**User Manual**

This documents outlines the user manual for the students and the gamekeepers. This is Version 1 (most recent as of 25/02/2020), as it will be updated when new features are introduced.

**Gamekeeper:**

**Signing In:**

* To sign in, visit the “/admin” extension of the website
* From here you can log in with your details
* *For the first gamekeeper signing in, please sign in with the details given to you*

**Registering New Keepers:**

* Once you have signed in, you can register new keepers
* Click on the “Register New Admin” option and allow the keeper to enter their details

**Change Your Password:**

* Once you have signed in, you can change your password
* Click on the “Change Password” option and enter your new password
* *If you cannot remember your password details, please email your assigned developer for a reset of your account*

**Track Leaderboard:**

* Once you have signed in, you can see the Leaderboard of the current game right now
* You can view all of the teams of your game, with the number of letters they have and the amount of time they are currently on, at the bottom of the page under the heading of “Leaderboard”

**Create New Game/Print QR Codes:**

* Once you have signed in, you can create a new game and print the QR codes for that subject game
* Click on the “Manage Existing Configs” option
* You can upload a new config file for the subject, create a new game or print the QR codes from here

**Students:**

**Register Your Team:**

* On the homepage, you will be able to register your team
* Enter your team name, the game pin which your Learning Facilitator has given you, and select your tutor
* **NOTE:** If you are unable to select any tutors, this is because there is an error with the game pin you entered, please check it to make sure it is correct
* Press signup to register and go to the dashboard

**Access Useful Information:**

* You can access useful information, such as lecturer information or FAQs, from the top navigation bar – “Useful Information” option
* You do not need to be signed in to do this, but even if you are signed in, you can access the pages

**Logging In:**

* If for whatever reason you were disconnected or left your game, you can resume by entering your team name and game pin on the homepage
* You will then be taken back to your dashboard

**Identifying The QR Codes:**

* On your dashboard, there will be a list of locations
* At each location, there is a QR Code for you to scan (refer to *How To Scan A QR Code* to learn how to do this)

**How To Scan A QR Code:**

* Click the Camera icon on the dashboard page
* Allow the application to access your camera
* Scan the QR code

**Answering A Question:**

* Once you have scanned a QR Code, you will be presented with the question
* Answer the question successfully to obtain a letter to fill one of the Building tiles at the top of the page

**Accessing A Map:**

* There is a map that you can access which has pins for all of the locations
* Click on “Map” on the navigation bar from the dashboard to view this
* Press “Home” to get back to your dashboard

**Accessing The Leaderboards:**

* Click on “Leaderboard” to get to the Leaderboard page from the dashboard
* From here, you can see the progress of your peers and how many letters they have