How do I create temporary passwords for multiple users / a whole class?

GCSE Prepper 9/A*

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9/A*

Teacher Dashboard

Administration

Set Homework ▾

View Reports

Dashboard > School: Demo School

School: Demo School

School Details

Demo Street
emo Town
mo City/Demoshire
12 5FT

Click on the 'Administration' link.

If this option is not available, you will have to ask the person who manages GCSE Prepper within your school to set you up as a 'Teacher Administrator'

Manage School Years

Manage School Classes

Manage School Users

School Years

25 ▾ school years per page

Showing **1-5** of **5** items.

Name	Number of Classes	Number of Users	Edit
Y7	2	0	...
Y8	4	0	...
Y9	0	0	...

Demo Teacher ▴

Privacy Policy

FAQs

Terms And Conditions

GCSE Prepper
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Dashboard > School: Demo School

School: Demo School

School: Demo School

Teacher Dashboard

Administration

Set Homework ⌄

View Reports

School Details

School Name: **Demo School**

Email: **mrdemo@demo.co.uk**

Tel. Number: **09352 123456**

Address:

3 Demo Street
Demo Town
Demo City/Demoshire
DE12 5FT

Master School Admin Details

Name	Demo Name
Email	
Phone	

Press 'Manage School Users'

Manage School Years

Manage School Classes

Manage School Users

Demo Teacher ⌄

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School Years

25 ⌄ school years per page

Showing **1-5** of **5** items.

Name	Number of Classes	Number of Users	Edit
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Y8	4	0	•••
Y9	0	0	•••

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Y8	4	0	...
Y9	0	0	...
Y10	1	0	...
Y11	6	1	...

Use the filter to find the student you wish to give a temporary password

Click on the pink button with the 3 dots (...) to the right of the student

School Users

25 users per page

Showing **1-3** of **3** items.

‹ Add new user

	Username	Status ⇕	Role	Year(s)	Contact Email ⇕	Edit
	Demo	Filter by...	Filter by...			
☐	Demo Name	Live	Master School Admin	Y7, Y8, Y9, Y10, Y11	(not set)	...
☐	Demo Student	Live	Student	Y7, Y8, Y9, Y10, Y11	student@gcseprepper.co.uk	...
☐	Demo Teacher	Live	School Teacher Admin	Y7, Y8, Y9, Y10, Y11	teacher@gcseprepper.co.uk	...

Demo Teacher

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Type here to search

6°C Mostly cloudy

18:36
27/02/2023

Browser tabs (top): Inbox (7 | Trouble | Create | Beilik | Cricket | School: | BBC iPle | Inbox (7

URL bar: https://... iew?id=7

6

School Users

This field enables you to adjust how many users appear on 1 page

This box enables you to select (or deselect) all the users that appear on a page

- Press this button when you have selected the users that you wish to give temporary passwords to
- This button will not appear until 2 or more users are selected

Dashboard

Admin Operations

Marking

[25] users per page

Showing **1-6** of **6** items.

◂ Bulk Edit   ◂ Resend verification emails   ◂ Add new user

☑	Username	Status ⇅	Role	Year(s)	Contact Email ⇅	Edit
	[Filter]	Filter by...	Filter by...	[Filter]	[Filter]	
☑	Demo Name	Live	Master School Admin	Y7, Y8, Y9, Y10, Y11	(not set)	...
☑	Demo Student	Live	Student	Y7, Y8, Y9, Y10, Y11	student@gcseprepper.co.uk	...
☑	Demo Teacher			Y7, Y8, Y9, Y10, Y11	teacher@gcseprepper.co.uk	...
☐	Mary Student			Y7, Y8, Y9, Y10, Y11	marystudent@gcseprepper.co.uk	...
☐	Tom Student	Live	Student	Y7, Y8, Y9, Y10, Y11	tomstudent@gcseprepper.co.uk	...
☐	Ian Taylor	Unverified	Student	Y7, Y8, Y9, Y10, Y11	itaylor@academiesenterprisetrust.org	...

These boxes enable you to select (or deselect) individual users

Paul Fradgley ▲

Privacy Policy

Terms And Conditions

Taskbar clock: 13:33 7°C Cloudy 28/02/2023

Search bar: Type here to search

GCSE Prepper
9/A*

Dashboard

Admin Operations

Marking

Questions ▾

Paul Fradgley ▴

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Y11   6   1   ...

School Users

| 25 ▾ | users per page |

‹ **Bulk Edit**   ‹ **Resend verification emails**   ‹ **Add new user**

Resend verifications
Reset passwords (CSV)
Reset passwords (PDF)
Skip verifications

Showing **1-6** of **6** items.

☐	Username	Status ⇅	Role	r(s)	Contact Email ⇅	Edit
	[Filter by...]	[Filter by... ▾]	[Filter by... ▾]			
		Live	Master School Admin	Y7, Y8, Y9, Y10, Y11	(not set)	...
	nt	Live	Student	Y7, Y8, Y9, Y10, Y11	student@gcseprepper.co.uk	...
	er	Live	School Teacher Admin	Y7, Y8, Y9, Y10, Y11	teacher@gcseprepper.co.uk	...
	t	Live	Student	Y7, Y8, Y9, Y10, Y11	marystudent@gcseprepper.co.uk	...
☐	Tom Student	Live	Student	Y7, Y8, Y9, Y10, Y11	tomstudent@gcseprepper.co.uk	...
☐		Unverified	Student	Y7, Y8, Y9, Y10, Y11		...

This option will download a PDF onto your computer - which can be printed onto labels (or cut up & distributed to students) - see page 7

🔍 Type here to search

7°C Cloudy

13:32
28/02/2023

GCSE Prepper

Demo Student
Classes: Demo class (+ 5 more)
User: student@gcseprepper.co.uk
Password: cYy6MSg2

GCSE Prepper

Mary Student
Classes:
User: marystudent@gcseprepper.co.uk
Password: DbhDzkgF

GCSE Prepper

Tom Student
Classes:
User: tomstudent@gcseprepper.co.uk
Password: Vs93ZhXb

Give this information to the students and make sure they use it within 3 days