

# How To Log In To Ignite Reading

## Getting Ready for Week 1 with Ignite Reading

Welcome to Ignite Reading! As your students begin tutoring, here are some **key steps to help ensure a smooth and successful first week** to build routines for the rest of the school year.



### Devices Ready to Go!

Have devices in an accessible location and ensure they're fully charged before each session.



### Headphones with Microphones

Each student must have working headphones with a microphone for clear communication with their tutor. Check these before each session and ensure students are plugging in their headphones before joining the session.



### Logging in on Time

Build in a transition period so students have enough time to log in before their start time. This helps to resolve any potential issues so students are able to receive the full 15 minutes of tutoring.



### Report Technical Issues

If your students run into technical issues, report them to Ignite Reading immediately to minimize disruptions.

**Run into issues?** Submit a [Support Request](#) via our [Knowledge Base](#)



### Expect the Unexpected

The first week may come with challenges. Be flexible and know that your students will build a smooth routine as the program progresses.

## Locate the Ignite Reading App

### ✓ Step 1

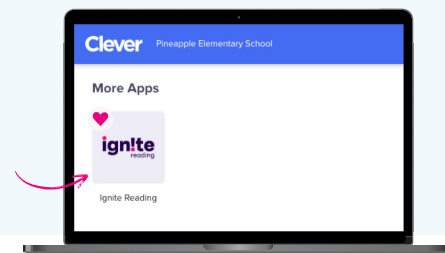
Get your laptop and headphones. Make sure your computer has a full battery and plug your headphones in before your session.



### ✓ Step 2

Log in to Clever or Classlink locate the Ignite Reading application.

Click to open it.



## Logging Into Sessions

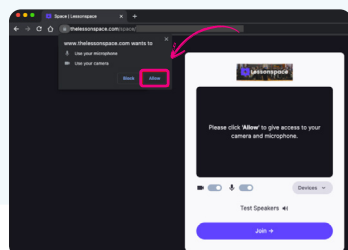
### ✓ Step 3

The “Go” button will look gray. Click “Go” once the button turns pink, one minute before the scheduled session time.



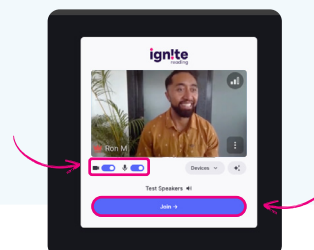
### ✓ Step 4

Click “Allow” on your computer in the left hand corner so you can use your microphone and camera.



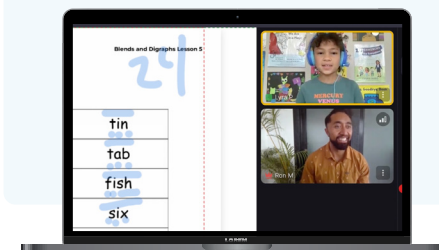
### ✓ Step 5

Toggle on your camera and microphone. You’ll know they’re on when you see yourself and the color is blue. Then click “Join”.




### ✓ You’re in!

You are now in your session with your Tutor!





## Practice: Workspace and Transitions

- ☐ Plan how students will transition to their Ignite Reading session location.

 **Tip:** students who arrive a little early to set up their device and sign in don't waste any of their instructional time!

- ☐ Be sure students have the materials they need and know where to get them.
  - ☐ Charged device
  - ☐ Headphones with a microphone
  - ☐ Whiteboard/marker or paper/pencil


 **Note:** Writing supplies will not be needed for all sessions, but they should be accessible to students as needed.

 **Tip:** Storing items in a folder, bin, or bag makes it easier for students to take ownership

- ☐ Post a roster of student names with their session times for students, teachers, and guest teachers to refer to.

## School Champion Support

- ☐ Ensure proctors and teachers know to reach out to the School Champion with questions or concerns related to the Ignite Reading program.

 **Questions? Concerns?** Submit a [Support Request](#) via our [Knowledge Base](#)

