BOOKR CLASS

BOOKR Class User Guide

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Downloading the BOOKR Class Library App













The BOOKR Class Library Application

Student version

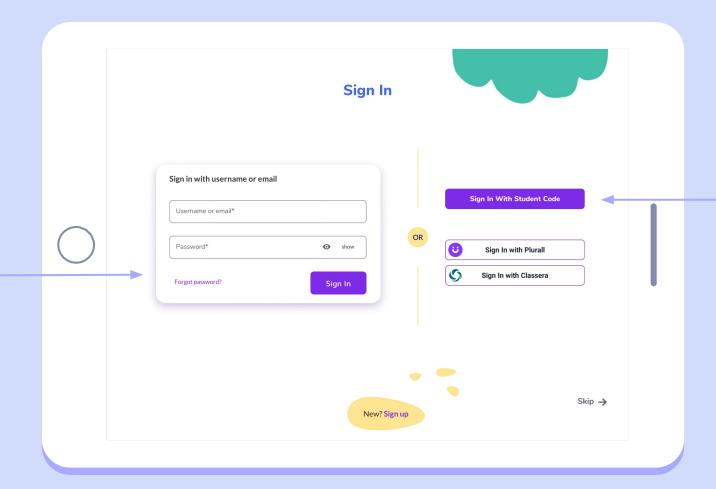


Login with a Student Code



Parents and Teachers can log in with the email address and password they used during registration.

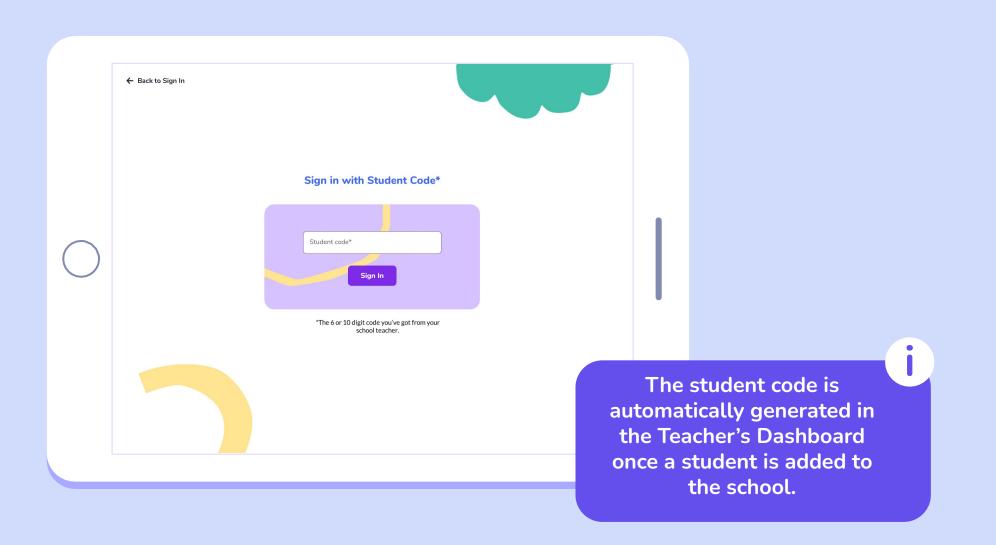
For more information go to page 29.



Students can log in with their individual 10-digit student code.

Login with a Student Code

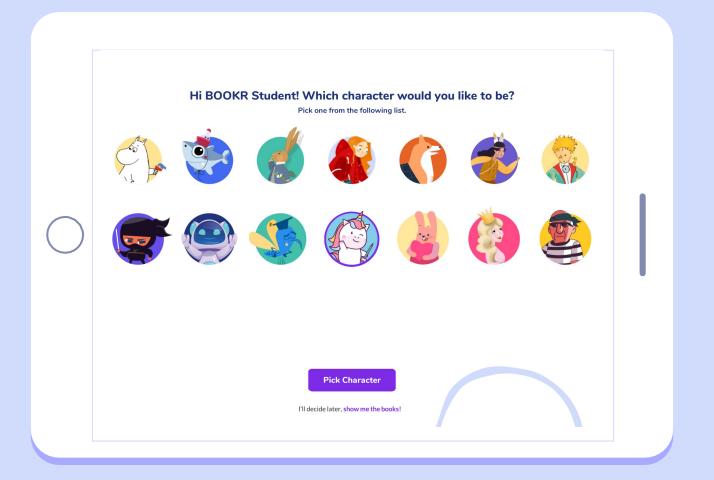




First Login | Step 1 - Select your Avatar



When students log in for the first time, they can choose an avatar as a profile picture, which they can modify later on.

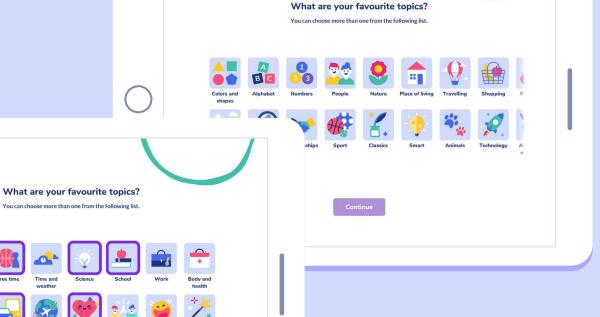


First Login | Step 2 - Choose your Interests



Students can **choose their favourite topics** from the list, that can be changed later on in their profile.

← Pick Character



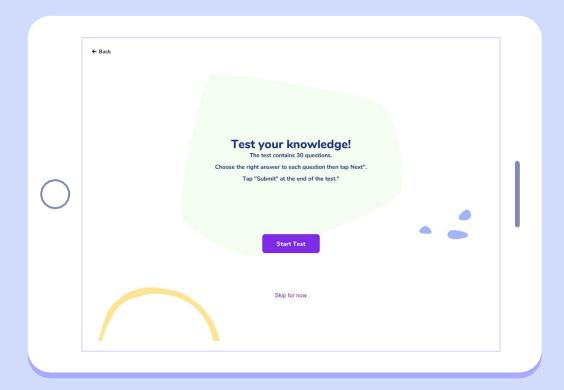
← Pick Character

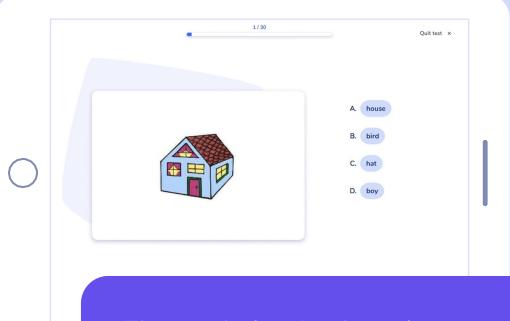
Based on their selected interests, the system will automatically recommend a selection of books.

First Login | Step 3 - Lexile Placement Test*



Students can take the Lexile Placement Test by filling out a 30-question test to assess their reading skills. If thy skip the test, they can complete it later from their profile.





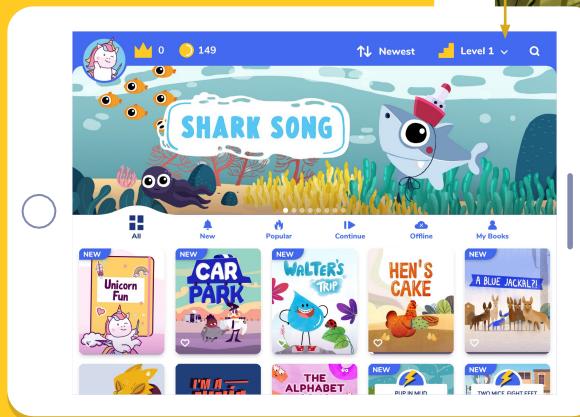
The complexity of each text is measured by the Lexile® measures and books are organized based on these scores. This scoring system is able to test students' skills as well. By completing the Lexile test, BOOKR directs students to the most relevant BOOKR Class level.

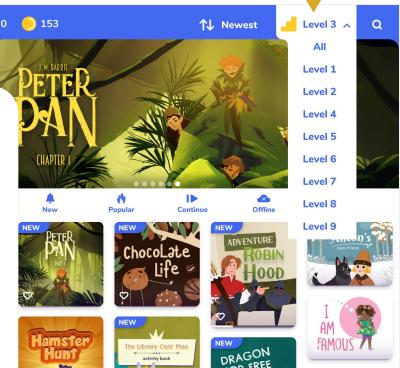
^{*}This feature is not available for every school.

Library view | Students | Main Page



Students are either automatically taken to a level based on their Lexile measure, or they can freely browse and select a level.





We continuously add new books to the Library. They are marked with a 'NEW' badge and can be found under the 'New' filter.

Library view | Students | Main Page



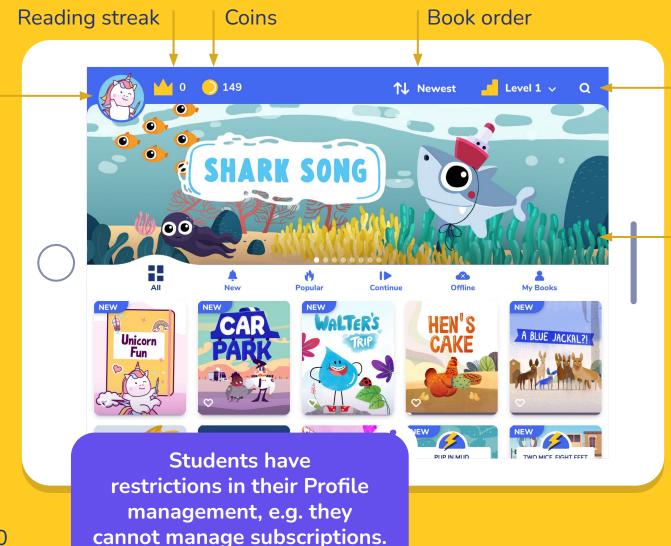
Account details and settings can be found here.

Coins:

Students can collect coins by completing the books.

Reading Streak:

Consecutive days spent with reading in a row (minimum 20 mins/day).



Tap the magnifying glass to reach the search options.

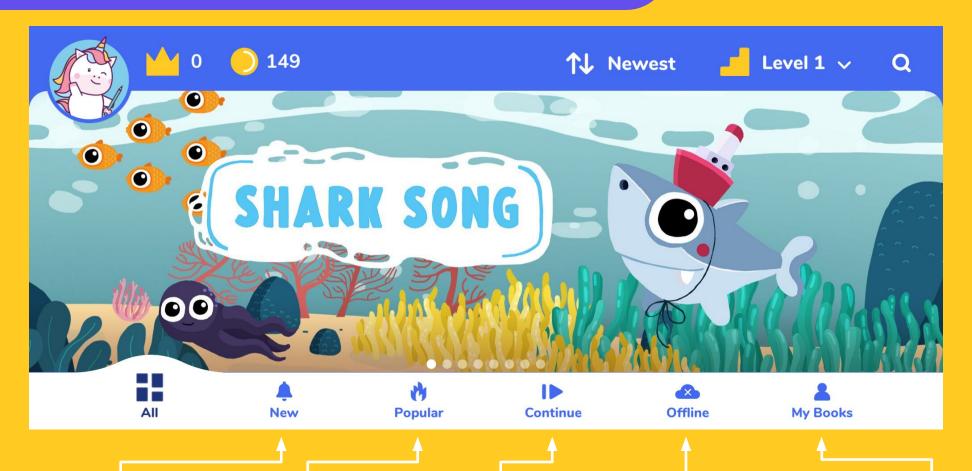
Slideshow with book recommendations, tap the image and read the book.

Book order:

Choose the appearance of the books: from newest to oldest, oldest to newest, A to Z or Z to A.

Library view | Students | Menus on Main Page





Latest additions to the Library.

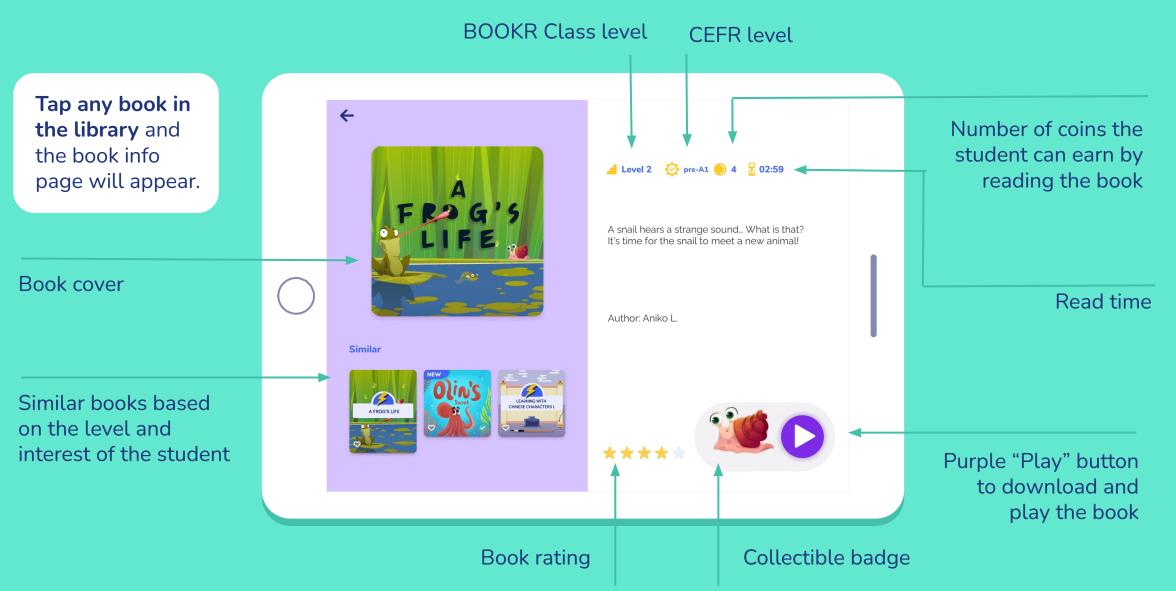
Most popular titles in the Library.

Books started, but haven't finished. Downloaded books that are available without internet connection, as long as the user's subscription is valid.

Books assigned to the student by their teacher.

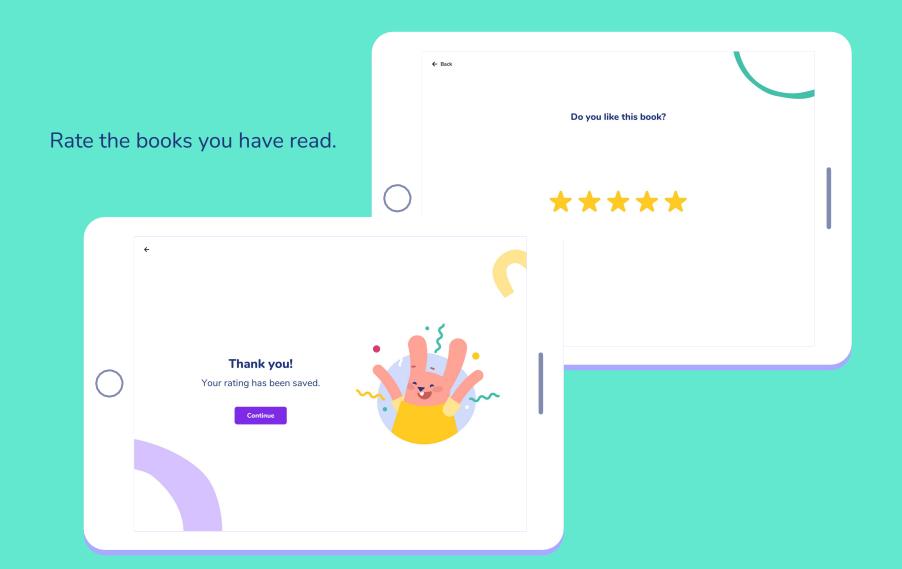
Opening a Book





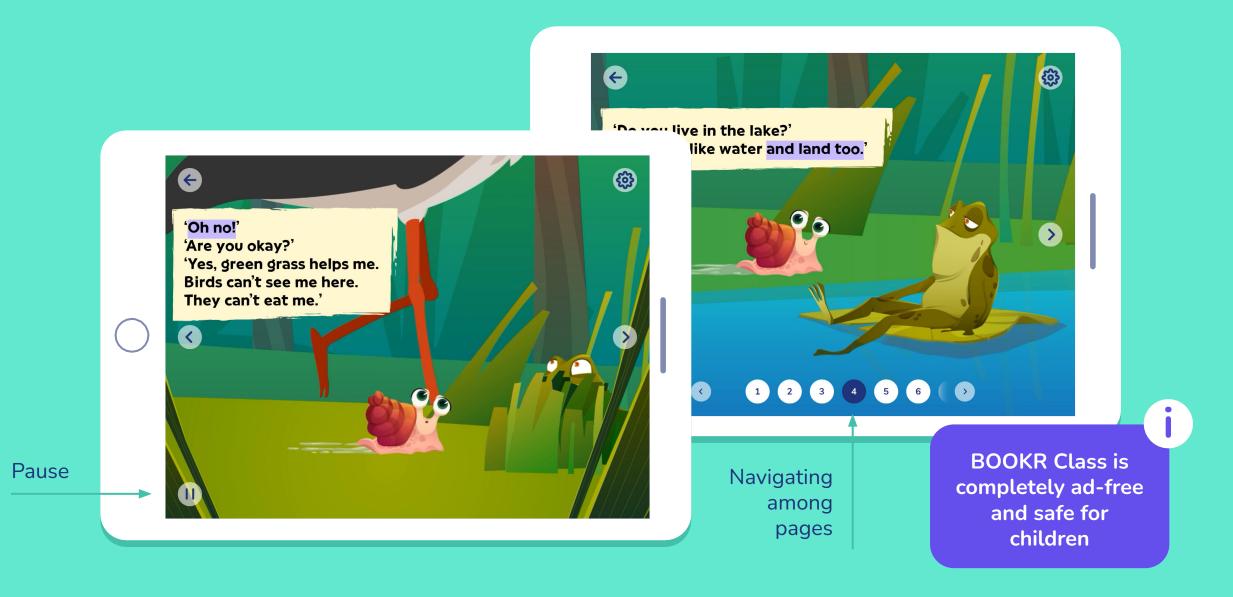
Rating a Book





Reading a Book



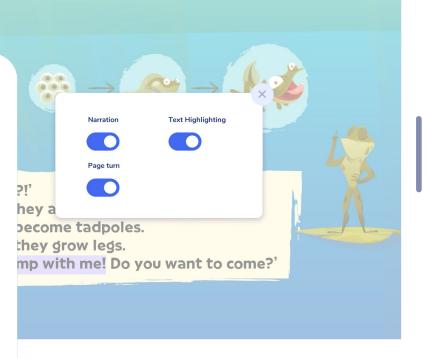


Reading a Book



Customize the reading experience and turn 'Text Highlighting', 'Narration' and 'Page turn' on / off.





Educational Games



At the end of each book, students find follow-up **educational games.**

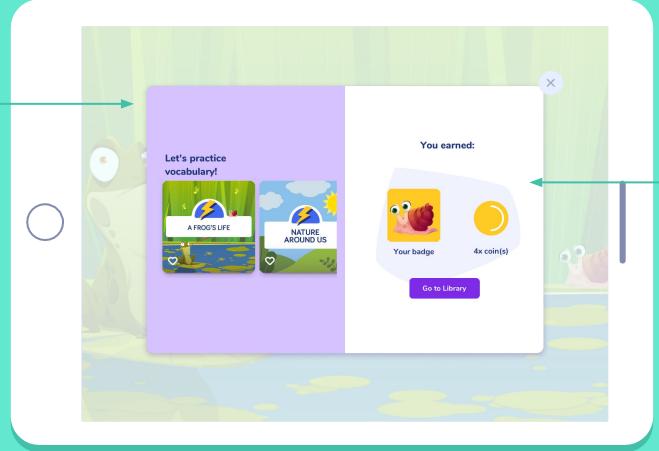




Recommendations, Coins and Badges



At the end of each book students receive book recommendations based on their level and interest.



Students also earn **coins**and badges after reading each book to motivate them to read more.
They can track them in their profile and on the main page.

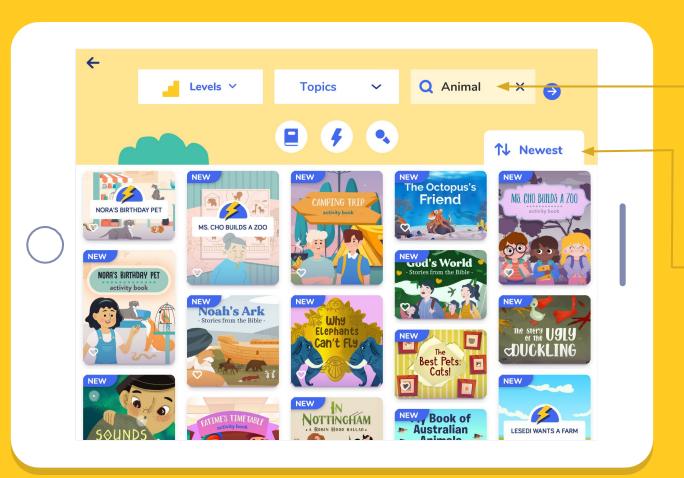
Search Options



 \leftarrow Tap the magnifying glass to search for Q Search... X **Topics** Levels Y specific books. **↑** Newest 0 0 149 Level 1 V Q ↑↓ Newest TANABATA-THE STAR FESTIVAL RAJ, THE NARWHAL FATIME'S TIMETABLE 00 Continue My Books GRANDPA'S GADGETS MS. CHO BUILDS A ZOO DOG OR POTATO? A BLUE JACKAL?! Unicorn Fun

Search Bar





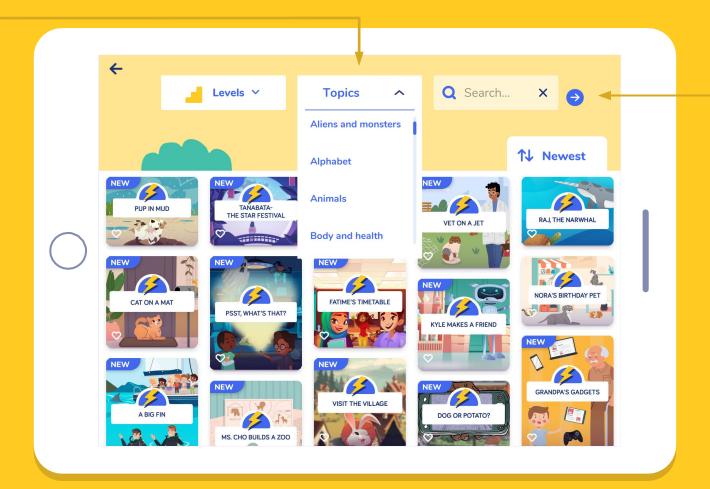
Type a keyword in the search bar and tap the blue arrow. The app will list all books related to the keyword.

Choose the **appearance** of the books: from newest to oldest, oldest to newest, A to Z or Z to A.

Filter by Topic



Filter books based on topics. Open the dropdown menu and choose a topic. Then tap the blue arrow.



Tap the blue arrow to start a search.

Books, Flashcards or Songs and Karaoke

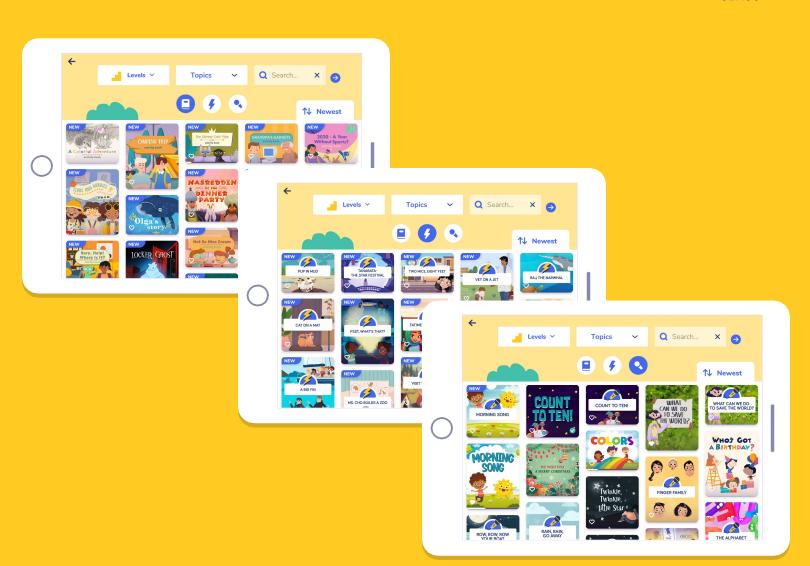


Search for Books, Flashcards or Songs and Karaoke.



Flashcards



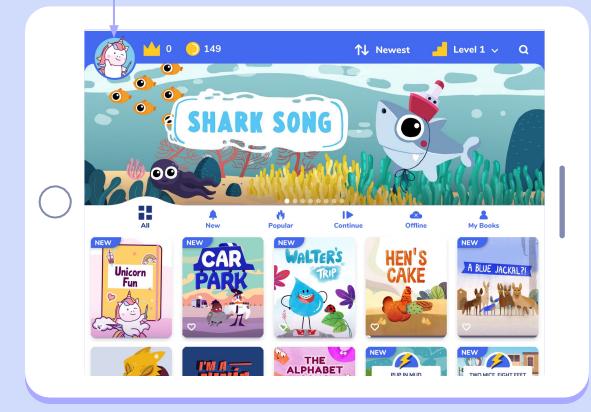


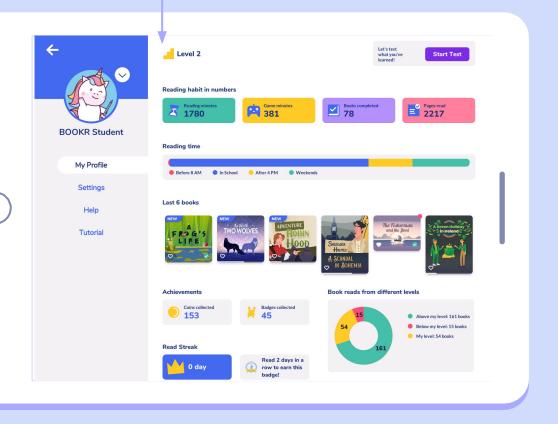
My Profile | Child Dashboard



If students **click on their avatar** in the left corner, they reach "My Profile".

Students can track their own reading habits and achievements in **their personal dashboard**.

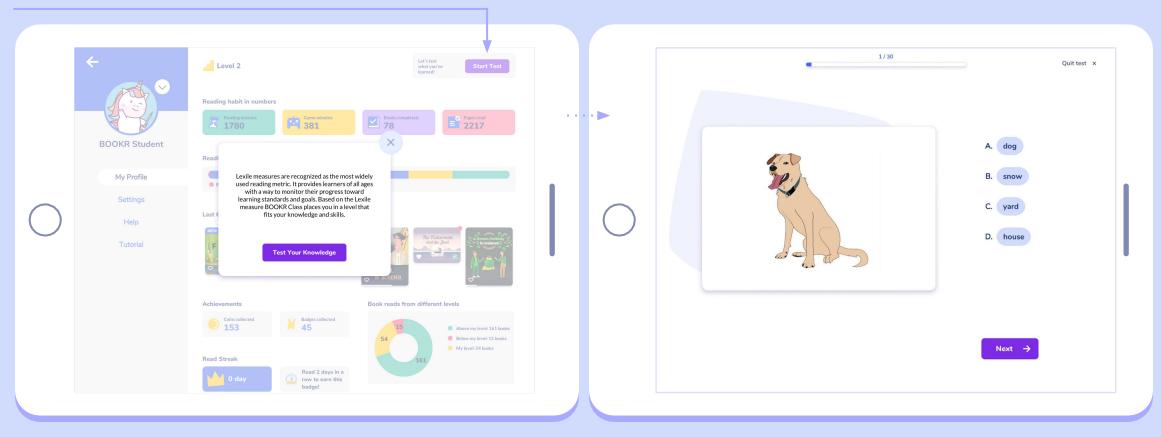




My Profile | Lexile Placement Test

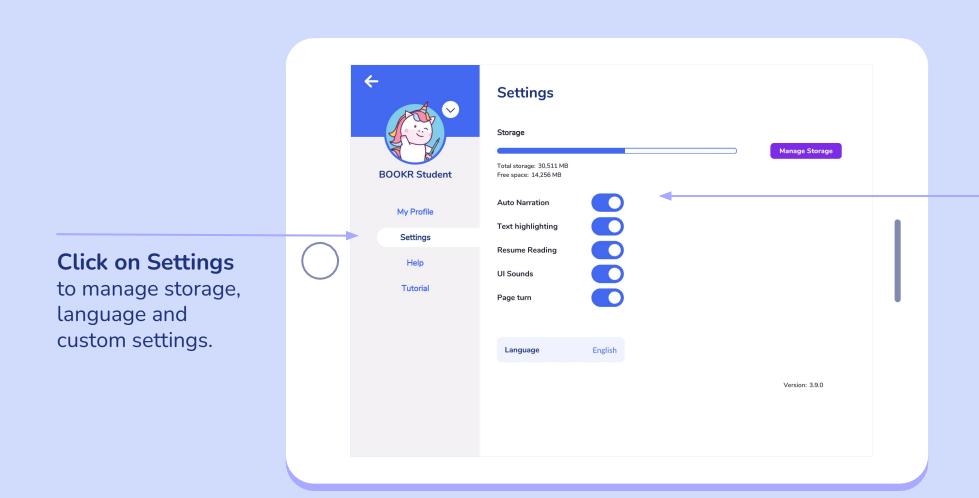


The Lexile Placement Test is implemented in BOOKR Class, which students can take when they log in for the first time or from their personal profile any time.



My Profile | Settings





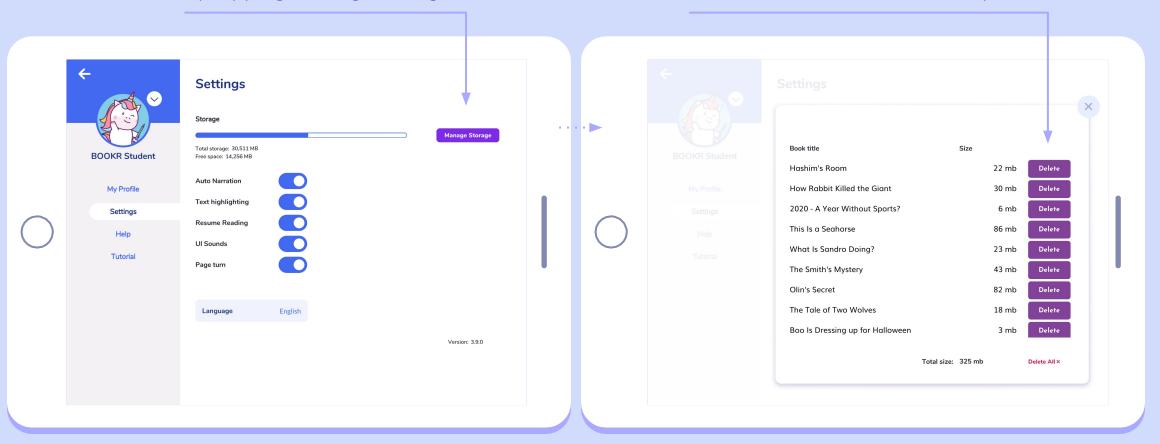
Turn reading preferences on/ off here as custom settings.
They can also be managed while reading a book.

My Profile | Settings | Manage Storage



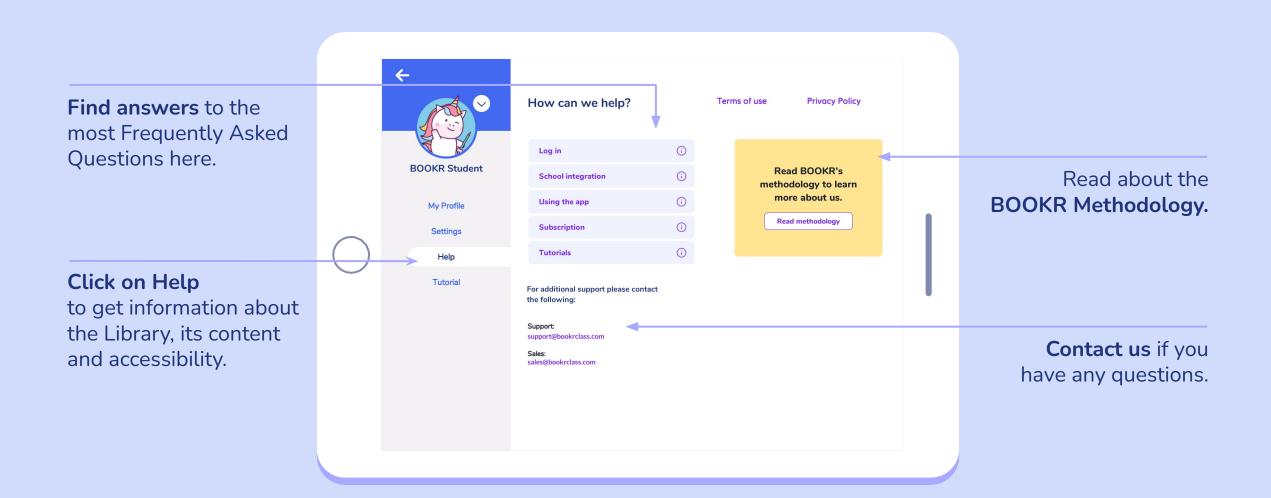
Manage the storage of the device by tapping 'Manage storage'.

Delete any book students don't need downloaded on their device anymore.



My Profile | Help

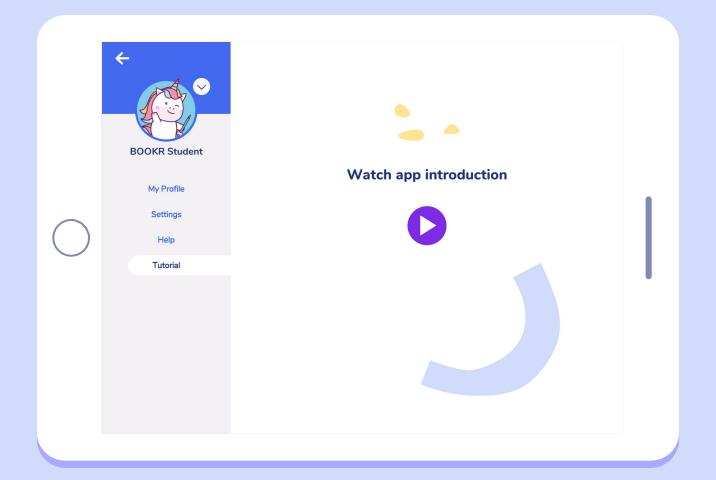




My Profile | App Intro



Watch the tutorial videos to make sure you are familiar with the functionalities of BOOKR Class.



The BOOKR Class Library Application

Teacher and Parent View

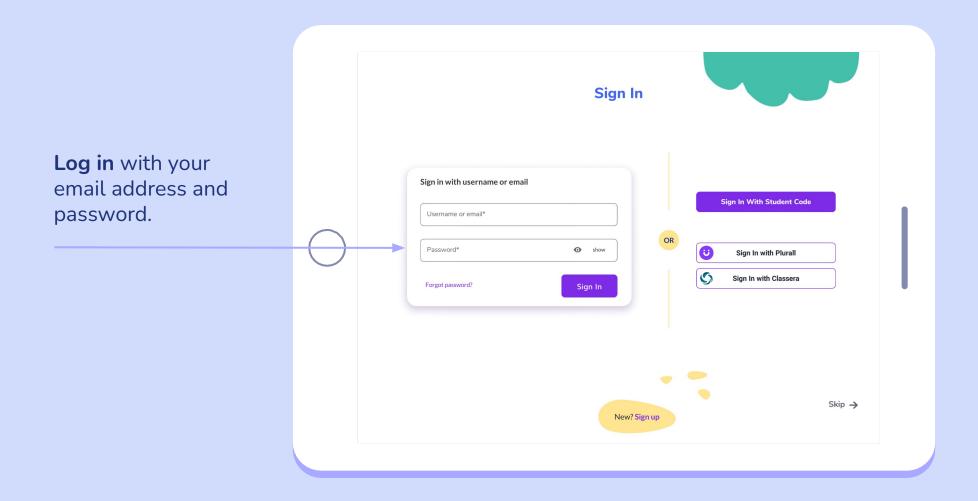


In case you are **already registered**:

Teacher and Parent Login

Login

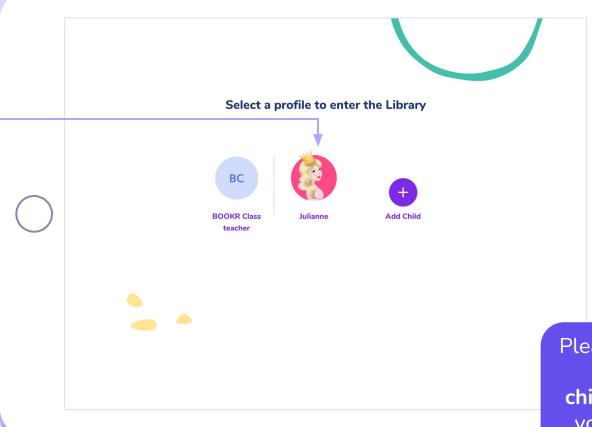




Login | Select or Add Profile



If you have already added your child to the app, you can select which profile to use.



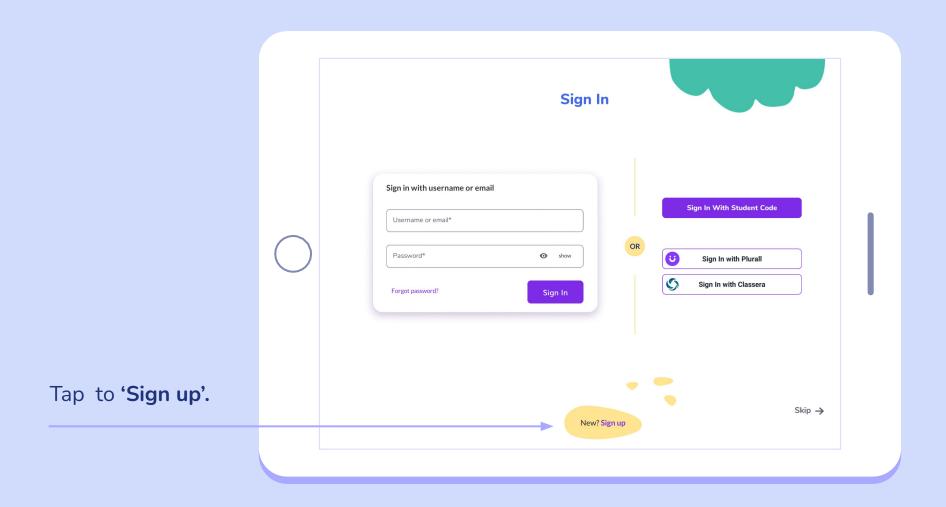
Please note that on this page you can only manage your own children. If you are a teacher and you would like to manage your students, enter the Teacher's Dashboard.

In case you are **new to BOOKR Class**:

Teacher and Parent Registration Process

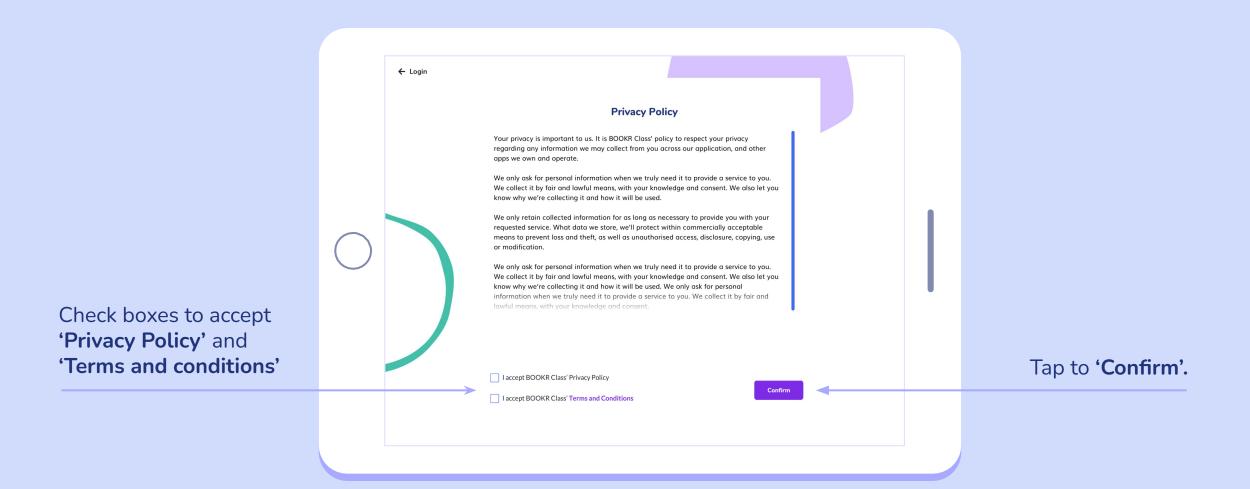
Registration Process





Registration | Accept Privacy Policy

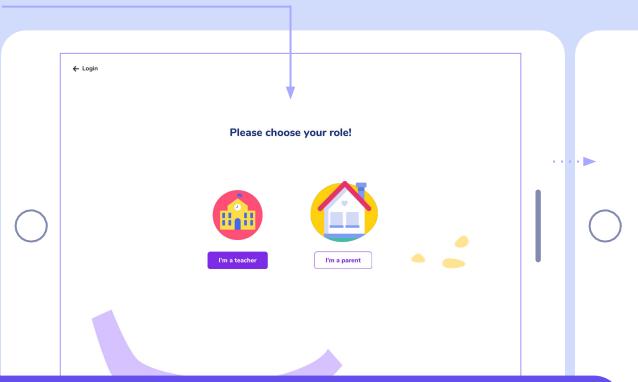




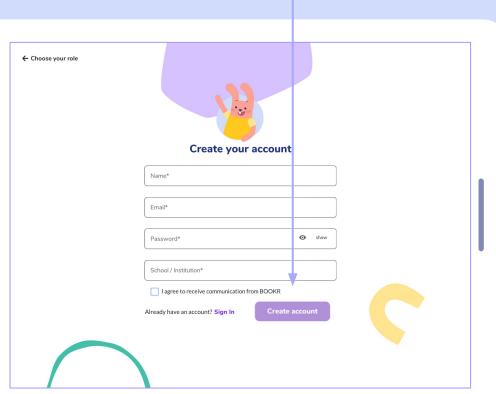
Registration | Create Account



Select 'I'm a teacher' or 'I'm a parent' and fill out your details



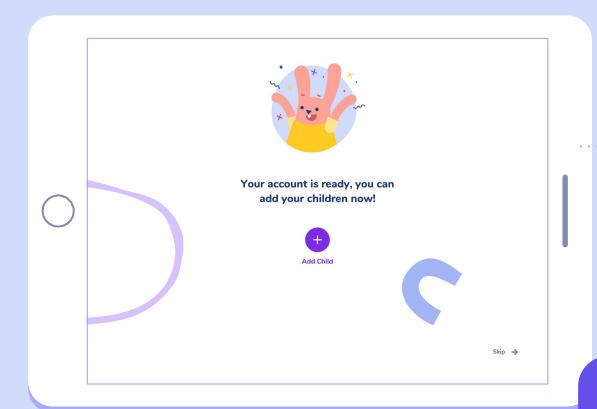
If you are a teacher and you will definitely use BOOKR Class in the school setting, then we suggest you choose "I'm a Teacher". If you want to see your children's progress, choose 'I'm a Parent'. Tap to 'Create account'.

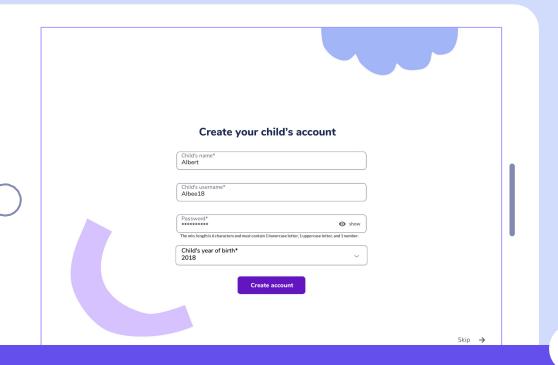


Registration | Add your Child



If you want to use the app at home, add your child.





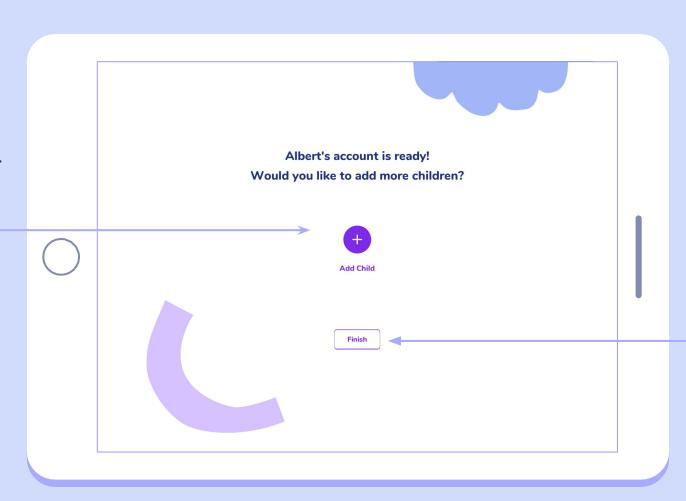
Important to note for teachers:

Child profiles do not equal student profiles. Here, you can manage your own children, while you can manage your students in the Teacher's Dashboard.

Registration | Add your Child



If you want to add more children, tap 'Add Child'. You can add a max. of 3 children.



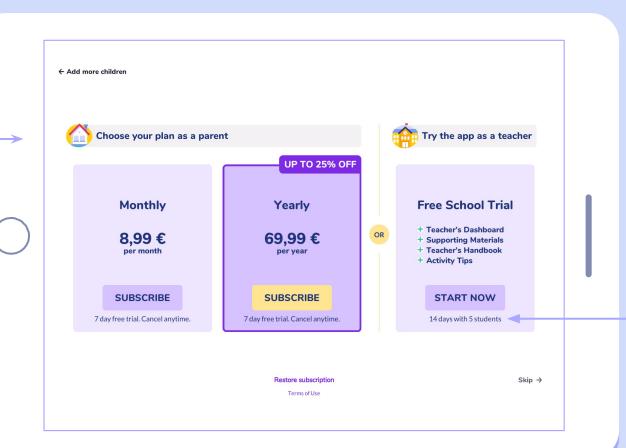
Tap **'Finish'** and head to 'Subscriptions'.

Registration | Subscriptions



If you want to use the app at home with your family, choose a monthly or yearly subscription.

Both family subscriptions start with a **7-day free trial.**

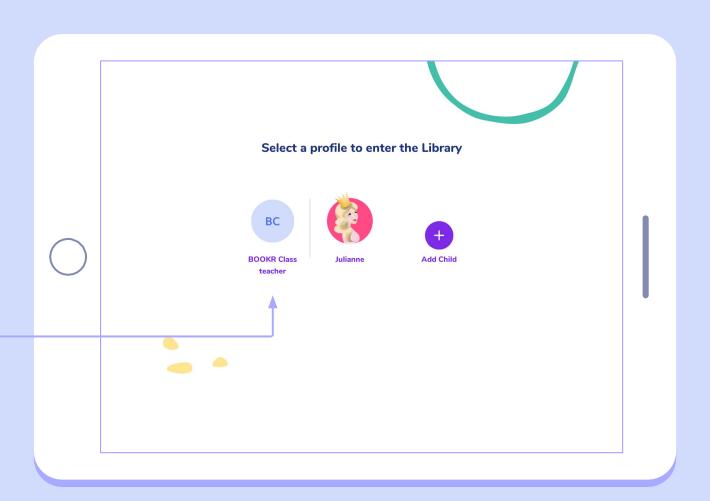


Schools can sign up for a **free trial** period to try the entire BOOKR Class package with 5 students.

Choose Profile



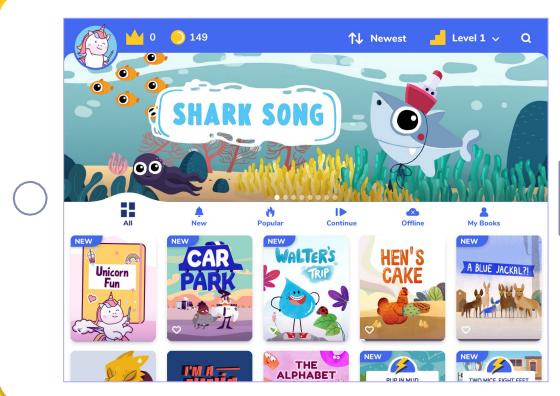
After a successful registration and login, choose your Teacher/Parent profile to enter the Library.

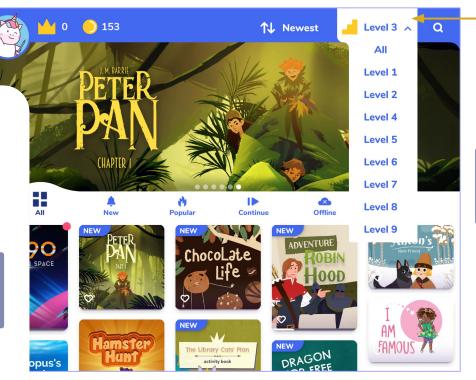


Library view | Teachers and Parents



On the main page, you can see the selection of books in the library. Scroll down to see all the books.





Select a BOOKR Class level you'd like to see.

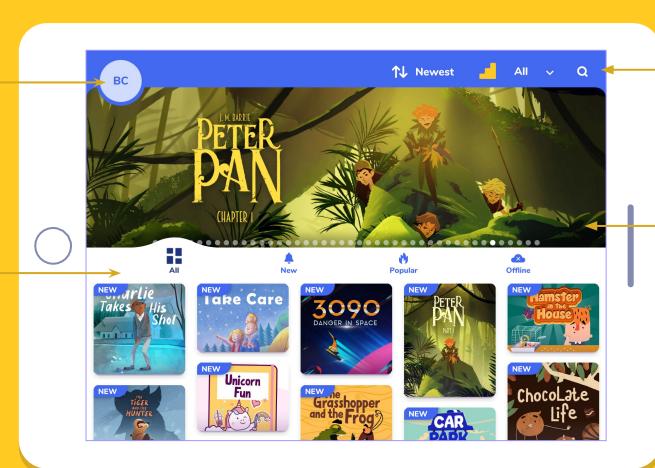
Find out more about the content on each level.

Library view | Teachers and Parents



My Profile: all your account details and settings are saved here.

Find books using these **filter** options on the main menu bar.



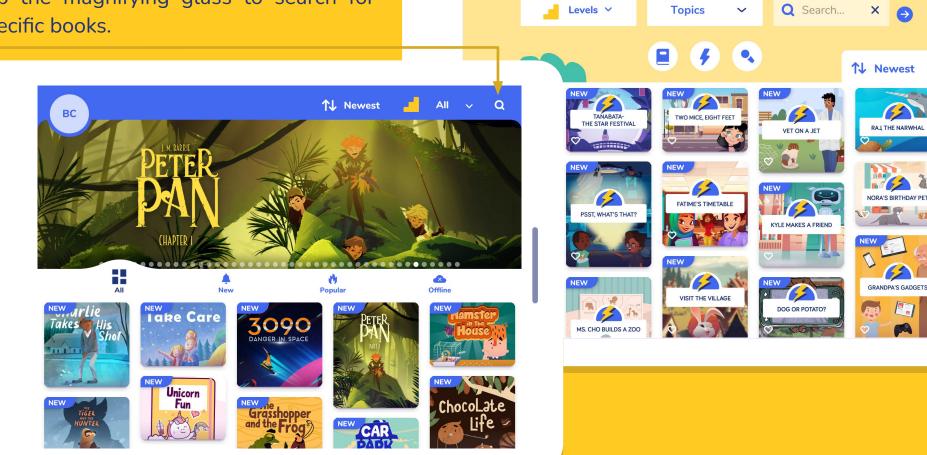
Tap the magnifying glass to reach the search options.

Slideshow for book recommendations, tap the image and read the book.

Search options



Tap the magnifying glass to search for specific books.



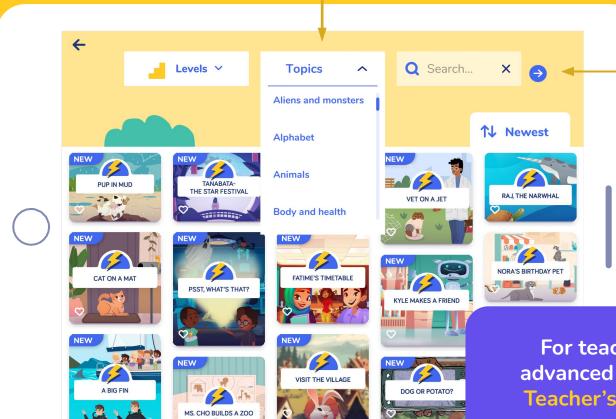
 \leftarrow

Filter by topic



Filter books based on topics by opening the dropdown menu.

Filter books based on levels by opening the dropdown menu.



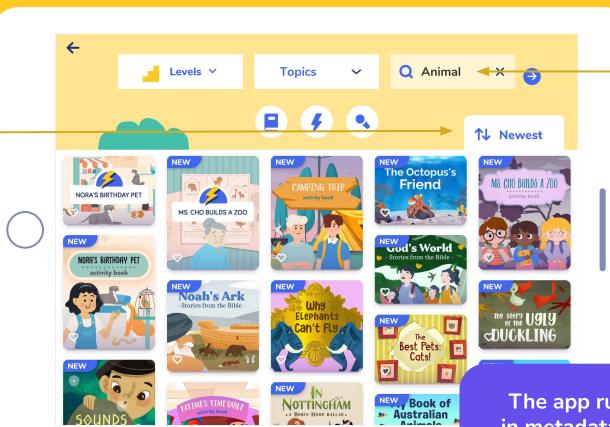
Tap the magnifying glass icon to start a search.

For teachers, there are more advanced filtering options in the Teacher's Dashboard, which we recommend to use for lesson planning and matching books to the curriculum.

Search Bar



Choose the appearance of the books: from newest to oldest, oldest to newest, A to 7 or 7 to A.



You can also type a keyword in the search bar and tap the blue arrow. The app will list all books related to the keyword.

The app runs an advanced search in metadata, not only among titles. Therefore every book related to the keyword appears.

Books, Flashcards or Songs and Karaoke

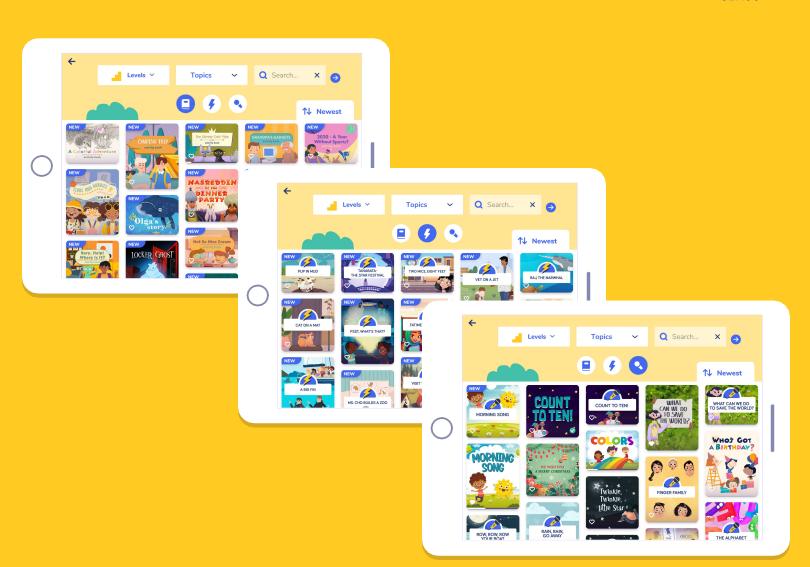


Search for Books, Flashcards or Songs and Karaoke.



Flashcards

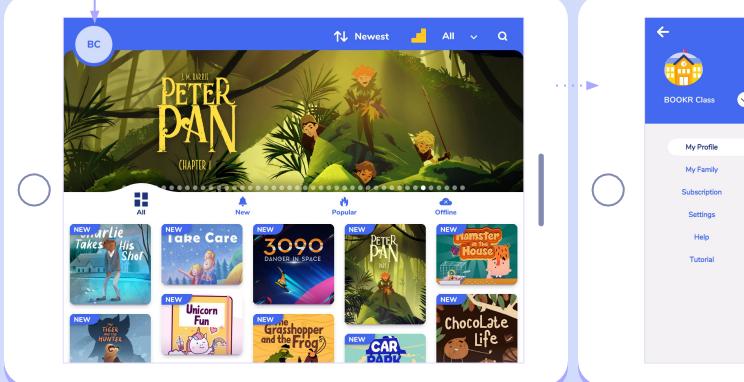
Songs and karaoke

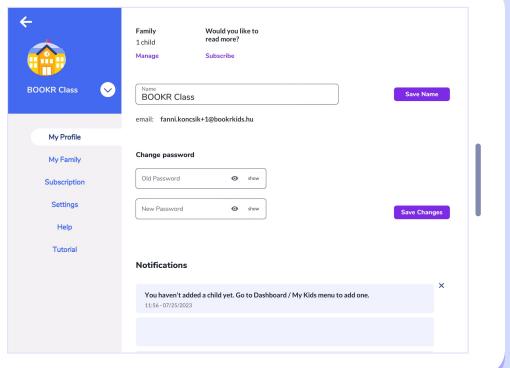


My Profile | Teacher and Parent



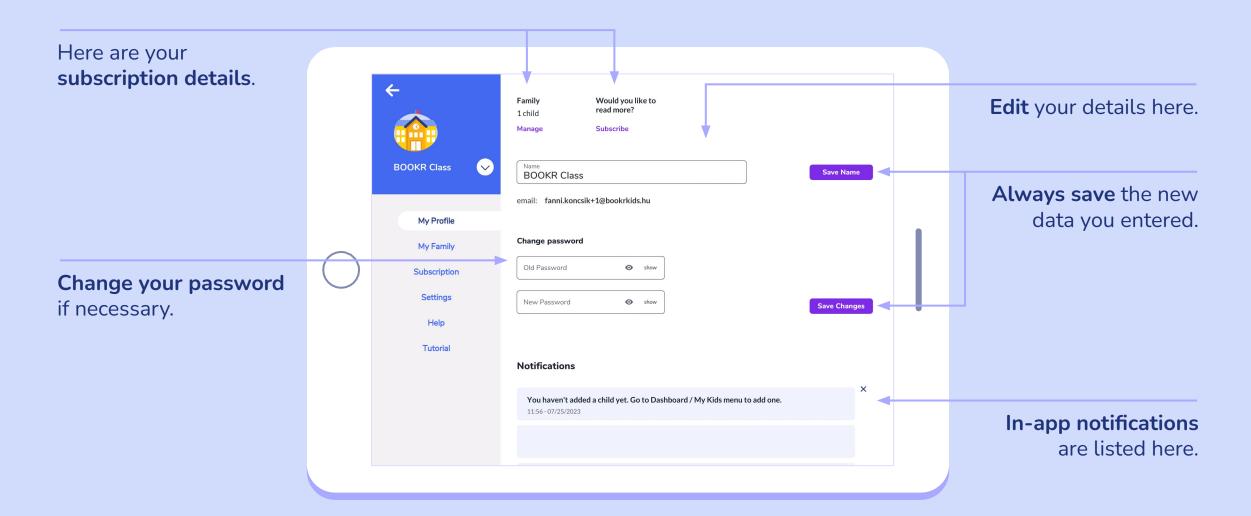
Tap the avatar showing your initials to reach 'My Profile' and 'Settings'.





My Profile | Teacher and Parent





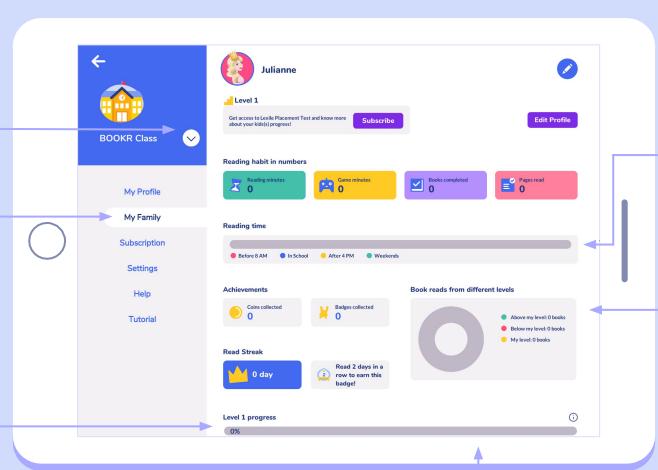
My Family | Child Dashboard



Tap the white arrow to switch between your children.

Find your children in 'My Family'.

Details on children's reading habits, achievements, favorites and learning progress.



Reading time:

The total amount of time spent reading since the first app open.

Read Streak:

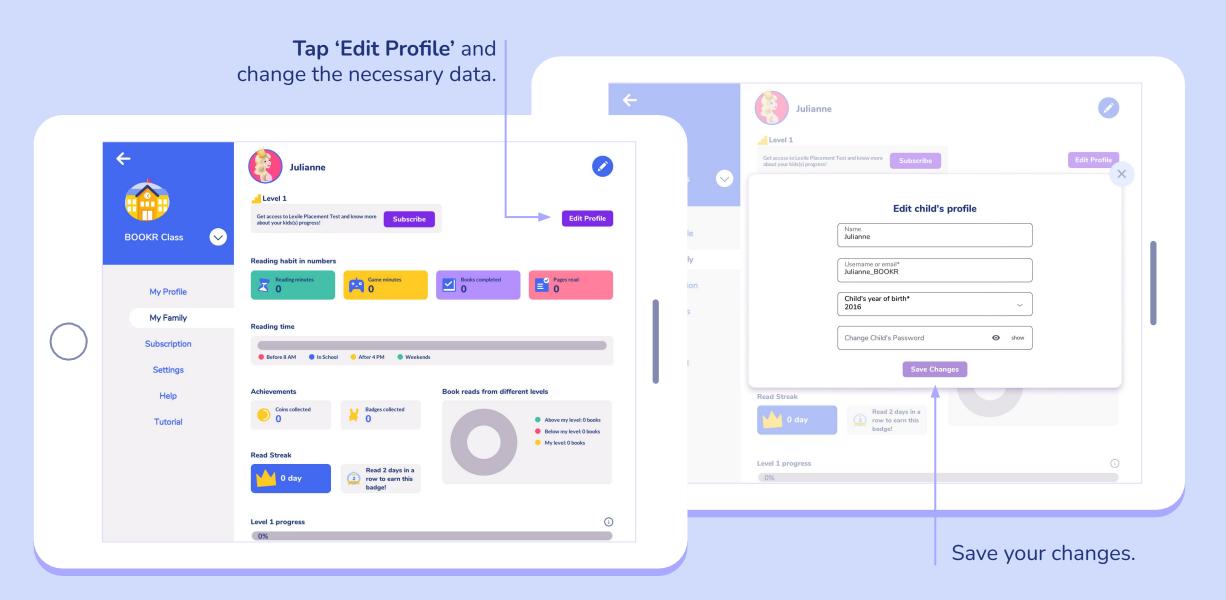
consecutive days spent with reading in a row (minimum 20 mins/day).

Coins and Badges:

By every book completion, children can collect coins and unique badges.

My Family | Edit Child Profile

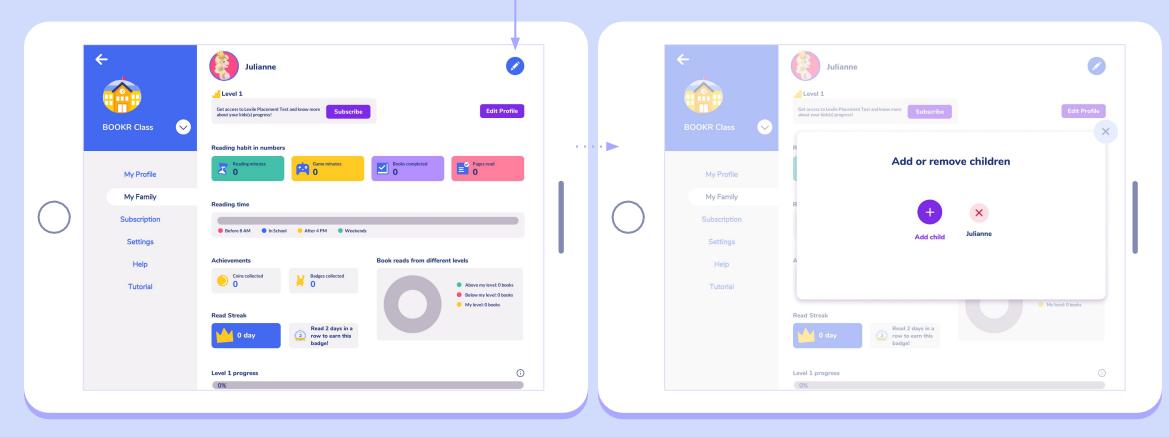




My Family | Add or Remove a Child



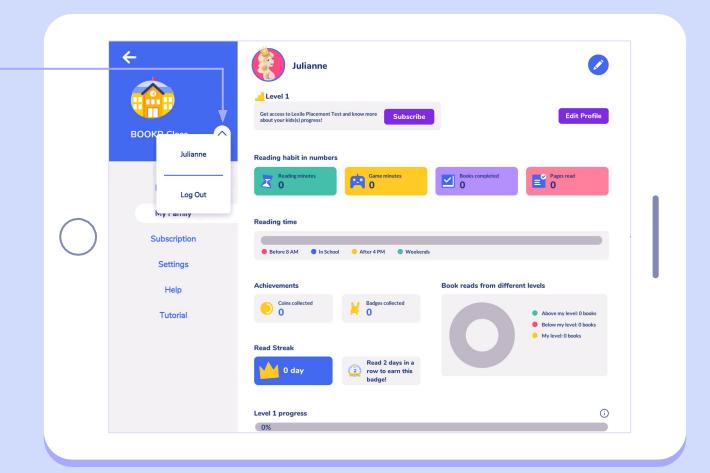
Tap the pencil in the corner and add or remove a child from your subscription.



My Profile | Logout



Easily switch between accounts by tapping the white arrow and selecting your child's name.

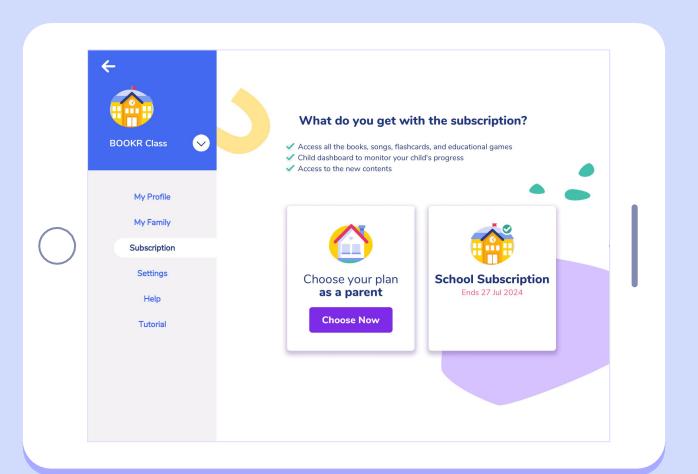


Subscription



You can use BOOKR Class at home with your kids too.

Choose a monthly or yearly subscription for unlimited access to thousands of books, games, flashcards and songs.

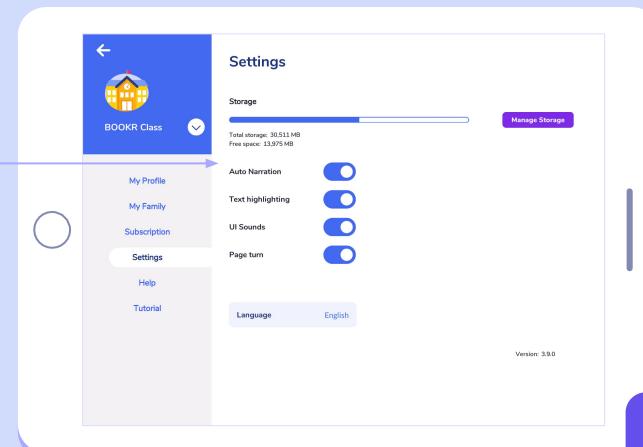


Teachers are eligible to try BOOKR Class for free for 2 weeks. Tap 'Try now' and start your BOOKR Class experience!.

Settings



Turn reading preferences on / off here.



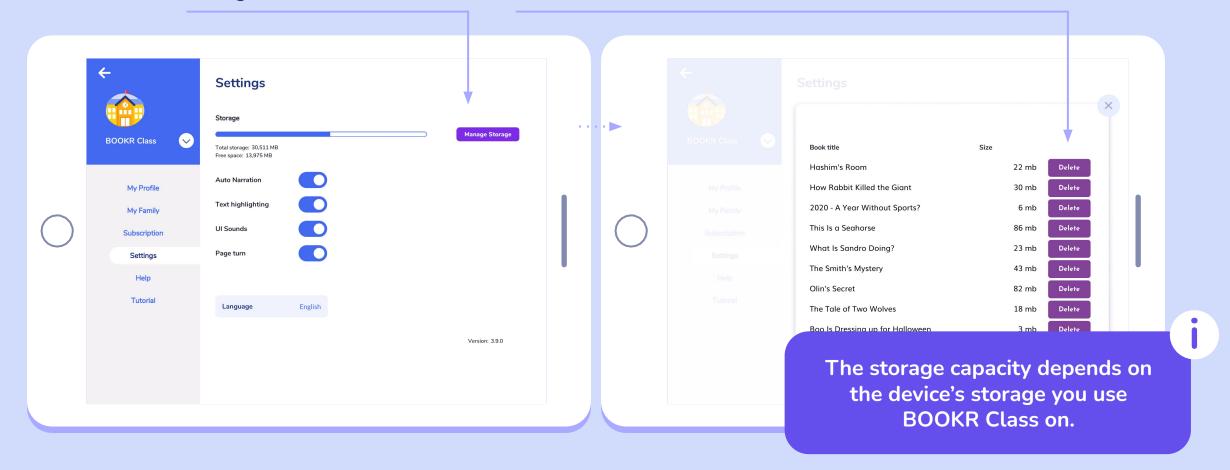
You can also change these preferences later, while reading a book.

Settings

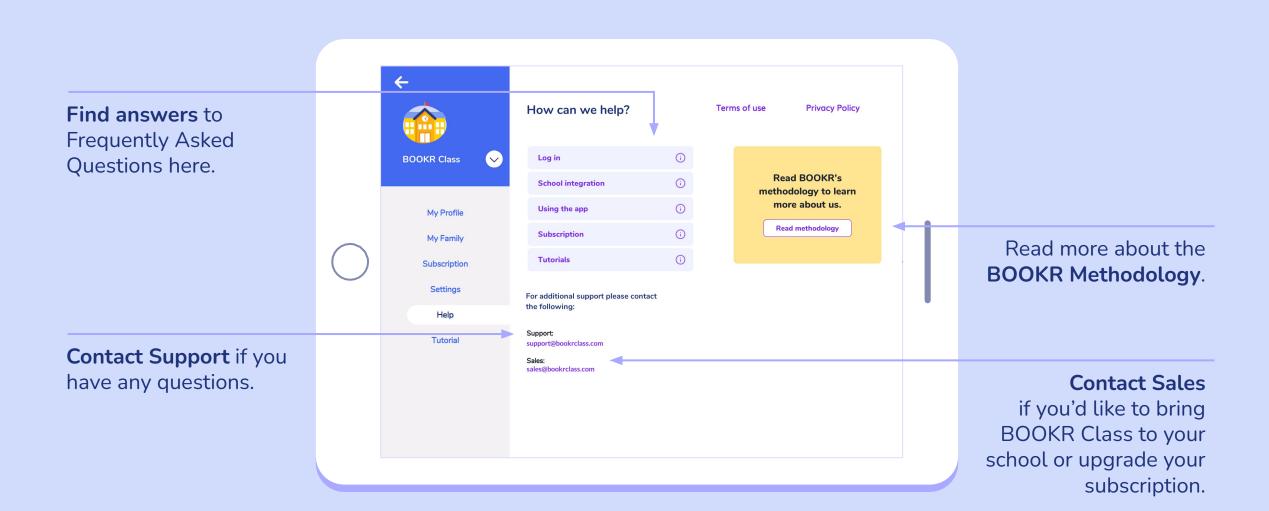


Manage the storage of the device by tapping 'Manage storage'.

Delete any book you don't need to be downloaded on your device anymore. Until you have a valid subscription, you can download those books as many times as you like.



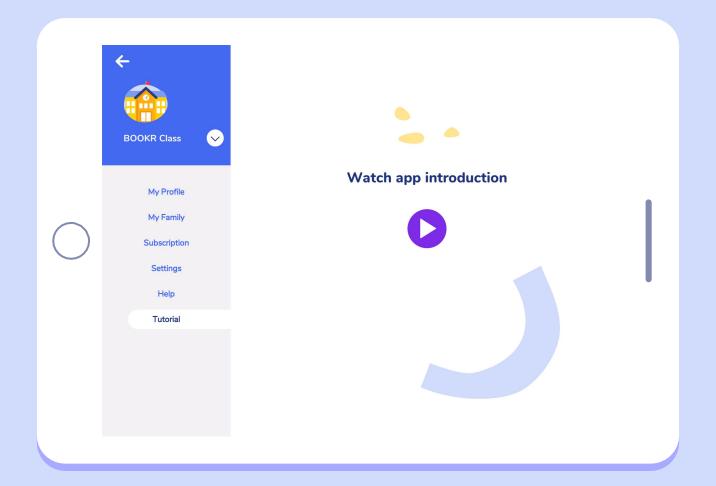




Tutorial



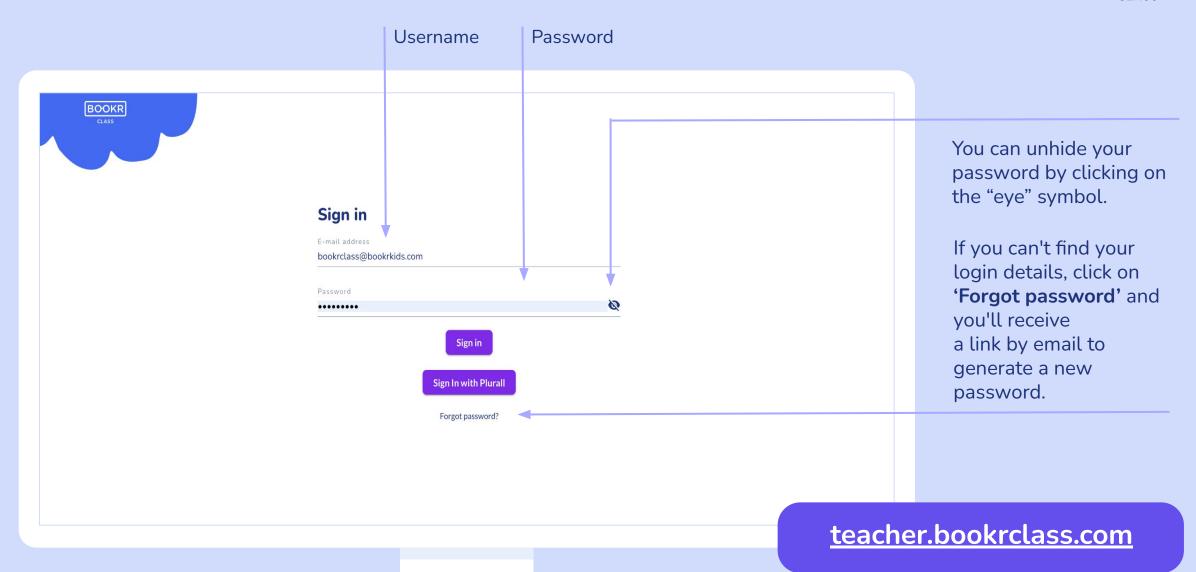
Watch the tutorial video to make sure you are familiar with the functions of BOOKR Class.





Opening the Teacher's Dashboard



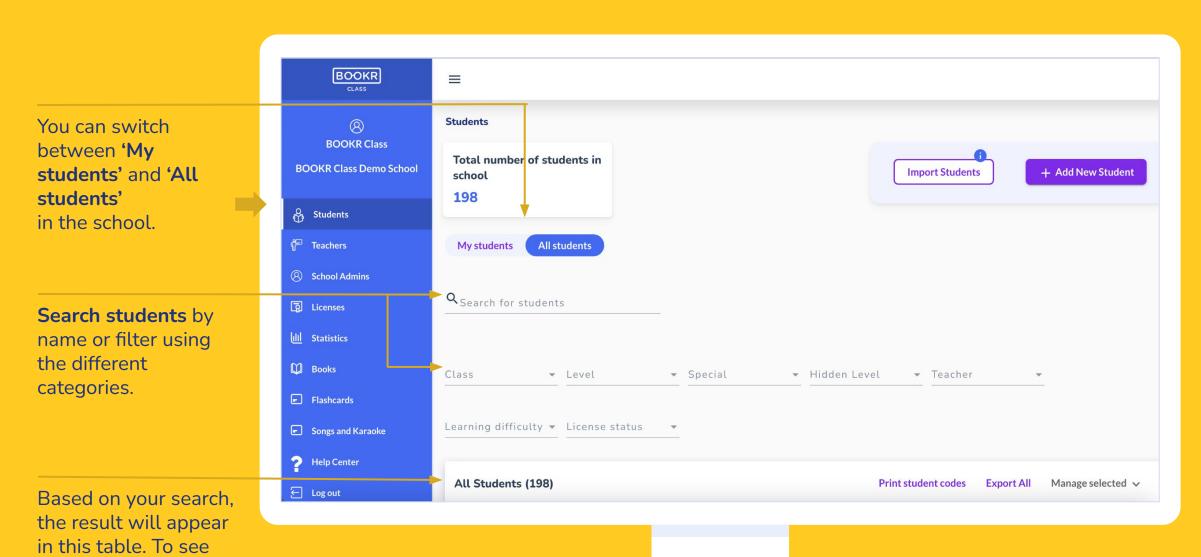


Teacher's Dashboard | Students

more details, scroll

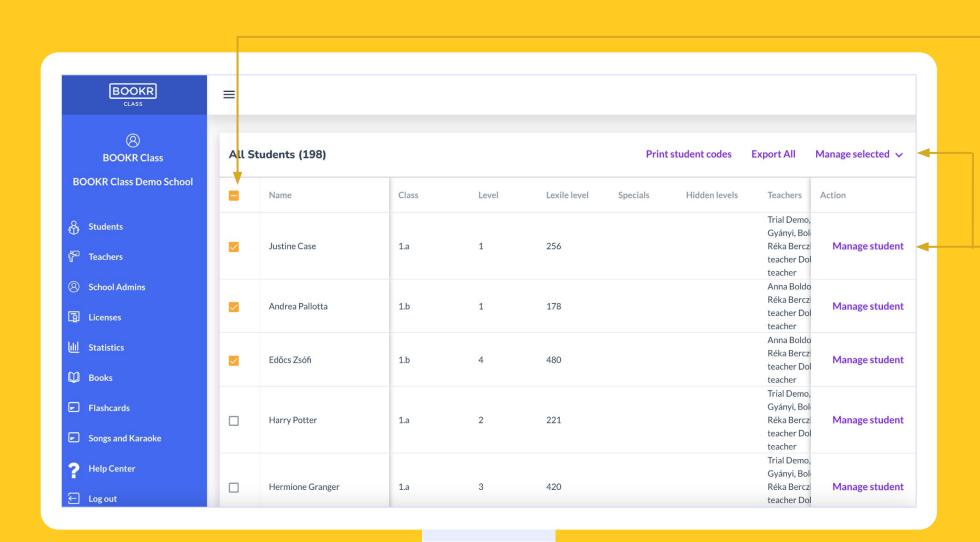
right.





Students | Manage Selected





Select one or more student(s) by ticking the box in front of their names.

After selecting one or more student(s), click on 'Manage selected' and choose an action from the dropdown list.

Read more on the next two pages.

Students | Manage Selected actions



Add/Extend License: Assign active licenses or extend already assigned ones to your students, which you can choose from your school's purchased license pool. Only those students who have an active license can access all books in the library app.

Remove License: If you would like to re-assign a license to another students, first remove it.

Assign Books: Choose the book you would like to assign to student(s). Once the students enter the app, they will receive a pop-up notification of the assignment, and the book will also appear in the "My Books" section

Assign Tests: Assign your student(s) the Lexile placement test, optionally with a deadline. In the dashboard you can see the score and the BOOKR level (1-9) to which your student(s) English proficiency corresponds.

Hide Levels: If you would like to hide certain levels from the students, select the levels from the list.

Unhide Levels: Unhide previously hidden levels.

Assign Student to Class: Create classes and assign students to them. This way, you can manage them by class.

Students | Manage Selected actions



Print Student Codes: To make the login process easier for the entire class, you can download and print every students student codes with additional information and a QR code that leads to the Library application.

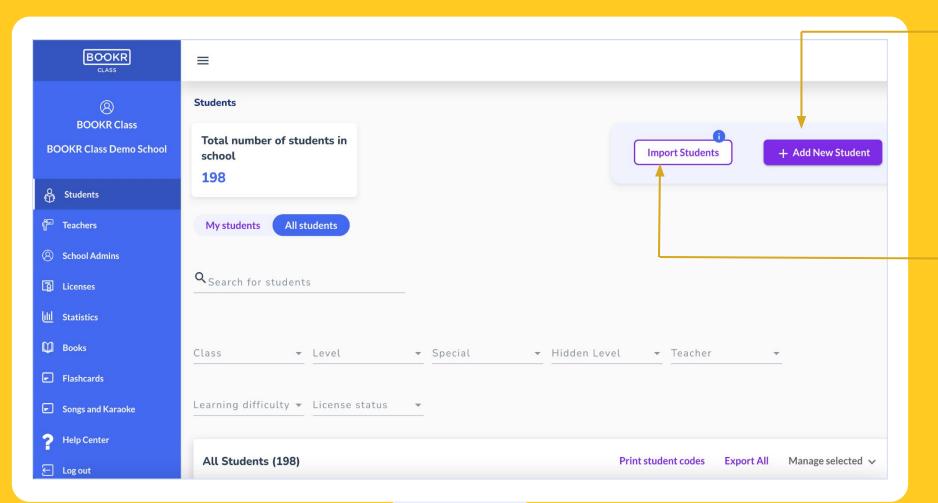
Export Selected Student Data: Download an Excel sheet with your student's general account data.

Delete Student: If you delete a student, all their reading data will be permanently lost and cannot be restored.



Students | Student Import



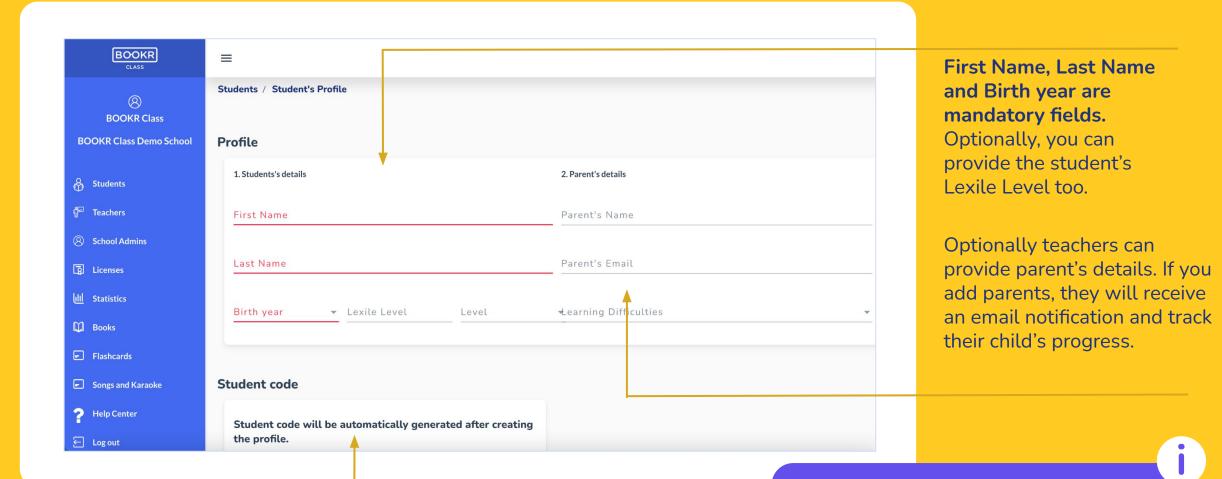


To register a new student fill out the form and click 'Create Profile'. After this, the student code will automatically appear. First name, last name and birth year are mandatory fields, while the rest is optional.

Use this function if you'd like to import a list of students at once, to save time. Click the blue "i" to open the step-by-step instructions.

Students | Student Import



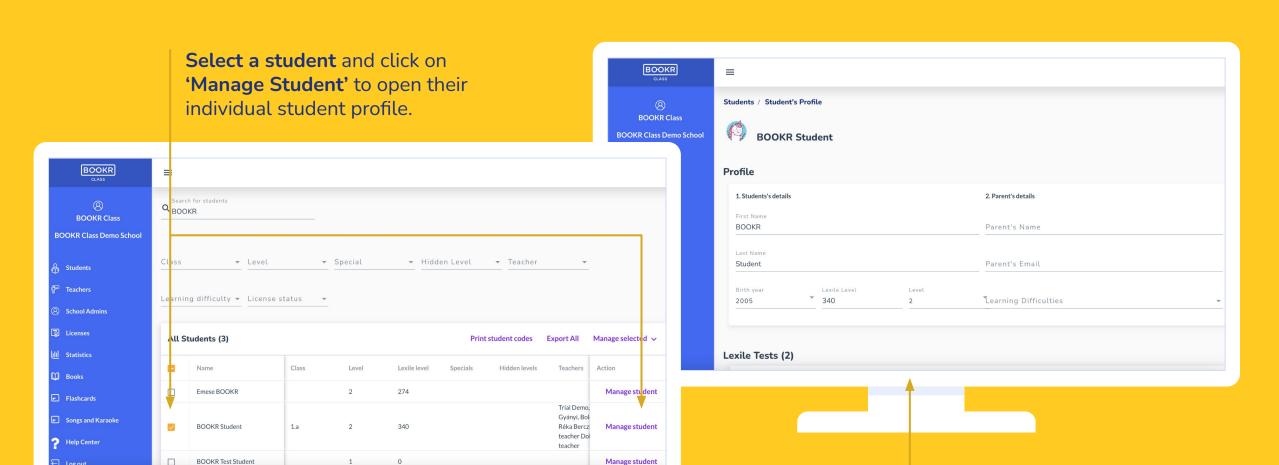


Student code is needed for the student to log in to the Library app. This is automatically generated.

Optionally, you can provide the student's class(es) they belong to. This way you can connect teachers to their students.

Students | Student's Profile

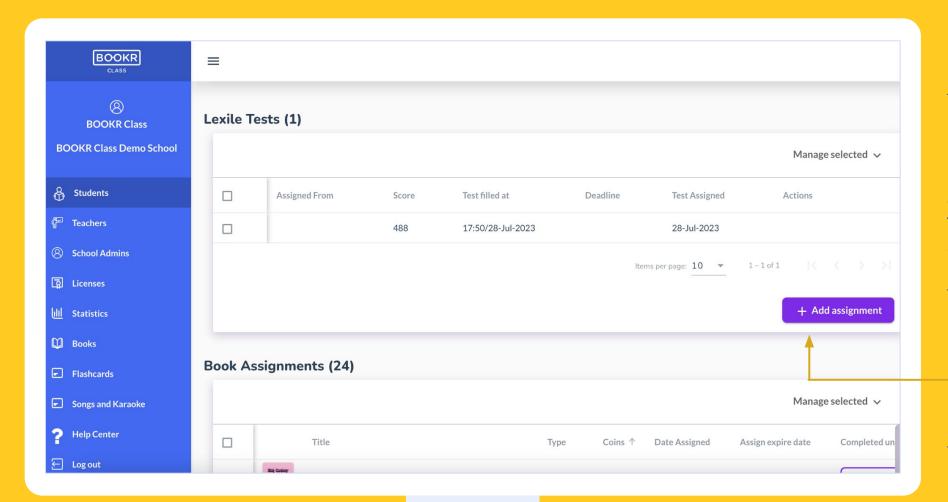




A page with the student's information will appear.

Students | Student's Profile | Lexile Test Assignments





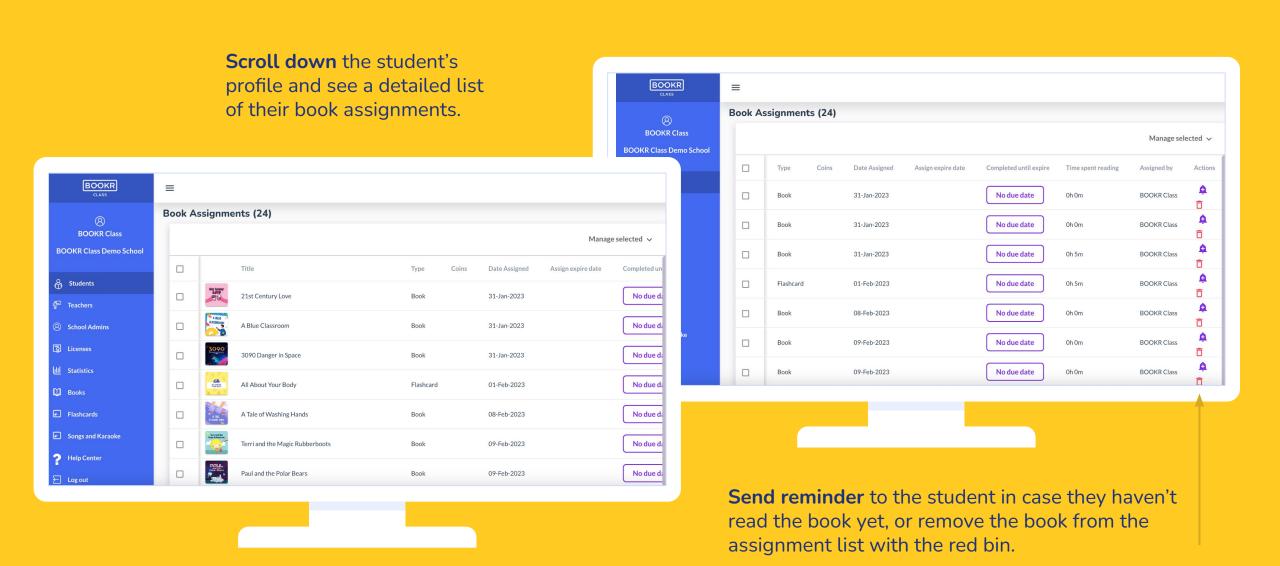
Scroll down the student's profile and see a list of their Lexile test assignments.

Assign the Lexile Test to your student.
After the test is completed, you will see the score the student received

Click on 'Add assignment' and a window will pop up to set the expiration date by which the student must complete the test.

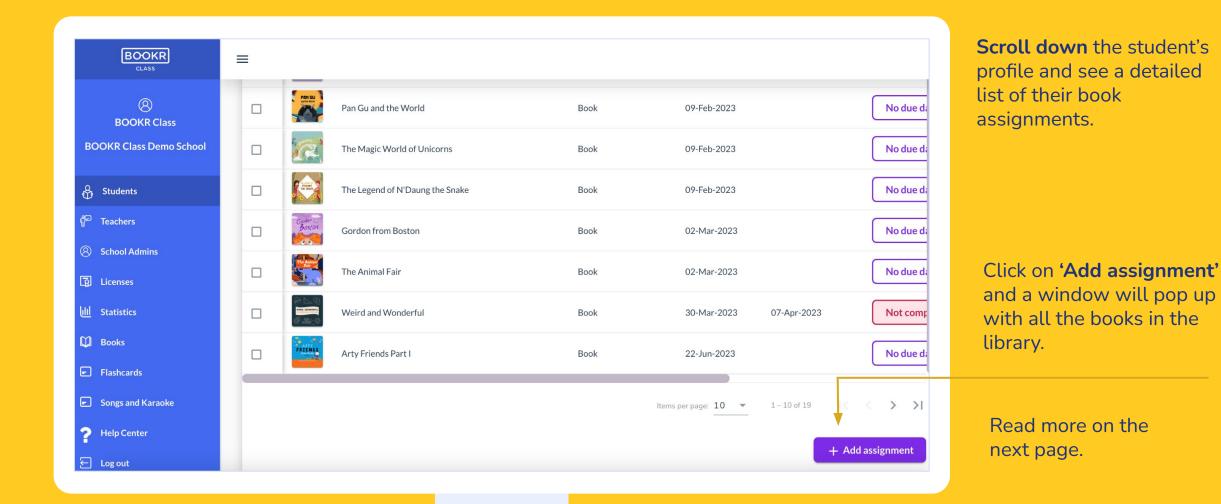
Students | Student's Profile | Book Assignments





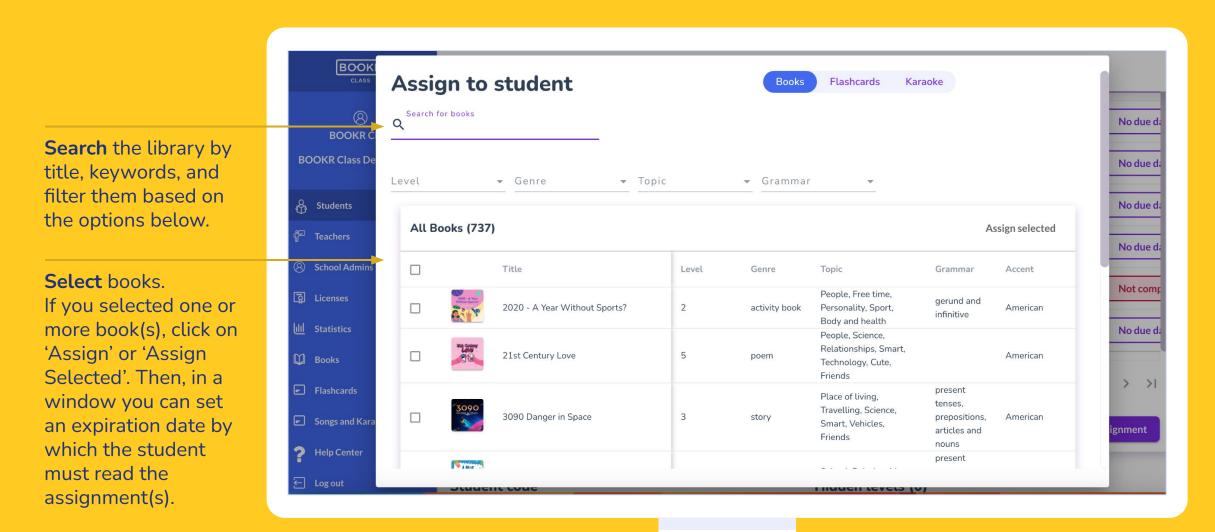
Students | Student's Profile | Book Assignments





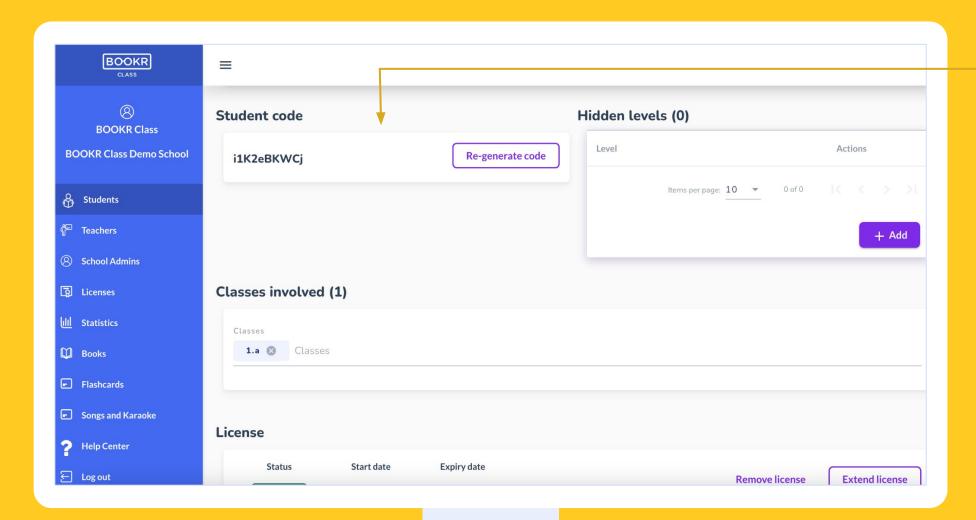
Students | Student's Profile | Book Assignments | Add Assignment





Students | Student's Profile | Student Code



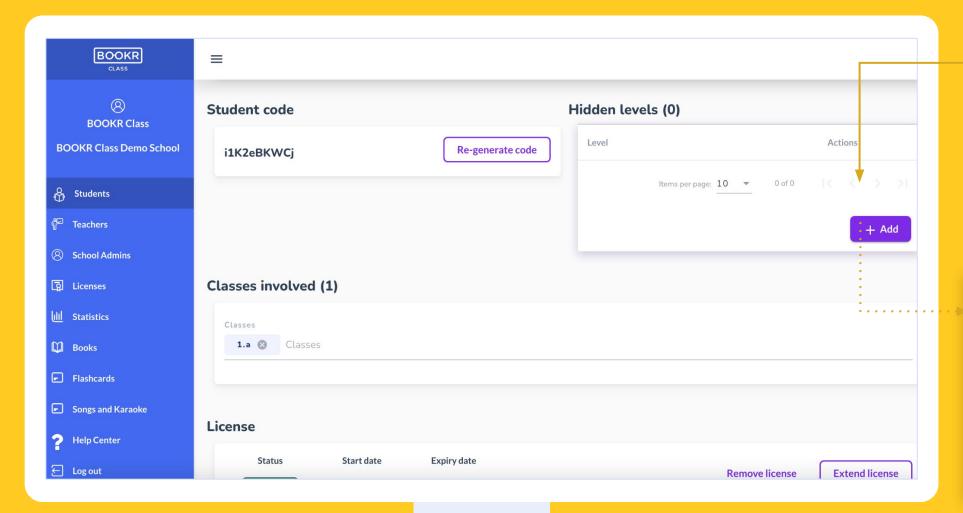


Your student's 10-digit student code will appear here. If you'd like to generate a new code, click 'Re-generate code'.

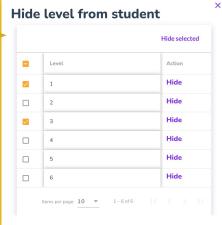
This unique code is automatically generated after creating a student account, however, without an active licenses they only have access to the free content of the Library.

Students | Student's Profile | Level Hiding



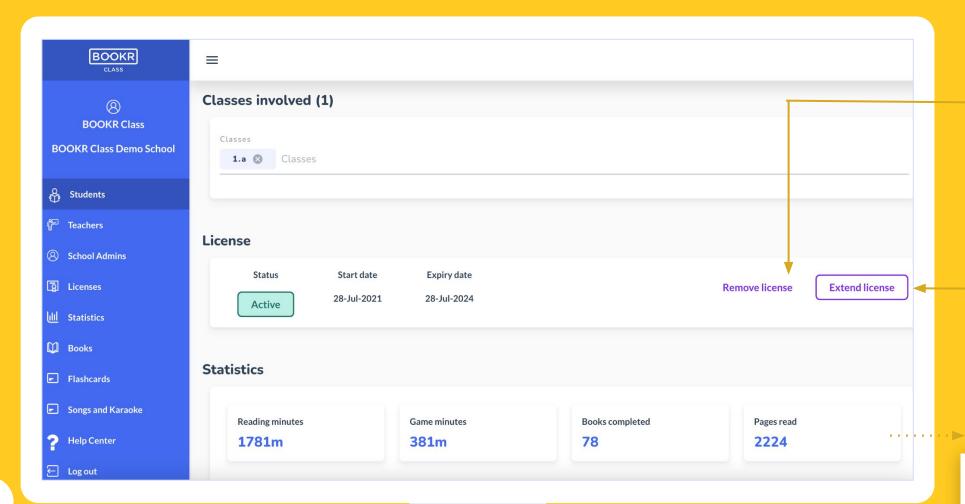


If you don't want your students to see all 9 levels in the Library, you can use the 'Hide levels' function and restrict their access to certain levels.



Students | Student's Profile | Add/Remove License





Remove the student's license to take it away. If their license is removed, they are not able to access the content of the Library app anymore.

Click 'Extend license'.

A window pops up prompting you to choose a new licence from the pool.



i

Remember: only users with active licenses can access all books in the Library app.

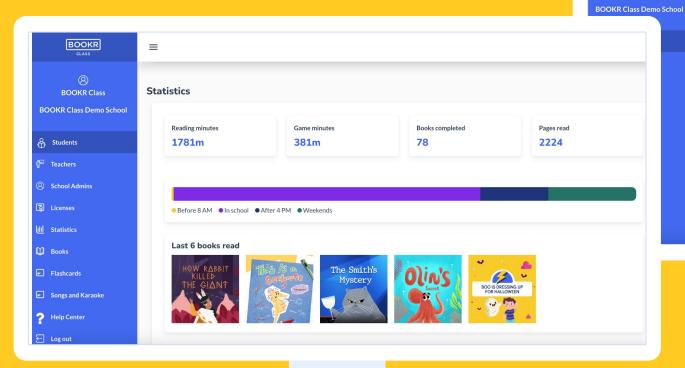
Students | Student's Profile | Statistics

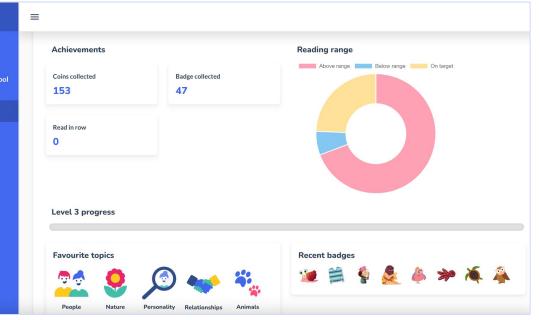
BOOKR

BOOKR Class



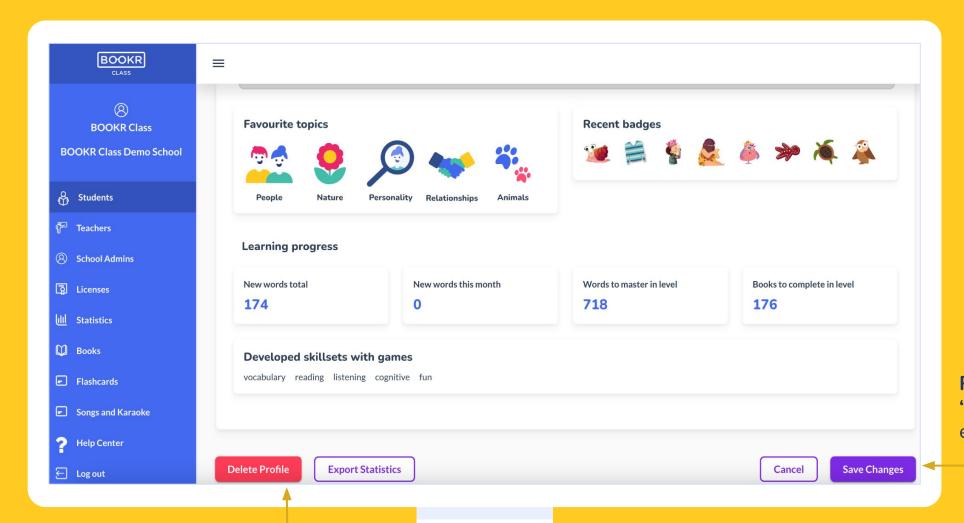
You can also see the same statistics about your student's reading habits and achievements that the student sees in the 'My Profile' view inside the Library application.





Students | Student's Profile | Save and Delete





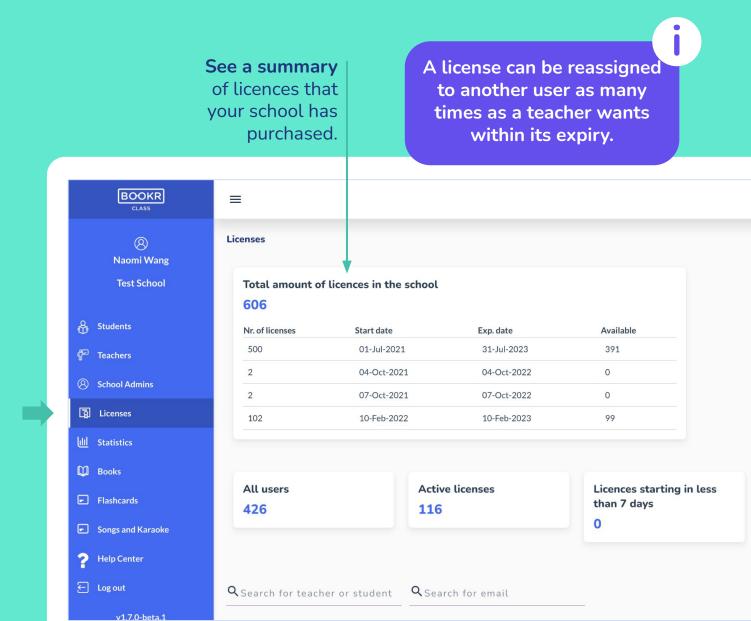
Remember to click on 'Save' every time you edit.

You can **delete** the student's profile here, but note that the data cannot be restored.

Teacher's Dashboard Functions | Licenses

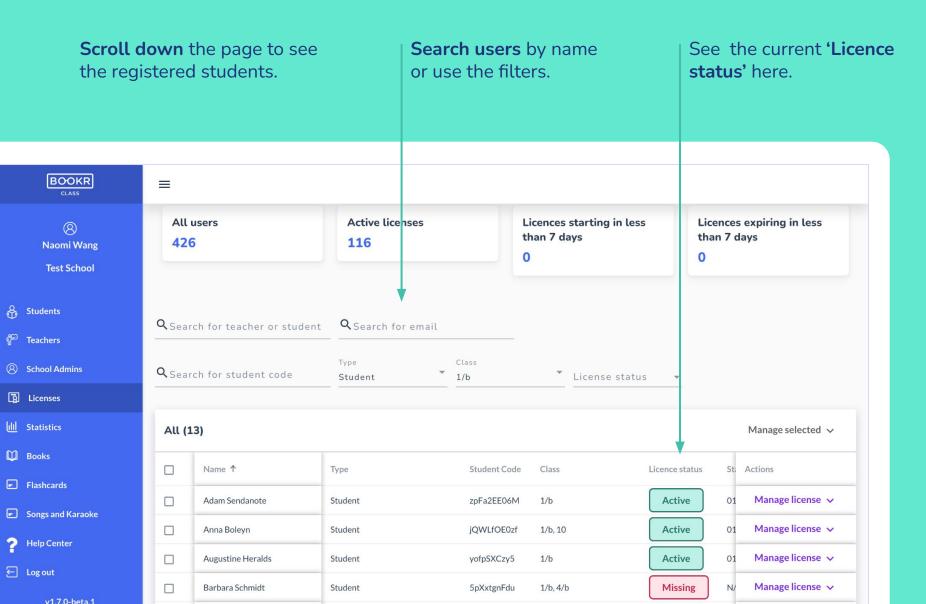


- Every user in the BOOKR Class system needs to have a valid license in order to use the app and/or Teacher's Dashboard.
- You can be a registered user and not have a license. In this case you are not able to access all the books in the Library even though you have an account.
 - If you are a teacher without a valid license, you do not have access to the Library app but can access the Teacher's Dashboard.
- It's important to remember the end date of the licence and renew it before it ends.
- Each license has a start and end date, starting from the date your school has requested.
- You as a teacher can add or remove student licenses any time.
- Teacher licenses are managed by the School Admin appointed by the school.



Teacher's Dashboard Functions | Licenses





License statuses:

Active: shows students that have full access to the Library App and can read all the books.

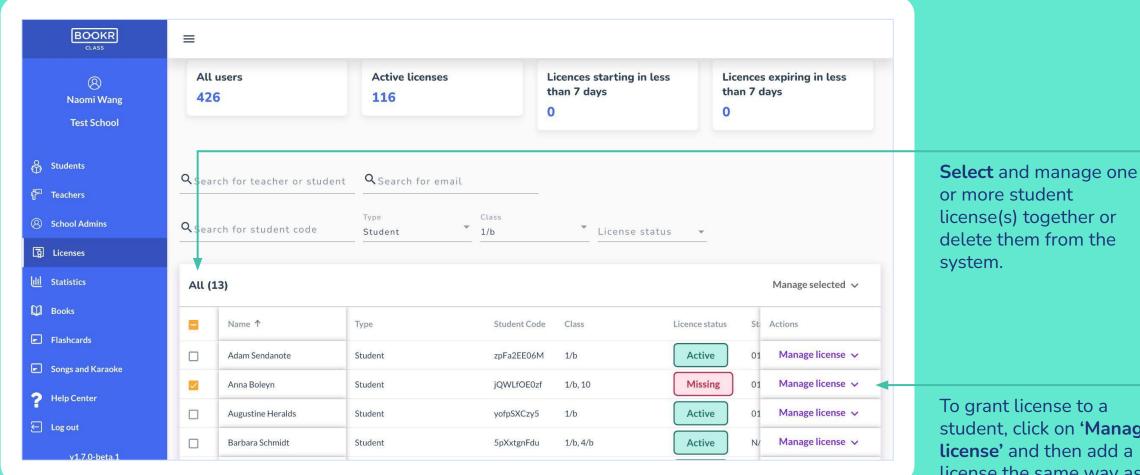
Missing: means the ones who can't access all the books in the Library App.

Not yet started: the license start date is in the future.

Expired: the license has passed its expiry date.

Licenses | Manage License

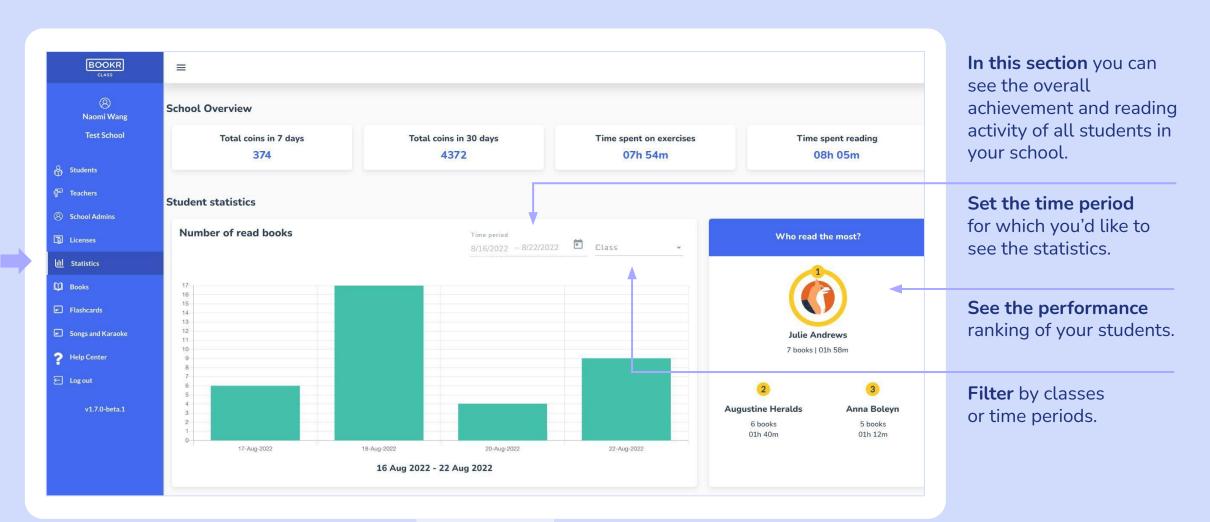




To grant license to a student, click on 'Manage license' and then add a license the same way as explained above.

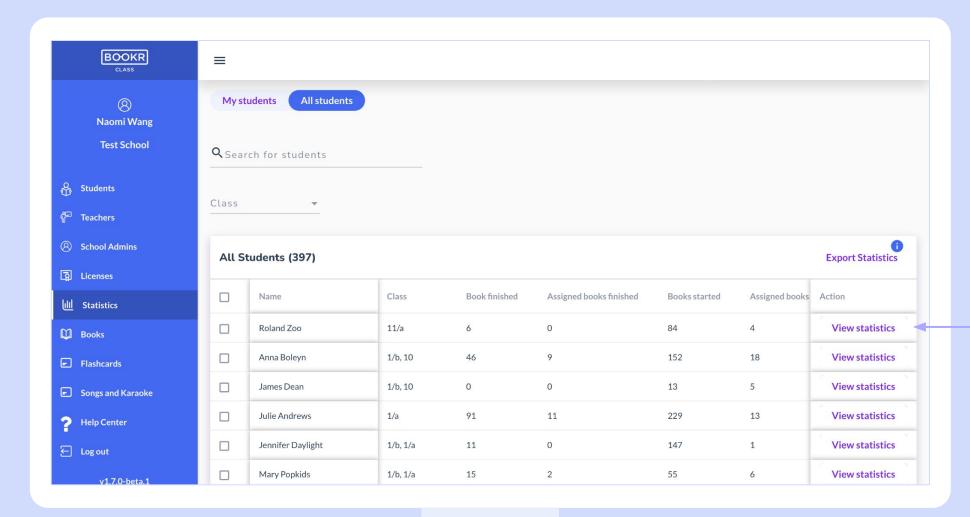
Teacher's Dashboard Functions | Statistics





Statistics | All Students





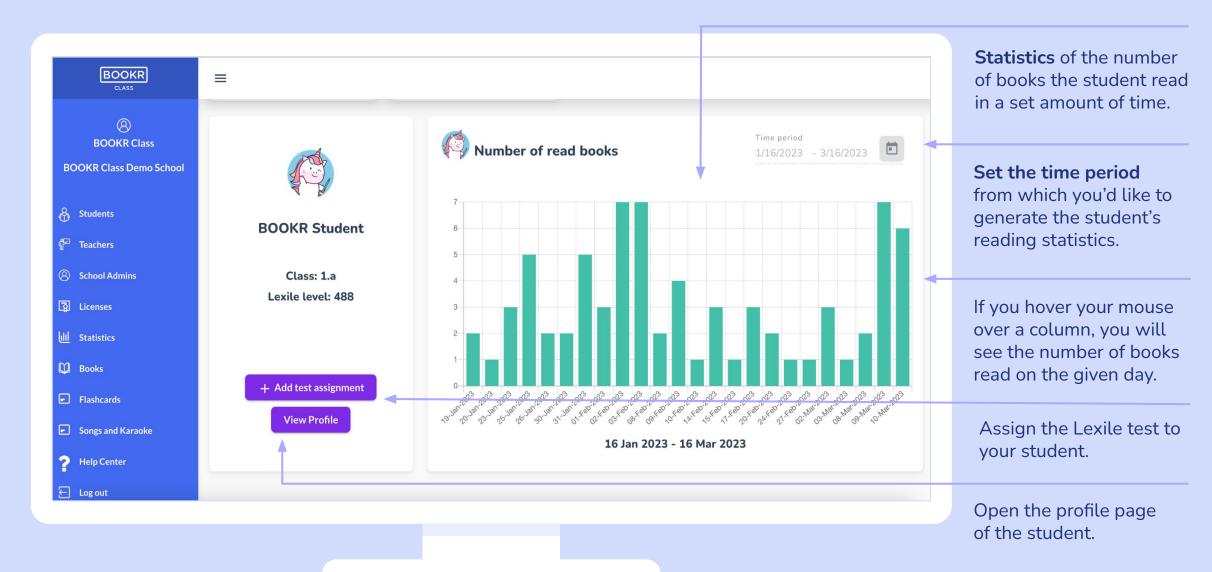
Scroll down the 'Statistics' page to see a list of students and their statistics.

Scroll right in the table for more information.

Click on 'View statistics' to open the student's individual statistics page.

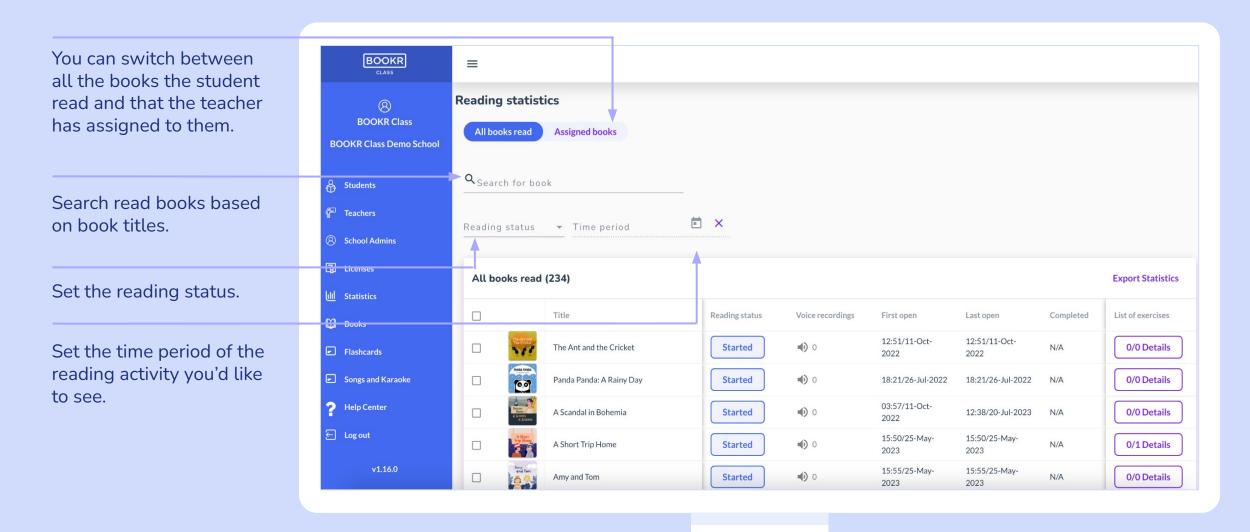
Statistics | Student's Individual Statistics





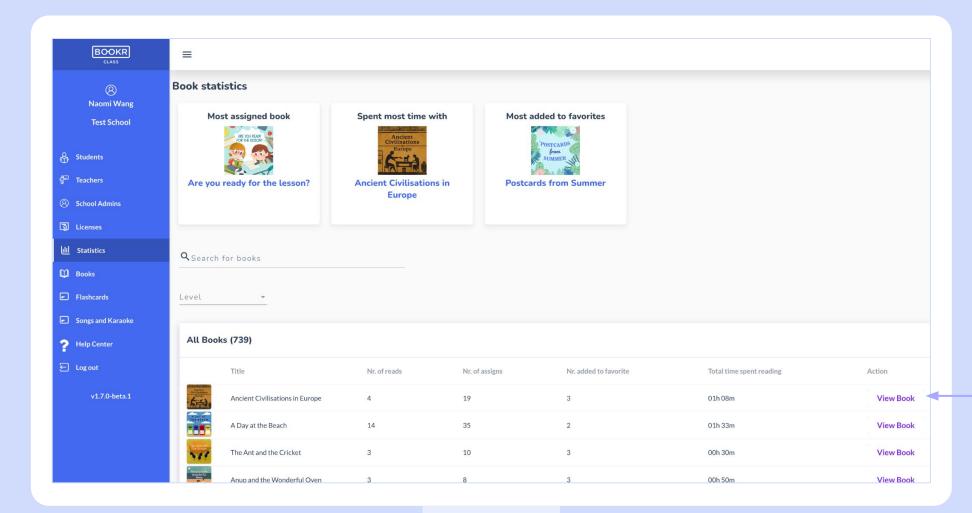
Statistics | Student's Individual Statistics





Statistics | School Book Statistics



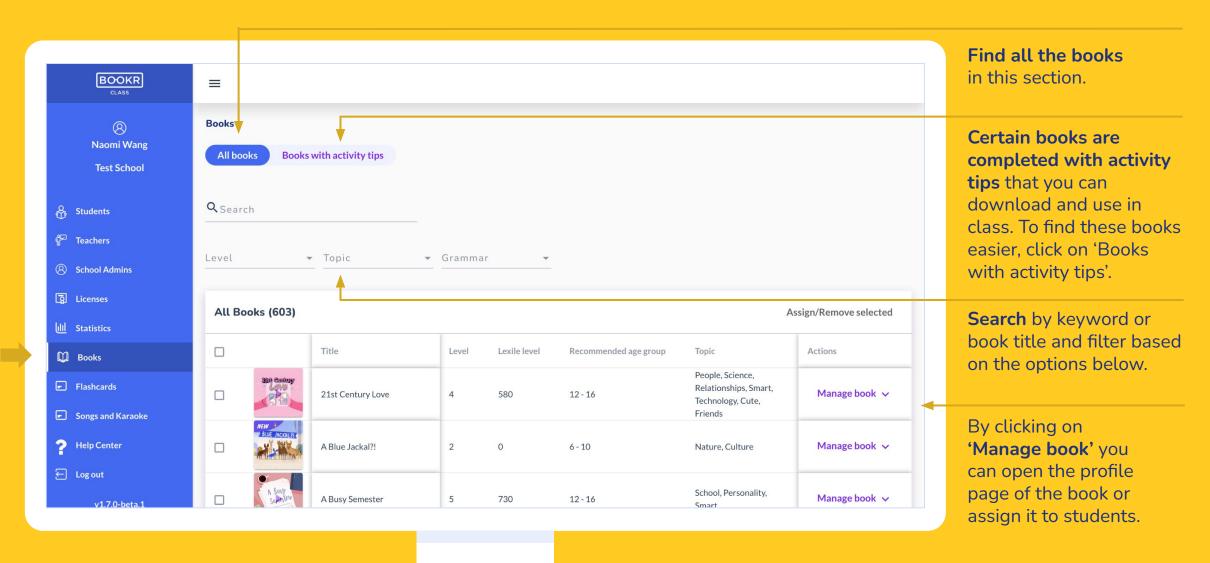


Going back to the school view of Statistics, scroll down the page to find more details on the books. Search by titles or level and scroll right for more information.

Click 'View Book' to learn more about a certain book.

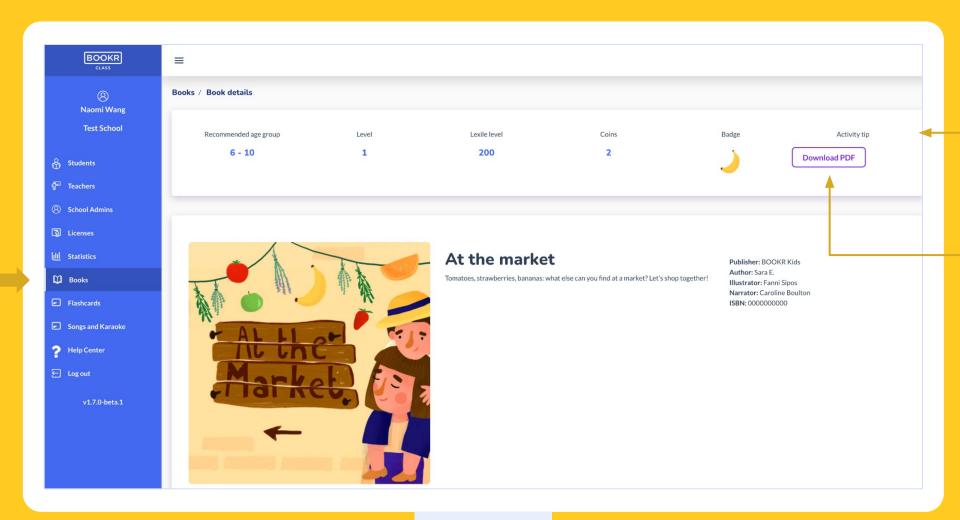
Teacher's Dashboard Functions | Books





Books | Book Details Page



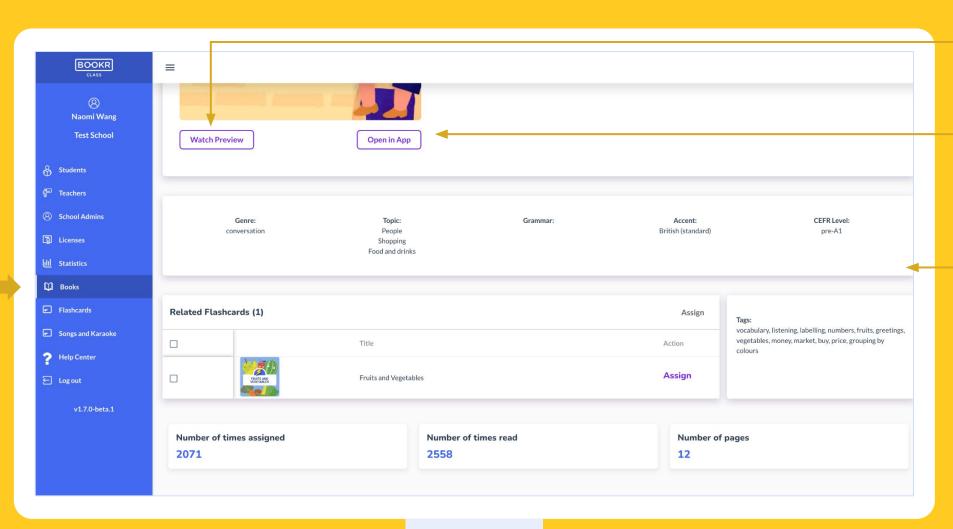


See details of the book's BOOKR level, Lexile level and age group.

Download activity tips to use in class.

Books | Book Details Page





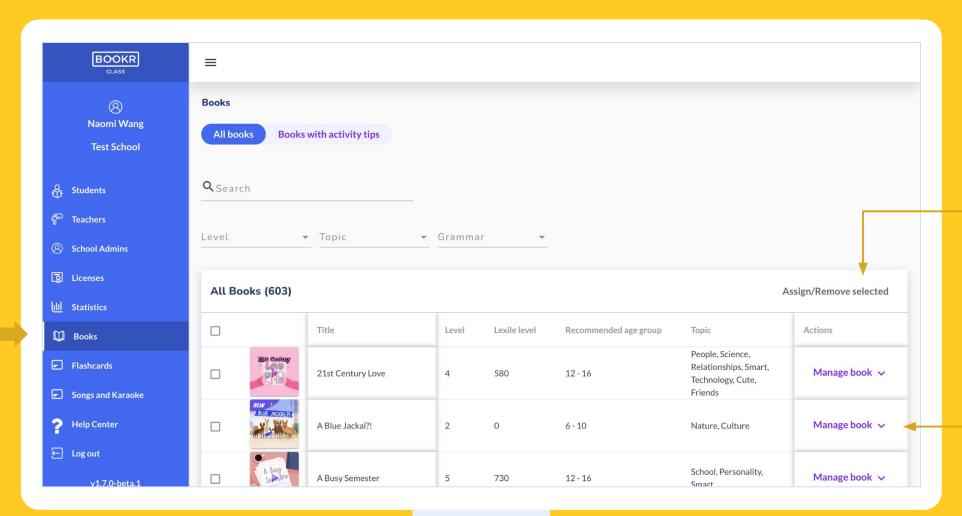
Watch the book in a **video format** by clicking here.

By clicking here, you can open the whole **interactive** book directly in the app.

See more details here.

Books | Manage Books





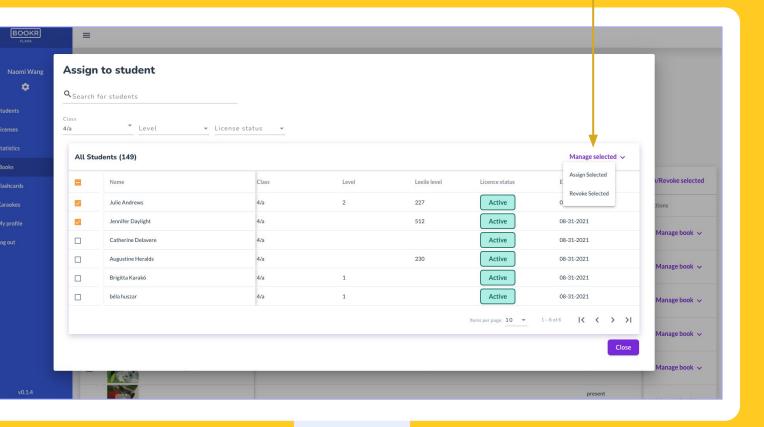
You can **Assign/Remove** books after selecting them.

By clicking on 'Manage book' you can open the profile page of the book or assign it to students. When you assign a book a following page opens.

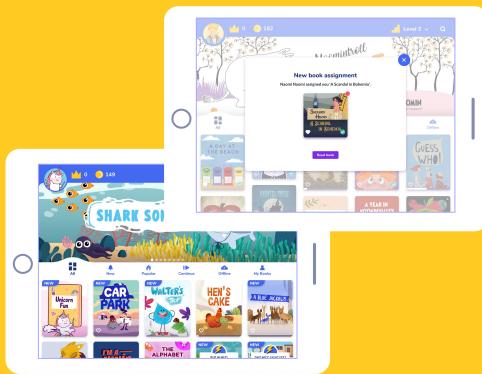
Books | Assign Books



Use the search bar or filters to select the students you'd like to assign the book to, and click 'Assign' or 'Remove'.

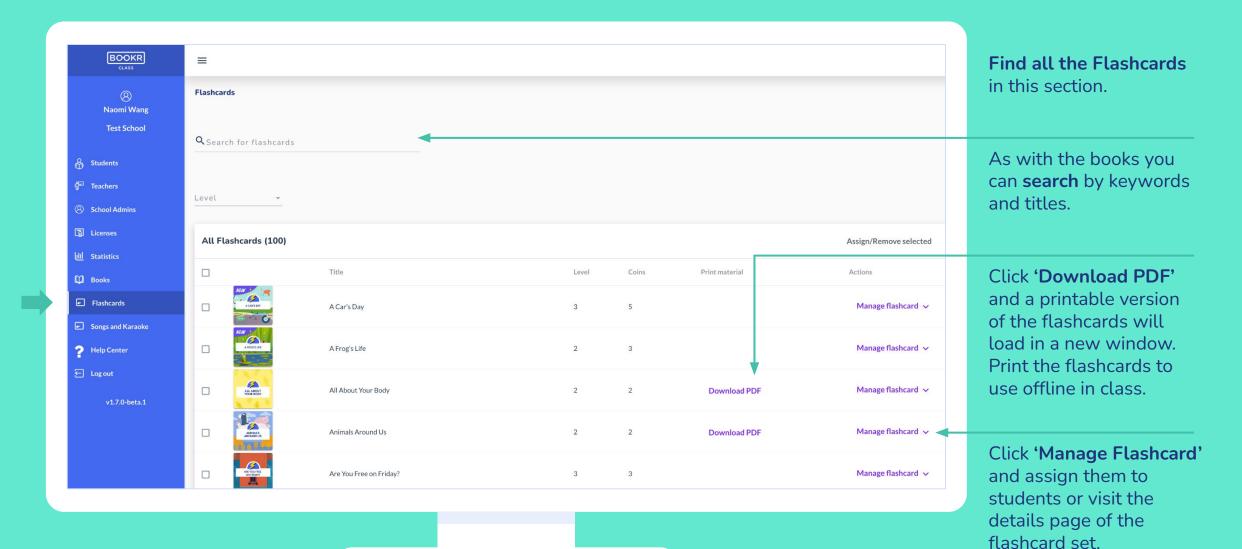


The students will be notified about the assignment in the app and these books will appear in their 'My Books' section as well.



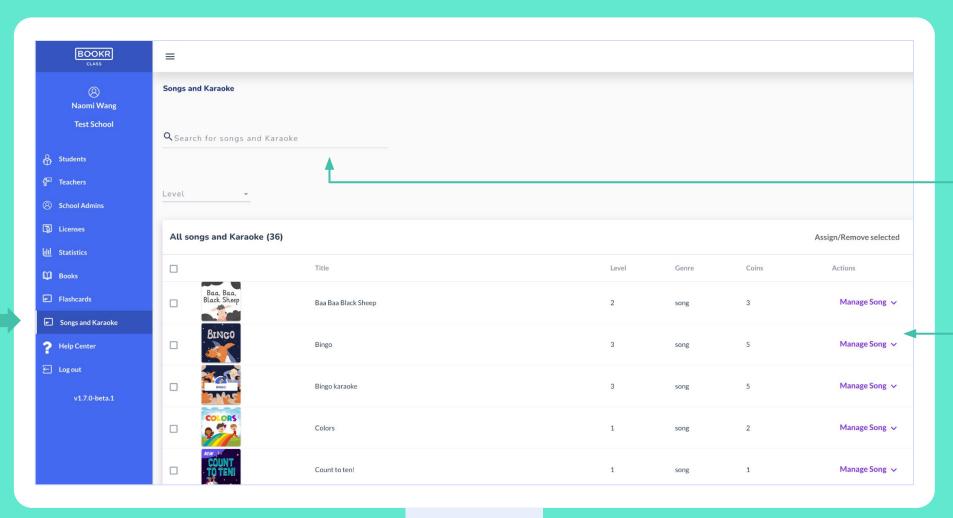
Teacher's Dashboard | Flashcards





Teacher's Dashboard Functions | Songs & Karaoke





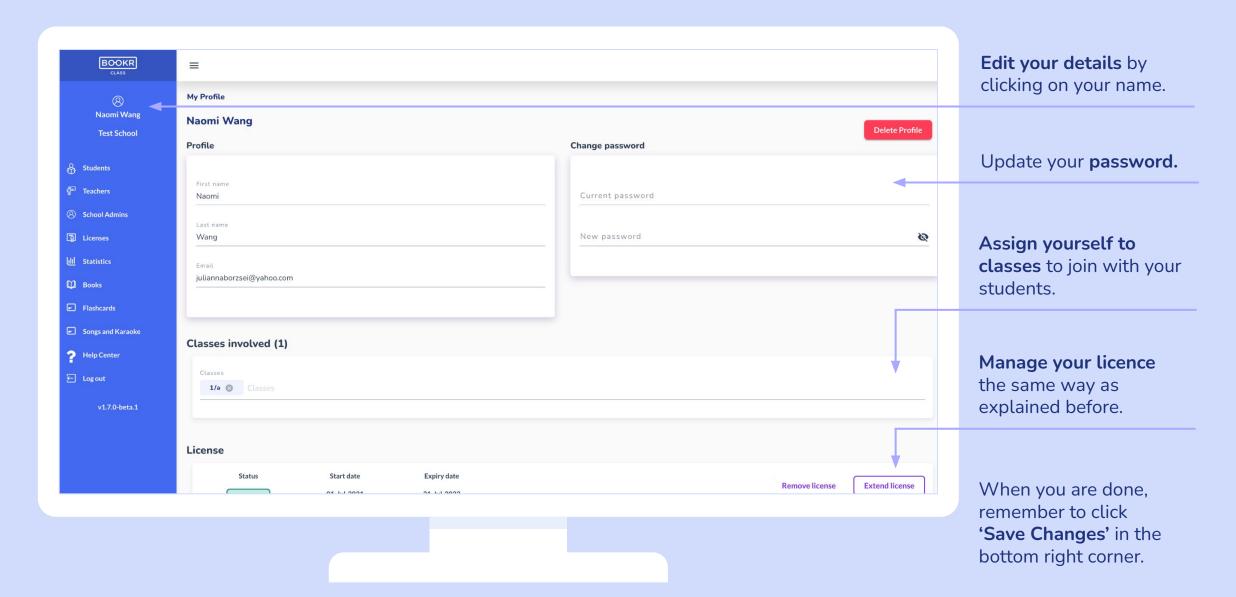
Find all the songs and their karaoke versions in this section.

As with the books you can **search** by keywords and titles.

Click 'Manage Song' and assign them to students or visit the song's details page.

Teacher's Dashboard Functions | My Profile

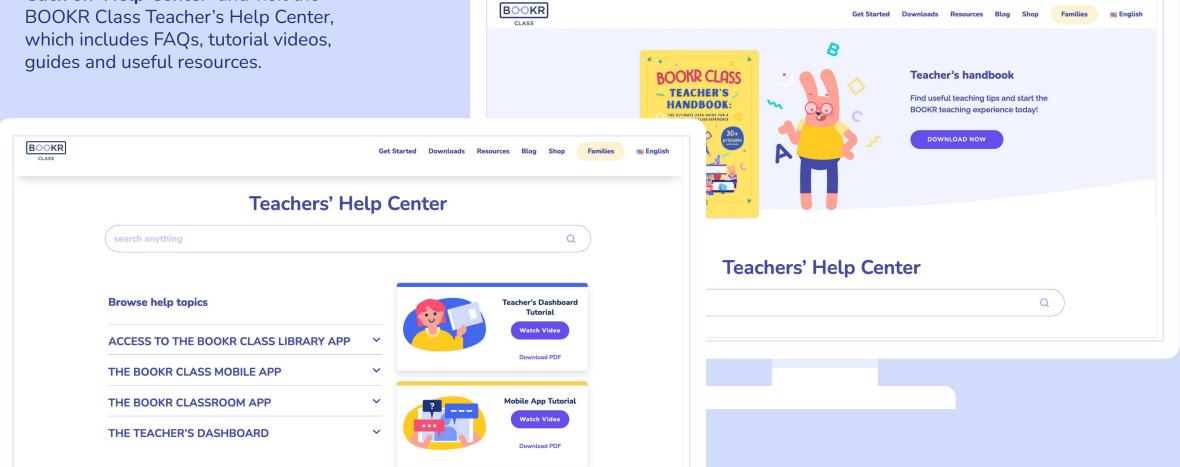




Teacher's Dashboard Functions | Help Center



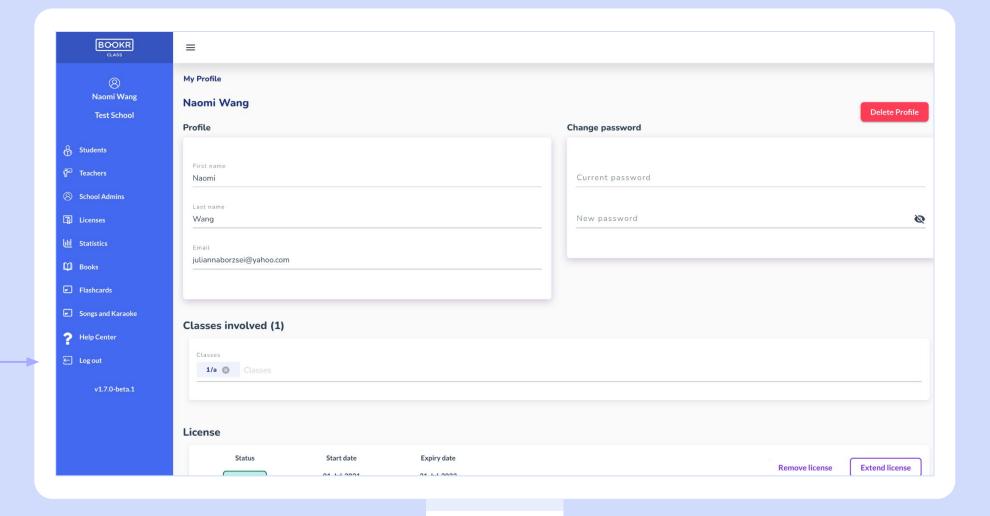
Click on 'Help Center' and visit the



Teacher's Dashboard Functions | Logout



Click on 'Log out' to sign out of the Teacher's Dashboard.



If you have any questions or technical problems, get in touch with us via support@bookrclass.com.

