

Distance Learning With Mangahigh



Thank you for downloading our distance learning guide. We are aware of the unfortunate circumstances schools are facing right now concerning COVID-19 and many schools having to close. This guide is designed to help teachers set up a remote learning environment for their students that fits their existing circumstances. This way, students can continue their education remotely with the help of their teachers, and not fall behind on regular teaching.

In this guide, we will go through the process of distance learning using Mangahigh. Topics from getting your account set up to assessing your students' activities will be explained. If you need any help or have questions about Mangahigh, please let us know. We're happy to help!

The Mangahigh Team

What's Included

Getting Started With Mangahigh

1. Set up student and teacher accounts
2. Distribute student logins

How To Use Mangahigh For Distance Learning

3. Assign tasks
4. Review and set individual assignments
5. How to stay connected with your students
6. Assessment

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Getting Started With Mangahigh

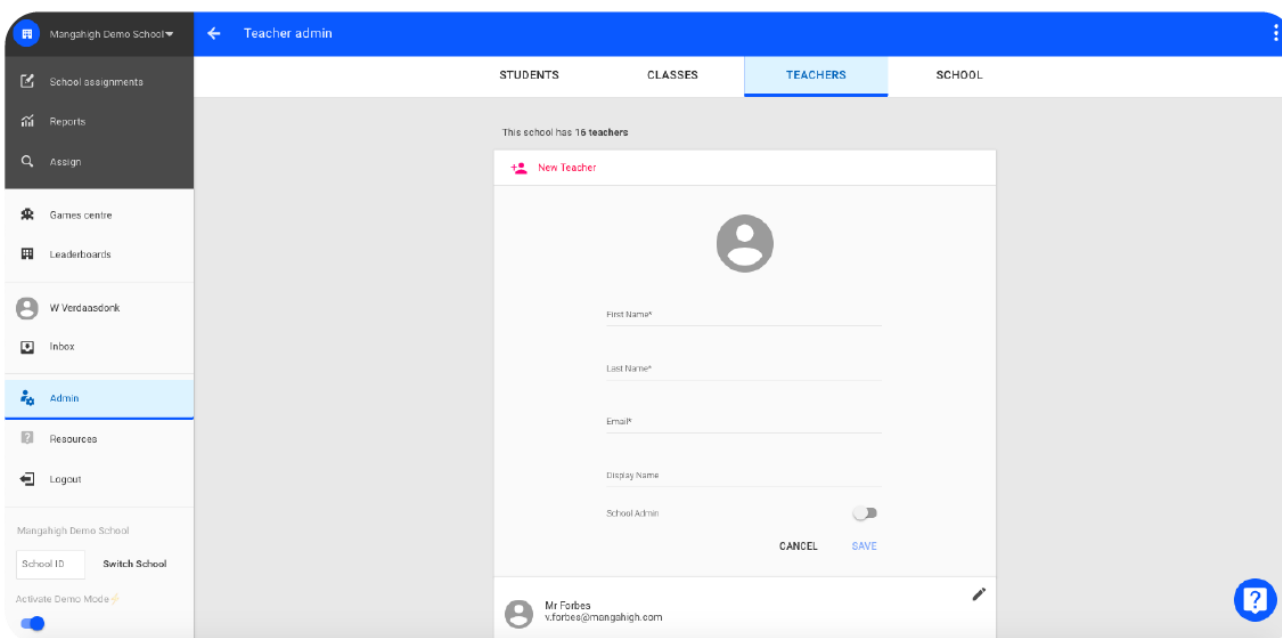
If you haven't created an account yet, you can do so [via this link](#). By registering, you will receive full access to Mangahigh for 60 days straight away. If your school's closure lasts longer than 60 days, please [contact us](#) so we can support you further.

How to Set up Teacher Accounts

When you have created your account and **verified your password**, you can start to add teachers to the platform if needed:

1. When on the Mangahigh platform, click the **Admin** menu link
2. Click **TEACHERS**
3. Click the pink **New Teacher** button to add teachers to your school
4. Enter the teacher's details
5. Select if you want the teacher to be a school admin and **click Save**. If a teacher is an admin, it means that they can add, edit or delete students, classes and other teachers

The teacher will receive a request via email to verify their email address and create a password.



The screenshot shows the Mangahigh platform interface for a teacher admin. The top navigation bar is blue with a back arrow and the text "Teacher admin". Below this is a tab bar with "STUDENTS", "CLASSES", "TEACHERS" (selected), and "SCHOOL". The main content area shows "This school has 16 teachers" and a "New Teacher" button. A form for adding a new teacher is displayed, with fields for First Name*, Last Name*, Email*, Display Name, and School Admin (a toggle switch). At the bottom of the form are "CANCEL" and "SAVE" buttons. The left sidebar contains a menu with options like "School assignments", "Reports", "Assign", "Games centre", "Leaderboards", "W Verdaasdonk", "Inbox", "Admin" (selected), "Resources", and "Logout". The bottom of the sidebar shows "Mangahigh Demo School", a "School ID" field, a "Switch School" button, and "Activate Demo Mode" with a toggle switch. The bottom right corner of the main area shows a user profile for "Mr Forbes" with the email "v.forbes@mangahigh.com" and a help icon.

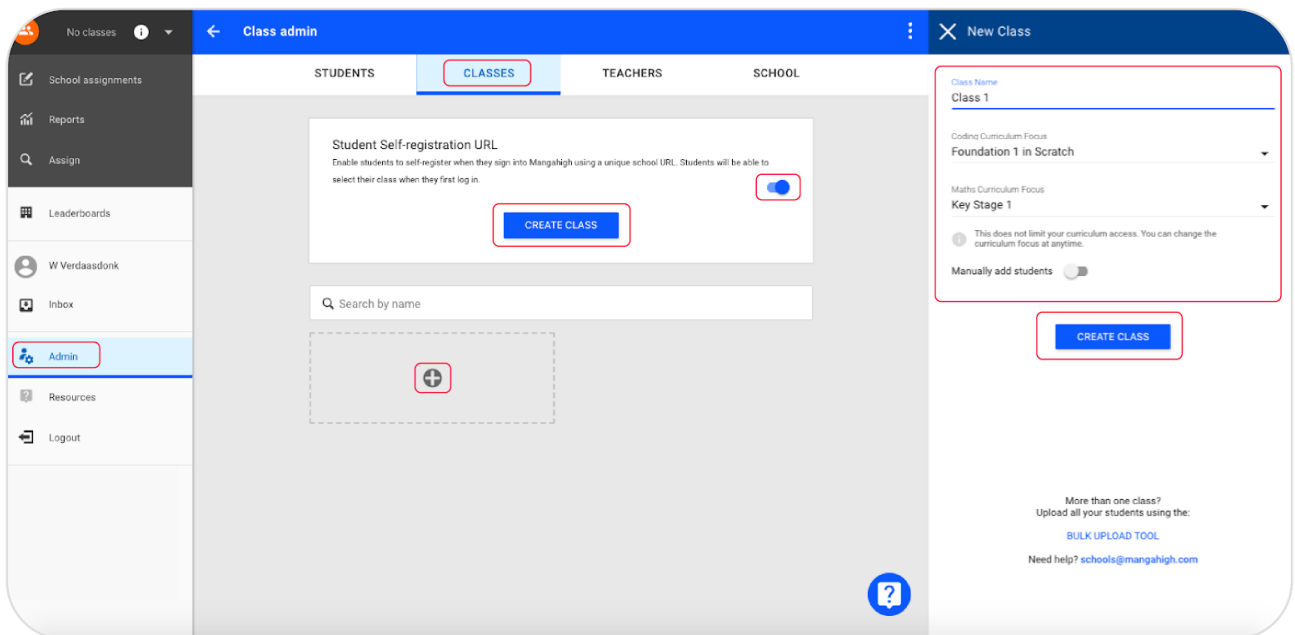
How to Set up Student Accounts

There are three ways to add your students to the platform:

1. Use the Invite Link so your students can create their logins themselves
2. You can add them yourself
3. [Fill in this Excel](#) form and [send it to our team](#) so we can set them up for you

Use the Invite Link:

1. Click **Admin**
2. Click **CLASSES**
3. Click the toggle to turn on the Invite Link
4. Click **CREATE NEW CLASS**
5. Enter the class name and select a Curriculum Focus
6. Click **CREATE CLASS**
7. Repeat from step 4 for each class

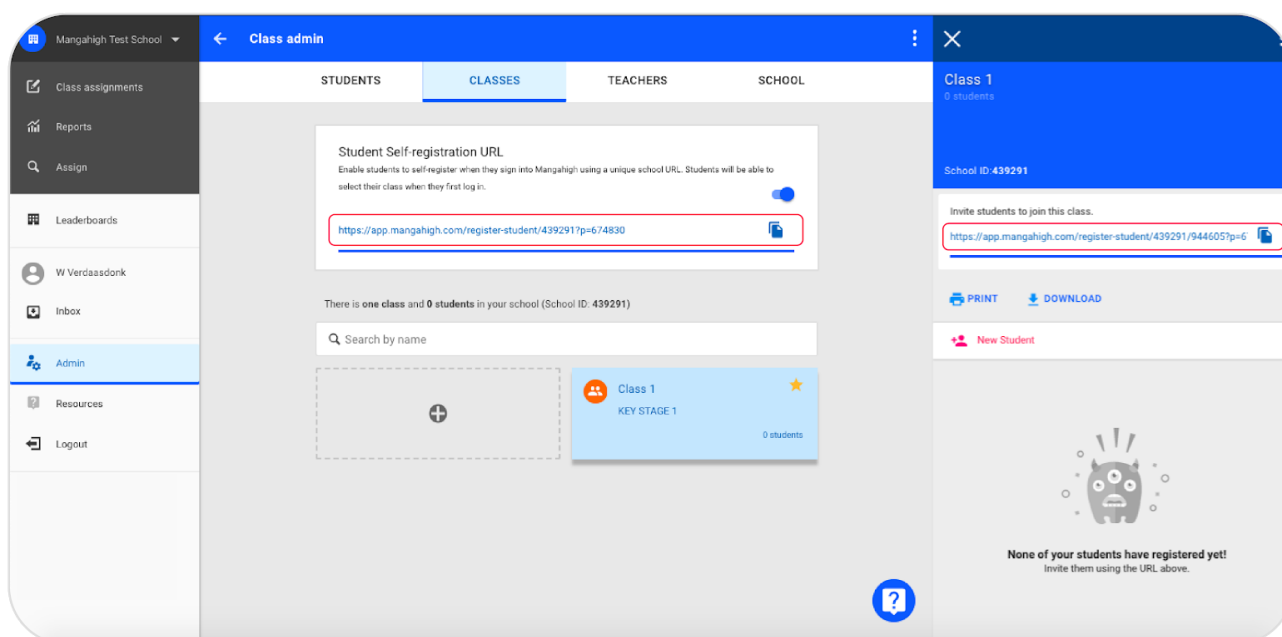


The screenshot displays the 'Class admin' interface with the 'CLASSES' tab selected. The left sidebar contains navigation options: School assignments, Reports, Assign, Leaderboards, W Verdaasdonk, Inbox, Admin (highlighted), Resources, and Logout. The main content area shows the 'Student Self-registration URL' section with a 'CREATE CLASS' button. Below this is a search bar labeled 'Search by name' and a dashed box with a plus icon. On the right, the 'New Class' form is visible, featuring fields for 'Class Name' (set to 'Class 1'), 'Coding Curriculum Focus' (set to 'Foundation 1 in Scratch'), and 'Maths Curriculum Focus' (set to 'Key Stage 1'). A toggle for 'Manually add students' is present. A 'CREATE CLASS' button is at the bottom of the form. At the bottom right, there is a link to the 'BULK UPLOAD TOOL' and contact information for help.

There are two different types of Invite Links:

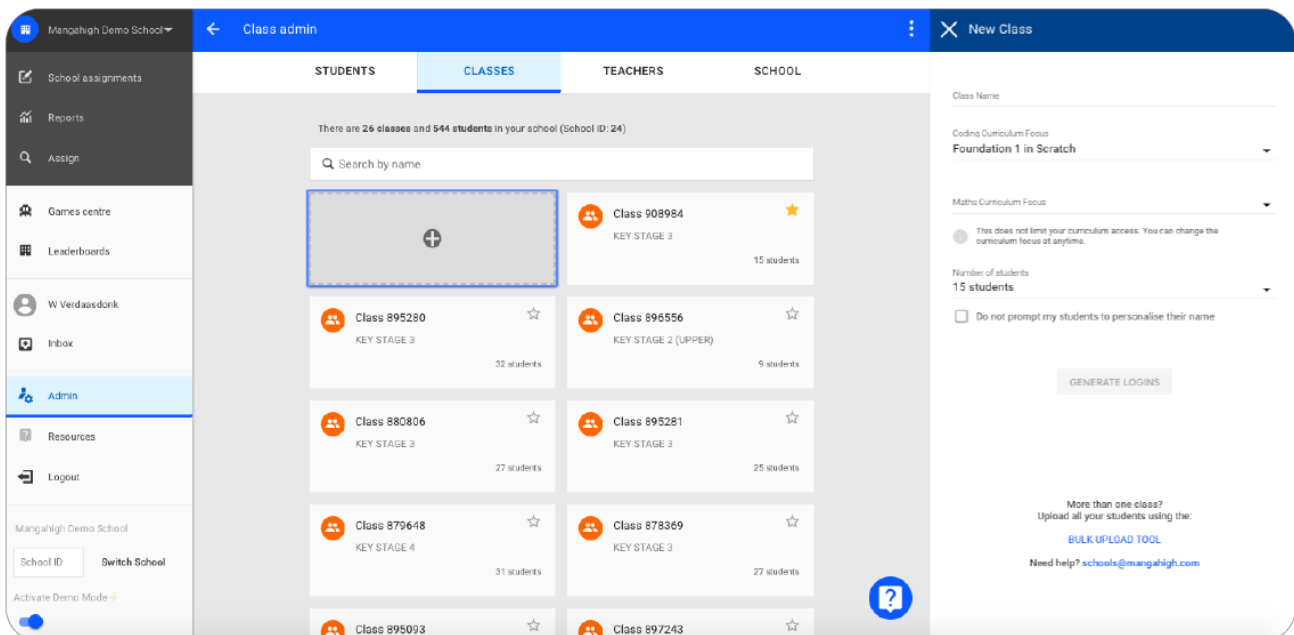
1. **Class Invite Links** - A different link per class, students only need to fill in their names and they will be sorted in the right class automatically. Get the unique links by clicking on the classes you created.
2. **School Invite Link** - One link for your entire school; students will need to select the correct class themselves. This link can be found at the top of the Admin -> Classes tab on your dashboard.

Simply send the link to your students, when a student has filled in their name (and class if needed) they will receive the school ID and their automatically generated username and password. They need this information to be able to login in the future so please make sure they write it down.



Set up Student Accounts Yourself:

1. When on the Mangahigh platform, click the **Admin** menu link
2. Click **CLASSES**
3. Click the **+ sign** in the grey box to create a class and generate student accounts
4. Enter class details
 - a. Click *Do not prompt my students to personalise their name* to disable students' ability to change their username
 - b. Click **GENERATE LOGINS**
 - c. You can click the pencil icon next to each student's name to edit their generic account information if you want to
5. If you allow student personalisation, you will need to validate names before the changes appear
 - a. Click **GENERATE LOGINS**
 - b. Once your students start to login, they will be asked to personalise their username. At this point, you will see a notification on the class name tile and at the top of the **CLASSES** page that alerts you to validate names



The screenshot shows the 'Class admin' interface with the 'CLASSES' tab selected. The main area displays a grid of class tiles. A grey box with a '+' sign is highlighted, indicating where to click to create a new class. The existing classes are listed as follows:

Class ID	Key Stage	Number of students
Class 908984	KEY STAGE 3	15 students
Class 895280	KEY STAGE 3	32 students
Class 896556	KEY STAGE 2 (UPPER)	9 students
Class 880806	KEY STAGE 3	27 students
Class 895281	KEY STAGE 3	25 students
Class 879648	KEY STAGE 4	31 students
Class 878369	KEY STAGE 3	27 students
Class 895093		
Class 897243		

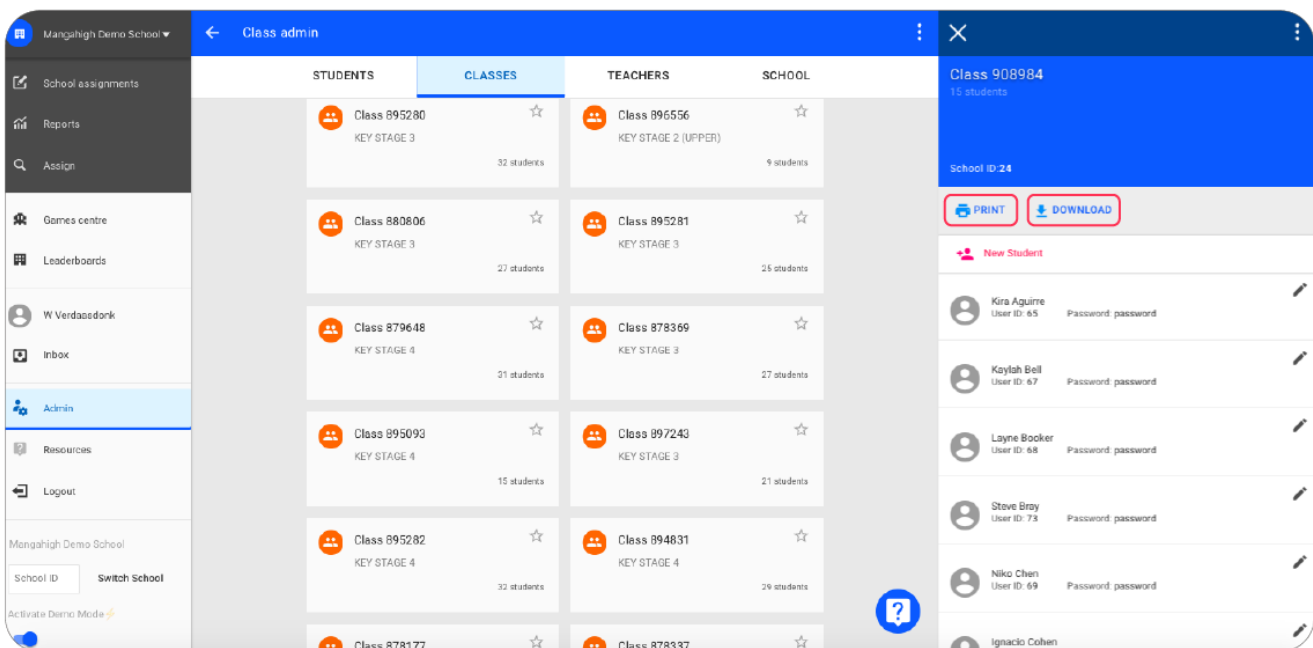
The right sidebar shows the 'New Class' form with fields for Class Name, Coding Curriculum Focus (Foundation 1 in Scratch), Maths Curriculum Focus, and Number of students (15 students). There is a checkbox for 'Do not prompt my students to personalise their name' and a 'GENERATE LOGINS' button. At the bottom, there is a link to the 'BULK UPLOAD TOOL' and a help email address.

How to Distribute Student Logins When Manually Creating Student Logins

When you use the Invite Link, you can skip these steps, simply send your students the Class or School Link and they will receive their automatically created login information!

There are two ways to distribute your students login information:

1. When your school is at **risk of closure**, we highly encourage you to ensure each student has a login issued to them. Simply click 'PRINT' after generating the logins to **download printable login cards** which you can then give to your students
2. If your school is already closed, you can click 'DOWNLOAD' to download an Excel spreadsheet of the login details. These logins can then be **distributed via the online learning environment** you might have or emailed to your students directly



The screenshot shows the Mangahigh Class Admin interface. On the left is a sidebar with navigation options: School assignments, Reports, Assign, Games centre, Leaderboards, W Verdaedonk, Inbox, Admin (selected), Resources, and Logout. The main area is titled 'Class admin' and contains a table with columns: STUDENTS, CLASSES, TEACHERS, and SCHOOL. The CLASSES column is active, showing a list of classes with their IDs, key stages, and student counts. On the right, a panel for 'Class 908984' (15 students, School ID 24) is visible, featuring 'PRINT' and 'DOWNLOAD' buttons. Below this, a 'New Student' section lists individual students with their names, user IDs, and passwords, each with an edit icon.

STUDENTS	CLASSES	TEACHERS	SCHOOL
Class 895280 KEY STAGE 3 32 students	Class 895556 KEY STAGE 2 (UPPER) 9 students		
Class 880806 KEY STAGE 3 27 students	Class 895281 KEY STAGE 3 25 students		
Class 879648 KEY STAGE 4 31 students	Class 878369 KEY STAGE 3 27 students		
Class 895093 KEY STAGE 4 15 students	Class 897243 KEY STAGE 3 21 students		
Class 895282 KEY STAGE 4 33 students	Class 894831 KEY STAGE 4 26 students		
Class 878177	Class 878337		

Class 908984
15 students
School ID 24

[PRINT](#) [DOWNLOAD](#)

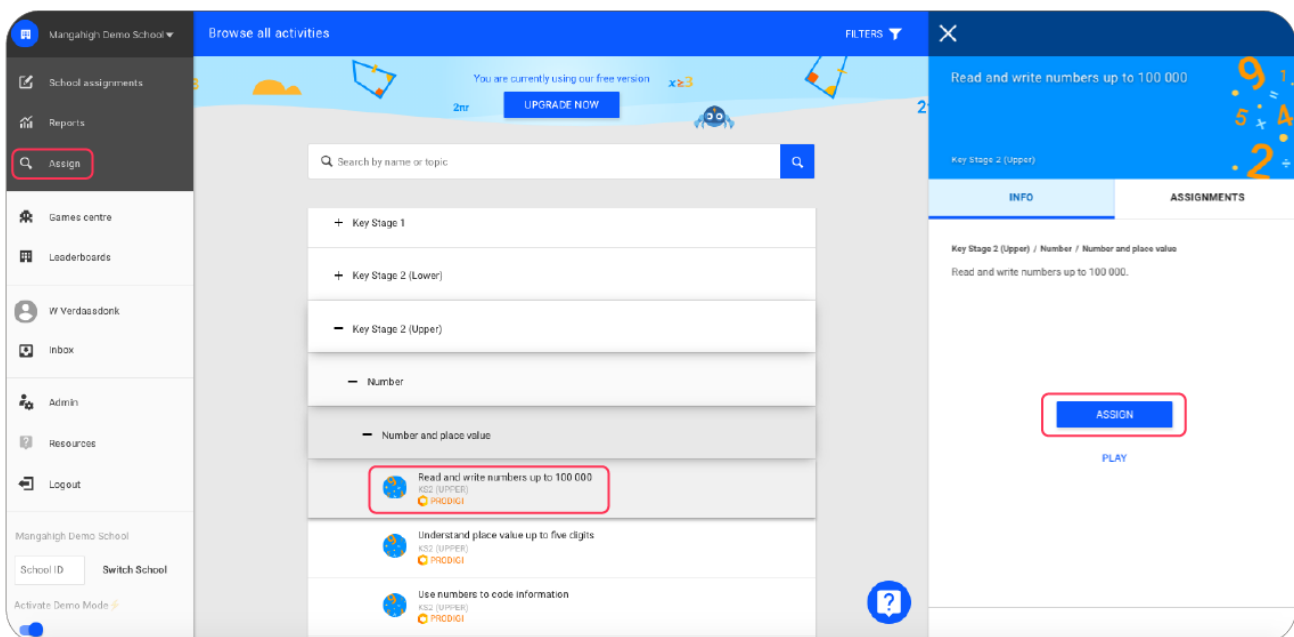
New Student

Kira Aguirre User ID: 65	Password: password	Edit
Kaylah Bell User ID: 67	Password: password	Edit
Layne Bocker User ID: 68	Password: password	Edit
Steve Bray User ID: 73	Password: password	Edit
Niko Chen User ID: 69	Password: password	Edit
Ignacio Cohen		Edit

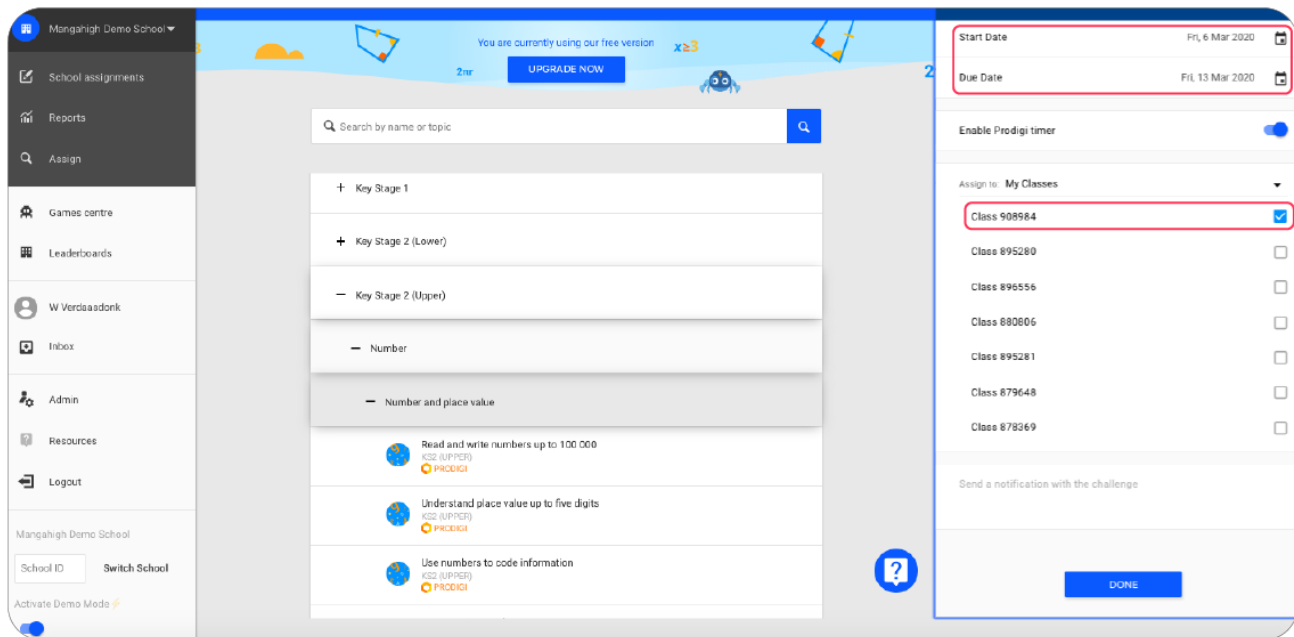
How To Use Mangahigh For Distance Learning

Assigning Tasks to Your Students

To continue your regular teaching, we recommend you [assign activities](#) for your students to play. All Mangahigh activities are aligned to the curriculum you are teaching and you can search or browse for the relevant topics.



1. Go to the **'Assign'** tab in the menu
2. **Click on the activities** that you want your students to complete
3. Click **'ASSIGN'**
4. Here, you can **set the time frame** and decide who to assign the activity to
5. **Click 'assign'** again to confirm
6. Students will see the assigned tasks on the front page of their personal dashboard once they login



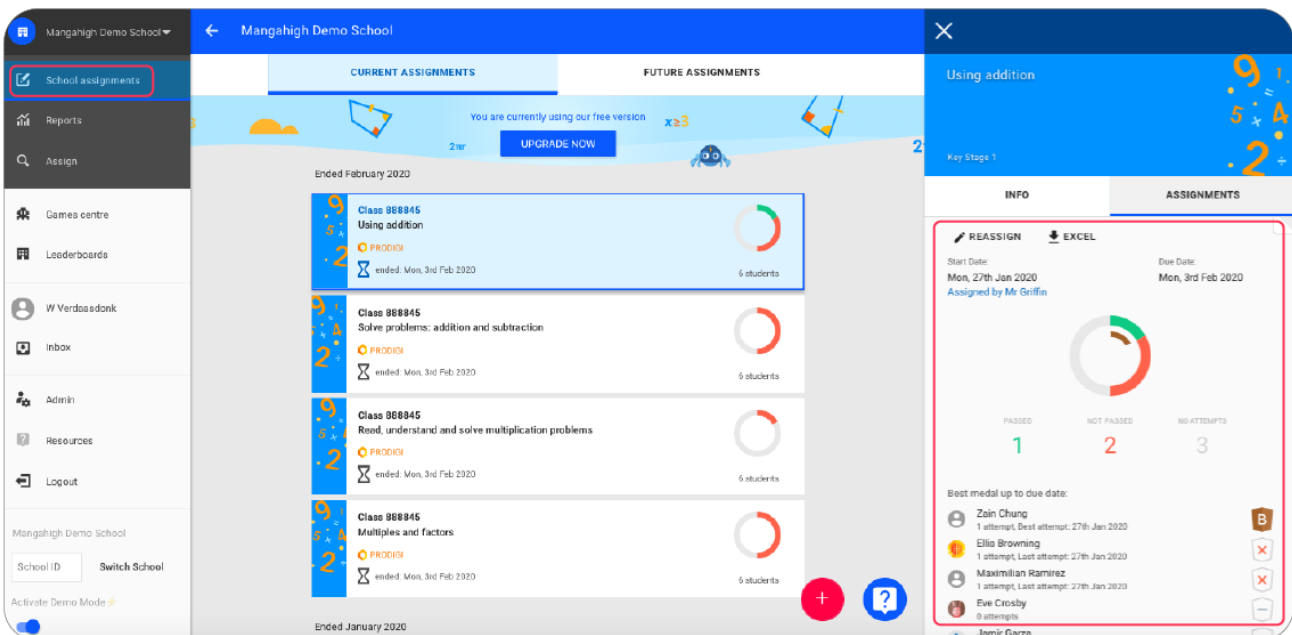
In addition to setting assignments, you can direct your students to **'browse all activities'**, where **students can freeplay** all Mangahigh activities at any time.

Review and Set Individual Assignments

Once your students have completed the assigned activities, you can track their work in the '**School assignments**' section of your dashboard. Using this function, you can see which students have completed activities and at which level they completed them.

Students can earn three medals: Bronze, Silver and Gold. Averagely, **a student attempts an activity three times to win a Bronze medal**, which shows that the student has a proficient understanding of the mathematics topic. Silver and Gold medals show advanced or exceptional understanding.

If a student did not manage to earn a medal, we recommend assigning more activities to them to encourage them to practice topics that they are struggling with. This way, **you can tailor learning to the individual students' needs**. The Mangahigh **recommendation engine** will also provide them with activities to work through that correlate with the mathematical principles being taught.

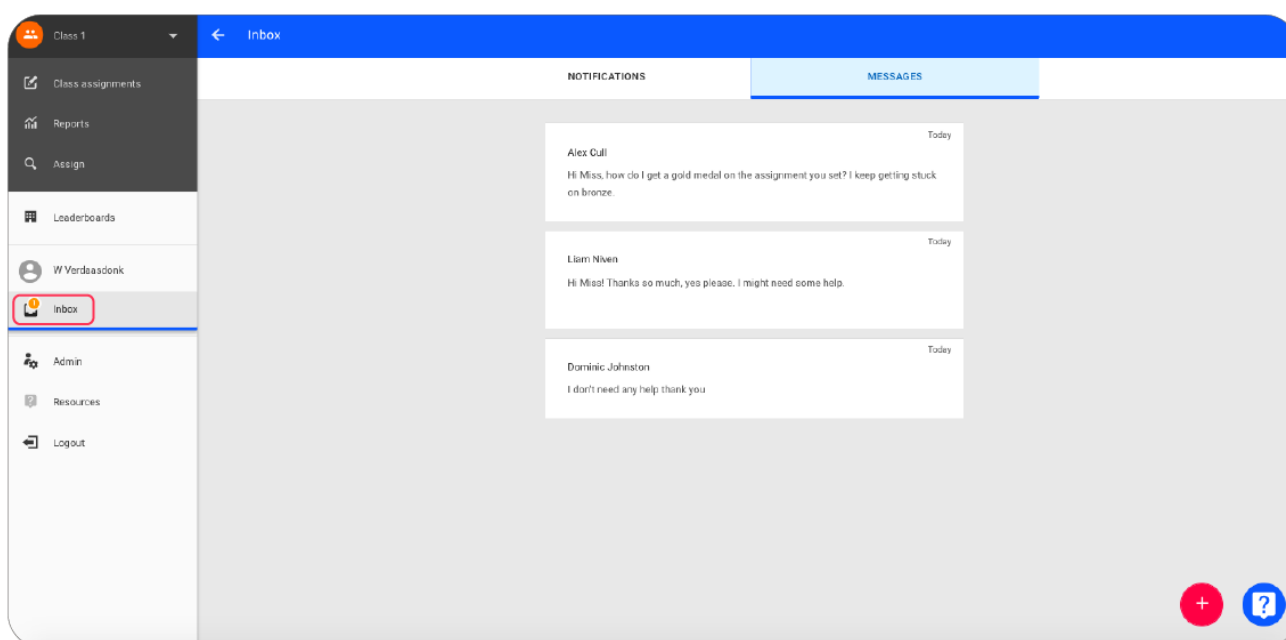


The screenshot displays the Mangahigh School Dashboard. The left sidebar contains navigation options: School assignments, Reports, Assign, Games centre, Leaderboards, W Verdoen, Inbox, Admin, Resources, and Logout. The main area is divided into 'CURRENT ASSIGNMENTS' and 'FUTURE ASSIGNMENTS'. Under 'CURRENT ASSIGNMENTS', four assignments are listed for Class 888845, all marked as 'PRODIGE' and ended on Mon, 3rd Feb 2020. Each assignment has a progress indicator showing 6 students. The assignments are: 'Using addition', 'Solve problems: addition and subtraction', 'Read, understand and solve multiplication problems', and 'Multiples and factors'. A right-hand panel titled 'Using addition' shows the 'ASSIGNMENTS' tab with a 'REASSIGN' button, 'EXCEL' download, and a progress chart. The chart shows 1 PASSED, 2 NOT PASSED, and 3 NO ATTEMPTS. Below the chart, the 'Best medal up to due date:' section lists students: Zain Chung (1 attempt, Best attempt: 27th Jan 2020), Ellis Browning (1 attempt, Last attempt: 27th Jan 2020), Maximilian Ramirez (1 attempt, Last attempt: 27th Jan 2020), Eve Crosby (0 attempts), and Jamir Garza.

How to Stay Connected to Your Students

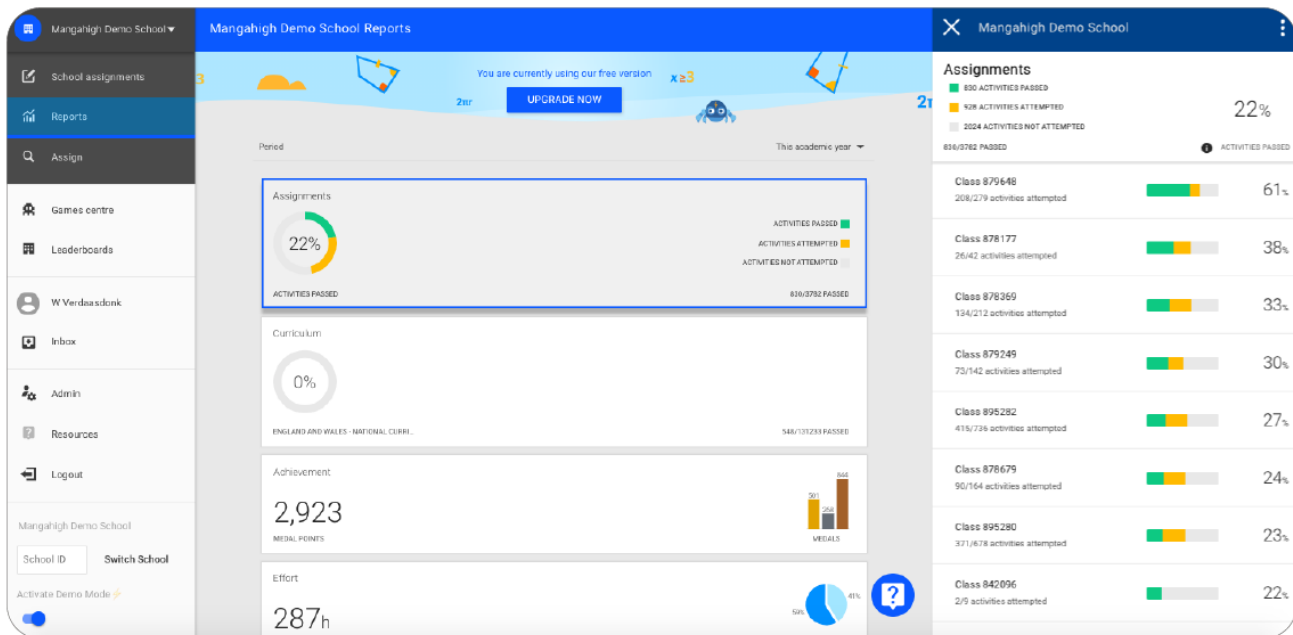
You can **message your students** on the Mangahigh platform to provide assistance or encourage them with an activity. To message your students, please follow these steps:

1. Click **Inbox**
2. Click **Messages**
3. If it is the first interaction, click the **pink + button** on the bottom right to send a new message.
4. Your conversation will now show up in your inbox and you can message back and forth with your student



Important: **Students cannot initiate the first message** with a teacher. When you have messaged your student once, they will be able to reply and message you moving forwards.

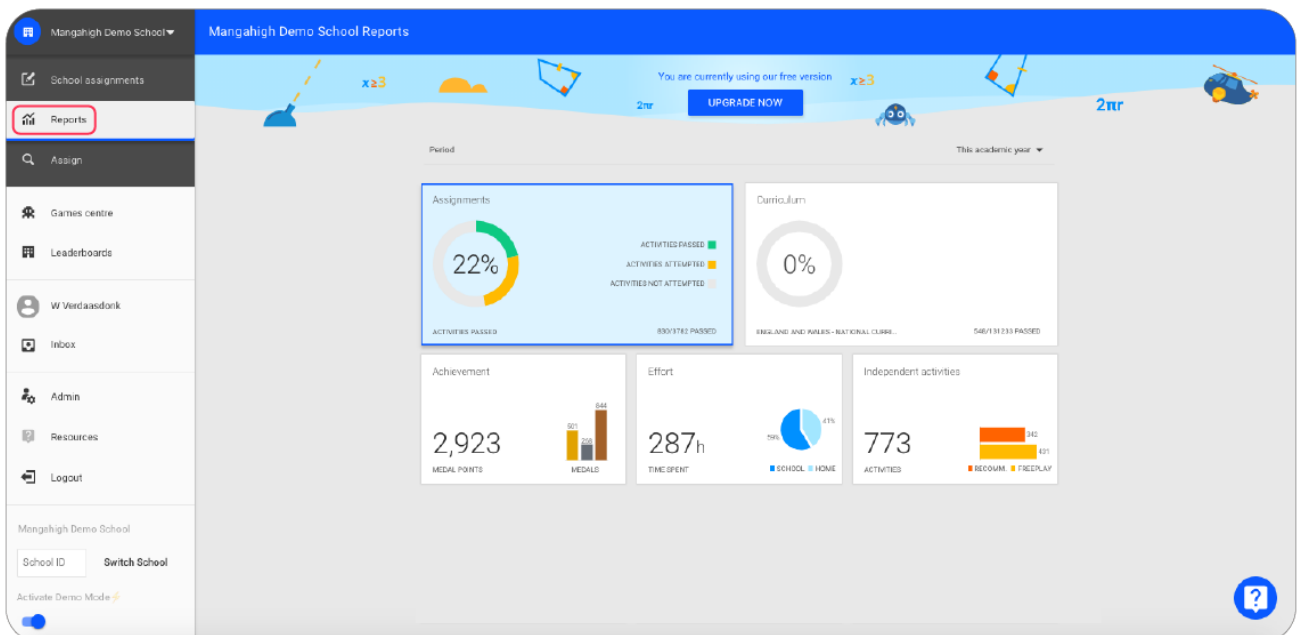
Remote Assessment



Lastly, you can assess your students efforts on Mangahigh using the progress reports:

1. Click **Reports**
2. Here you can see an overview of the **assignments, curriculum, achievements, effort, independent activities** and more
3. To see a report in more detail, click on the desired topic. This will show you an overview per class
4. **Clicking on a class** will show you the results per student
5. For an advanced results report, **click on the three dots** on the upper right corner to download the report in Excel.

The reports give the opportunity to view your students progress in real time, which means you can still **assess your students progress** even though you're temporarily not sharing a physical classroom.



Contact us

We hope this guide helps you to get started with distance learning. If you haven't yet, you can create your account here to gain free access to Mangahigh for 60 days.*

In the grand scheme of things our impact may be small, but we are putting all our efforts into making this situation easier for teachers and students. Please let us know if there is anything we can do for you, your students or your school. We're happy to help!

The Mangahigh Team

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** Limited offer*