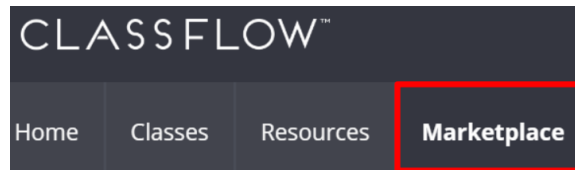


Logging into ClassFlow

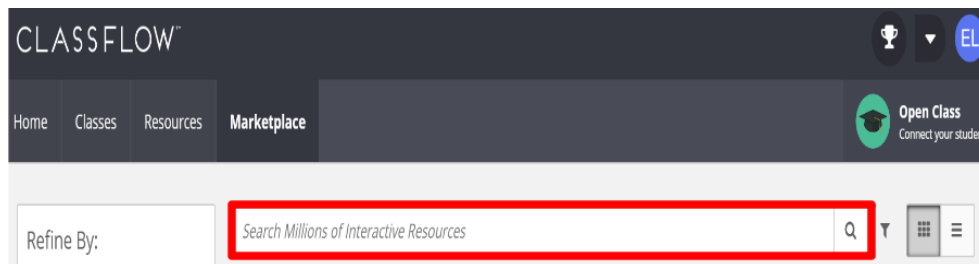
1. Log into dadeschools.net with your employee/ student credentials.
2. Once you are logged in, Click on '**Apps | Services | Sites.**'
3. Select the '**ClassFlow**' icon.
4. Select '**Log in with Clever.**'
5. On the next window, Select '**District Username/Password.**'
6. If you are on a MDCPS device, you will automatically be logged into your account. If not, enter your MDCPS employee/student credentials and sign-in.

Marketplace

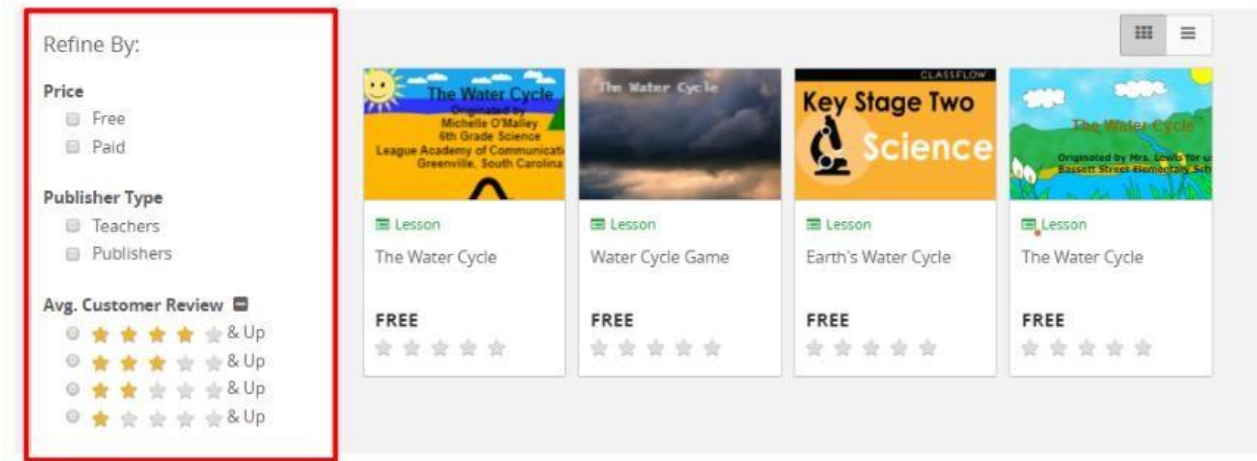
1. In the main menu go to **Marketplace** - In this Marketplace you can search for and download thousands of resources including Flipcharts.



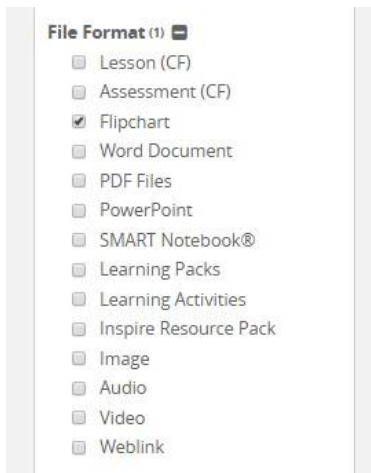
2. In the search bar type in the topic of the lesson you are looking for and click enter.



- To search for only Flipcharts, look to the left-hand portion of your screen in the **Refine By:** section.



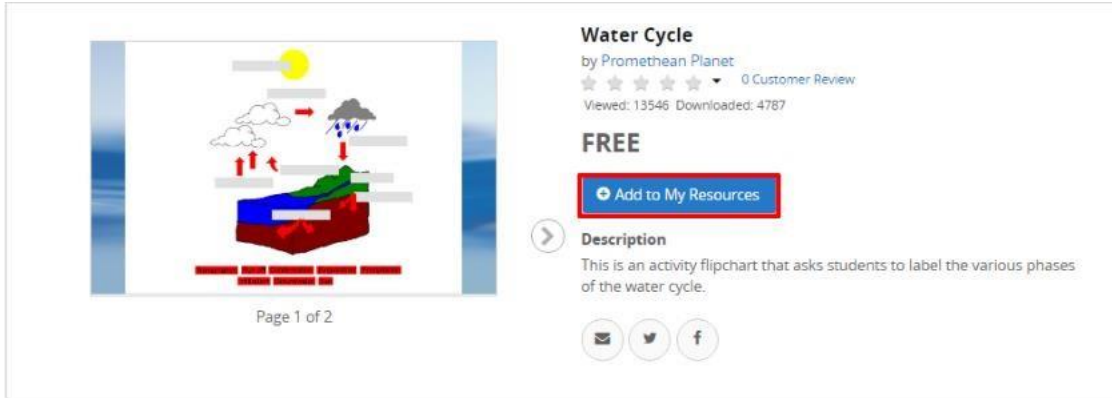
- Scroll down to find the **File Format** section.
- Select **Flipchart**.



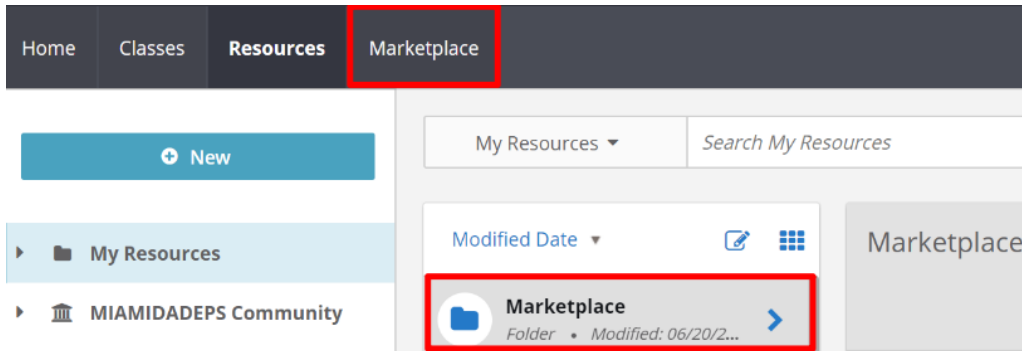
- If you would like to view more information about the Flipcharts, you can toggle between grid and list views of the Flipchart in the upper right-hand corner.



7. Select the Flipchart you would like to use and click the **+ Add to My Resources** button. The Flipchart will then be added to your ClassFlow resources.



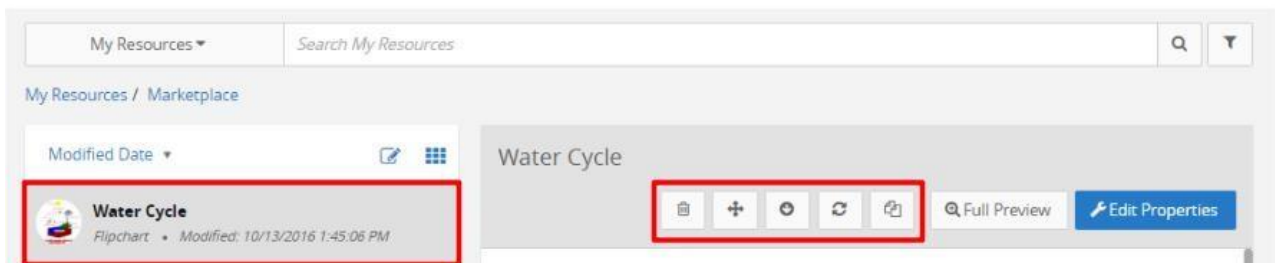
8. Go to **My Resources** in the main menu. Once you are in your resources you will see a **Marketplace** folder.



- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

9. Open the Marketplace folder. The Flipchart you selected from the Marketplace will appear there.

10. Select the flipchart and look to the right to view the options of what you can do with your Flipchart.



11. If you would like to download the Flipchart to your computer to open it in ActivInspire click the download button. It will be downloaded to your computer.



12. If you would like to convert the Flipchart into a ClassFlow lesson, click the convert button. It will be added to your Resources as a ClassFlow lesson.

