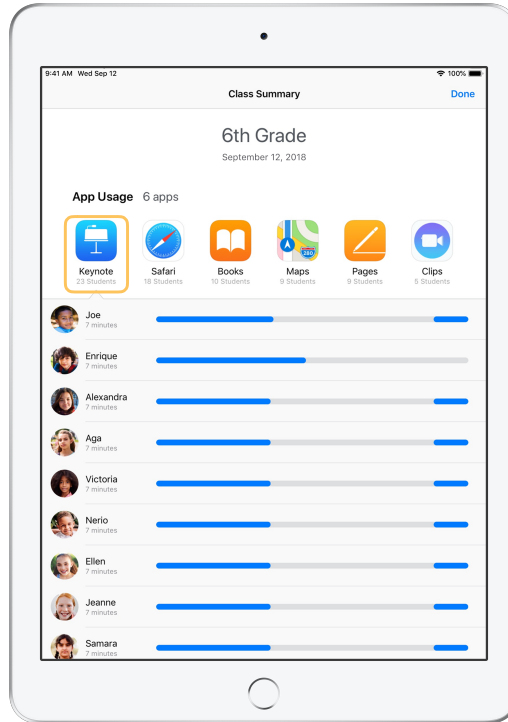
The student can now use a temporary password to log in to a shared iPad or their iCloud account on a different device, and set up a new password.

End class and see a Class Summary.

When class ends, you can easily stop controlling student devices and get an overview of your students' activity during class time. It's a great way to see what students worked on and save documents you might have missed during class session.

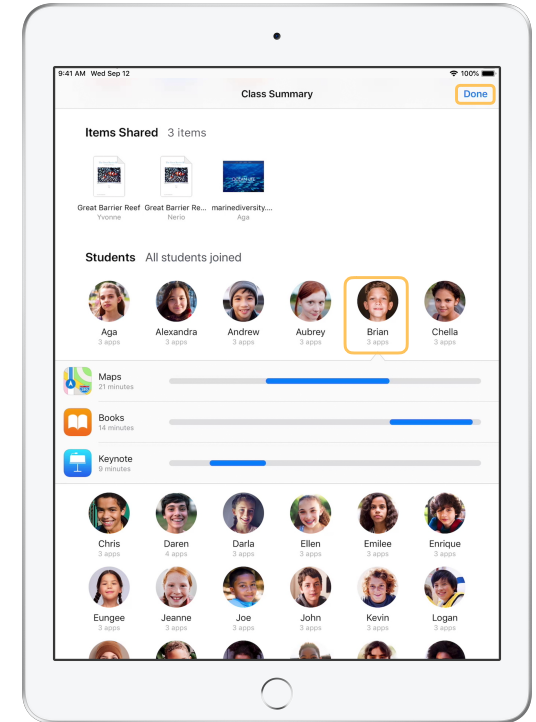


Tap End Class.



Class Summary provides an overview of the apps your students used. Tap any app icon to see which students used the app and for how long during class.

Tap any file or link in the Items Shared section to review and save them to your iPad.



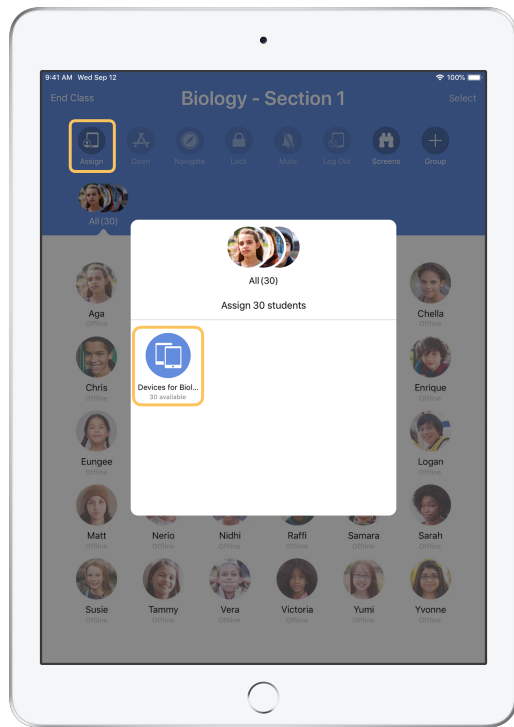
Tap any student name to see the apps they used during class.

Tap Done to exit the Class Summary. Student activity information and any unsaved shared items will be deleted.

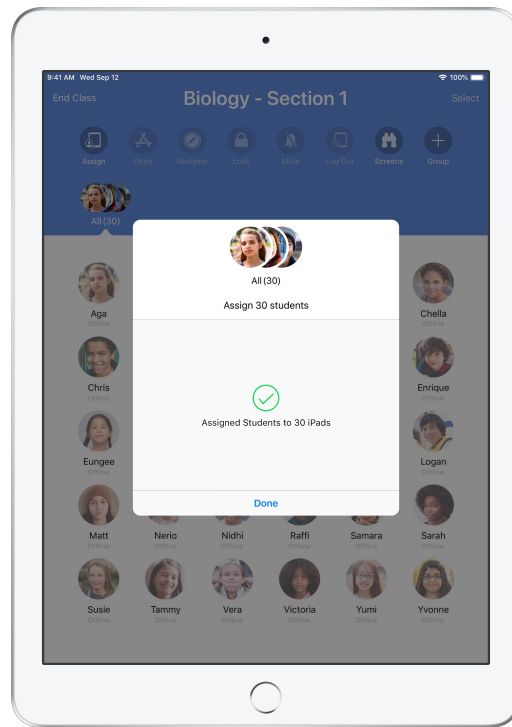
Classroom app returns to My Classes and you can no longer access student devices.

Assign students to shared iPad devices.

When Classroom is configured with MDM for use with Shared iPad, you can assign specific students to each iPad. Classroom determines whether a particular iPad has been assigned to a student before, and assigns the student to the same device. This enhances the student's experience by reducing the amount of data that needs to be downloaded.

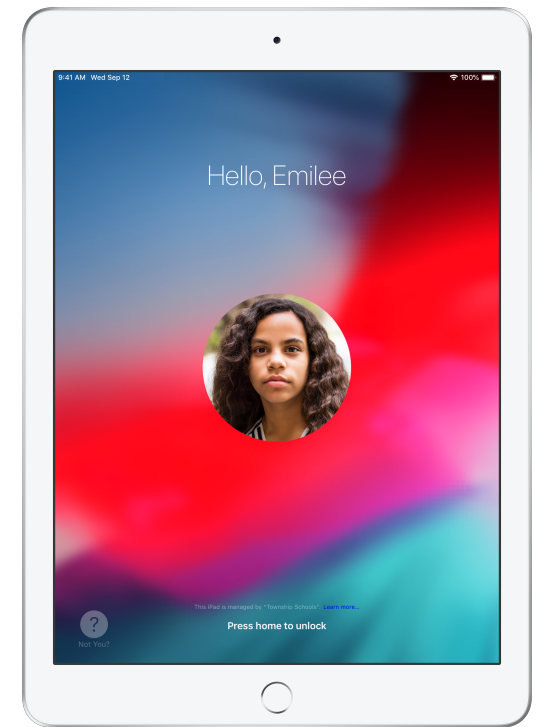


Tap Assign and select from the available devices.



The selected devices have now been assigned.

Student View

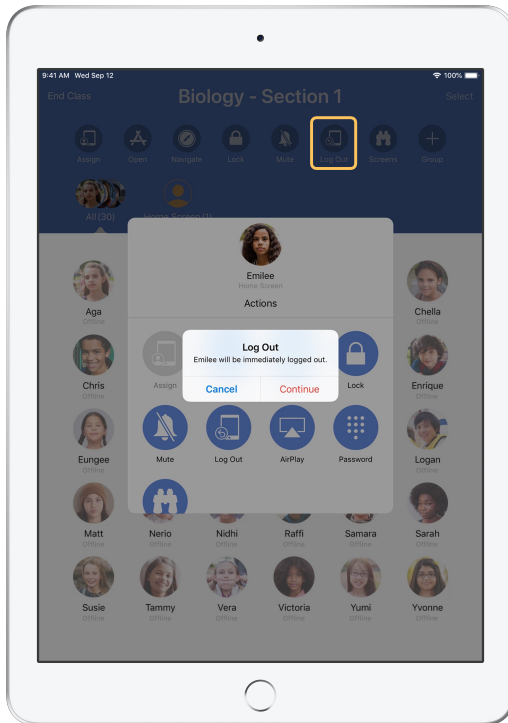


On each device, the assigned student will see their photo ID or initials, which makes it easy for students to find their device and log in.

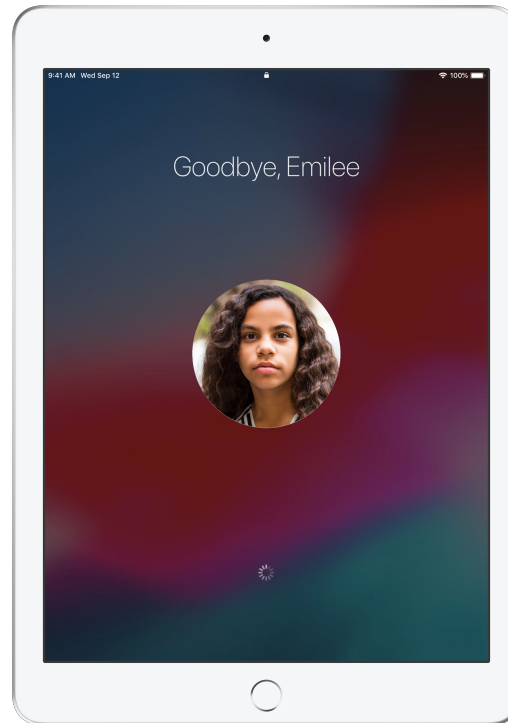
Log out of shared devices.

When class ends, you can log out students—a single student, a group of students, or your entire class. When students are logged out, any documents they were working on are synced to the cloud and are available the next time they log in.

Student View



Select a student, a group of students, or your entire class, then tap Log Out.



Students will be logged out of their devices and their documents will be saved to the cloud.

