

KinderTEK Passcodes: Printing Student Passcodes

Beautiful Butterfly

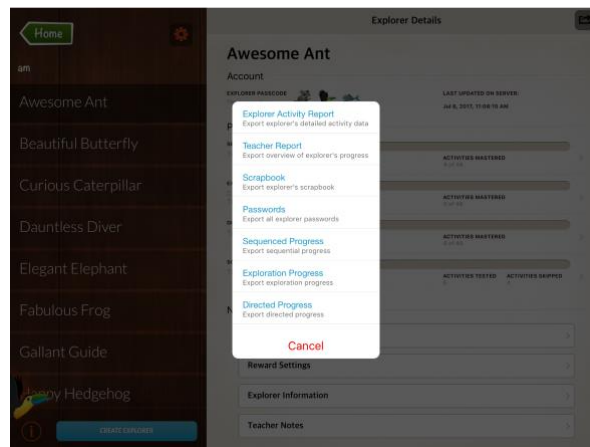


Printing individual student passcode markers and a student passcode “cheat sheet” for teachers facilitates the student log-in process while students are learning to use KinderTEK and if students forget their passcodes.

STEP ONE:

Go to Manage Users. Log in to Manage Users by touching the Manage Users button on the KinderTEK welcome screen, then entering your username and password in the Manage Users log-in screen.

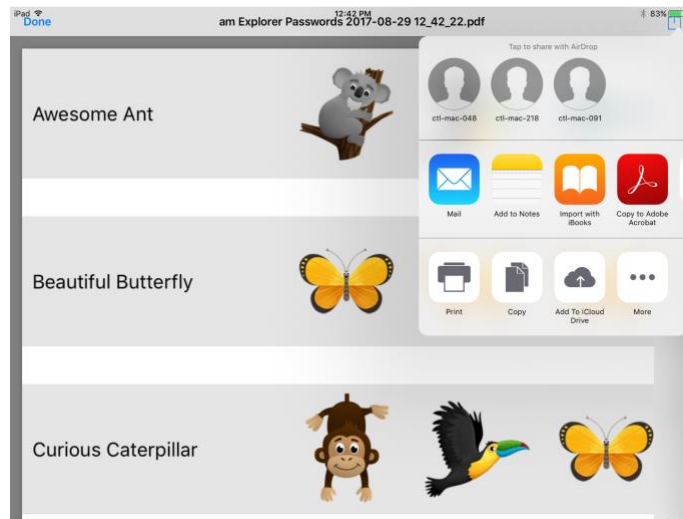
STEP TWO:



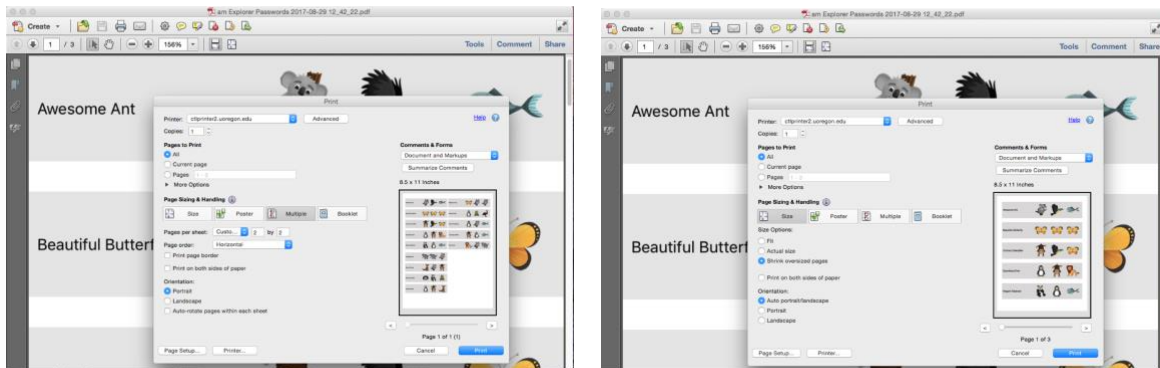
Student Passwords. At the top right corner of the screen, touch the Export icon (a rectangle with an arrow). You will see a pop-up menu. Choose Passwords: Export all explorer passwords.

STEP THREE:

Export Passcodes for printing. The passcodes will export as a PDF document. At the top right corner of the screen, you will see the Export icon, a blue square with an arrow. Touch the Export icon. Your export options will show in a corner pop-up menu. You can choose to AirDrop the document to another device for printing, email the document in order to open and print from another device, or if there is an AirPrint printer available, you can choose the Print icon and print directly from your iPad.



STEP FOUR:



Print student passcodes. Printing full page passcodes works well for student passcode markers to be cut out and laminated individually. Printing 2-4 pages per sheet works well for smaller passcode markers, or for a teacher “cheat sheet.”