

Ignition

The EverFi Digital Citizenship Program

New User: Registering as an Instructor

How Do I register as an instructor?

*Some school sites are setting up grade level courses. If that is the case for your school site you will not need to create an individual teacher account. Students will need a grade level code to sign up by themselves or the students may have already been entered into the system. See your administration to find out if you will need an individual teacher account.

Teachers will need their school site code. This code is for teachers only. EverFi school codes can be found at the bottom of the Student Digital Literacy Course 5-8 webpage at:

<http://www.sausd.us/Page/30885> **Do Not** give the school code to students!

Step 1

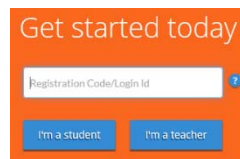
Go to EverFi Ignition (Digital Literacy) website: <http://ignition.everfi.net>

Step 2

In the upper right select **New To Everfi Sign Up**

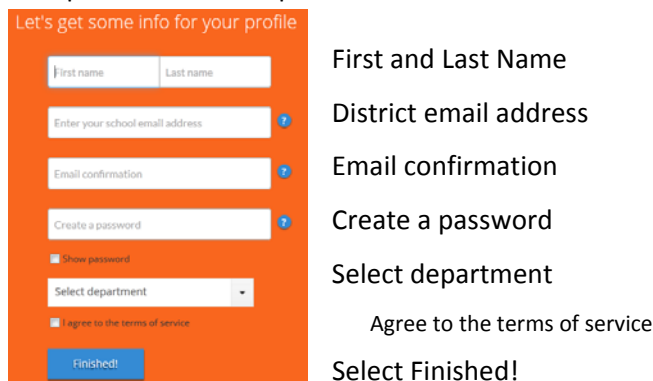
Step 3

Enter your school code and select I'm a teacher



Step 4

Complete the teacher profile



Let's get some info for your profile

First name Last name First and Last Name

Enter your school email address District email address

Email confirmation Email confirmation

Create a password Create a password

Show password

Select department Select department

I agree to the terms of service Agree to the terms of service

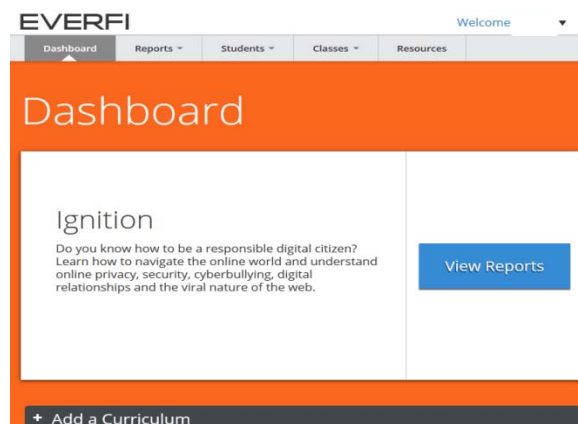
Finished! Select Finished!

Step 5

Select I' Ready

You are now at your EverFi Dashboard

*You will need to create a class before you will be able to see reports or work with students.



EVERFI Welcome

Dashboard Reports Students Classes Resources

Dashboard

Ignition

Do you know how to be a responsible digital citizen? Learn how to navigate the online world and understand online privacy, security, cyberbullying, digital relationships and the viral nature of the web.

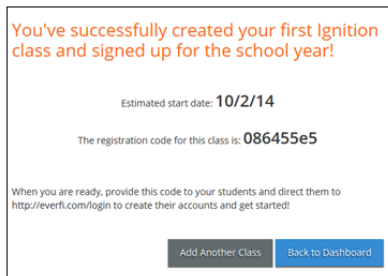
View Reports

+ Add a Curriculum

Step 6:

Select the Classes tab and from the dropdown menu select **Create Class**

- Name your class and select the term of use
- Estimate the start and end dates *(**SAUSD recommends leaving the class open all year**) for using Ignition and the number of students
- [Add Class](#)
- You will see a class creation confirmation with the class registration code. (The code can also be found under **Classes- Manage Classes**)



Reports

Ignition:

- Reports track the individual progress of each student through the course content. Click on a students' name to get more information on student access, assessment scoring results, progress through each module, and certification status.

Students

Edit Student Info:



Register New Students

- Teachers can register students or students can self-enroll. For further information view Student Registration options

Print Certificates

Classes

Create Class

Manage Classes

- Review and manage created classes. If you need the class code it can be found here.

All Curricula

Resources

Ignition Help Center

- [Resource Center Home](#) [Course Resources](#) + [Knowledge Base](#)