



Get Examcraft Formative up and running in your classroom.

How to easily use Examcraft Formative with Google integration.

www.examcraft.formative.com



Google Classroom

Setting up your class using Google Classroom

Before getting started with students make sure your teacher account is integrated and your classes are synchronised. Follow below a few steps to have a very successful and smooth students onboarding.

How to import/connect/sync your classes with Google Classroom:

Before start, make sure you are logged in to your Google Classroom teacher account. Then access app.examcraft.formative.com and go to **Classes** tab.

Click on **Add** classes button on top right.

Choose **Sync Rosters with Google Classroom**.

A pop-up banner will ask you to confirm you are using the correct account to sync.

The list of students from your Google Classroom will appear for you to import. Click on **Import** button. Now you are ready to assign activities!

Remember to enable/accept pop-ups from examcraft formative in case this feature is disabled on your device.

Re-sync: If your student list is changed in Classroom (e.g. a new student added), you will also need to re-sync the list on Examcraft Formative. In your 'Classes' tab, select the 3 dots beside the classroom that needs update and choose **Google Classroom Re-Sync**. The changes will be now reflected in your Examcraft Formative.

1 Home, Formatives, Classes, Reports, Library, Teams, My Account, Notifications

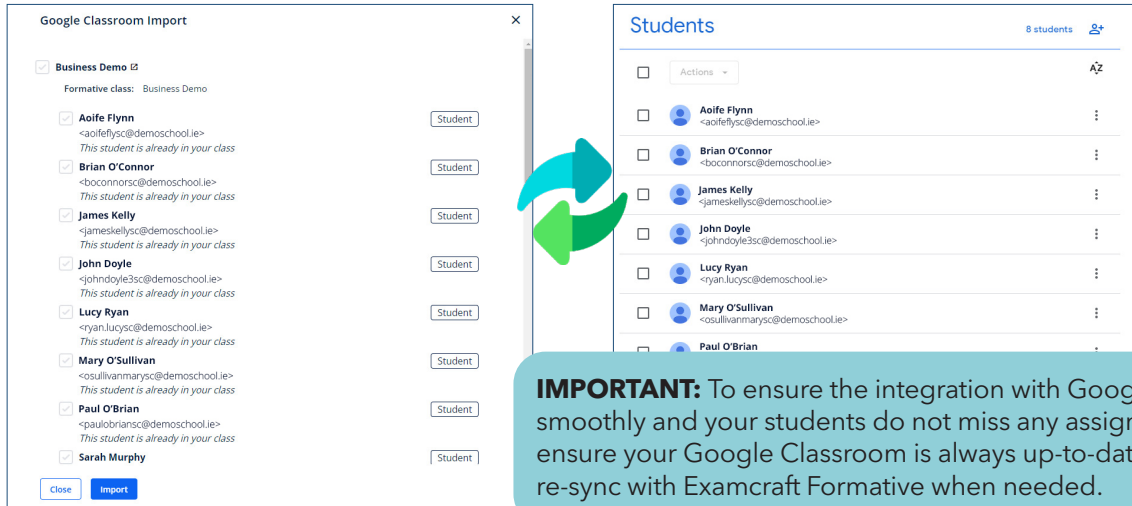
2 Show Archived Classes, Sort By, Add +

3 Roster Sync Class, Sync Rosters with Google Classroom, Sync Rosters with Microsoft Teams

4 Sign in - Google accounts - Google Chrome, Choose an account to continue to Formative, Rafa Nadal, Use another account

5 Google Classroom Import, Business Demo, Aoife Flynn, Brian O'Connor, James Kelly, John Doyle, Lucy Ryan, Mary O'Sullivan, Paul O'Brian, Sarah Murphy, Close, Import

6 Show Archived Classes, Sort By, Add +, Business Demo, Geography Demo, Science Demo, Edit Class Details, Manage Co-Teachers, Clone, Lock, Google Classroom Re-Sync, Show Archived Students, Archive Class



The image shows two side-by-side screenshots. On the left is the 'Google Classroom Import' dialog box, which lists several students with their names and email addresses, each with a 'Student' button next to it. On the right is the 'Students' list in Google Classroom, showing the same eight students with their profile pictures and email addresses. A double-headed red arrow connects the two logos at the top, and a green circular arrow icon is positioned between the two screenshots.

IMPORTANT: To ensure the integration with Google works smoothly and your students do not miss any assignments, ensure your Google Classroom is always up-to-date, and re-sync with Examcraft Formative when needed.

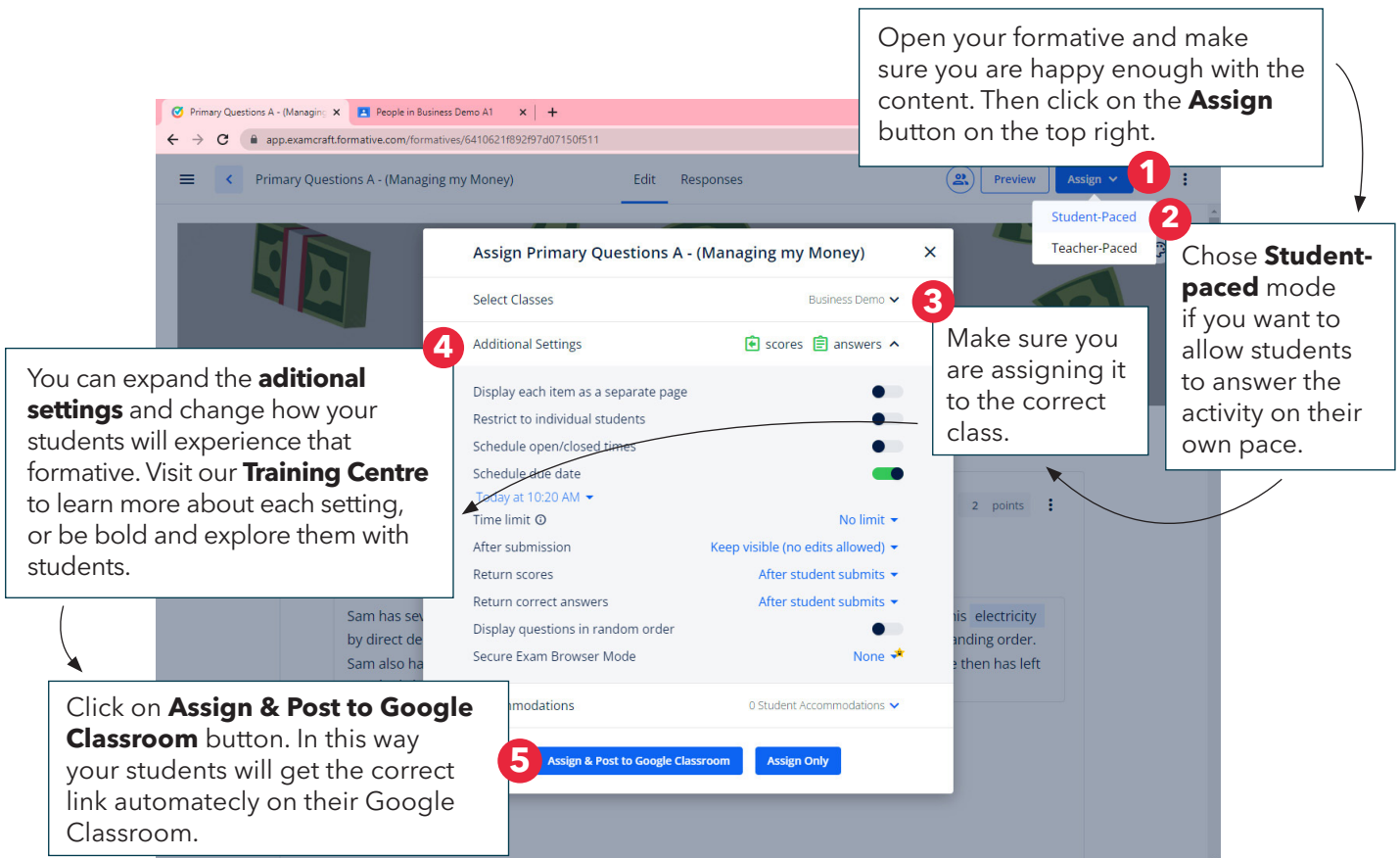
ATTENTION!

Usually students email accounts are like teachers: student@schoolname.ie if you do not use Google Classroom often, or students are having any issues accessing it, make sure they have access to their Google Classroom accounts before getting started with Examcraft Formative.

If the students do not use their accounts associated with the school they will have problems or will not be able to access Examcraft Formative.

How to assign your first formative to your students:

Once your students are set up as per steps above, they will be able to access all the activities you assign to them.



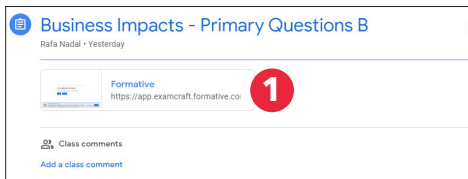
The image shows a screenshot of the Examcraft Formative interface for assigning a formative. The main window displays 'Primary Questions A - (Managing my Money)' with various settings. Five numbered callouts provide instructions:

- 1:** Open your formative and make sure you are happy enough with the content. Then click on the **Assign** button on the top right.
- 2:** Chose **Student-paced** mode if you want to allow students to answer the activity on their own pace.
- 3:** Make sure you are assigning it to the correct class.
- 4:** You can expand the **additional settings** and change how your students will experience that formative. Visit our **Training Centre** to learn more about each setting, or be bold and explore them with students.
- 5:** Click on **Assign & Post to Google Classroom** button. In this way your students will get the correct link automatically on their Google Classroom.

The student experience

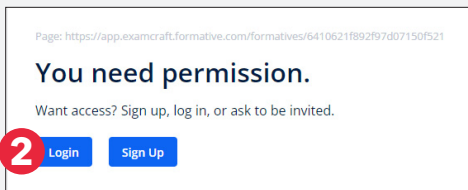
Let's have a look at your student experience. Once you assigned and posted an activity through Google Classroom, invite your students to access it.

Ask them to follow the steps below:



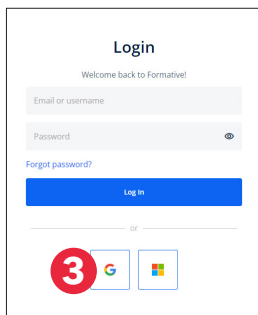
Please make sure your students are logged in to Google Classroom with their student account.

By clicking on the link, they will be taken to the Examcraft Formative website.



Your students won't need to sign up to Examcraft Formative, as they have already been set up by you.

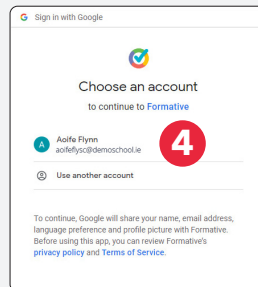
All they need to do is click on **Login** button.



Tell/Instruct your students to login using their student account.

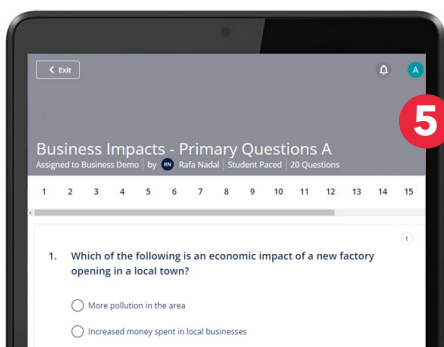
To optimise time and avoid issues, we recommend students to use the Google single sign-on (SSO). They just need to click on the Google symbol under the login button and sync their account.

REMEMBER: If the student is using a personal account or any other email account that is not the same account onboarded on Google Classroom, they will have their access denied.



A pop-up banner will ask students to confirm which account they are trying to sync.

REMEMBER: If students have pop-up blockers installed in their browser, they won't be able to sync. Just make sure they allow the pop-up.



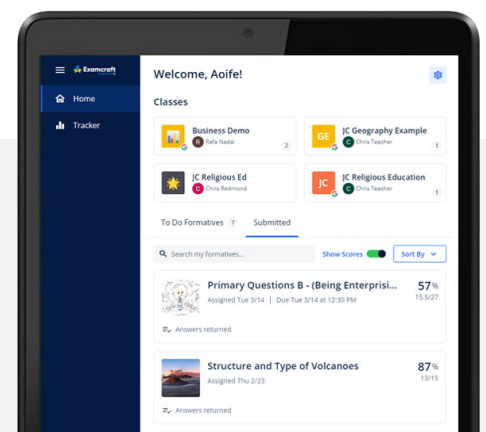
After log in, your students will be taken to the activity page and they will be ready to answer it.

Once the activity is completed, they need to click on **'Submit'** button.

Student's dashboard

Students can now access their dashboard and see activities organised by classes. They can access previous assignments and review their activities

All they need to do is access app-examcraft.formative.com and login with their student account.



Need extra help? Ask for a clinic session in your school
formative@examcraftgroup.ie

www.examcraft.formative.com