

## STEP 1 LOG IN

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- Open Google Chrome or Mozilla Firefox and enter your organization's specific URL [www.essentialled.com/start/](http://www.essentialled.com/start/)
- Enter your username and password (all accounts created with an email address will receive a message from noreply@essentialled.com with their login details and instructions.)

Need help logging in?  
Visit our Help Center



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## STEP 2 EXPLORE THE LMS

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Click on each of the following tabs

- Administration (Classes, Students, and Messages; Teachers and School Information—for admins only)
- Training and Free Resources (live training, on-demand videos, guides, and free downloads)
- Content Maps (Correlations, Scope and Sequence, and Practice Tests)
- Reports (Study Time and Student Summary)

Still have questions about  
where things are located?  
Visit our Help Center



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## STEP 3 ADD STUDENTS AND CLASSES

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To Add Students

- Select the “Administration” tab, “Students” option, and then the “Add Student” button.
- Practice entering a few students into the system

To Add Classes

- Select the “Administration” tab, “Classes” option, and then the “Add Class” button.
- Practice entering a class into the system

Learn more about adding  
students or adding classes



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## STEP 4 UNDERSTAND THE STUDENT EXPERIENCE

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- Click on the “Go to Student Homeroom” button in the upper right corner
- Select a course and study time goal
- Take a self-assessment or a practice test
- Watch the Homeroom Overview video
- Work through a lesson
- Take a test-out quiz (located at the bottom of the Learning Plan widget)

Learn more about the differences  
between the self-assessment  
and the practice test



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## STEP 5 INTRODUCE ESSENTIAL EDUCATION TO YOUR STUDENTS

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Now that you understand how our system works, it's time to make a plan to get started with your students.

- Download the *Student Login Guide* and *Introductory Lesson Plan* from the Free Resources tab. Read through each document.
- Think through where your students will use Essential Education, when they will use it, and for how long they will use it each day or week.
- Pick a date and time to give students an overview of Essential Education and walk them through the student login process and other initial steps.
- Communicate expectations for study time/achievements.
- Let students know they will receive a welcome email with their login instructions (if their account was created with an email address).
- Distribute a copy of the *Student Login Guide* found in the Free Resources tab to each student as necessary.

Watch a short tutorial of the  
most important, initial aspects of  
the student experience



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