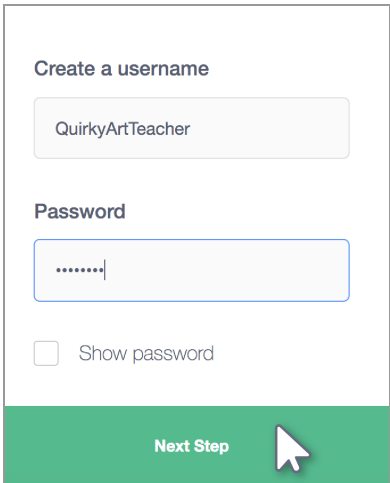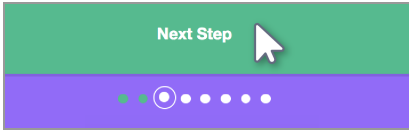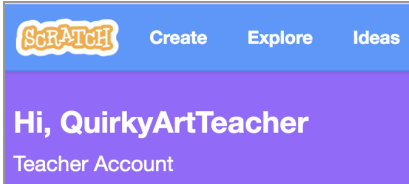# SCRATCH Teacher Accounts

Create your Teacher Account, make classes, and add students
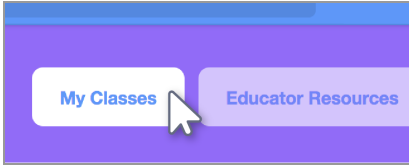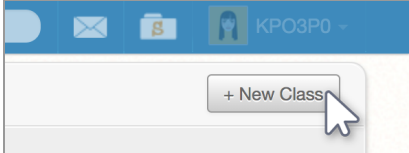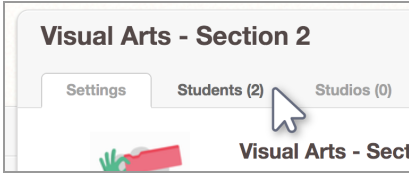
Visit this link to get started: https://scratch.mit.edu/educators/register

- You'll be prompted to create a username and password.
- Make sure that your username does not contain your name or personal information, like your school, location, or email address.
- Within the Scratch community, all users are asked to refrain from sharing personal information through their usernames. It's important that both you and your students follow these guidelines. **Accounts that do not adhere to these guidelines will be deleted.**

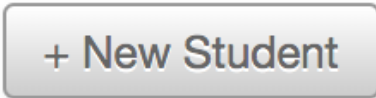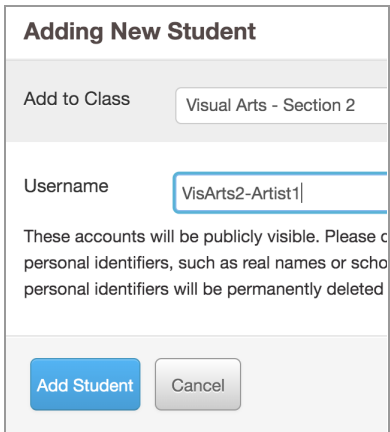| Creating your teacher account	
Create a username QuirkyArtTeacher **Password** •••••••• ☐ Show password **Next Step**	**Tips for making your username** • **Incorporate the name of the subject you teach** - ex: QuirkyArtTeacher • **Use a tool or term from the subject you teach** - ex: MetamorphicRocks • **Add an important date, to create a unique username** - ex: Bibliophile1440 • **Make it memorable with a pun or an alliteration!** - ex: TyranoTeacher **Be sure to make a note of your username and password.**
Next Step ● ● ⊙ ● ● ● ●	• Click through each step to complete registration.
	• Log into your email, and confirm your email address. • Check your spam folder if you do not see the email. • Once you have confirmed your email address, we'll review your account.
SCRATCH Create Explore Ideas **Hi, QuirkyArtTeacher** Teacher Account	• Once your account has been reviewed, you'll receive a welcome email. Click the button to confirm your email address. • Now you can log into your teacher account at **scratch.mit.edu!**

Creating Classes

Creating classes allows you to manage groups of students, and create studios where your students can add their projects.

Creating Classes	
	• Once you've successfully logged into your Teacher Account, there will be a bar at the top of the screen with three options. • Select **My Classes**.
	• To create a class, click the **+ New Class** button at the top right of the page. • Enter the class name and description. ○ Do not include real names and locations, like the name of your school or city/town.
	• Once you've created a class, you can add students. • **Click the Students tab** to begin adding students.

Adding Students

There are three ways to add students to your class. The following three tables will guide you through each method. The first method allows you to add an individual student to a class. Methods 2 and 3 allow you to add multiple students to a class.

Method 1: Adding Individual Students	
	• Click **+ New Student** to add students individually. - You will be prompted to create a username for this student. • **Make sure that the usernames you create do not contain identifying information about yourself, your students, or your school.** • **The password for this student username will automatically be set as your username for your teacher account**. • Have students log into their accounts and change their passwords.

Method 2: Student Sign-up Link
Create a sign-up link which allows students to create their own usernames and passwords

Student Sign-up Link	● Clicking the **Student Sign-Up Link button** will generate a link which will allow your students to join the class you've just created.
Sign-up Link Generate a sign-up link Generate	● Share this link with your students. When they access it, they will be prompted to create their own username and password.
Student Username List Class_____ Section____ Year____ Student Name / Scratch Username 1. 2. 3.	● Use the **Student Username List** we have created to record the usernames and passwords your students have created.
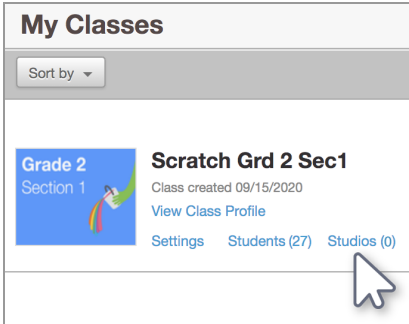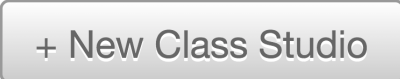
Method 3: CSV Upload
Create usernames and passwords for all of your students at once using a spreadsheet

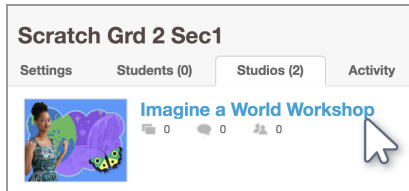|	
CSV Upload	● Click the **CSV Upload** button on the class page.
Student-Accounts-Template A / B 1 student1 / password1 2 student2 / password2	● Using the template provided, create a username and password for each of your students. **Make your own copy of the template here.** ● You'll need to **download** this Google Sheets doc from Google as a **CSV** (File > Download > .csv)
Student Upload Choose File No file chosen Upload	● Once you've created usernames and passwords for each student, click **CSV Upload**, to upload your file. ● Your student accounts will appear under the **Students** tab for the class.

Creating Studios for Student Work

Studios allow you to create collections of student projects for specific classes or assignments. This makes it easier for you to view their projects throughout their creative process. It also makes it easier for students to collaborate and be inspired by each other's work.
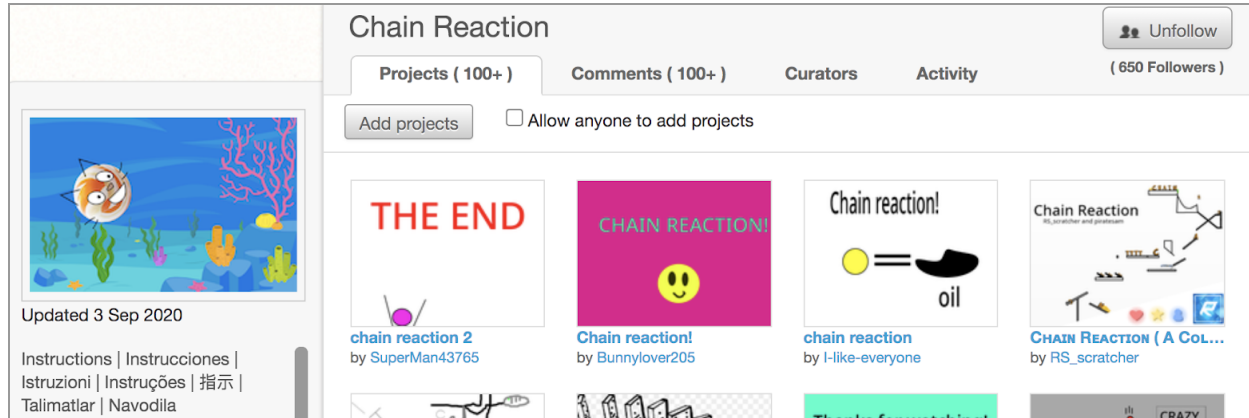
Creating studios for your classes	
My Classes	• Log into your teacher account and click **My Classes** on your home page.
My Classes — Scratch Grd 2 Sec1 — Class created 09/15/2020 — View Class Profile — Settings, Students (27), Studios (0)	• Next to the thumbnail for the class you'd like to create a studio for, you'll see your options. • Click **Studios**.
+ New Class Studio	• Click the button that reads **+ New Class Studio** • A window will pop up asking you to name your studio and add a description.
Add Class Studio	• Once you're finished filling out the fields, click **Add Class Studio.** Your studio has been created!

Adding projects to your studio

Scratch Grd 2 Sec1

Settings   Students (0)   Studios (2)   Activity

Imagine a World Workshop
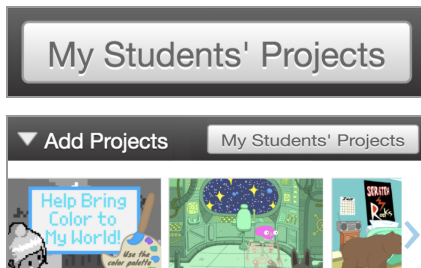📁 0   💬 0   👥 0

- To add student projects to your studio, go to your class, and click the **Studios** tab.
- Next, click the title of the studio you'd like to add projects to.

Add projects

- Click **Add projects**, at the top left of the studio page

My Students' Projects

▼ Add Projects   My Students' Projects

Help Bring Color to My World!

- A dark gray bar will pop up at the bottom of the page. This bar includes several options.
- Select **My Students' Projects**.
- Thumbnail images for your students' projects will pop up below. As you click each project, it will be added to the studio.

Projects (0)   Comments (0)   Curat

Add projects   ☑ Allow anyone to add projects
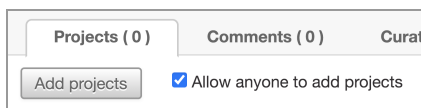
- Click the checkbox next to **Allow anyone to add projects** for students to add their own projects.
- **Tip:** uncheck this box after your students have added their projects. This will prevent people from accidentally adding projects to the wrong studio.

Creating thumbnails for studios

Grade 2
Section 1
Imagine

- Adding thumbnails to your studios makes it easier for both you and your students to find the studio you're looking for.
- The correct size for studio thumbnails is **200 pixels wide, by 130 pixels high**.
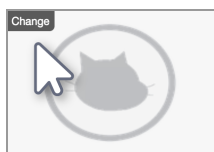
Change

- Once you choose an image, visit your class or studio, hover over the placeholder image and click **Change**.
- Upload the thumbnail you've created.

Tip: If you'd like to translate this guide, **click here to make a copy** of this Google doc.