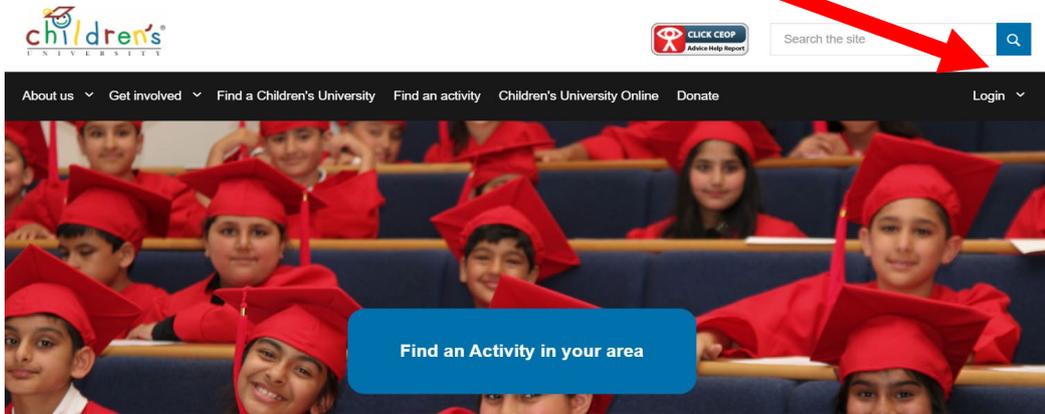LONDON SOUTH EAST

A step-by-step guide to using Children's University Online

Logging in

1. Go to www.childrensuniversity.co.uk or scan the QR code on the back of your login card.

2. Click the arrow next to "login" and click "login as child"

3. Enter your username and password exactly as they appear on your login card (please check for capital letters and no spaces)
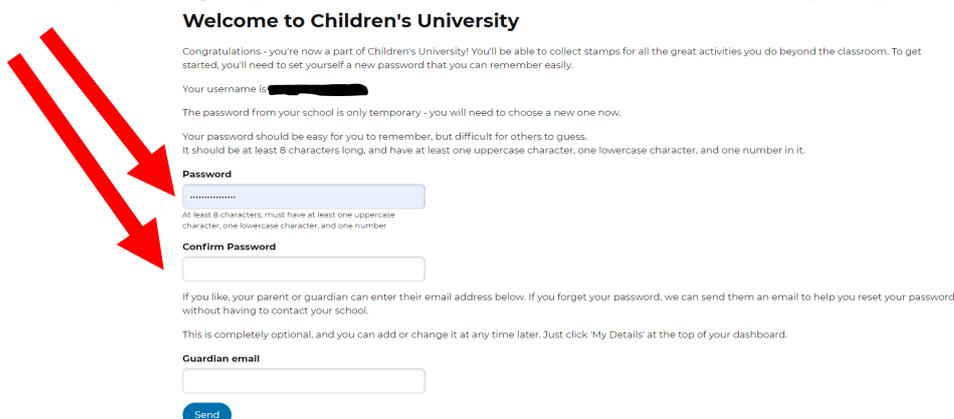

4. The *FIRST* time you login, you will need to confirm and re-confirm your password on this page:

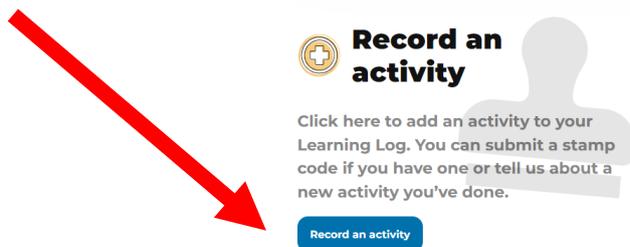Once you have done this once, you will <u>not have to do this again</u> and you do not need to add a guardian email address – you can leave this blank.
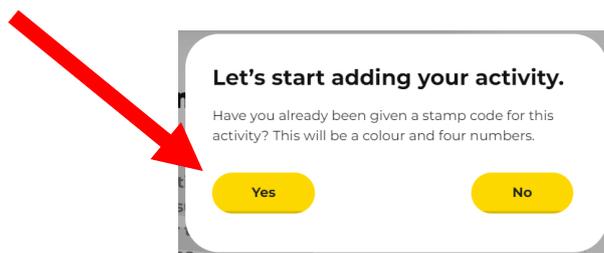
Then click "Take me to my dashboard" and you will then see your personalised dashboard where you can see how many hours you have earnt, which award you are working towards, how many hours you have completed in each skill and category and much more!

Adding a stamp code you have been given:

1. Click the "record an activity" button

Record an activity

Click here to add an activity to your Learning Log. You can submit a stamp code if you have one or tell us about a new activity you've done.

Record an activity

2. If you have done an activity and been given a stamp code, you can click "yes" when it asks if you have a stamp code

Let's start adding your activity.

Have you already been given a stamp code for this activity? This will be a colour and four numbers.

Yes   No

3. Then add the stamp code (a colour and 4 numbers) and click "add stamp"

Add a stamp

Choose a colour   Enter number

| red | orange | yellow |
| green | blue | purple |

1	2	3
4	5	6
7	8	9
	0	

| colour ⌄ | 0 | 0 | 0 | 0 |

Add your stamp

4. You have the chance to "reflect" on the activity if you want to do so. For every 2 activities you reflect on, you will earn a 30mins stamp!

If you have done an activity but not received a stamp for, you can also add an activity to your learning log by clicking "record an activity" and then "no" and answering the questions – but please be sure that the activity would count for Children's University otherwise we will need to remove the activity from your account. For example, if you would like to share a review of a book you have read, you can do this but we aren't able to give you stamps for going to the park with your friends for a catch up.

Please also remember to only add stamp codes that you have been given after completing an activity – any stamps added for activities you have not done will be removed and if this continues, we may need to take away your ability to access your account with only your school or Louise being able to add additional stamps.

If you need any help, please either speak to the Children's University Leader in your school or email Louise via Bexley.CU@Bexley.gov.uk and we will happily help you!

LONDON SOUTH EAST

children's
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