

DODDLE

Simple Starter Guide

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www.doddlelearn.co.uk

Log in as a teacher at www.doddlelearn.co.uk and select the 'Teacher' tab. Your username is the email you used when you were set up on Doodle, and your password will have been emailed to you at this email address.

Forgotten your password? Click 'Forgotten password' and follow the instructions.

Problems displaying? Doodle only works in the following internet browsers: Chrome, Internet Explorer 8, Internet Explorer 9 and Safari OS5.

Setting Tasks – Just try keeping it simple at first. Decide which class you want to assign work to and choose a topic:

1. Click on the 'Resources' tab at the top.
2. Find the resources you want to set.

Look at the list on the left to choose the Key Stage, then select the type of activity. Alternatively, type the topic into the search box.

The screenshot shows the Doodle Science website interface. At the top, there are navigation tabs: Home, Resources (selected), Markbook, and Students. The user is logged in as Rachel Belcher in the Science subject. The main header features the Doodle Science logo and a search bar. Below the header, there is a sidebar menu with categories like My Stuff, Curriculum, KS3 Science, and GCSE Science. The main content area displays a grid of resource cards, each with a title, level, and icons for selection, preview, and favorite. A 'Selected' counter shows 0 resources. Red arrows point from the text above to the search bar, the sidebar menu, and the selection checkboxes on the resource cards.

3. When you find a resource you like, tick the top right box in the resource by clicking on it. It will appear as a selected resource and the number of resources you've ticked will appear in the blue 'Selected' box.
4. You can preview the resource by clicking it. You can do this to open the presentations to use in lessons too!
5. To favourite resources for use later, click on the star and it will be saved in 'My Stuff'.

You've now got three options to either 'Save', 'Teach' or 'Assign':

1. Save – if you want to save resources for later, click on 'Save' to keep the resources as a lesson in 'My Stuff'.
2. Teach – if you want to use the resources in class, select 'Teach'.
3. Assign – if you want to set tasks, click on 'Assign' and then find the classes you want to set them for. Add comments, a start date and a due date, by following the prompts.

Accessing the Markbook

1. Click on the **'Markbook'** tab.
2. The **'Assignments'** tab lets you see all the tasks you've recently assigned.
3. Click on the **'Results'** tab, find your class and select it to see all the results for your subject.
4. Within the results, you can see students' first, best and last results, which are updated as they redo tasks.
5. To see the class results in an Excel spreadsheet, click **'Download'**.

Temp. Assign

If you want to quickly assign a task to a student or a whole class, you can use **'Temp. Assign'** to generate a temporary student login code. Remember: you'll need to tell students what the code is, and with Temp. Assign their quiz marks won't be recorded in the markbook.

1. Select the resource you want to assign.
2. Click on **'Assign'**.
3. Select **'Temp. Assign'**.
4. Choose how long you want the code to be active for and add a message in the boxes below.
5. Press **'Create'** and a 4 digit code will be automatically generated.

What can students access?

Only quizzes record marks, but students can be assigned any revision, presentation or interactive activity. They're also able to browse the resources, so they can just get stuck in all by themselves if they want to review/revise work!

Student can't remember their password?

1. Click on the **'Students'** tab at the top.
2. Find the student's class.
3. Click on the **'Change password'** button to manually change the password.

Types of Resources on Doodle (only quizzes send results to the markbook)



Mini quiz – short quizzes that test a bite-sized chunk of material



Super quiz – longer quizzes that act as end of unit tests



Exam quiz – with exam-style questions for focussed exam practice



Presentation – teach in class or allocate as homework reading



Extension quiz – more advanced questions to stretch high ability students



Revision – good for jogging students' memories before they take a quiz



Skills quiz – to teach and test specific skills involved in the subject



Interactive – activities and animations from the presentations

Contact Us!

If you need help with any aspect of using Doodle you can get in contact with your Account Manager by calling us on **0845 0 300 400**, or emailing us at contactus@doodlelearn.co.uk.