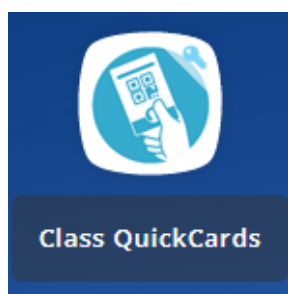


Class QuickCards App

This app is available to all elementary teaching staff that have scheduled classes with enrolled students in eSchool.

New students will need to manually log into their Chromebook/ClassLink once, before staff are able to generate a QuickCard for them.

Students who use QuickCards that have recently had their password changed, also need to log in manually one time after the password change. This allows ClassLink to cache the students current credentials, which is used for logging into certain apps on their LaunchPad.



Selecting this app will take you into your list of classes. Select your class (usually the homeroom class will cover all of your students) and you'll come to a page that looks like this.

Generate QuickCard-1212206

Generate QuickCard

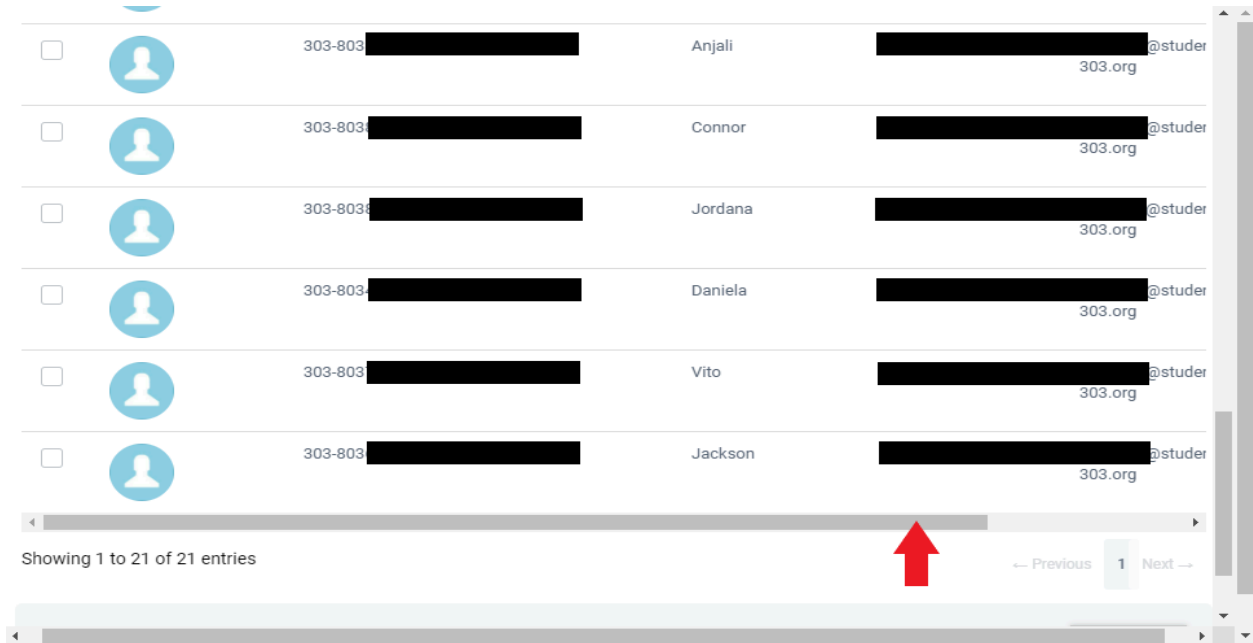
Export Data

Print

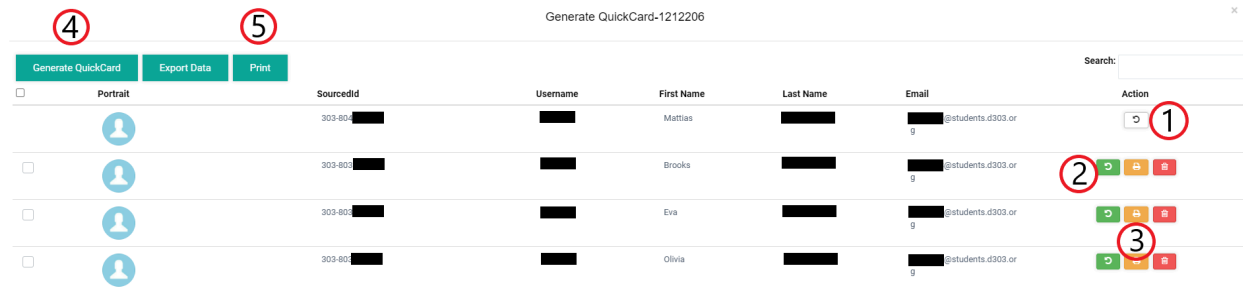
Search:

SourcedId	Username	First Name	Last Name	Email	Action
303-804		Mattias		@students.d 303.org	
303-803		Brooks		@students.d 303.org	
303-803		Eva		@students.d 303.org	
303-803		Olivia		@students.d 303.org	

On a laptop screen the window size is smaller and may not show all of the page, and will cut off the “Action” column. To see the Action buttons, scroll down to the bottom of the page and you will see a horizontal scroll bar, scroll all the way to the right to see the buttons.



Here's a view of the whole page.



Action column buttons:

1. White circle arrow button: “User has not been synchronized into ClassLink”



Notice in the image above that the top student doesn't have a checkbox on the left side of the screen, and the green button to generate a QuickCard is white. This means the student has not logged into ClassLink yet (typing username and password). **If a student doesn't have a QuickCard and has this white circle arrow button, please have the student sign in manually. After they sign in for the first time, their account will fully sync and the white button will turn green. Selecting this button will generate their first QuickCard.**

2. Green circle arrow button: "Reset Code"



This button will create a brand new QuickCard (QR) for the selected student. If the student already had a QuickCard, selecting this button will make the previous QR code obsolete. If the current QR code is having issues being scanned for some reason and you receive an error like "Invalid QRString", Reset Code (QR) will generate a new QuickCard for the student, that you can then print out.

3. Yellow/Orange print button: "Print"



This will print the particular students QuickCard.

4. Generate QuickCard:

Generate QuickCard

This button will Generate new QuickCards for any students selected with the check boxes on the far left side. Selecting the top checkbox will select all students. However, if any of the students already have their QuickCards generated, this creates a brand new QR code, making their previous QR code obsolete.

5. Print:

Print

This button prints out the QuickCard QR code for any students selected with the check boxes on the far left side. Selecting the top checkbox will select all students.

If a student's password does change, this will not affect their current QuickCard. This means they can continue to use their current QuickCard, and a new one will not have to be generated. Only deleting or generating a new QuickCard from the Class QuickCards app, or the student graduating elementary, will cause their current QuickCard to no longer function.