

Table of Contents

- [Introduction to Educreations](#)
- [Account Set-Up on the iPad](#)
- [Lesson Creation on the iPad](#)
- [Deleting a Lesson on the iPad](#)
- [Sharing your Lessons from the iPad](#)
- [Student Login to Educreations via the iPad](#)
- [Student Sign Up via Course Code](#)
- [Creating a Class Online](#)
- [Creating a Lesson Online](#)
- [Sharing a Lesson via the Educreations Website](#)
- [Adding & Removing Students via the Educreations Website](#)
- [Moving Students from One Class to Another](#)
- [Deleting a Class via the Educreations Website](#)
- [Deleting a Lesson via the Educreations Website](#)
- [Educreations Reminders](#)

Introduction

Educreations (www.educreations.com) is a recordable whiteboard that captures your voice, illustrations, and writing to create video lessons. All lessons are hosted on educreations.com, and you can share them with anyone. You can also access publicly shared lessons already created to use within your classroom.

Educreations can be accessed via the iPad App or through a Website and each has its own benefits.

iPad	Website
-	Access the Dashboard
-	Create Classes and add students
Create Lessons	Create Lessons
Share Lessons	Share Lessons
Search Lessons created by others	Search Lessons created by others
-	Compatible with interactive Whiteboards or Drawing Tablets to create lessons
Record Lessons	Record Lessons

**Classes can only be created on the website, and not from the iPad.*

**Classes can include many lessons.*

Educreations Work-flow for the iPad and Website when creating lessons and/or classes:

iPad	Website
1. Click on new lesson	1. Create a Class
2. Create new lesson. Note: you are limited to one saved lesson draft at a time.	2. Create new lesson and/or add an existing lesson
3. Click Done	3. Create lesson and/or record lesson
4. Save Lesson Draft or Save Finished Video.	4. Click Save, Preview, or Start Over

educreations

Note: Students can Save Lesson Draft to continue working on it at a later date.	
5. Title, Description, Published (Private or Public), Subject and Grade.	5. Title, Description, Published (Private or Public), Subject and Grade.
6. Click Save via mail or weblink.	6. Save
7. Click on: Private, Public, My Students, My School for who can view lesson.	
8. Click Save	
9. Share	

Account Set-Up on the iPad

Once the Educreations App is downloaded to your iPad from the App Store and you tap Educreations to open the App, you will see the following screen:



1. Click on **Settings** to Sign-up into Educreations.com. This will allow you to save and search any lessons on their website and share with others, and keep track of students who watch your lessons. You can also create lessons from any computer. This will also be the area to Log-in to Educreations once you sign-up. When you sign-up you will need to verify your email address.

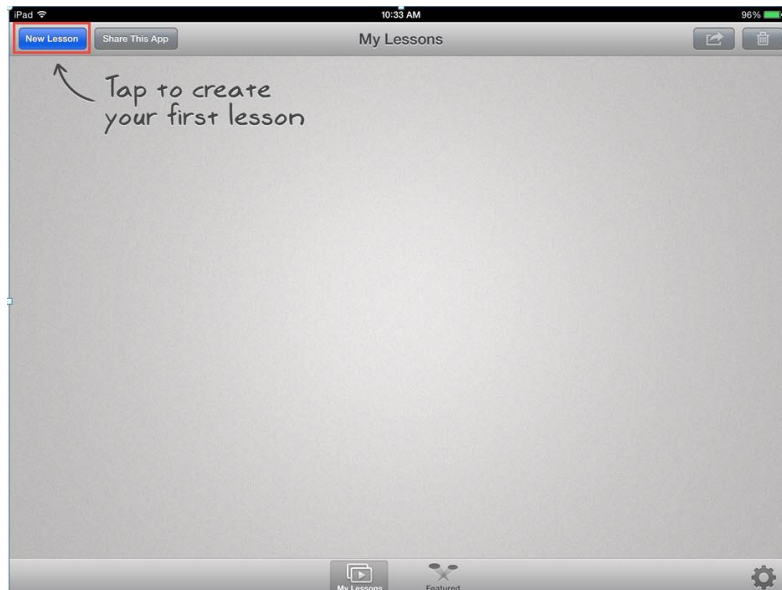


2. **Enter:**

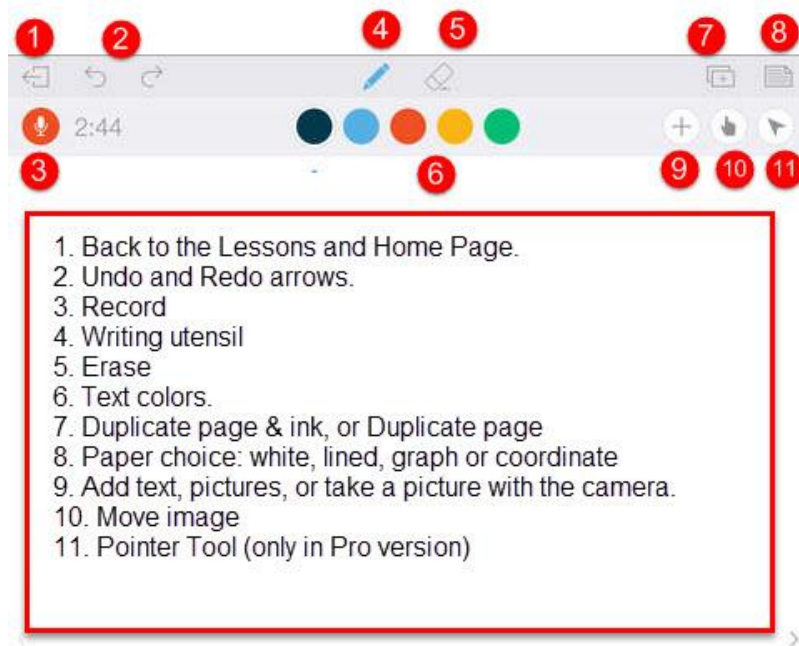
First name, Last name, and email address. If you would like to find your school, type your school in the search field and tap on it to join. You can also skip this step of joining a school.

Lesson Creation on the iPad

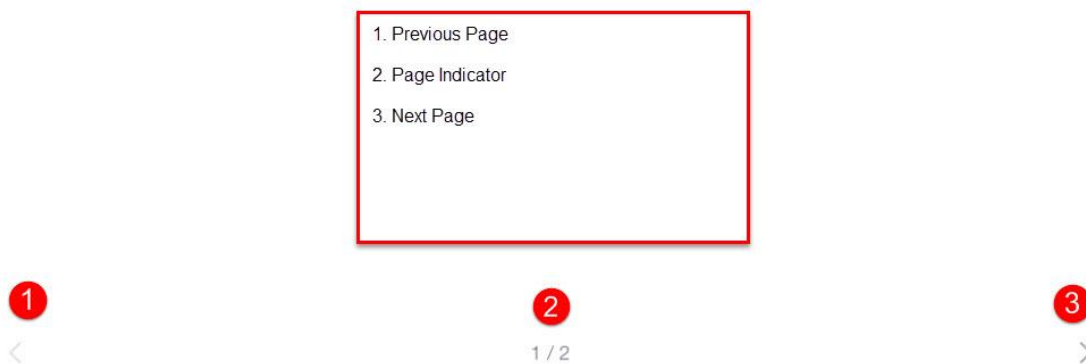
1. Tap the **New Lesson** button.



2. The following tools will be available on the screen to help annotate your lessons.




3. The bottom tool bar contains the following options:



4. Prepare your slides using the tools to text, draw, upload pictures etc.

Helpful Hint: Start with just a few slides and prepare them all with annotations etc. before recording and until you are comfortable creating lessons.

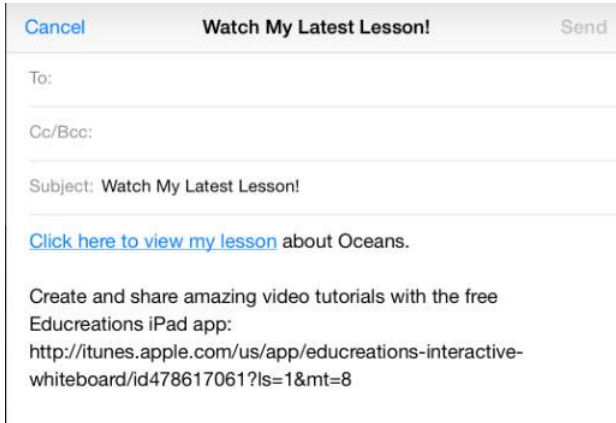
5. **Record** your video. You can pause at any time when recording by pressing the **Pause Button**. You can also press the Pause Button when you need to set up further slides, add and annotate images, or take a small break. Your recording will automatically Pause when you add pictures or text.

- When you have completed your lesson, click **the rectangular icon with an arrow** . You have the option to **Save Draft** or **Save Finished Video**.

Note: In the “free” version, you are limited to one saved lesson draft at a time.

- When you **Save Finished Video**, the **Lesson Details** will appear.

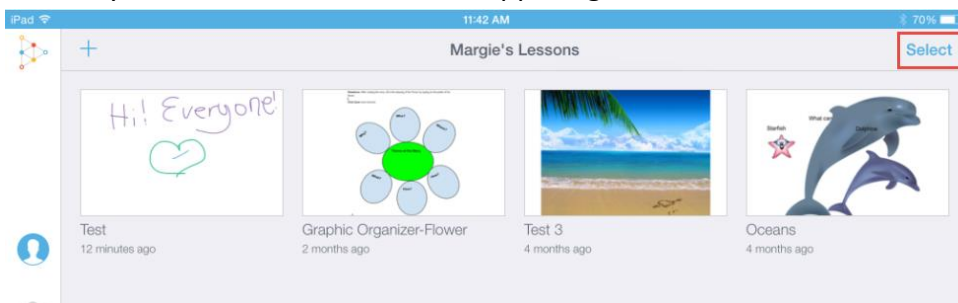
- Type a:
 - Lesson Title**
 - Description (optional)**
 - Choose whether if the lesson will be Published (share with everyone in the Educreations Community) or Private (Keep to yourself or share privately).**
 - Subject Area**
 - Grade**
- Click **Save**.
- The recorded lesson will now be saved in **(Your Name) Lessons**. Click on the lesson to view it and share it via Email, Web Link, or Copy Embed Code.
- When sharing by email, the following box will appear for you to email to others:



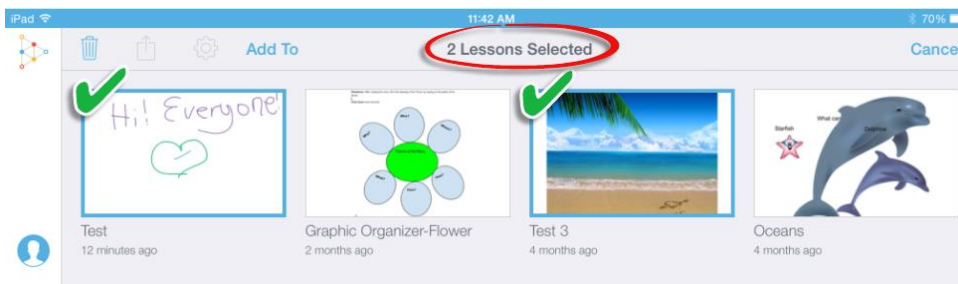
- When sharing via weblink, Click on Copy Link. The link will be copied. Paste the Link to share with others.

Deleting a Lesson from the iPad

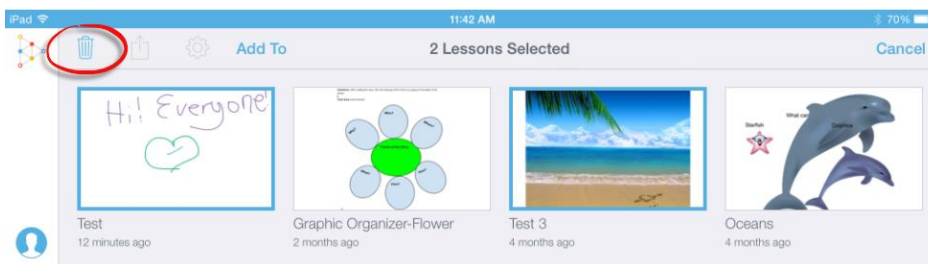
- From My Lessons, Click Select in the upper right corner.



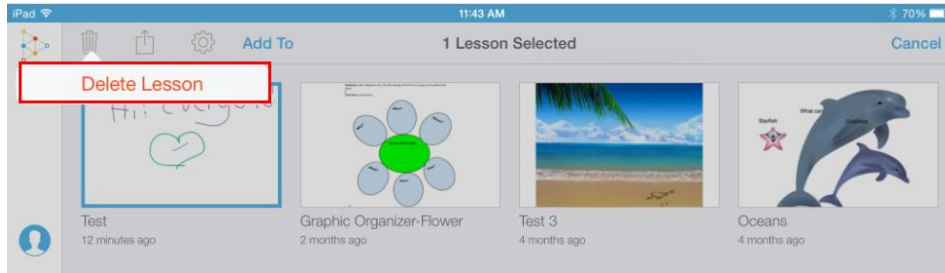
- Touch the Lessons to select them for deletion.



- Click the Trashcan Icon.




- Click the Delete Lesson to remove your lesson.

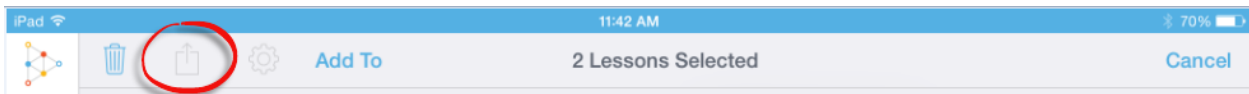


Sharing your lessons from the iPad

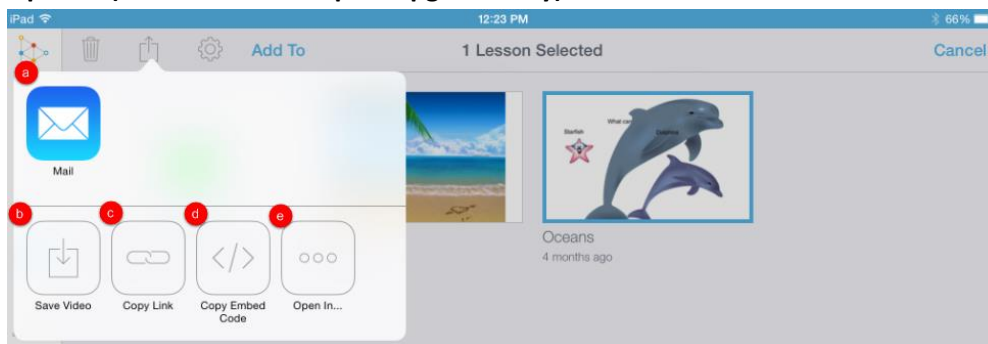
Option 1

1. Go to the **Your Lessons** page located by clicking .
2. Click Select in the upper right hand corner.


3. Click the Share icon .




4. The following options will appear for you to share your lesson:
 - a. Email
 - b. Save Video (Educreations Pro paid upgrade only).
 - c. Copy Link
 - d. Copy Embed Code
 - e. Open in (Educreations Pro-paid upgrade only).



Option 2

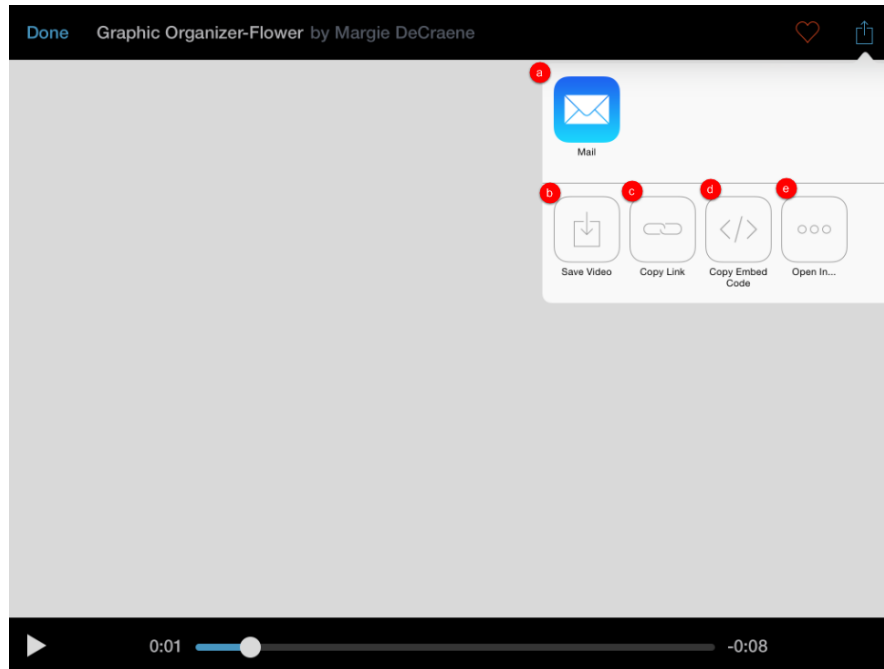
1. Go to the **Your Lessons** page located by clicking .
2. Click the Lesson to open and play it.

3. In the upper right-hand corner, Click the Share icon .

4. The following options will appear for you to share your lesson:
 - a. Email

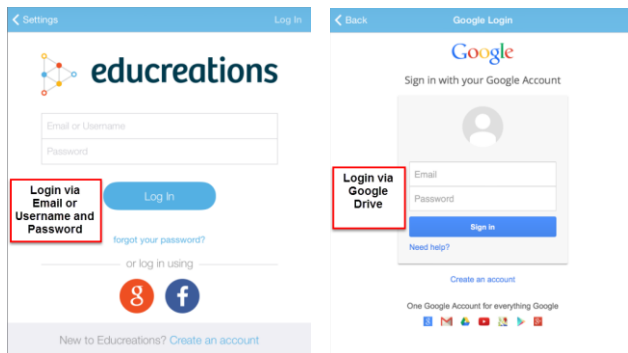
educreations

- b. Save Video (Educreations Pro paid upgrade only).
- c. Copy Link
- d. Copy Embed Code
- e. Open in (Educreations Pro-paid upgrade only).



Student Login to Educreations via the iPad

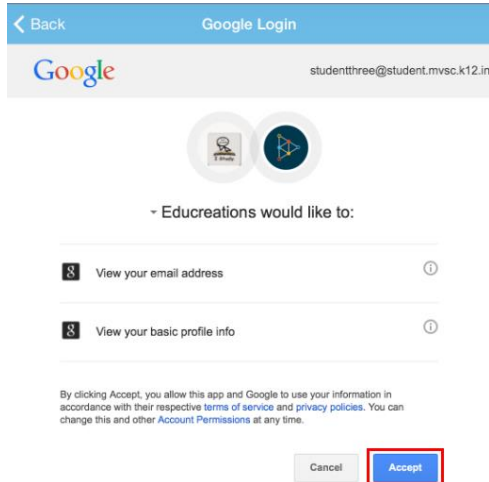
1. Click on the Educreations App on the iPad.
2. Login via email and password (after creating an account) or your Google Drive Account.



Note: If you do not have a Google Drive Account and you have not created an account with Educreations to set-up an Email or Username and Password, then you will have to Create an account.

3. When logging in using your Google Drive Account for the first time, Click Accept.

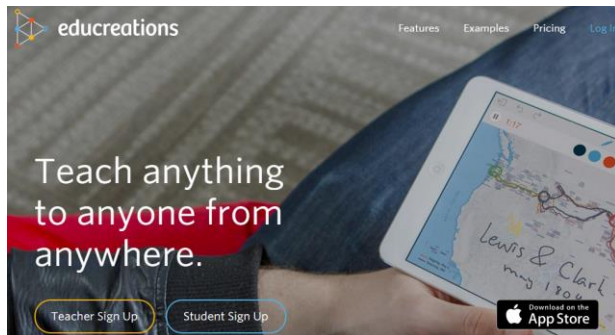
educreations



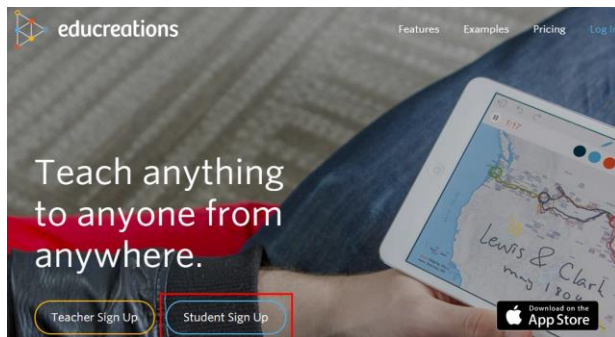
4. The student will now be able to Create and Share Lessons, and view Lessons assigned to his/her classes.

Student Sign-up via Course Code

1. Type the following into the web browser of the iPad or computer:
<http://www.educreations.com>
2. The following screen appears:



3. Click Student Sign Up



4. Click on Yes to verify that a course code is being utilized.

Sign Up with Educreations


Student Sign Up
Do you have a course code?

Yes

No

Already registered? [Log In](#)

5. Enter the Course Code and Click Continue.

 Sign Up with Educreations

Student Sign Up
Enter your course code:

1

2 Continue

Already registered? [Log In](#)

6. Register for the class by typing:
First and Last name, Email or Username, and Password.
7. Click Sign Up.

Sign Up with Educreations

Register for Test Professional Development

taught by Margie DeCraene

-
- If you do not have an email address, then choose a unique username that you will use to log in to Educreations.
-
-

Notify me about new features

5

By joining, I agree to [the terms](#)

Note: Students should sign up using their Google Drive Email and Passcode.

8. A confirmation will appear. **Click Start using the site!**

Sign Up with Educreations

Sign Up Complete!

Your account has been created! Next time you come to this site, use your email address to log in:

studentfour@student.mvsc.k12.in.us

Your password is the one you selected on the last page.

9. Once a student enrolls, the teacher will get a confirmation email that the student has enrolled in a class.

Student Four enrolled in your Test Professional Development course.

View and manage your students at <https://www.educreations.com/class/students/23312251/>

Thanks,

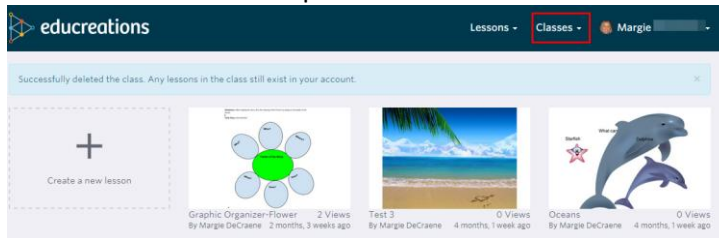
The Educreations Team

Creating a Class Online

*This is done on your PC or Laptop on the Educreations Website once you Log into Educreations at <http://www.educreations.com>

Classes allow you to group your content of topics for easy access for your students and findability.

1. Click on **Classes** at the top of the menu.



2. Select **Create a Class.**
3. Type a **Class Name.**

Class Name

Course Name

The title of this class.

Subject area

All

The subject area.

Grade Level

The grade level.

Description

Description

An optional description.

Create

4. Select a **Subject area.**

Class Name

Professional Development Technology Integration

The title of this class.

Subject area

All

All

Computing

Creative Arts

Health / P.E.

Language Arts

Math

Professional Development

Science

Social Studies

Special Education

Vocational Studies

World Languages

Other

An optional description.

Create

5. Select a **Grade Level.**

Class Name

 The title of this class.

Subject area

 The subject area.

Grade Level

 Kindergarten
 1st
 2nd
 3rd
 4th
 5th
 6th
 7th
 8th
 9th
 10th
 11th
 12th
 Higher Ed
 Other

6. Type a Description (optional).

Class Name

 The title of this class.

Subject area

 The subject area.

Grade Level

 The grade level.

Description

 An optional description.

7. Click on Create.

Class Name

 The title of this class.

Subject area

 The subject area.

Grade Level

 The grade level.

Description

 An optional description.

Once a Class is created, the following will appear:

1 Successfully created class. ✕

No lessons have been added to this class.

Professional Development Technology Integration

Class code: YLYCRFW

2 Lock 3 Settings

4 Add Lessons 5 Remove Lessons

Class Lessons

6 Students

No students have joined your class yet. To add a student, have them enter the class code above within the iPad app or at the following link:
<https://www.educreations.com/sr/YLYCRFW>

1. **Successfully created class** appears when you create a class successfully.
2. **Select Lock** to "lock students out of the class" and permit them from joining.
3. **Select Settings** to view the Class name, Subject Area, Grade Level and Description or to **Delete the Class**.
4. **Select Add Lessons** to add lessons to your class that are already created.
5. **Select Remove Lessons** to remove lessons from your class.
6. **Select Edit by Students** to Remove or Move students and providing students with the class code to enable them to join the class.

If you already created other lessons and would like to add a particular lesson to this course, click on **Add Lessons**.

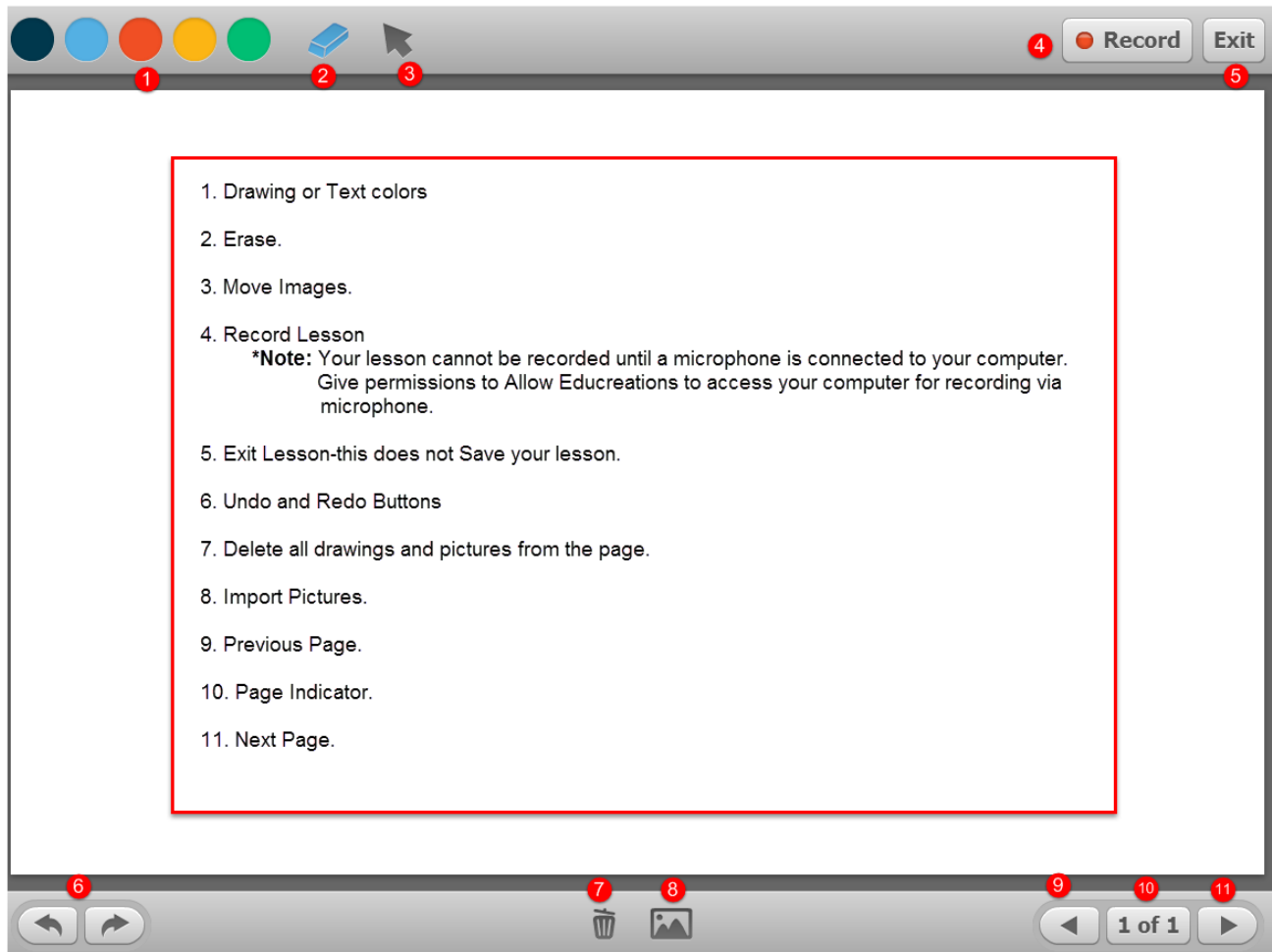
Creating a Lesson Online

If you are not on the home screen, click the Educreations Logo: 

1. Click **Create a new Lesson**.



2. The following tools will be available on the screen to help annotate your lesson:



Note: If you connect your microphone after selecting the Record button, then Exit from the Lesson and start over: Click New Lesson etc. The microphone needs to be connected before clicking New Lesson.

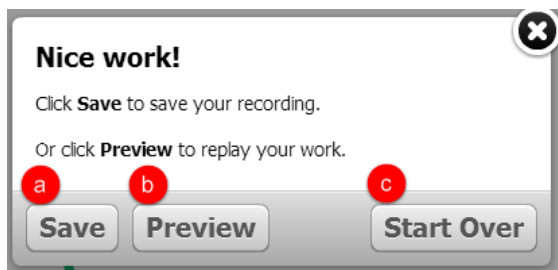
3. The following image will show up to provide permissions to Educreations to access your computer for recording using a microphone:



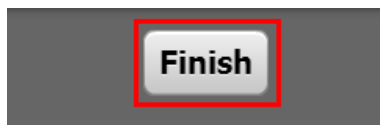
4. Click on **Allow**

educreations

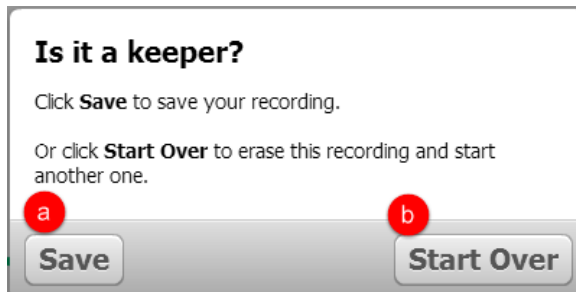
5. Click on **Close**
6. Once you are done completing and recording your lesson, the following box will appear with the following choices:
 - a. **Save:** Click to save your recorded lesson.
 - b. **Preview:** Preview your recording before saving.
 - c. **Start Over:** Erase your recording and begin a new recording for your lesson.



7. After you click Preview, **Click Finish.**



8. The following box will appear with the following choices:
 - a. **Save:** Click to save your recorded lesson.
 - d. **Start Over:** Erase your recording and begin a new recording for your lesson.



9. Type the following information about your lesson:
 - a. Title-Title of the lesson
 - b. Summary-Write about the main focus of the lesson or the standards covered
 - c. Select Private or Public:
 - Private-The lesson can be viewed by those that have the link.
 - Public-Anyone can view it.

Title a

Fractions

Lesson title.

Summary b

Learn to represent fractions in numerical or pictures in LCD.

Summary or objective of this lesson.

Privacy c

Private

Private
Published

Subject area

All

The subject area.

Create

d. Select Subject Area

Title

Fractions

Lesson title.

Summary

Learn to represent fractions in numerical or pictures in LCD.

Summary or objective of this lesson.

Privacy

Private

Who is allowed to view this?

Subject area d

All

All

Computing

Creative Arts

Health / P.E.

Language Arts

Math

Professional Development

Science

Social Studies

Special Education

Vocational Studies

World Languages

Other

e. Select Subject

Title

Fractions

Lesson title.

Summary

Learn to represent fractions in numerical or pictures in LCD.

Summary or objective of this lesson.

Privacy

Private

Who is allowed to view this?

Subject area

Math

The subject area.

Subject e

All

All

Algebra

Basic Math

Calculus

Geometry

Statistics

Trigonometry

f. Click Create

10. The lesson will now be Saved in Lessons.

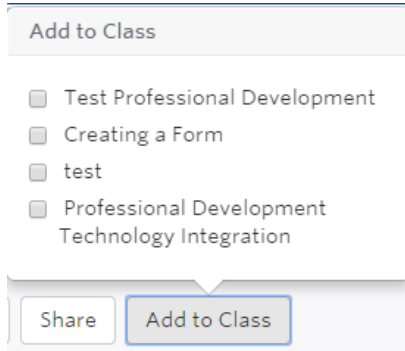
11. Click on the lesson to:

- a. Edit
- b. Add it to your Favorites
- c. Share
- d. Add to a created Class.

When selecting **Share**-Select either to **Share the Link** or **Embed** the link to a website.

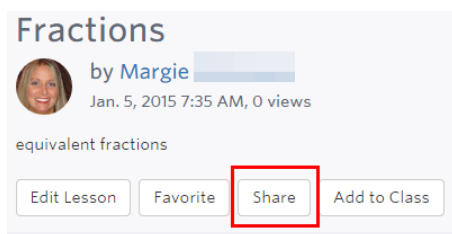
When selecting **Add to Class**-Check the class or classes that should view the lesson.

educreations

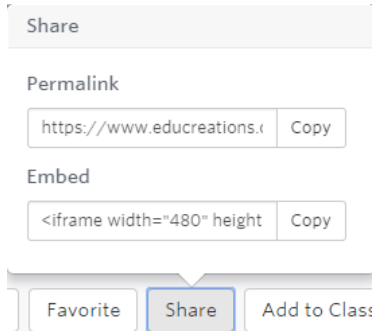


Sharing a Lesson via the Educreations Website

1. From the Main Page, Click on the Lesson to Share.
2. The Lesson will open in Preview mode.
3. **Click Share** located below the lesson.

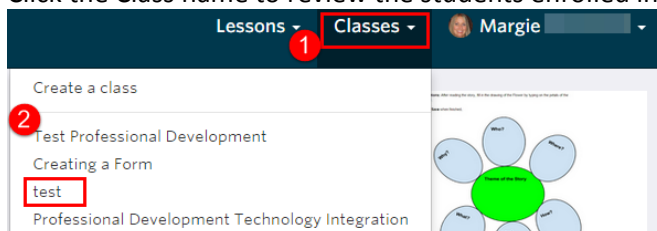


4. Select either to **Share the Link** or **Embed** the link to a website.

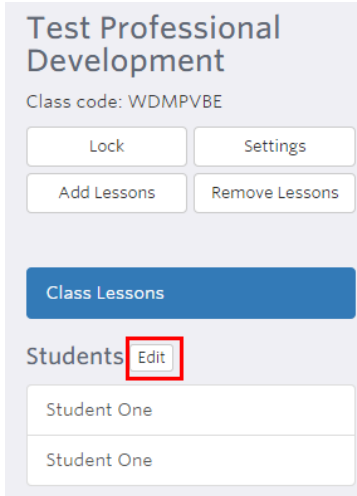


Adding & Removing Students via the Educreations Website

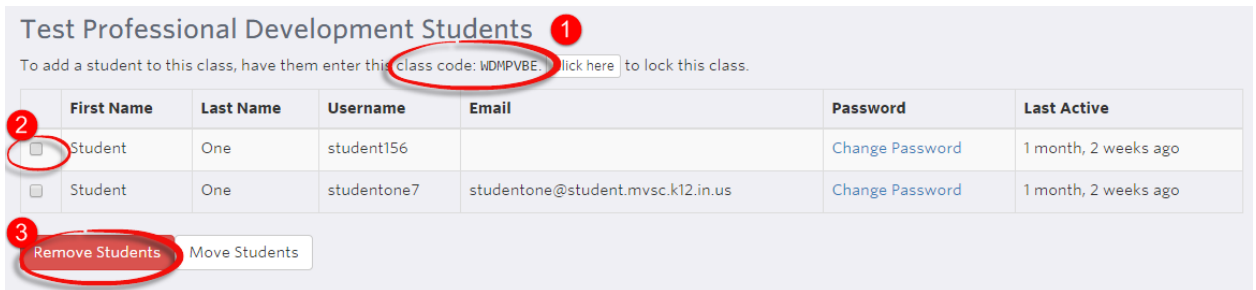
1. From the Main Page, Click Classes.
2. Click the Class name to review the students enrolled in the class.



3. Click Edit when the following box appears.

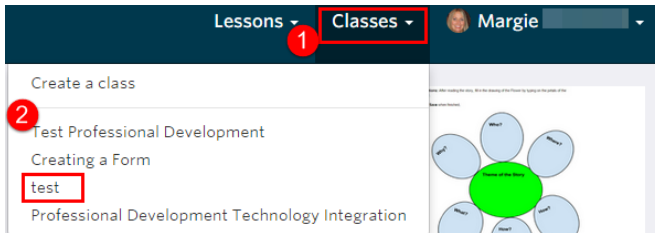


4. To add students to the class, give the students the Class Code to join the class.
5. To Remove students from the class, check the student(s) name(s) and then Click Remove Students.

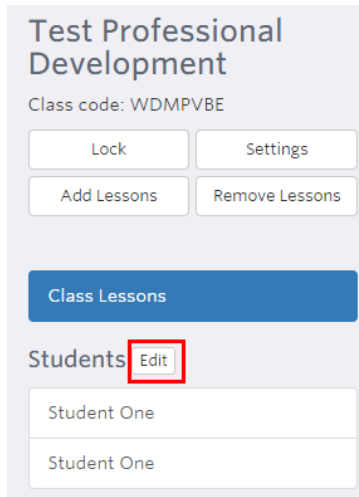


Moving Students from One Class to Another

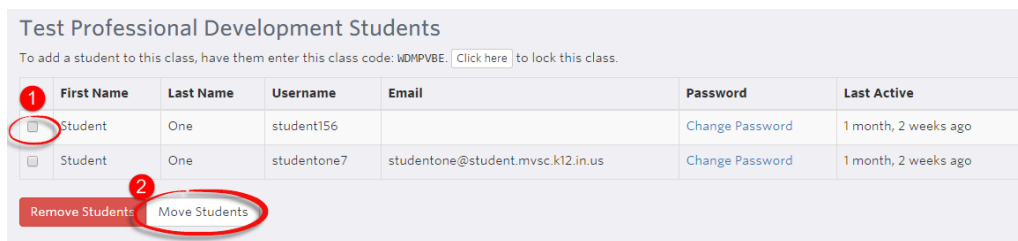
1. From the Main Page, Click Classes.
2. Click the Class name to review the students enrolled in the class.



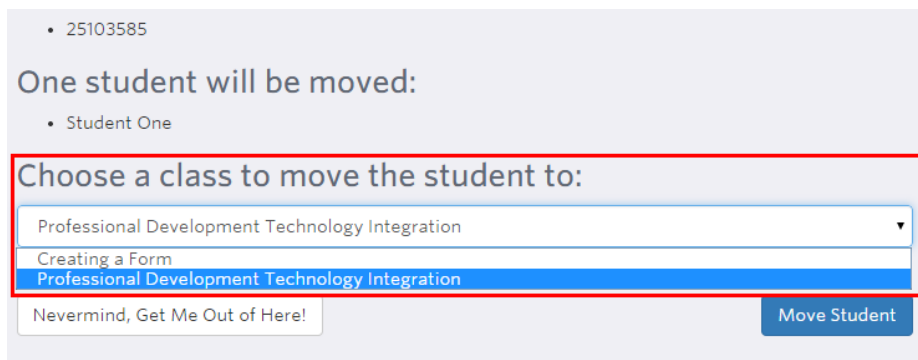
3. Click Edit when the following box appears.



- To move students from one class to another, check the name(s) of the student(s) to be moved from the list.
- Click Move Students.



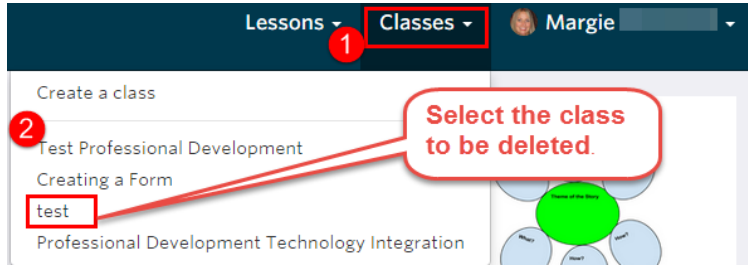
- Select the class to move the student to.



- Click Move Student.

Deleting a Class via the Educreations Website

- From the Main Page, Click Classes.
- Click the Class name to be deleted.



3. Click Settings.

4. Click Delete Class.

Class Name

The title of this class.

Subject area

The subject area.

Grade Level

The grade level.

Description

An optional description.

Save Delete Class

5. Select Yes, Delete This Class.

Are you sure you want to delete your test class?

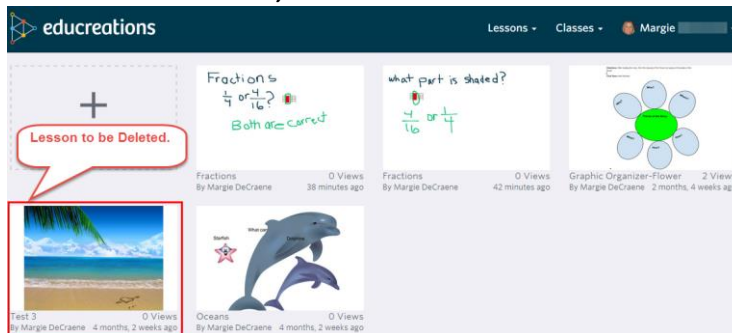
This cannot be undone. All students will be unenrolled and any lessons will be removed from the class (but not deleted from your account).

Nevermind, Get Me Out of Here! Yes, Delete This Class

Note: Select *Nevermind, Get Me Out of Here!* if you do not want to delete the class.

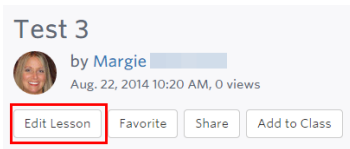
Deleting Lesson(s) via the Educreations Website

1. From the Main Screen, Click on the Lesson to be Deleted.

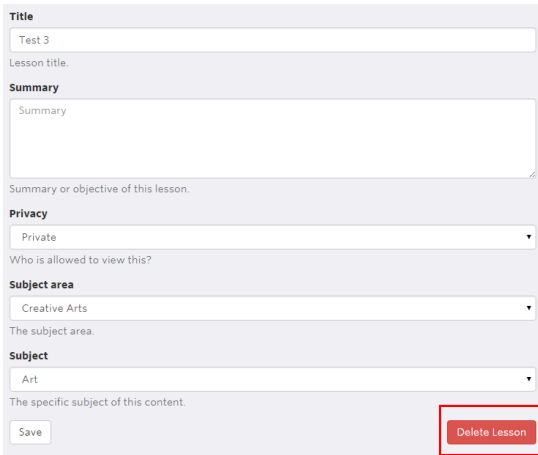


2. The lesson will open.

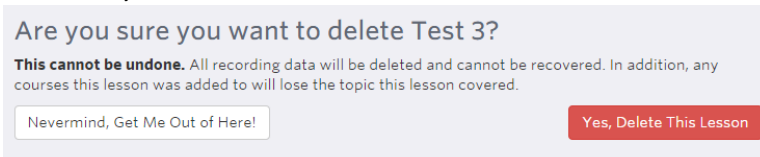
3. Click **Edit Lesson** located at the bottom of the lesson.



4. Click **Delete Lesson**.



5. Select **Yes, Delete This Lesson**.



Note: Select *Nevermind, Get Me Out of Here* to cancel the deletion of the lesson.

Educreations Reminders

- *Lessons created from www.Educreations.com will be synched and be viewable from your iPad.
- *Lessons created on your iPad will be synched and be viewable from www.Educreations.com
- *To get to the main page on the website, click on the logo and the word “Educreations.”
- *A class created online can include many lessons.
- *Classes can only be created on the website and not the iPad.
- *A lesson must be saved or all work will be lost.

educreations

*Students can view lessons created by the teacher, subscribe to classes, browse lessons, and create a lesson. Students cannot create a class.

*Lesson tutorials will have to be embedded for Blogs.

*Lessons will need to be made Public in order to share via Facebook and Twitter.

*For Peer Lesson Tutorials have students draw the lesson on paper first before recording.

*Provide students a timeframe when creating lesson tutorials.

*When using the microphone to record vocals give permissions to “Allow” Educreations to access your computer. The microphone must be connected to your computer before selecting to create a new lesson. If the microphone is not connected before creating a new lesson, then exit the lesson, connect the microphone and start over.