



# HOW TO SET UP FREE SUMDOG ACCOUNTS FOR ALL YOUR STUDENTS

Sumdog's maths games are free to use at home or in school.

Even better, teachers can set up free logins for all their students.

Uploading the names just takes a few minutes, and you don't need to provide student e-mail addresses.

Ready?

## 1. SIGN UP AS A TEACHER

Signing up is free: go to [www.sumdog.com/signup](http://www.sumdog.com/signup)

## 2. ACTIVATE YOUR LOGIN

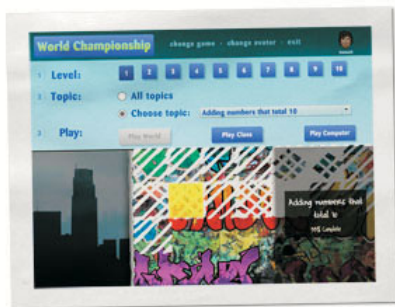
We'll then send you an e-mail containing a link. You need to click this link to activate your login.

## 3. SET UP YOUR SCHOOL

Add your school name and address on this page:

[www.sumdog.com/school/add](http://www.sumdog.com/school/add)

You can then invite other teachers to set up their free logins as part of your school, too.





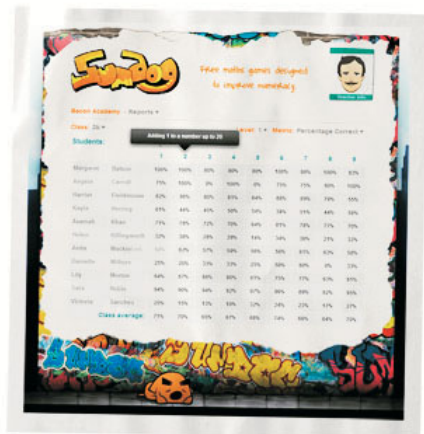
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### 4. LIST YOUR STUDENTS

You can now upload a spreadsheet with your students' names.

Save it as a "CSV" file. Programs like Excel do this - choose "Save As", and change the "file type" to "Comma Separated Values (CSV)".



You need one column for the first name, another for the last name, and a third for the class. Don't put any blank rows or columns between the data.

### 5. UPLOAD THEIR DETAILS

Go to this page to upload the names: [www.sumdog.com/school/manage/](http://www.sumdog.com/school/manage/)

Don't worry about providing full student names - Sumdog abbreviates the surnames to an initial.



### 6. GET THEM PLAYING!

Print out your students' login details: [www.sumdog.com/school/students/](http://www.sumdog.com/school/students/)

### NEED A HAND?

Just let us know: [info@sumdog.com](mailto:info@sumdog.com)