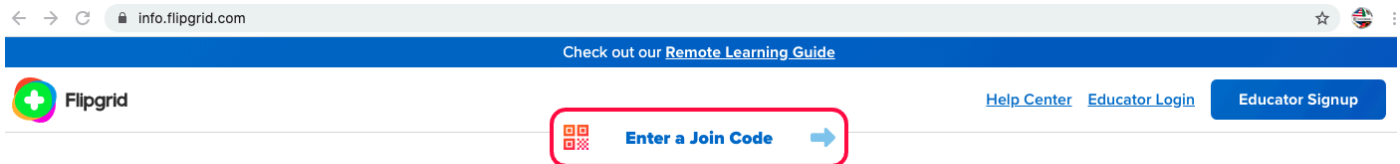
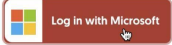


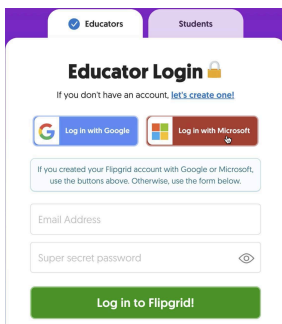
Guide 1: How to Create your Classroom Flipgrid-GRID

[Quick Guide Link](#)

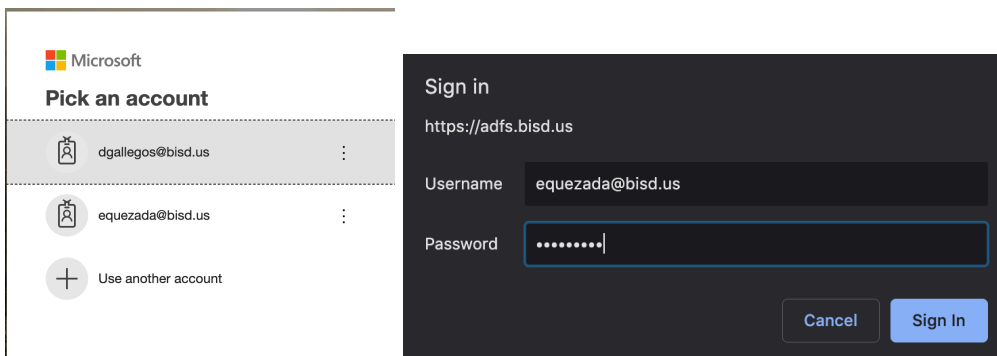
1) Go to www.flipgrid.com and select [Educator Login](#) from the top right corner



2) Click on 



3) Select Office 365 account to login. Your account may already be logged in, which might take you directly into Flipgrid.



Creating a Group- Below are the basics needed to get started creating your first Group. The great thing about Flipgrid is it's laid out very nicely and is easy to use.

4) Create a New Group by clicking this button

Create a Group



5) Elementary teachers: Name your Group, Select Student ID, & create a flip code.

Create a Group

Groups allow participants to join a discussion with multiple Topics. Use private Groups for class discussions and public Groups for broader discussions.

Private **Public**

Group Name

133 Aiken 20-21 Aldrete Speaking 3rd
45/45

Join Code

aldrete8193
11/20

flipgrid.com/aldrete8193 Available

Add Students

Choose if your students will join the Group using their email or a username.

☐ **Student Email**
Students join using their Microsoft or Google school email.

☒ **Student Username**
Students join with a username.

Cancel Next

GROUP NAME:
CAMPUS NUMBER
CAMPUS NAME
20-21
TEACHER NAME
SPEAKING PRACTICE
GRADE LEVEL
Abbreviate if it does not fit

ELEMENTARY
Select "Student Username"

5b).Elementary Only: Add all students (First, Last, ID)

Add your Students

Students join the Group using their username. Families and guests can join the Group with a password. Anyone that joins the Group can participate in all Topics.

Add Students

Use our example [template](#) to [upload a CSV file](#) or add students below.

First name Bill	Last name Gates	Username ID #	Add
--------------------	--------------------	------------------	-----

Student	Username
Elon Musk	654321
Pooja Chandrashekar	123456

Guest password (Optional)

Add a password for families and guests to join the Group.

[Back](#)[Next](#)

6. Click on Skip for now:

Duplicate your Topics

Select any Topic you would like to duplicate to this Group.

Select Topics

Note: Videos will not be duplicated.

[Skip for now](#)[Duplicate Topics](#)

6a. Click on Go to Group

Go to Group

7. Click on Add Co-Pilots



Add [CoPilots](#) to help manage this Grid!

8. Click on and type the email for your principal. Then click on **Invite**.

Repeat with the emails for: dean, assistant principal, specialist, lead teachers, and bilingual director.

- Elementary: add aaldrete@bisd.us; angarza@bisd.us; plsegura@bisd.us; mrolvera@bisd.us