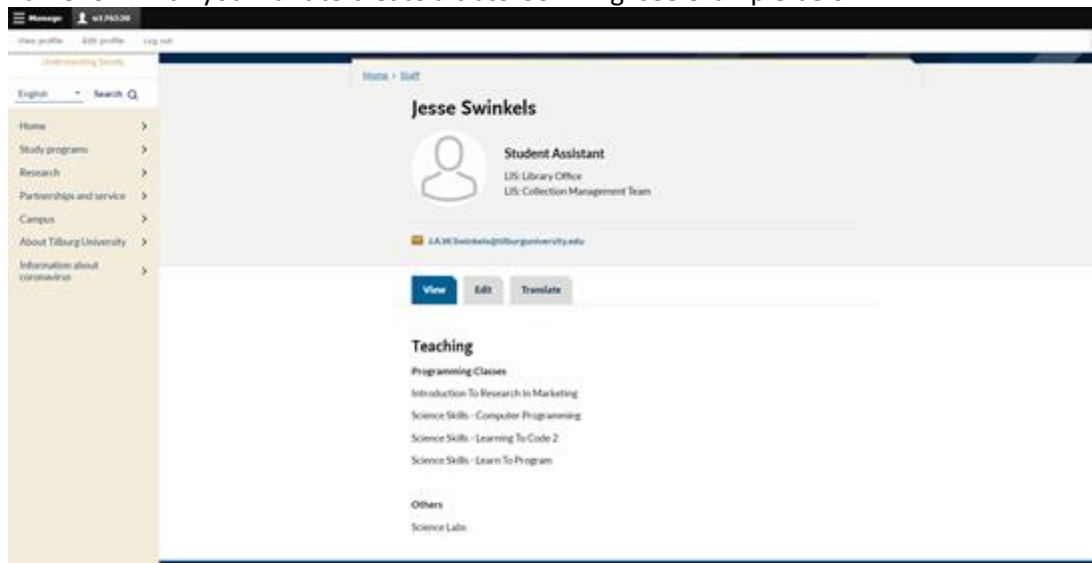


New Classroom Request Teacher

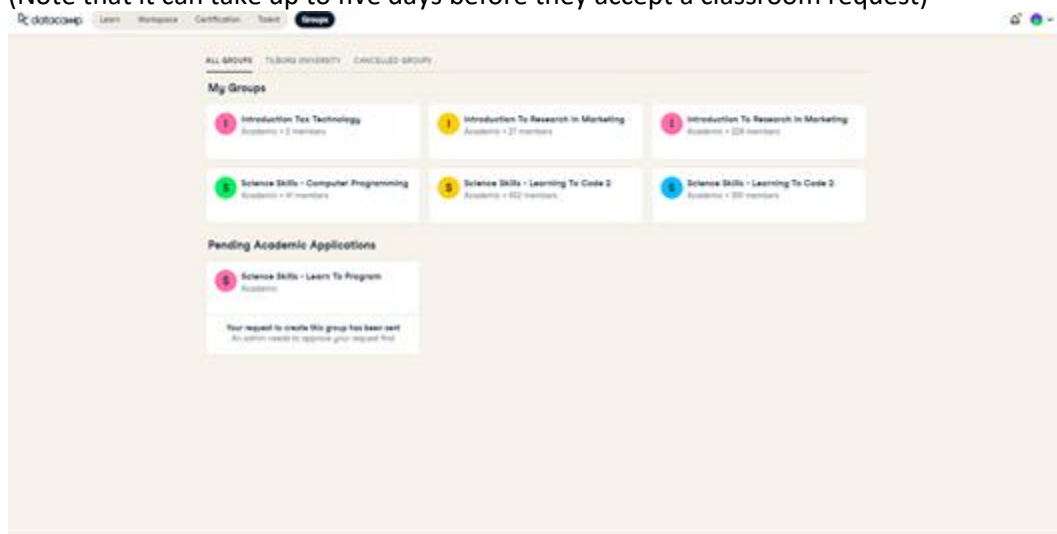
1. Make sure you have a personal account on the Tilburg University website, with the course name for which you want to create a classroom. E.g. see example below



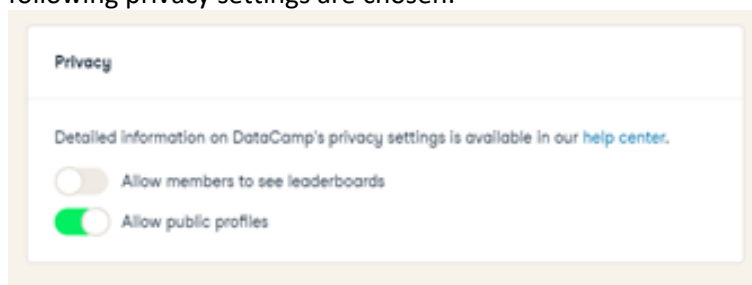
2. Then, to request a classroom go to the following website: <https://www.datacamp.com/groups/classrooms>. Make sure to be logged in on your DataCamp account, before you fill in the form! Go to the following part (see picture for example) of the page by scrolling down and fill in the relevant information considering your course. Also, here we add the link of your personal faculty page. Note that there is a maximum capacity of students of 500 in one classroom.

A screenshot of the DataCamp 'Create your free account' form. The form is titled 'Create your free account' and includes a sub-header 'Apply for DataCamp's free classroom plan today. Access 1500+ hours of data science courses by top experts in the field.' The form is divided into several sections: 'School Information' (with fields for School Email Address, School Name, Country, and a link to your personal faculty page), 'What class are you teaching?' (with fields for Class Name and Your Role), 'Request start date' (with a Start Date field), 'Number of students in your class' (with a Number of Students field), and 'Is this your first time using DataCamp for Classrooms?' (with Yes/No radio buttons).

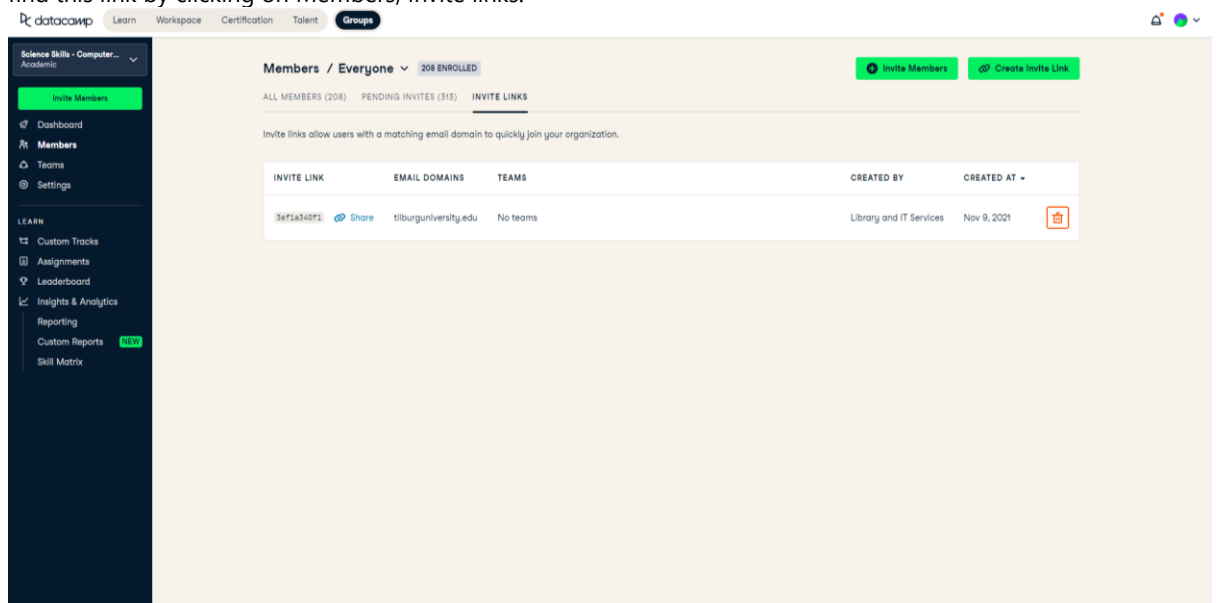
3. After you have submitted the form, there will be added a pending academic application: (Note that it can take up to five days before they accept a classroom request)



4. If they have accepted your request, you can go to settings in your classroom. Make sure the following privacy settings are chosen:



5. Now you can share the link with the students so they have access to the DataCamp classroom. You can find this link by clicking on Members, Invite links.



6. Finally, it would be nice if you can make us co-admin so we can keep track of the users of DataCamp. First, you have to make sure we are a member of the group, by also sending the invite link to us. If we are a member you can find us in the members page with the name 'Library and IT services'. Click on settings on the right side of our name, and change our role to admin (A classroom can have multiple admins).