



Connecting Your Class

Pg 01



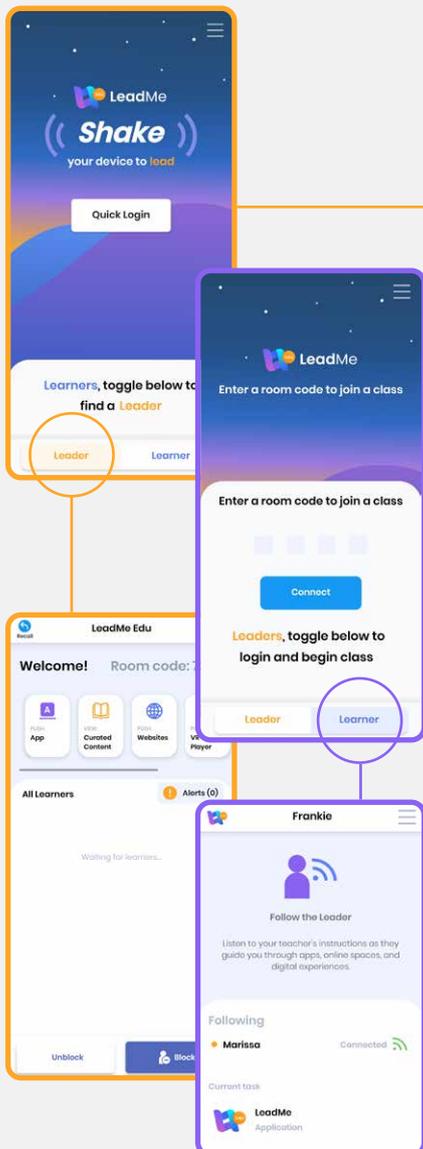
Push Actions

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Student Management

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Connecting Your Class

Before you use LeadMe Edu on your devices for the first time, please see our [First Time Setup Guide](#).

Leader Login

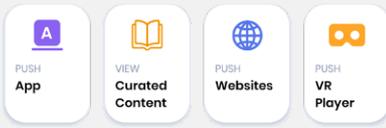
- Shake your device or choose **Quick Login**.
- Login to your account, or if already logged in, input your nickname and teacher code and hit **Enter** to connect.

Learner Login

- Learners will need to select the **Learner** tab at the bottom of the screen.
- Next, they'll need to enter the **room code** displayed on your **Leader** device, then **Connect**.

Troubleshooting

- ! Learners can't connect to Leaders
 - Make sure all Leader and Learner devices are connected to the internet.
 - If you're connected to a restricted network, it may be preventing the devices from communicating.
 - Check that LeadMe Edu has been whitelisted by your IT department.
 - You may need to connect devices via a Google router, rather than directly with the restricted wifi network.
- ! Learner has disconnected
 - There may have been network connection issues which have caused the Learner device to disconnect from LeadMe Edu.
 - The Learner will need to re-open the LeadMe Edu app and re-connect with the Leader.
 - Check network connection is reliable to prevent Learners from disconnecting.



'Push' Actions

'Push' actions are listed at the top of the Leader dashboard. They allow you to launch apps, URLs and VR videos on student devices.

Push an App

- Select **App** to open the app list, tap an app, then tap **Push to everyone**.
- Press and hold an app from the list to add it to your favourites.

View Curated Content

Push a single video

- Tap a video from the list, then tap **Push** to send it to learners.
- From the popup, choose if students will view it in the **LeadMe VR Player** (recommended) or in the video's **Default** application (e.g. browser).

Search and filter

- Tap the **search** icon and type in keywords to find matching videos, or tap the **filter** icon to refine by content type, year level or subject.

Push a list of videos

- Tap **Push list** to send Learners a list of videos to choose from.
- Apply **filters** first to restrict what videos will be included in the list.

Push a website URL

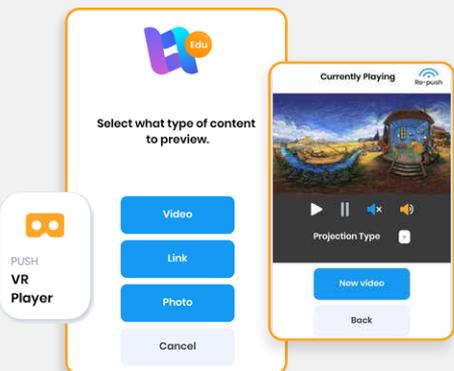
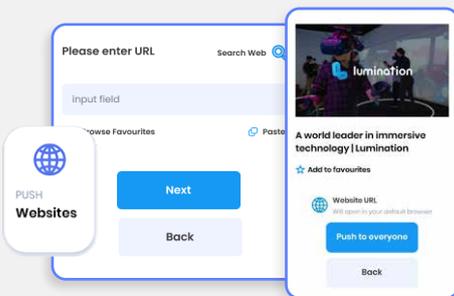
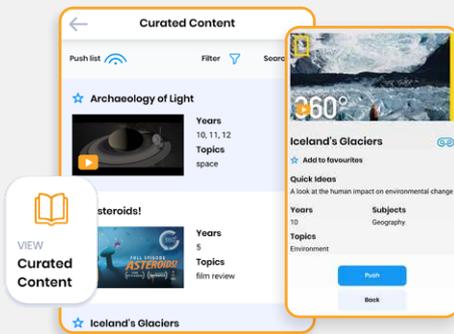
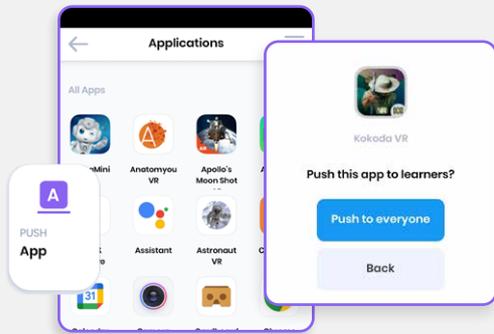
- Select **URL**, and input a website address or select **Search Web** to find a website via Google search
- A preview window will confirm the web address, and allow you to **Add to Favourites** for quick future access. Tap **Push to everyone** to share.

Push a VR video

- Select **VR Player** then select what kind of content you would like to view.
- For photo and video content, select **Choose Photo** or **Choose Video** to access the file picker and select a local file for Learners to view.

NOTE: Learners must have a copy of the file on their own device in order to view it. LeadMe Edu does not stream or send files.

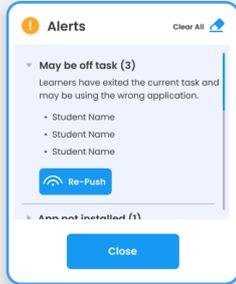
- For links, input a website address or select **Search Web** to find suitable content via Google search, then tap **Set as source**.
- On **Playback Settings**, tap **Push to everyone** to send the content to Learners.
- Next you will see **Currently Playing**, which you can use to play & pause, mute & unmute, and change the video's projection type.



Alerts (2)



Student's Name



Manage Students

Alerts

- If a learner is off task for any reason, an orange alert icon will appear.
- To find out the cause of the alert, tap the **Alerts** button to open the alerts window.
- The alerts window will provide more information and a recommended action based on the alert type.

Repush

- You can quickly get off task Learners back on task with **Re-Push**.
- Simply select the off task learner from the list, and select **Re-Push**.



Block

- The **Block** function will black out a Learner's screen and disable touch interaction.
- Simply select a Learner and tap **Block** to block specific Learners. If no one is selected, **Block** will affect all Learners.
- Tap **Unblock** to return Learners to normal.



Recall

- To finish a task, you can **Recall** Learners to the LeadMe Edu app by tapping **Recall** in the top left corner.



Recall

