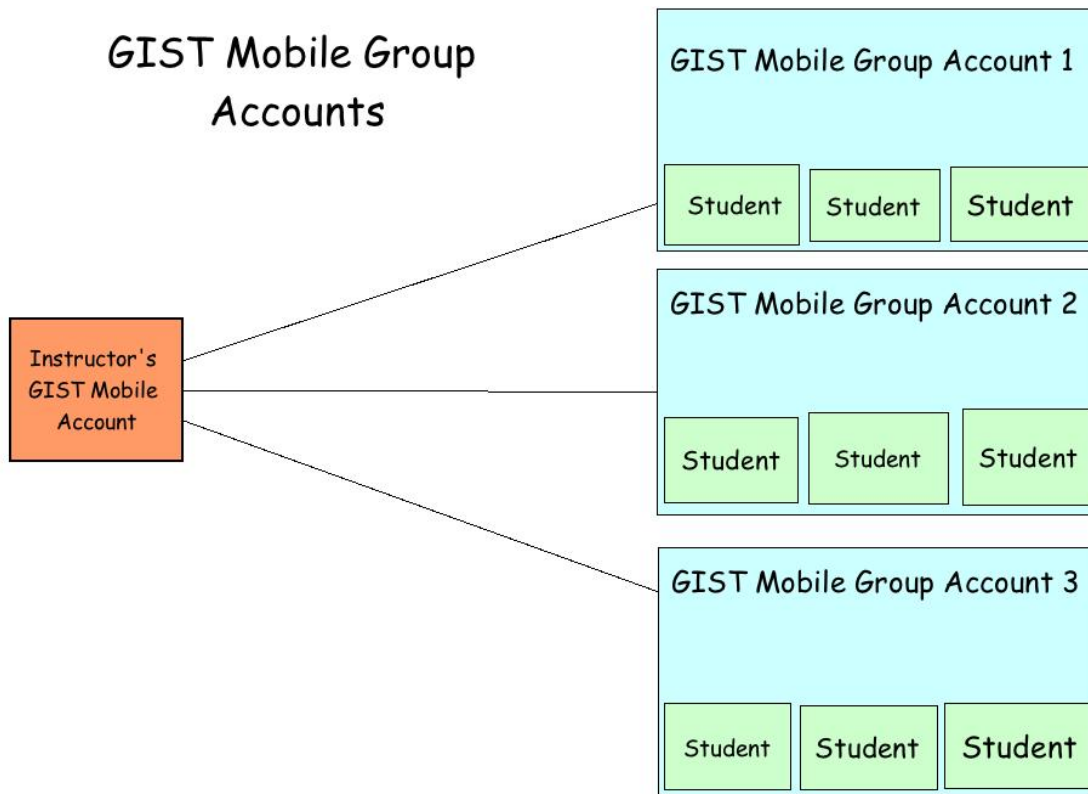
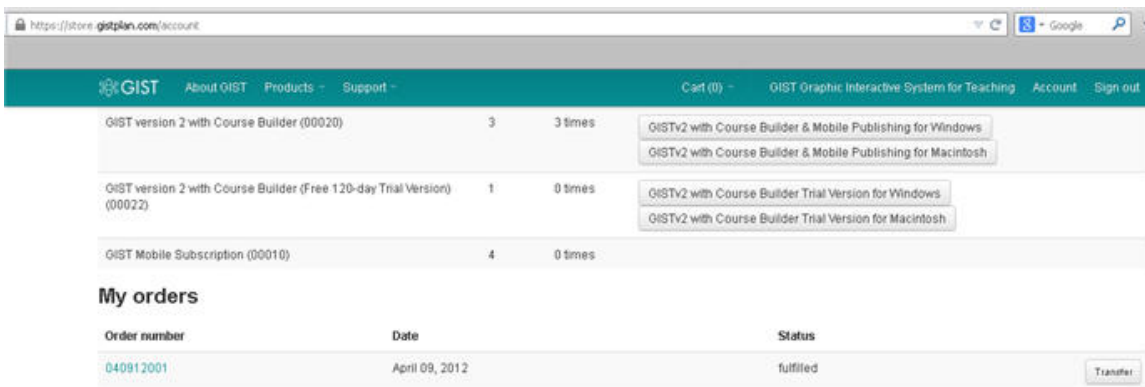


How to create, setup and use GIST Mobile Group Accounts

The use of GIST Mobile Groups accounts are ideal for a teacher that wants to have students working in groups as small as two or a large as 10 plus. This scenario might be where a small or large group of students working on the same Unit Organizer online(IPAD, Tablet, Chromebook) and when groups enters text into GIST Mobile it appears on that groups account.



To create and set up a GIST Mobile Group accounts, the teacher first needs to have their Instructor account and subscription set-up with either a promotion code or purchasing it via the GIST Online Store.



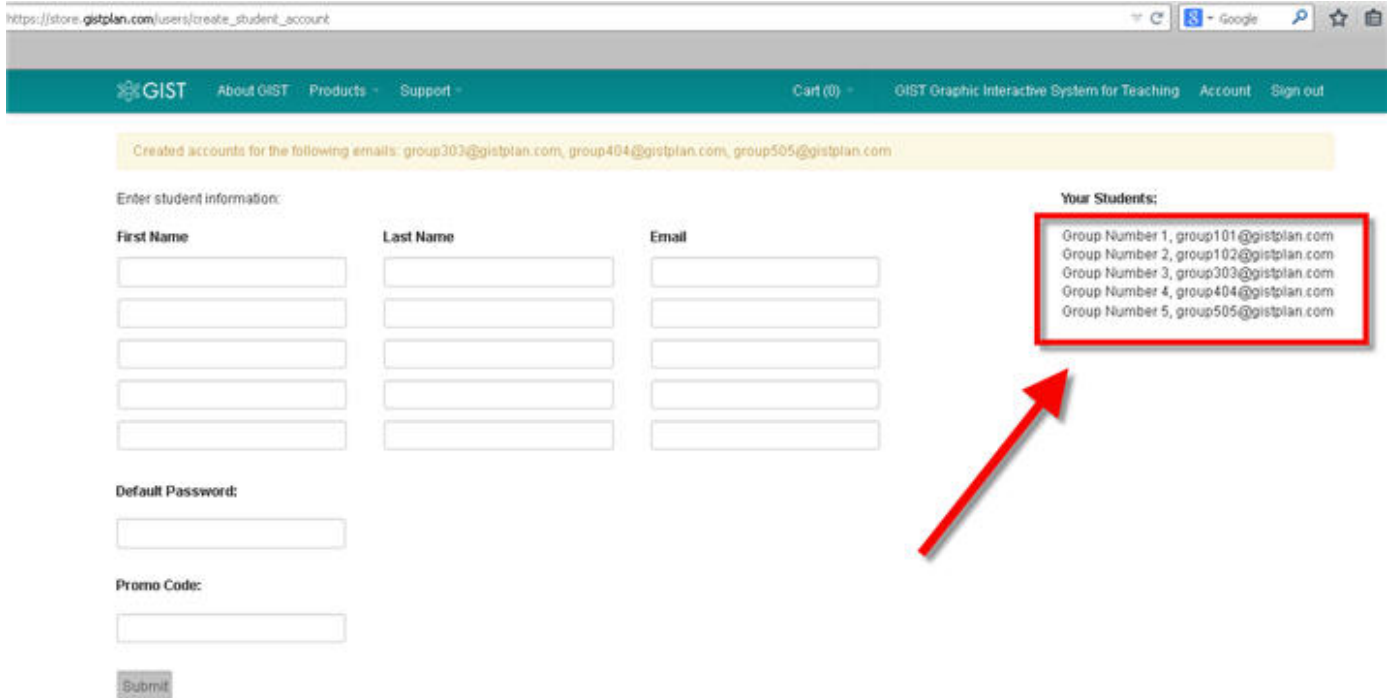
Once a teacher's account and subscription is active, a teacher can then go in the "My Account" section and select the Create Student Accounts button.

The screenshot shows the 'My Account' page on the GIST website. At the top, there is a navigation bar with the GIST logo and links for 'About GIST', 'Products', and 'Support'. On the right side of the navigation bar, there is a 'Cart (0)', 'GIST Graphic Interactive System for Teaching', 'Account', and 'Sign out' links. Below the navigation bar, the 'My Account' section contains several buttons: 'Edit account', 'Address book', 'Your profile', 'Manage handouts', 'Create student accounts', and 'Claim promotion'. A red arrow points to the 'Create student accounts' button. Below this, the 'My products' section displays a table with columns for 'Name', 'Licenses', 'Downloaded', and 'Downloads'. The table lists two versions of the GIST software: a 'FREE 120-day Trial Version' and 'Version 1 (00060)'. Each version has a 'Licenses' count, a 'Downloaded' count (0 times), and two download buttons for '1.1.3.1 for Windows' and '1.1.3.1 for Macintosh'.

On the 'Create Students Account' Page, a teacher will create the desired number of group accounts with first name, last name, email, a new password and enter a promotion code. Please note, that if a teacher wants the group account name to be indicative of the group or class then they should have that reflected in the First Name and Last Name field, for example 'Group 1 English Class Period 1'. Also, the email address doesn't not have to be a valid email and can be one that was made up for the purpose of account sign in.

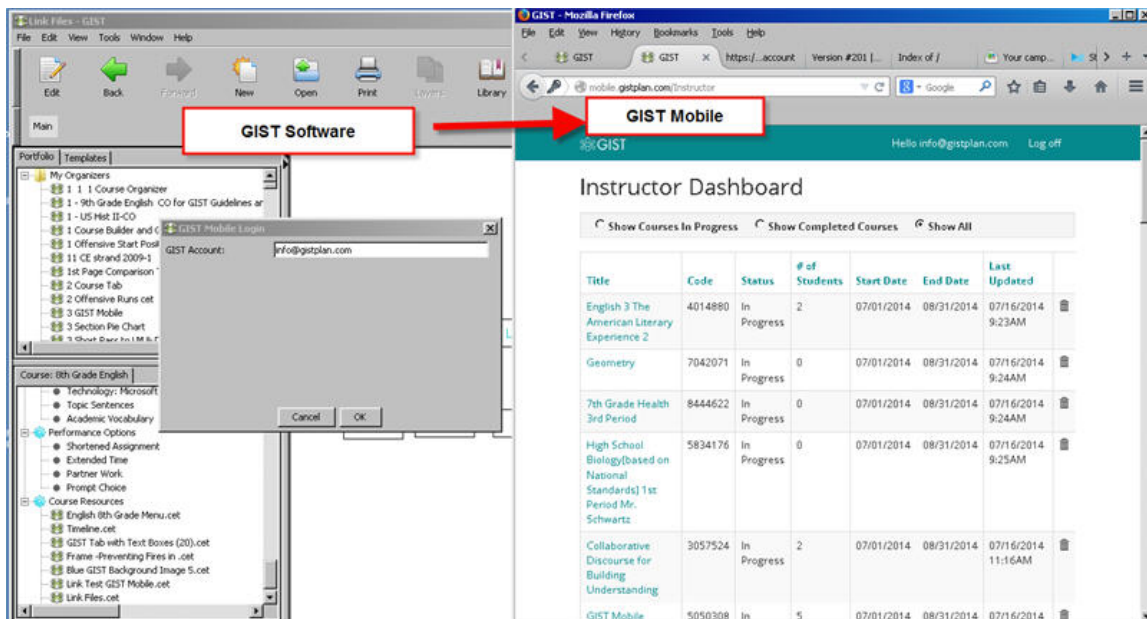
The screenshot shows the 'Create Student Account' form on the GIST website. The form is titled 'Enter student information:' and contains several sections. The 'First Name' section has three input fields with the text 'Group'. The 'Last Name' section has three input fields with the text 'Number 3', 'Number 4', and 'Number 5'. The 'Email' section has three input fields with the text 'group303@gistplan.com', 'group404@gistplan.com', and 'group505@gistplan.com'. Below these sections are two empty input fields. The 'Default Password:' section has one input field with the text 'Password'. The 'Promo Code:' section has one empty input field. At the bottom of the form is a 'Submit' button. On the right side of the page, under the heading 'Your Students:', there is a list of created accounts: 'Group Number 1, group101@gistplan.com' and 'Group Number 2, group102@gistplan.com'. The footer of the page contains links for 'Home', 'About GIST', 'Products', 'Resources', 'Account', and 'Contact', along with the copyright notice '© 2005-2014 Velvet Bridge, LLC'.

After the information has been filled in, select 'Submit' button and the accounts should be created and appear in the right corner of the page.

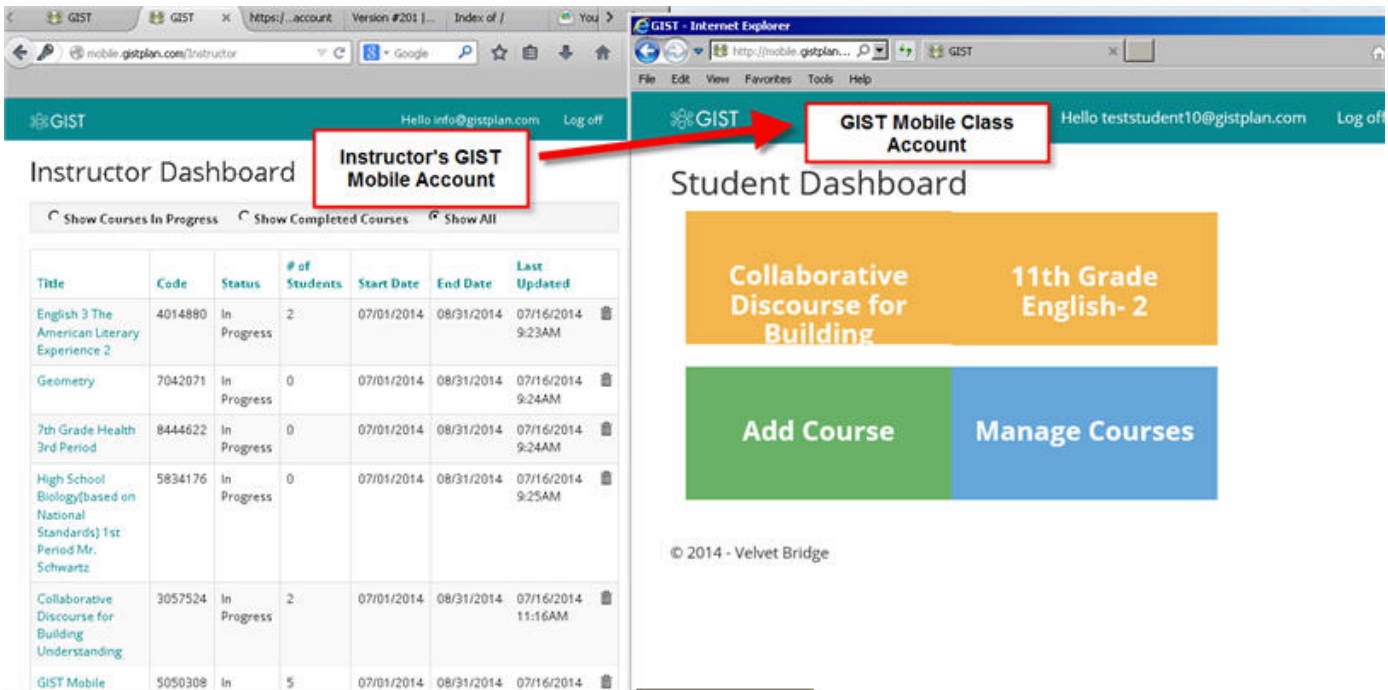


The teacher can create up to 5 GIST Mobile Group accounts at once. If a teacher needs to create additional Group accounts they will follow the same steps on the on the “Create Student Accounts’ Page.

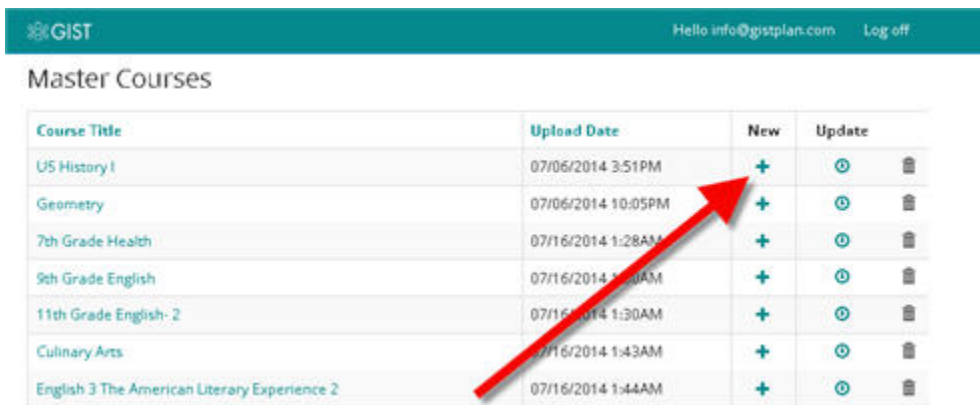
There should now be a one instructor account and multiple group/student accounts depending on how many you created. The GIST Mobile Instructor account is the account that the teacher needs to post/publish from GIST software. Please see ‘Publishing to GIST Mobile’ Guide for information on how to publish from GIST Software to GIST Mobile - <https://store.gistplan.com/resources/30>.



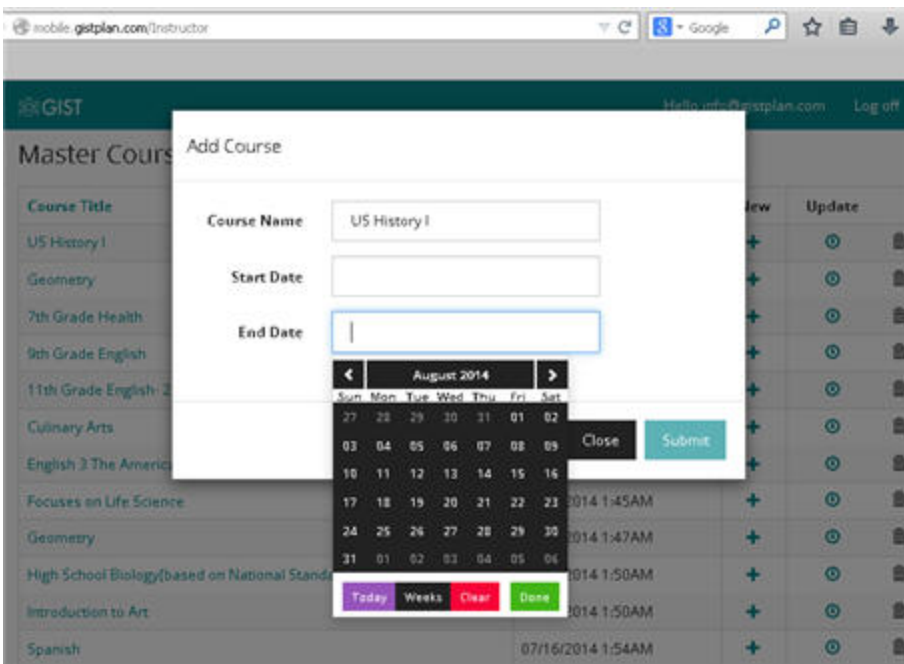
The group accounts are the account that the teacher will need to share from their GIST Mobile Instructor account to the GIST Mobile Student Account.



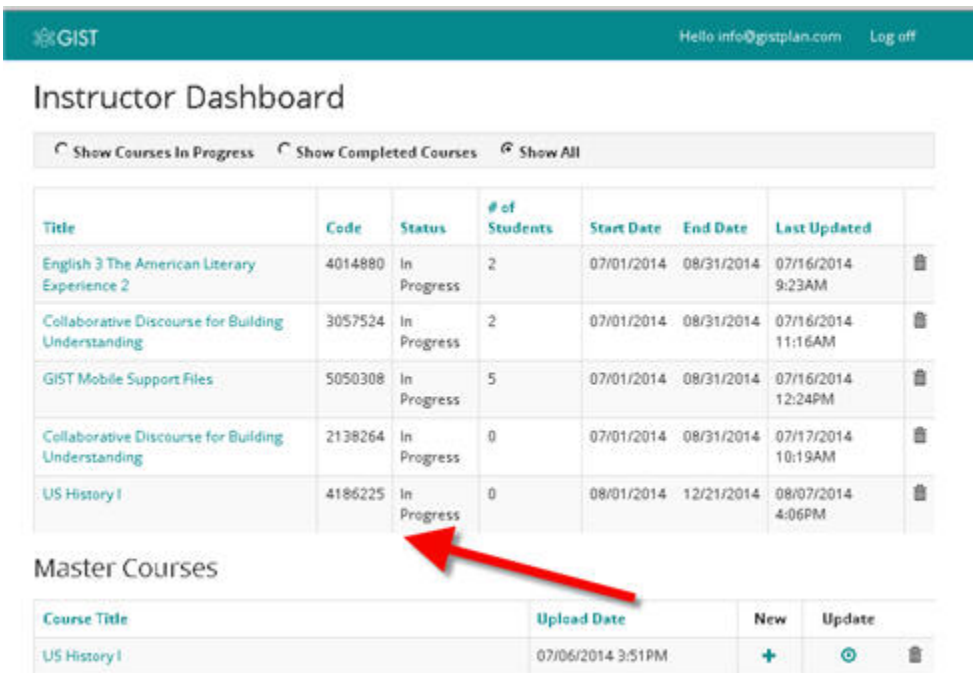
Once the teacher has published to her GIST Mobile at mobile.gistplan.com, account they will need to make the course active by selecting the plus button next to the Course on 'Instructors Dashboard'.



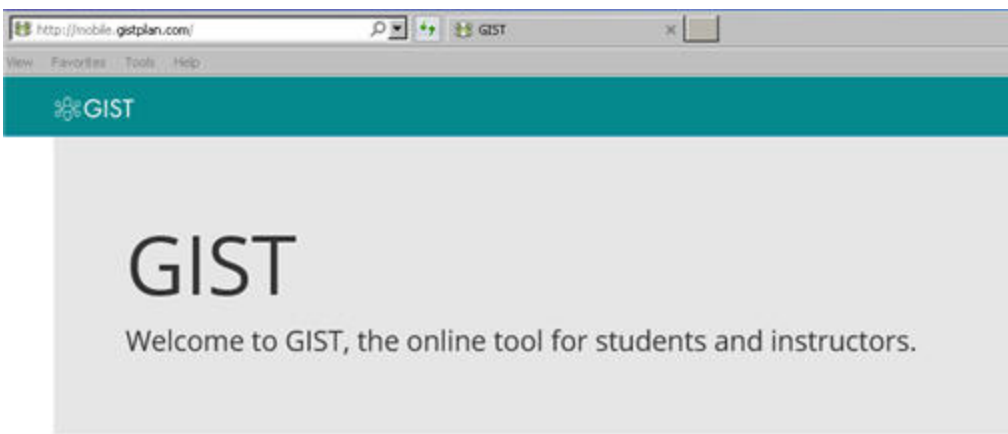
This will bring up an activate course button that will open an 'Add Course' menu. The 'Add Course' menu will require a start date, end date and name for that particular course or period. The course can then be put in to Progress but selecting the 'Submit' button on the 'Add Course' menu.



The Course will then appear in the top part of the Instructors Dashboard under the In Progress selection area. The Course will have a Course Number associated with it and should have a status of 'In Progress'.



Now that the Course is 'In Progress' it can be added or matched with group/student accounts. The instructor will give the student groups access to the posted course via the Course code. The student groups will need to sign in with email and password that the teacher created on 'Create Student Accounts' page.



Email

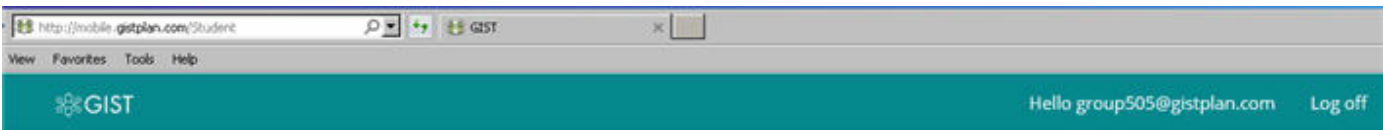
Password

Remember me?

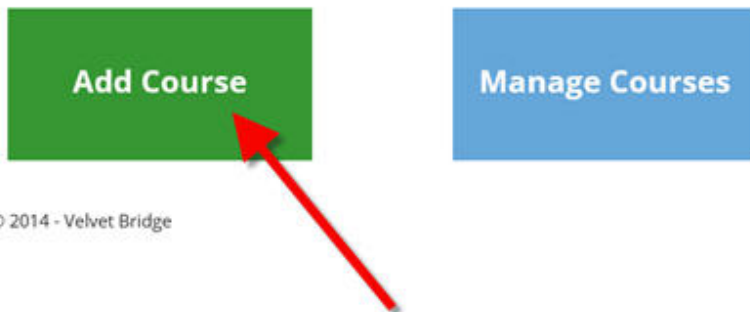
[Create Account](#)

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Once signed into the 'Student Dashboard' the student groups will select the 'Add Course' green link.

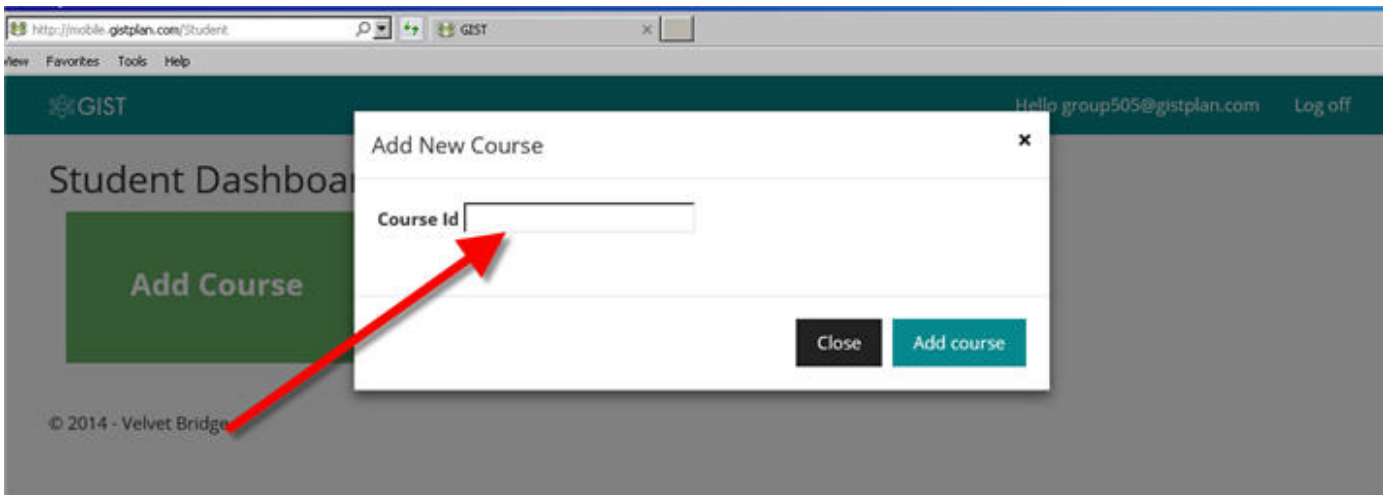


Student Dashboard

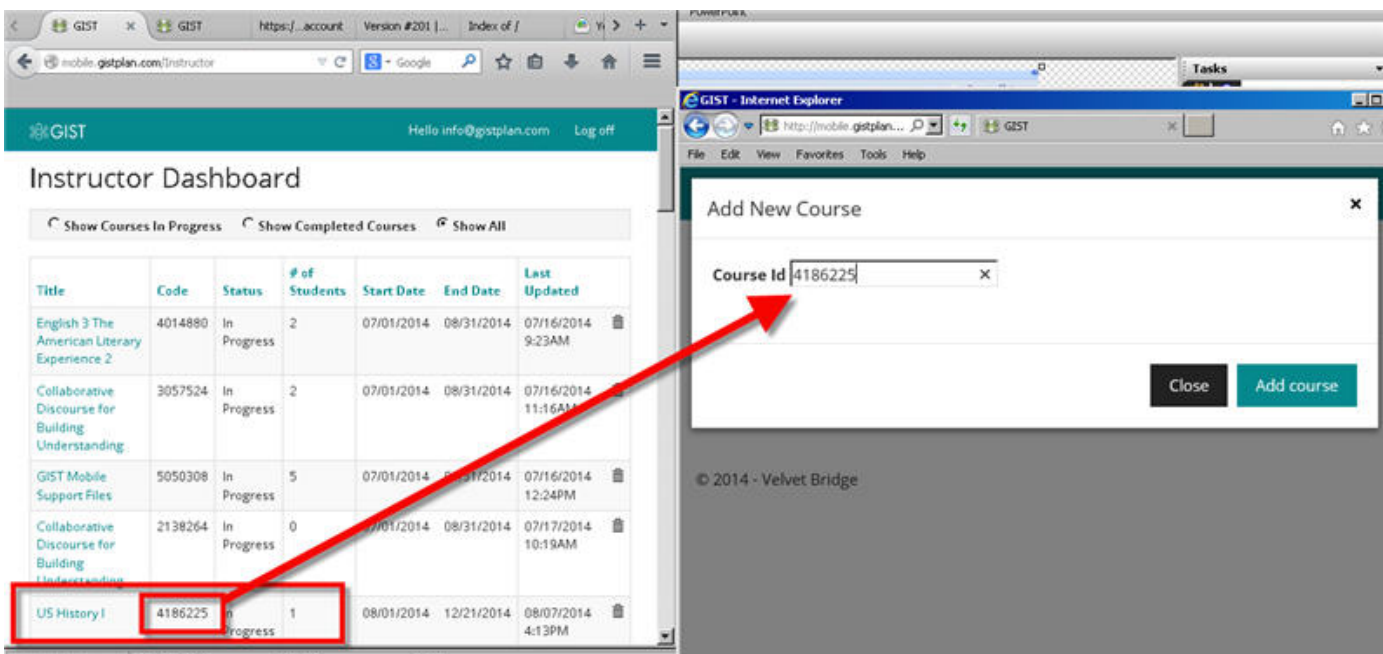


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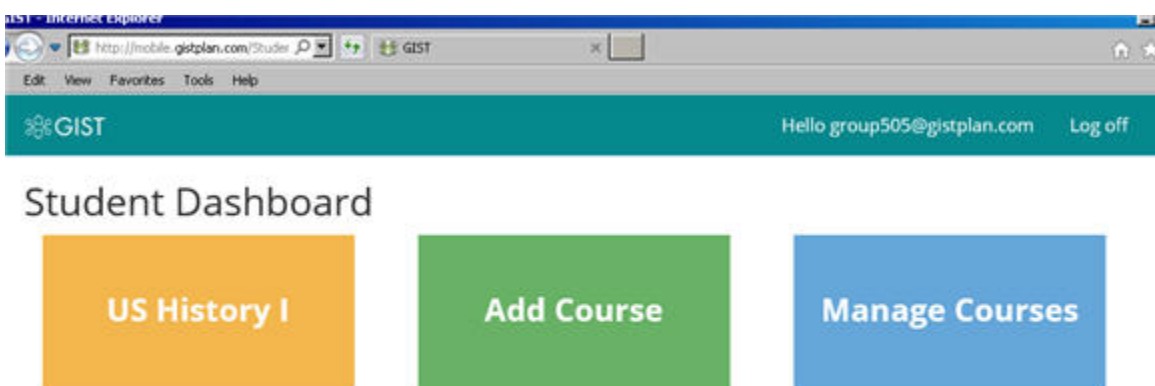
Next, student will type the Course ID in the Menu and then hit 'Submit' button.



Note, the Course ID can be found on the Instructors Dashboard under 'Courses in Progress'.



Once the course has been successfully added it will appear on the Instructors Dashboard. The GIST Mobile Course should then be ready to be viewed and worked on by the Student Group.



All Student Groups will need to use their particular group sign-in email and password to access the Course. The teacher and student from there can co-create, view, take notes accesses assignment and handouts from the GIST Course.

The screenshot shows a web browser window with the URL <http://mobile.gistplan.com/CourseWor>. The page header includes the GIST logo, the user name "Hello group505@gistplan.com", and a "Log off" button. Below the header is a navigation bar with "US History I" and a menu of options: Units, Critical Questions, Critical Concepts, Community Principles, Learning Rituals, Performance Options, and Resources. A secondary navigation bar contains "Course Organizer", "Course Map", and "Notes".

The main content area is titled "The Course Organizer" and is divided into several sections:

- Teacher(s):** A text input field.
- Time:** A text input field.
- Student:** A text input field.
- Course Date:** A text input field.
- 1 THIS COURSE:** A section containing the course title "US History I" and a callout bubble that says "is about" followed by the text "The begning of the US History until Post Civil War Period".
- 2 COURSE QUESTIONS:** A section with a label "I:" and a blank space for input.
- 3 COURSE STANDARDS:** A table with columns for "What?", "How?", and "Value?". It contains rows for "CONTENT:" and "PROCESS:", each with a blank space for input.
- COURSE PROGRESS GRAPH:** A label at the bottom of the standards section.