Instructions

- Ask Mr. E or a student admin to turn on the program.
- Ask Mr. E or a students admin for the "IP" of the computer. Write this down as it will be used a lot. (an example IP: 10.102.62.141)
- Take the IP to any computer in the school.
- Open Chrome or any other kind of internet browser.

Students computer setup

- Type in the IP into the browser's URL bar at the top.
- Hit enter, then a login page should appear.
- The student computer is set up now.

Admin computer setup

- Type in the IP into the browser's URL bar at the top and add a "/admin" to the end. (example: 10.102.62.141/admin)
- The login for admins should show up.
- Type in the admin password that can be given to you by Mr. E or student admin (this can be changed by the admin).
- A drop in page should show up with a menu bar at the top.
- Click the menu button at the top right.
- Navigate to any admin page you need.
- Have one computer setup to scan students in, and one to approve student spot names.