



# Teacher User Guide and FAQs

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## 1. Teacher Sign-Up and Registration

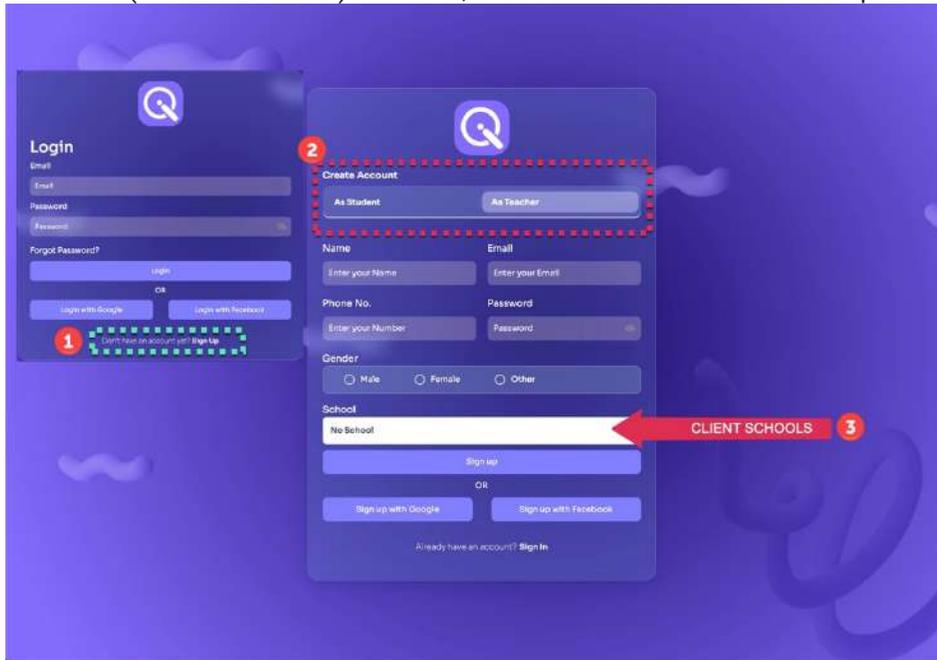
You can access the system at [app.iqcandy.com](http://app.iqcandy.com)

**Note:** You can also download **IQ Candy Plus** Apple or Android App by searching “IQ Candy Plus” in app store.

### 1.1 Registering by Email

Instructions on how to manually create an account using your institutional or personal email address.

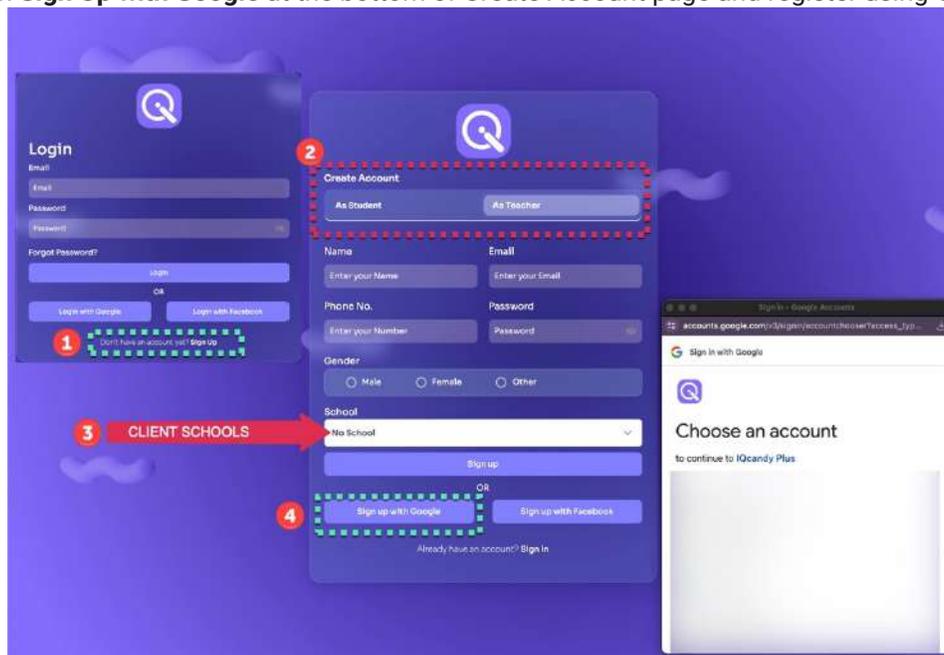
- **Step 1:** Click on **Sign Up** at the bottom of IQ Candy login page.
- **Step 2:** Choose “**As Teacher**” account tab under **Create Account**. Complete your account information
- **Step 3: [IMPORTANT]** If a teacher for a **CLIENT SCHOOL**, choose the school name from the dropdown. If an independent teacher (non-client school) or a tutor, choose “No School” from the dropdown.



### 1.2 Registering with Google

Instructions on how to link your Google Workspace account for one-click access.

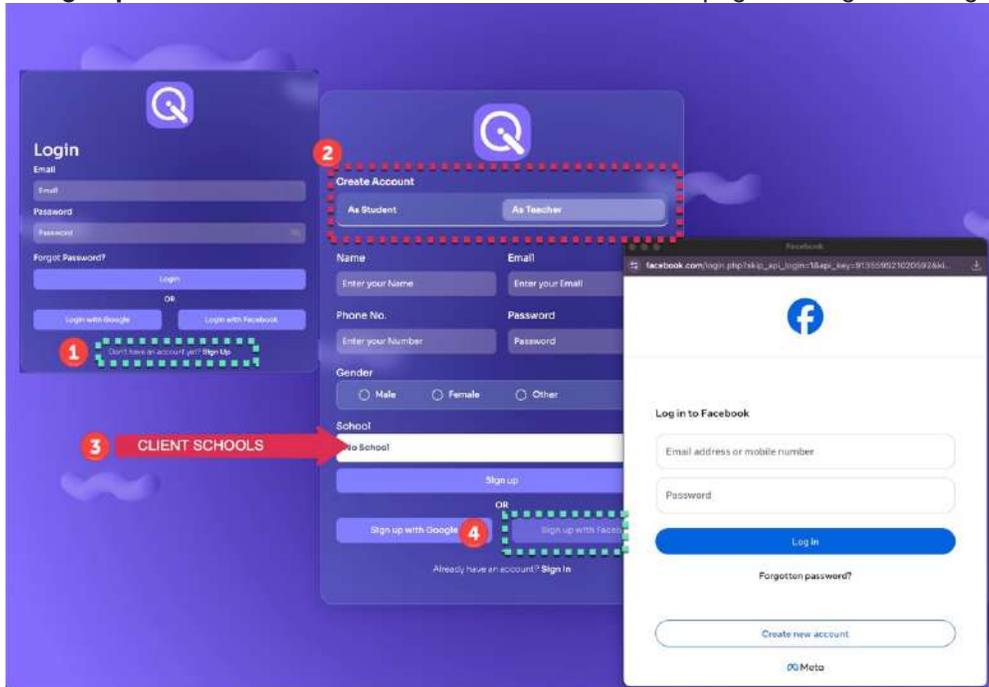
- **Step 1:** Click on **Sign Up** at the bottom of IQ Candy login page.
- **Step 2:** Choose “**As Teacher**” account tab under **Create Account**. Complete account information
- **Step 3: [IMPORTANT]** If a teacher for a **CLIENT SCHOOL**, choose the school name from the dropdown. If an independent teacher (non-client school) or a tutor, choose “No School” from the dropdown.
- **Step 4:** Click on **Sign Up with Google** at the bottom of Create Account page and register using Google.



### 1.3 Registering with Facebook

Instructions on how to link your Facebook profile for account creation.

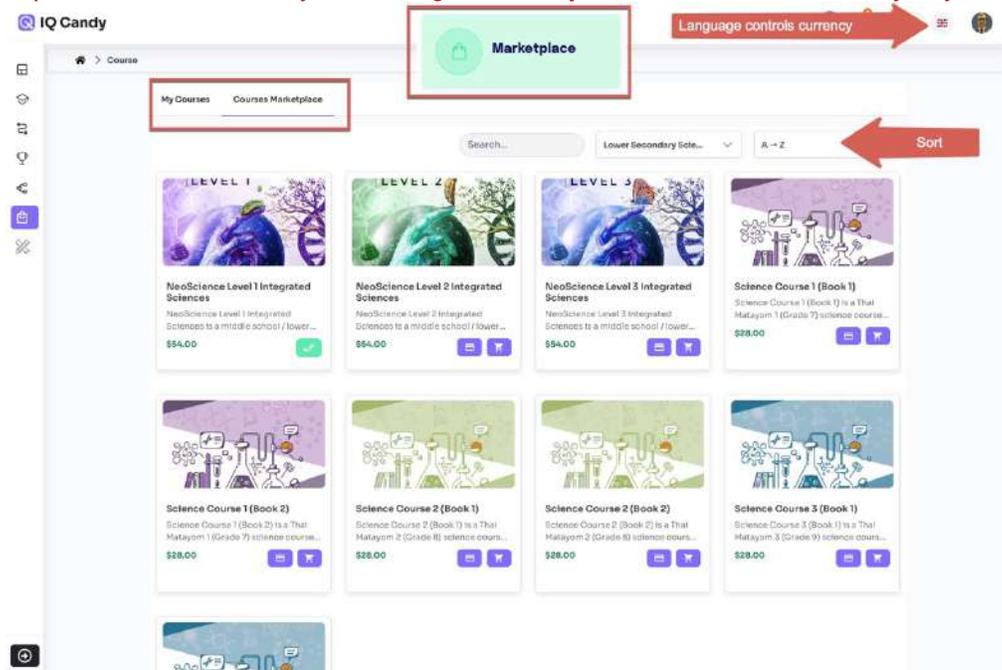
- **Step 1:** Click on **Sign Up** at the bottom of IQ Candy login page.
- **Step 2:** Choose **“As Teacher”** account tab under **Create Account**. Complete account information
- **Step 3: [IMPORTANT]** If a teacher for a **CLIENT SCHOOL**, choose the school name from the dropdown. If an independent teacher (non-client school) or a tutor, choose **“No School”** from the dropdown.
- **Step 4:** Click on **Sign Up with Facebook** at the bottom of Create Account page and register using Facebook.



### 1.4 Marketplace of Courses

Instructions on how to purchase courses in the marketplace.

- **Step 1:** Click on **Marketplace** tile on the dashboard or **Course Marketplace** tab under Courses.
  - **Step 2:** Choose the courses you wish to purchase and **Add to Cart**.
  - **Step 3:** Go to cart and checkout using any available payment option (credit card, prompt pay, Alipay).
- Note:** Your language choice will choose the currency and the payment options.  
Once you have purchased the course, you will be given a **Unique Class ID** for students to join your course.



## 2. Teacher Login

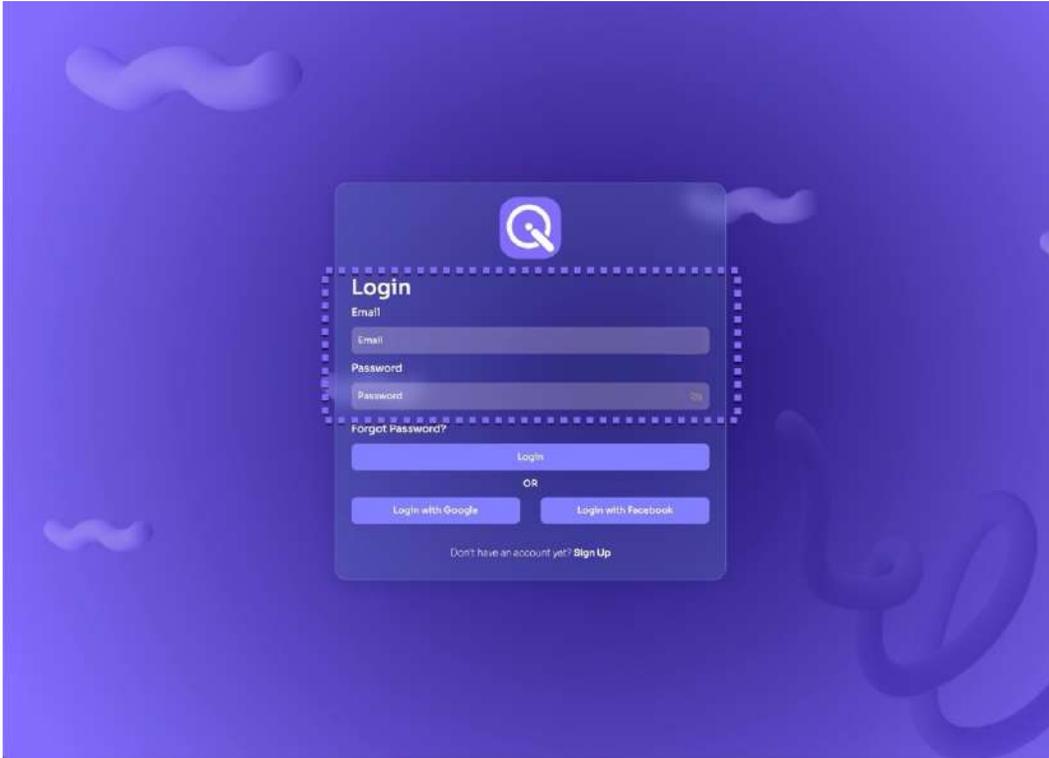
You can access the system at [app.iqcandy.com](http://app.iqcandy.com)

**Note:** You can also download **IQ Candy Plus** Apple or Android App.

### 2.1 Login by Email

- **Step 1:** Enter your **Email** and **Password**.
- **Step 2:** Click the purple **Login** button.

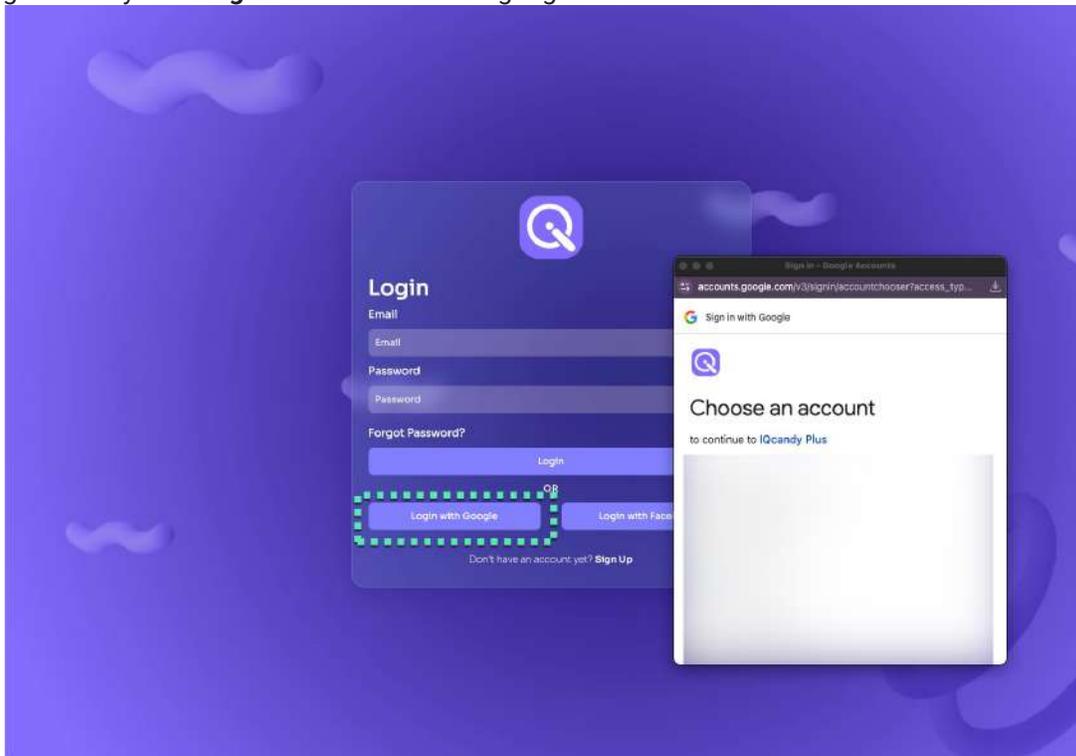
**Note:** You will be asked to enter an OTP that is sent to the user's email address.



### 2.2 Login with Google

If your account is linked, use the **Login with Google** button.

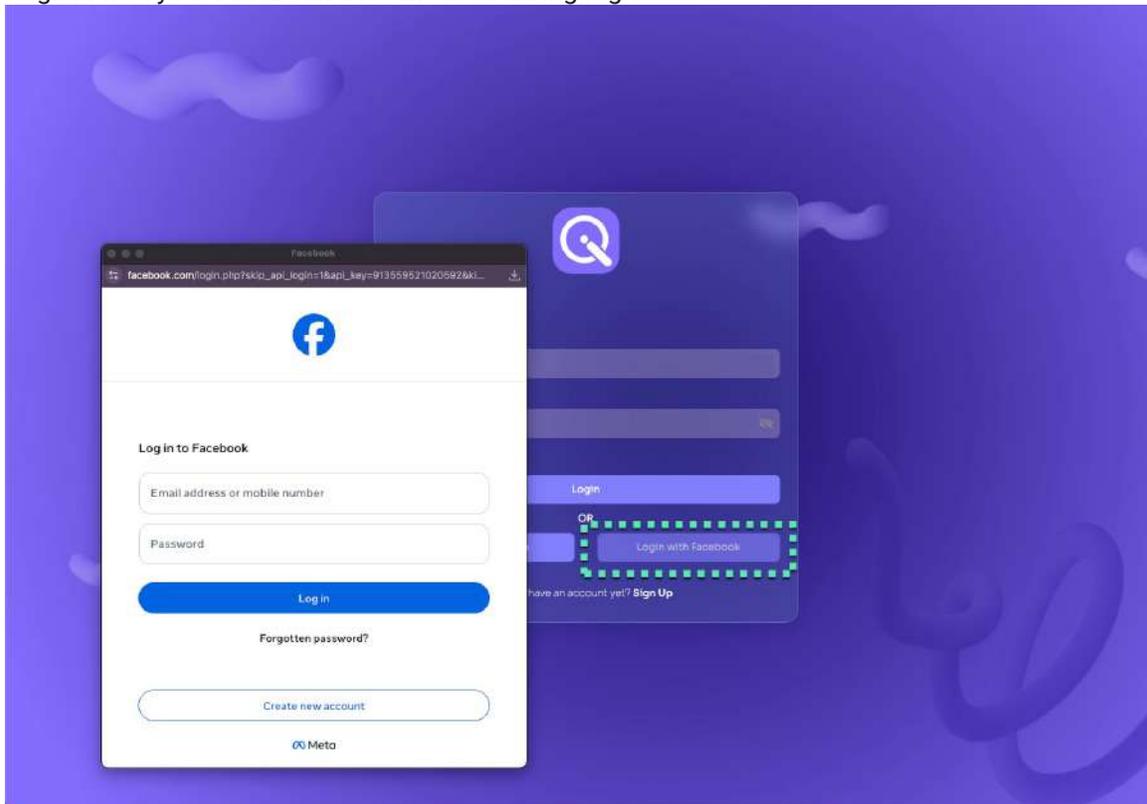
- **Step 1:** Click the **Login with Google** button.
- **Step 2:** Sign in with your **Google account** used during registration.



## 2.3 Login with Facebook

If your account is linked, use the **Login with Facebook** button.

- **Step 1:** Click the **Login with Facebook** button.
- **Step 2:** Sign in with your **Facebook account** used during registration.



## 2.4 Password Recovery

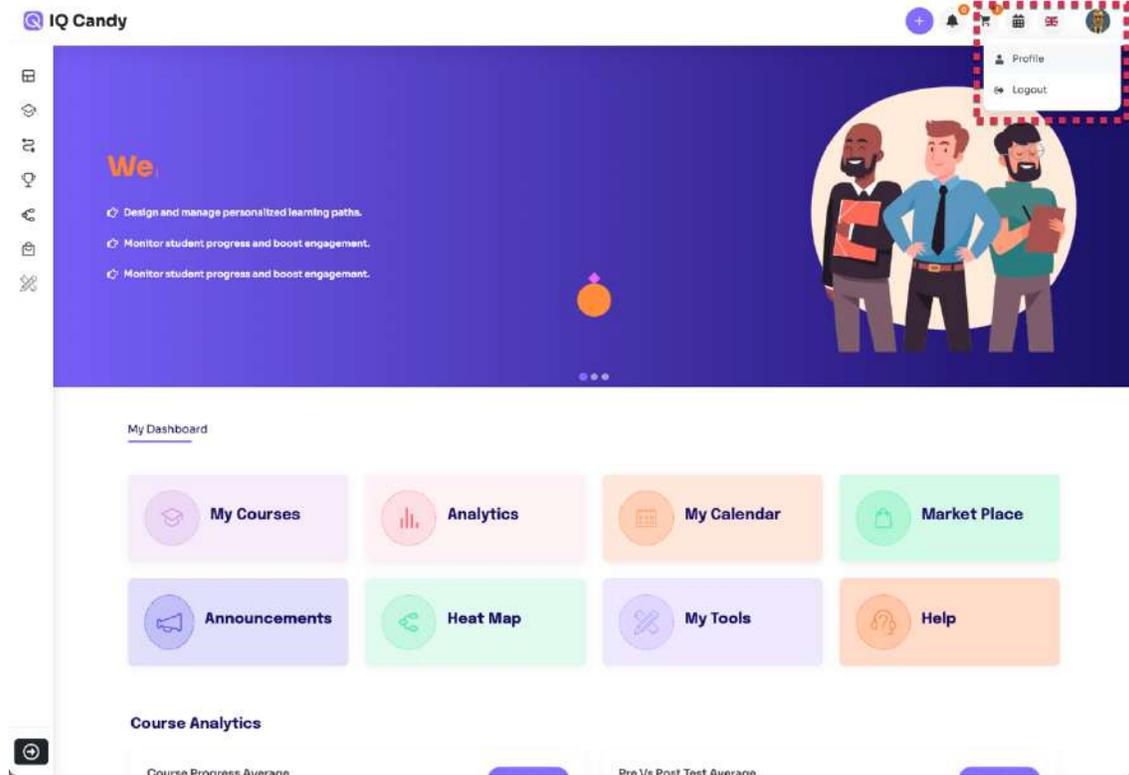
Click **Forgot Password?** if you need to reset your account credentials. Note that this will not reset your password if you use Google or Facebook login.



### 3. Profile Setup and Header Navigation

#### 3.1 Accessing the Profile Menu

Click the **User Avatar** or icon in the header menu at the top-right corner to open the profile page.

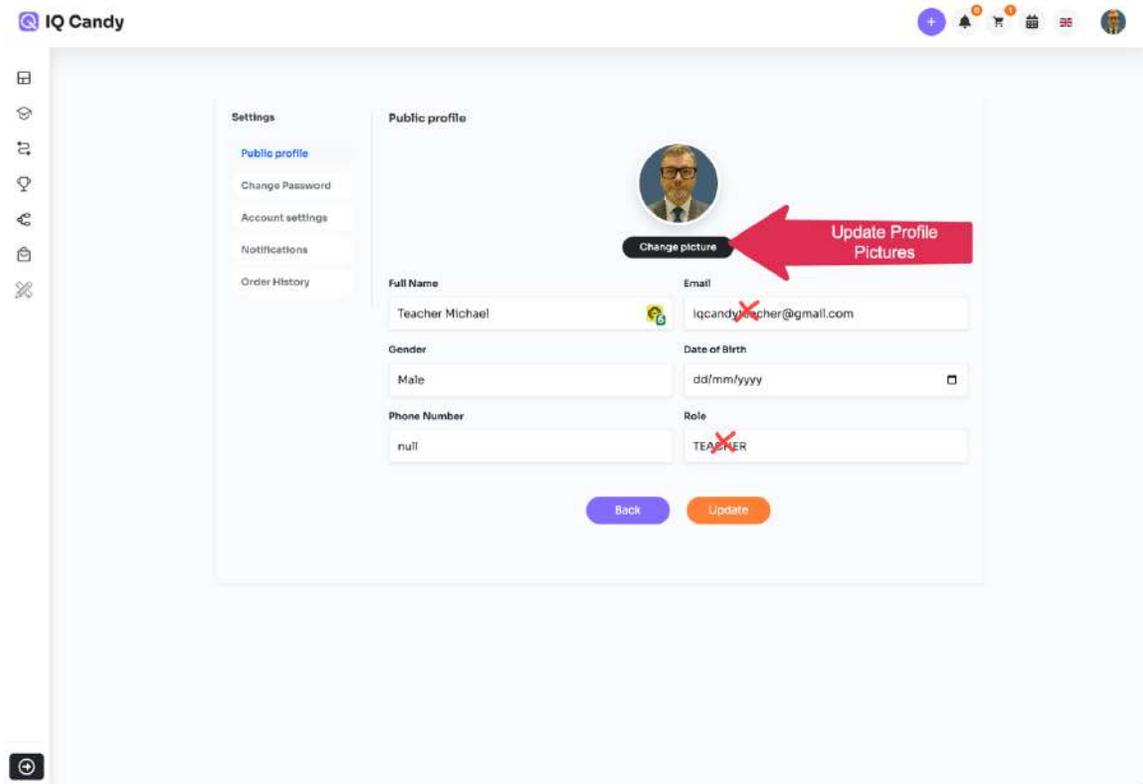


#### 3.2 Profile Information

View and edit your basic information. Note: Email and user type are not editable.

#### 3.3 Updating Your Profile Picture

Click the **Change Picture** button located directly under the profile avatar.



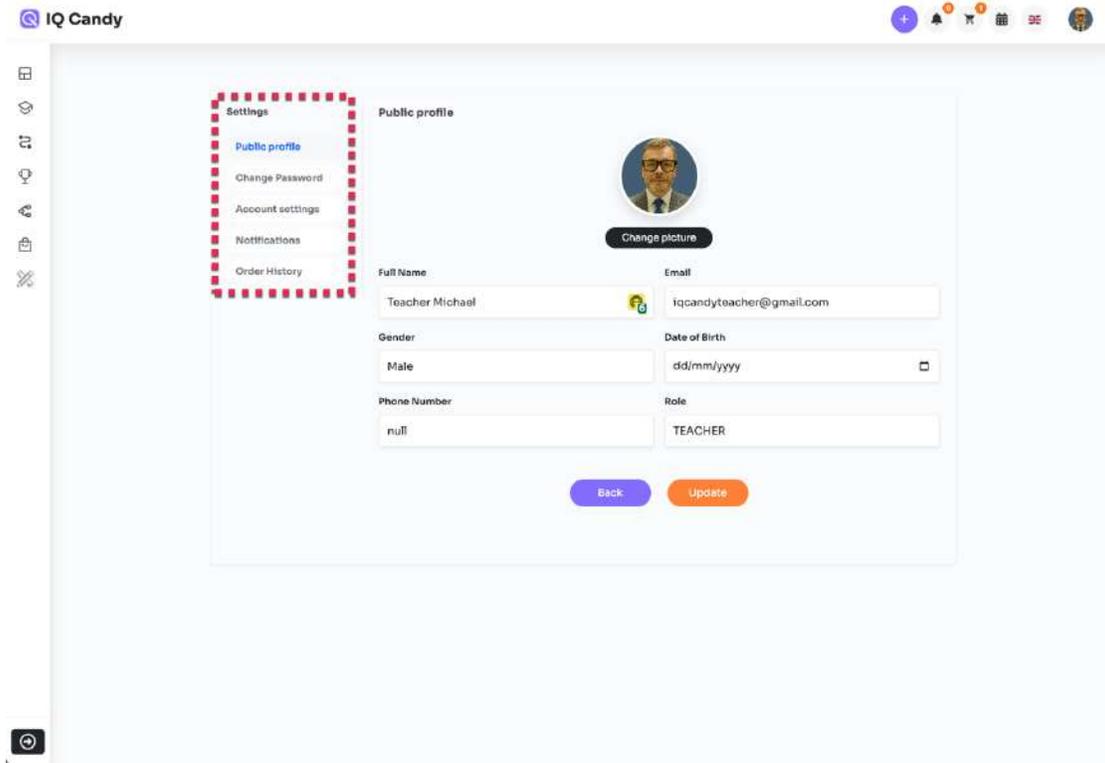
### 3.4 Changing Your Password

Click the **Change Password** tab on the left sidebar. Enter your new password and confirm it.

### 3.5 Account Settings and Deletion

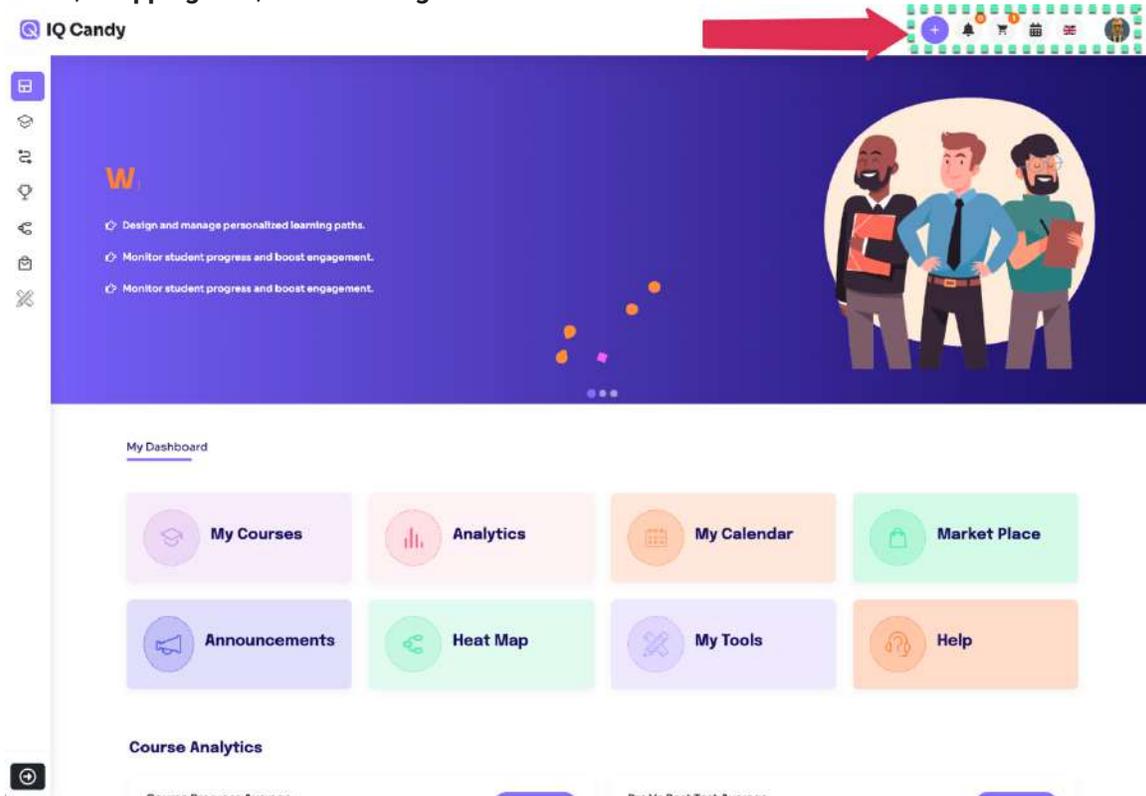
Access the **Account Settings** tab to manage your account status ,such as deleting your account, notifications received, and order history.

*Note: Deleting an account is permanent and cannot be recovered.*



### 3.6 Header Menu

The **Header Menu** located in the upper-right is where you can **Join a Course** and **Change Your Language** as well as view your **Notifications**, **Shopping Cart**, and **Teaching Calendar**.



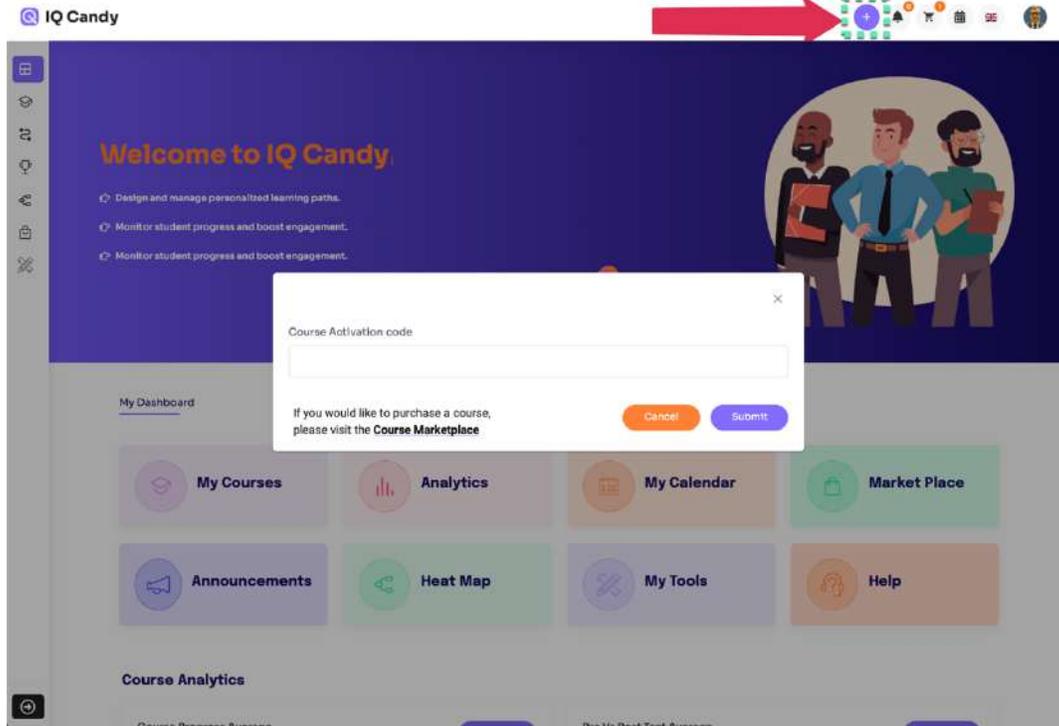
### 3.7 Joining a Course

To Join a Course with your activation code:

- **Step 1:** Click the **Purple + Circle** button in the header menu.
- **Step 2:** Enter your **Course Activation Code** and click "Submit".

**Note:** If you would like to purchase a course, please visit the [Course Marketplace](#) tab under My Courses

**Note:** Once you have purchased the course, you will be given a **Unique Class ID** for students to join your course.

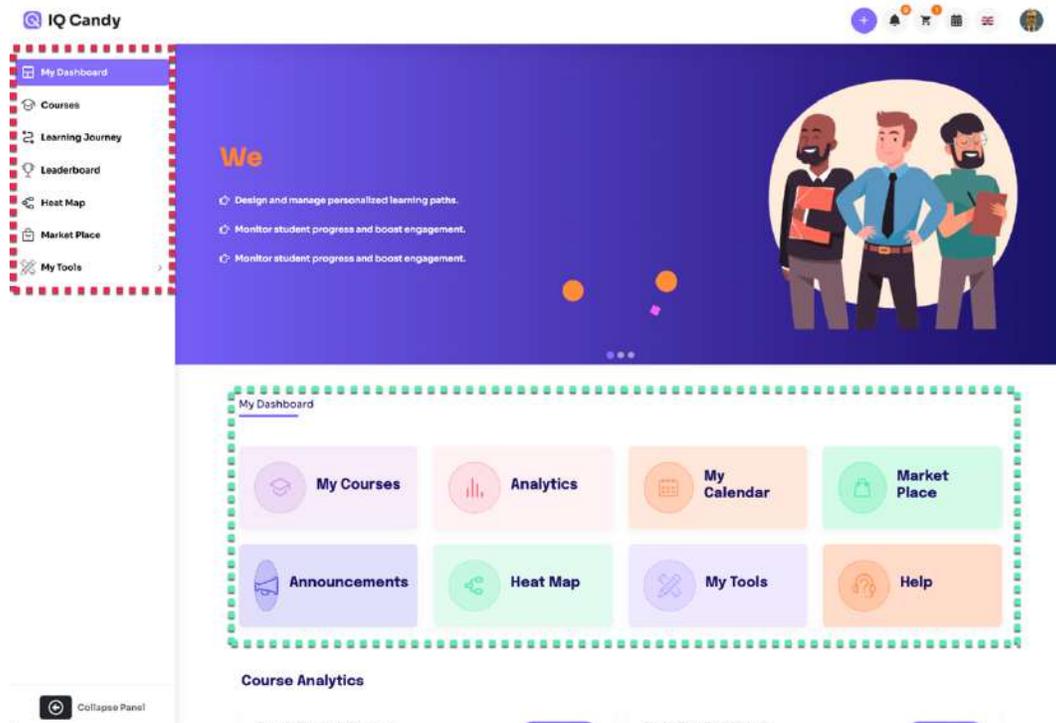


## 4. Navigating the Teacher Dashboard

### 4.1 Dashboard Tiles and Navigation

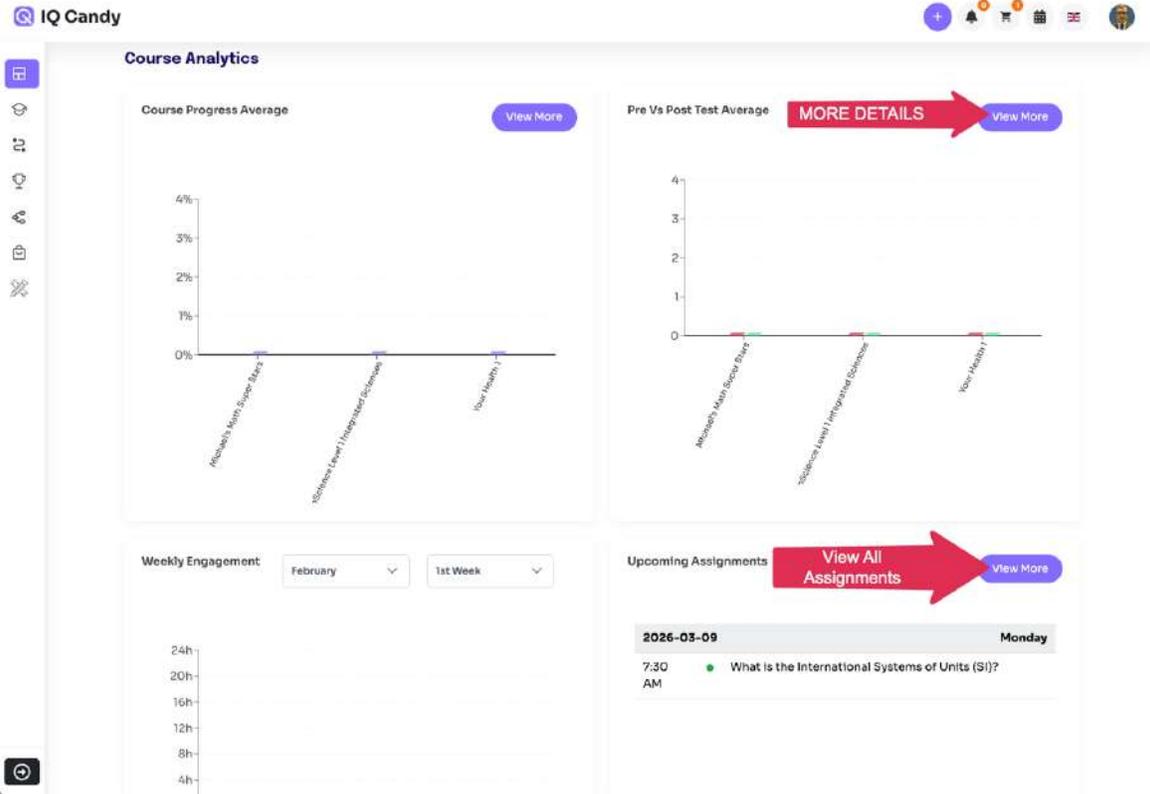
The main dashboard serves as your navigation hub:

- **My Dashboard Titles:** Shortcuts to specific functions such as course analytics, learning calendar, marketplace, class announcements, student heat map, my tools (live testing, etc.), and the help/support platform.
- **Shortcut Menu:** The left-column menu is a shortcut menu to specific sections on the dashboard.



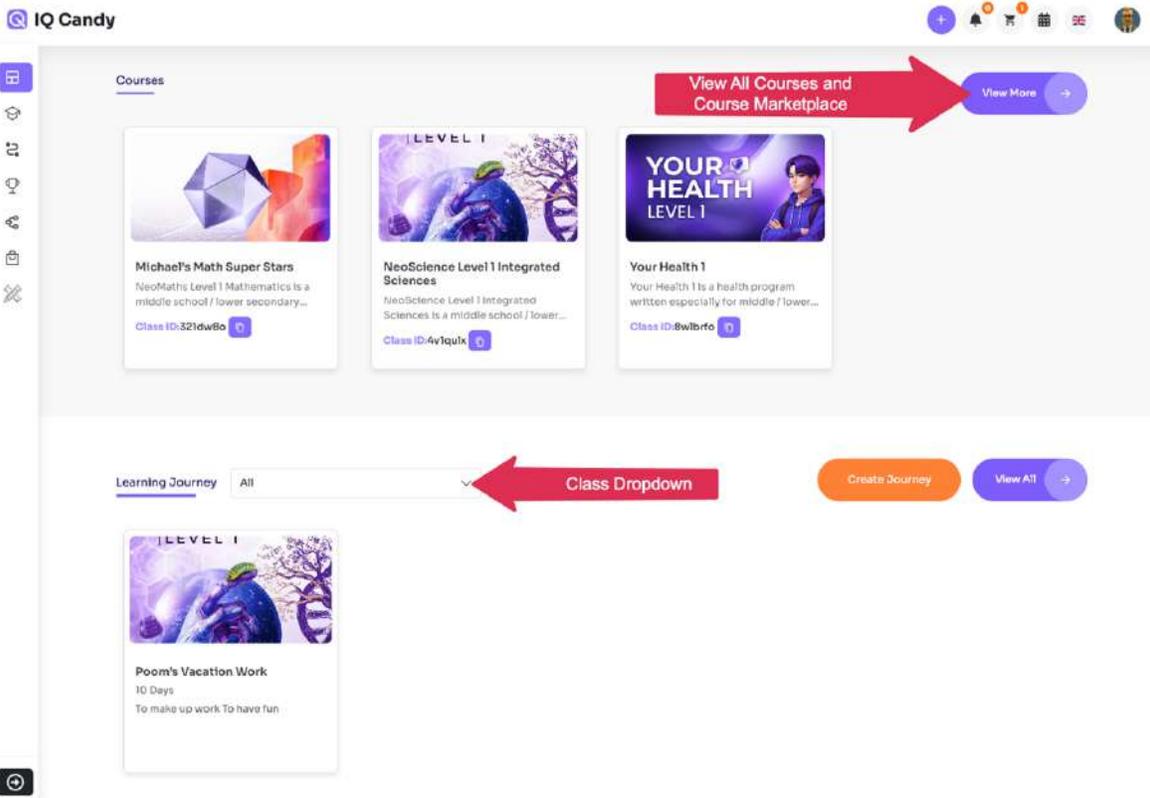
## 4.2 Course Analytics

The graphs provide an overview of course progress, pre vs post test averages, weekly engagement, and upcoming assignments.



## 4.3 Courses and Learning Journeys

A shortcut to your individual classes and your **Unique Class ID** (for students to join) as well as individualized learning journeys by class for students that need remedial support or students who will be absent for long periods of time. See the "Learning Journeys" section of the user guide for more information.



#### 4.4 Leaderboards

Click this tile to view the school-wide student leaderboard. You can see student point totals and view specific logs of how points were earned. You can also **Add Points** for any student as a reward.

#### 4.5 Performance Heat Map

View detailed **Performance Reports** for your student(s) progress in any given course with color indicators of achievement. Beginning (orange): 0%-49% | Developing (blue): 50%-69% | Proficient (green): 70%-95% | Advanced (purple): 96%-100%

The screenshot shows the IQ Candy dashboard. The top section is the 'Leaderboard' with a 'Class Dropdown' menu and a 'View All' button. Below it, a student named Ariana Grande is listed with 3125 points. A 'Give Student Points' button is next to her name. The bottom section is the 'Performance Heat Map' with another 'Class Dropdown' menu. Below it, a 'Performance Scale' legend is shown with four categories: Beginning (0%-49%), Developing (50%-69%), Proficient (70%-95%), and Advanced (96%-100%).

### 5. Teacher Course Content

#### 5.1 Accessing the Course Library

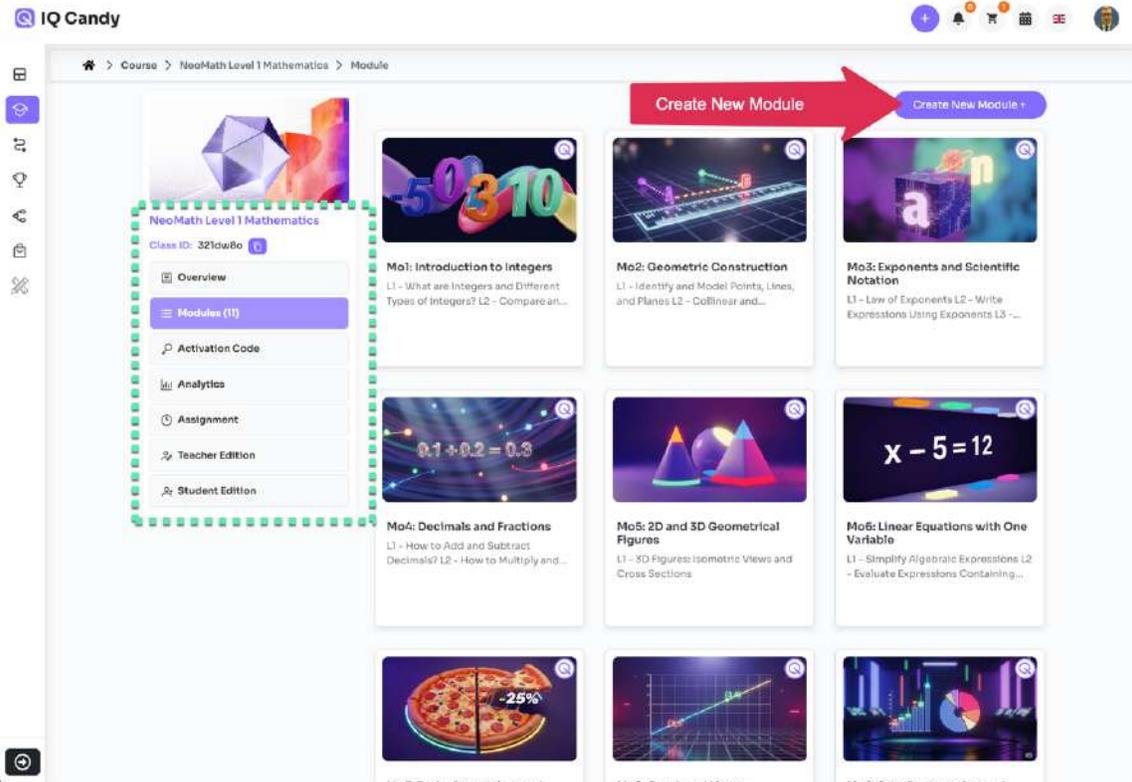
From the dashboard, you have a shortcut to your classes/courses, or you can "View More".

- **My Courses:** This tab will show all the courses you currently have along with your unique **Class ID** for students to join your class. You can click on any tile to flip it. and you can **Edit** class name to personalize the course name and click on the **Course Name** to enter the course.
- **Course Marketplace:** This tab will allow you to **purchase any course** in the IQ Candy library. **Note:** Your chosen language will decide the currency used and your payment options (e.g., Thai will be in THB with prompt pay option).

The screenshot shows the IQ Candy Course Library interface. It has two tabs: 'My Courses' and 'Courses Market Place'. The 'My Courses' tab shows a course titled 'Michael's Math Super Stars' with an 'Edit' button. The 'Courses Market Place' tab shows two courses: 'NeoScience Level 1 Integrated Sciences' and 'Your Health 1'. Red arrows point to the 'Enter Course' and 'Change Class Name' buttons for the first course, the 'Join Course' button for the second course, and the 'Your Class ID' field for the second course.

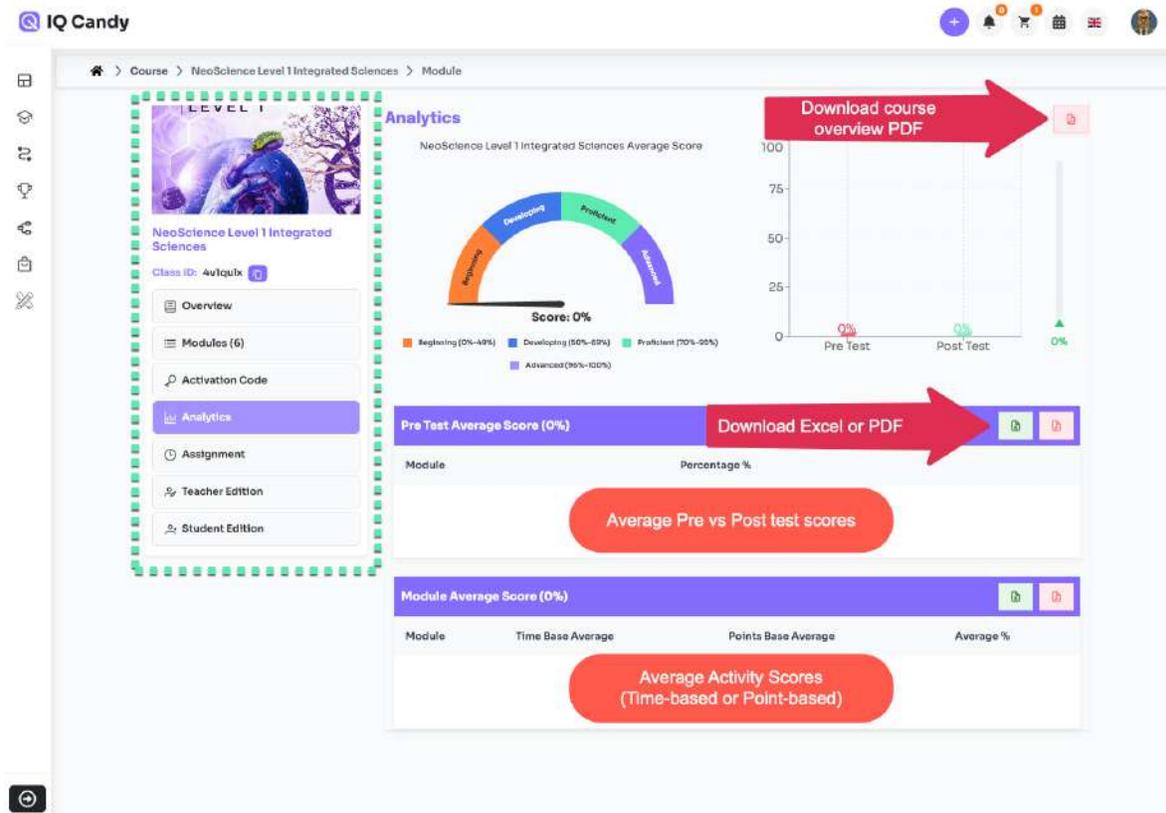
## 5.2 Course Overview and Navigation

Access course modules and you can **create new modules**. The **left-side navigation menu** allows you to view Activation Codes for Students (client schools), Course Analytics, Course Assignments, Teacher Edition, and Student Edition. Note: To **rearrange the module order**, click and hold any module tile and drag it to a new location.



## 5.3 Course Analytics

Click the **Analytics** tab on the left sidebar within a course to see the average proficiency score for your class in that course.



## 5.4 Managing (Student) Activation Codes

Select a course and click the **Activation Code** tab. This allows you to track which students have activated their digital content if you are a client school.

**Note:** A student must enter your **Unique Class ID** for your course when they join so that you can communicate..

#	Activation Code	Issued To	Assign To	Activation Date
1	xukhnkj	STUDENT	Ariana Grande	2/23/2026
2	qesdlvv	STUDENT		-
3	rwlvzth	STUDENT		-
4	p5xyooz	STUDENT		-
5	Drcfp9g	STUDENT		-
6	alelcuo	STUDENT		-
7	ilehvs	STUDENT		-
8	r4ds5ut	STUDENT		-
9	nk3w769	STUDENT		-
10	k2ayvg6	STUDENT		-

## 6. Course Modules

### 6.1 Navigating Module Cards

Inside a course, subjects are divided into **Modules** (Chapters). Click on any module to flip the tile and click again to enter.

Breadcrumb Navigation

Create New Topic

Create New Topic +

Mo2: Pure Substances

Overview

Topics (20)

Analytics

Mo2: Pure Substances

Mo2: Introduction to Science

What is a Substance?

What are the Types of Pure Substances?

Matter: How to Identify a Substance?

What are the Boiling Points and Melting Points in Pure and...

What are the Properties of Matter?

Different Types of Plastics

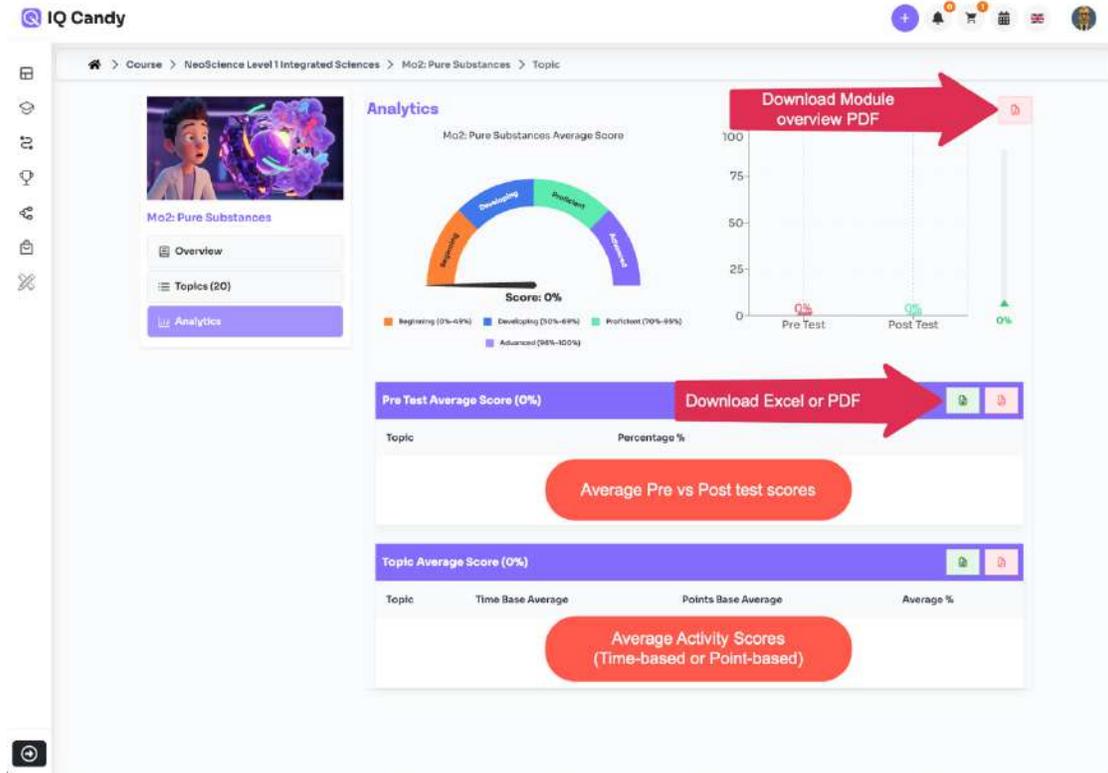
What are Substances and

What is a Chemical Symbol and

How did the Atomic Theory

## 6.2 Accessing Module-Level Analytics

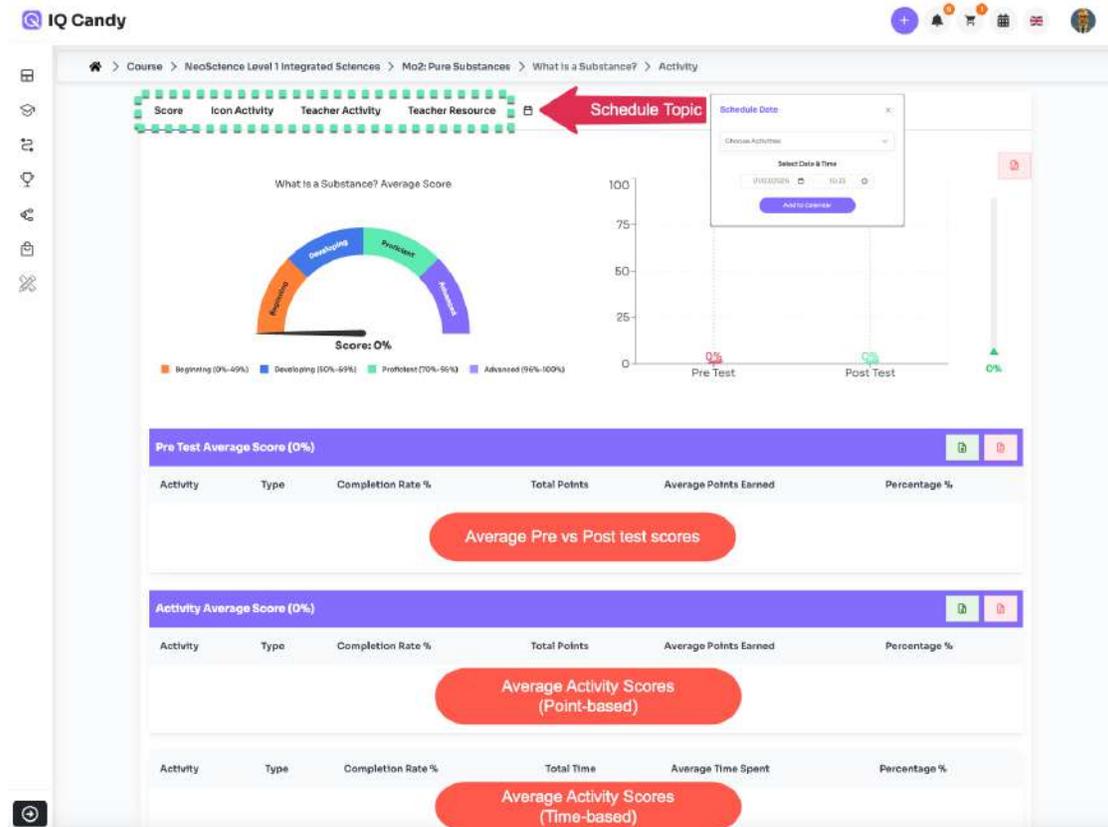
Click the **Analytics** tab on the left sidebar within a course to see the average proficiency score for your class across that module.



## 7. Course Topics

### 7.1 Topic Overview

Click a **Topic Tile** to enter the topic. The first screen is the average **topic score** with 4 tabs for navigation at the top of the topic: Icon Activities, Teacher Activities, Teacher Resources, and Schedule Topic.



## 7.2 Learning Activities (premade) – Viewable by Student

Click the **Icon Activities** tab within a Topic to access premade learning content such as pre/post test, topic quiz, eBook, teaching video, and learning games. These activities can be assigned to students individually.

Icon	Purpose
	Modify user details, passwords, or contact info.
	Download for offline viewing (documents and assessments).
	View detailed logs or student performance without editing.
	Delete activity from the system.

## 7.3 Teaching Activities (create) – Viewable By Student

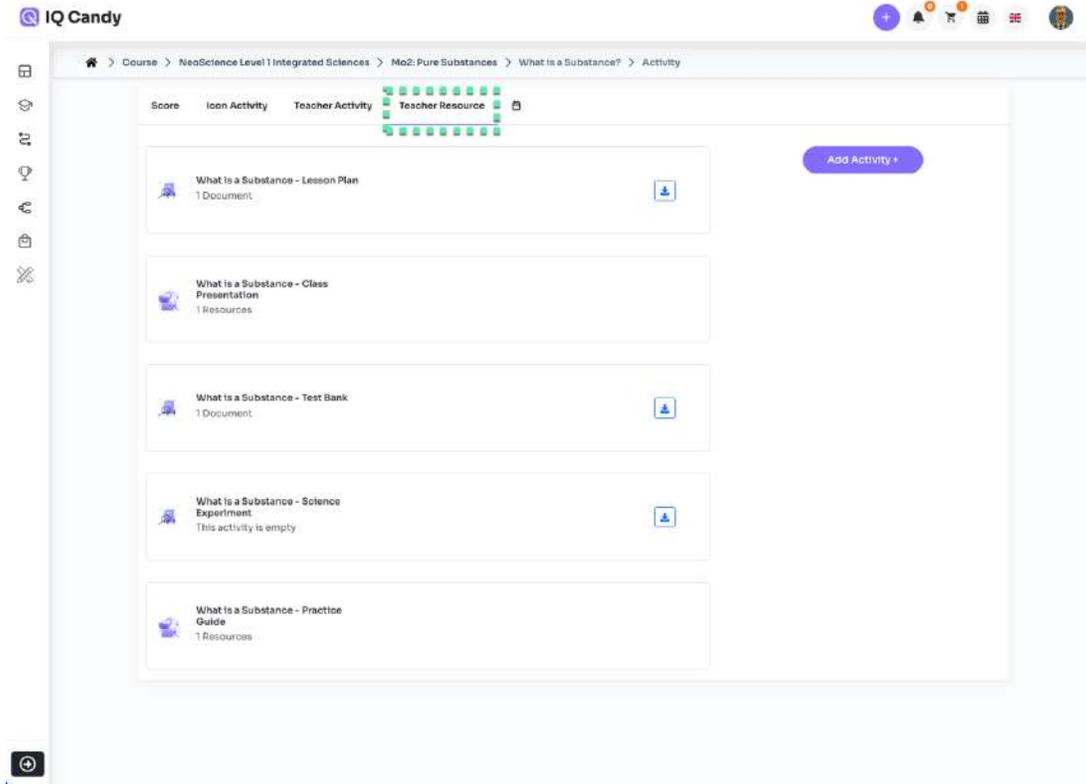
Click the **Teacher Activities** tab within a Topic to **create 8 types of personalized content**, such as assessments (objective and subjective), video and YouTube upload (with embedded questions), document sharing, weblinks, etc.

Icon	Purpose
	Modify user details, passwords, or contact info.
	Download for offline viewing (documents and assessments).
	View detailed logs or student performance without editing.
	Delete activity from the system.

## 7.4 Teacher Resources – Viewable by Teacher Only

View the **Teacher Resources** tab for teacher resources such as lesson plans, class presentations, test bank, practice guides, experiments (science), and math quest word problems.

**Note:** Teachers can create their own teacher resources that will not be viewable by students.



The screenshot shows the IQ Candy interface with the 'Teacher Resource' tab selected. The breadcrumb trail is: Course > NeoScience Level 1 Integrated Sciences > Mo2: Pure Substances > What is a Substance? > Activity. The left sidebar contains various icons, with the 'Teacher Resource' icon highlighted. The main content area displays a list of resources for 'What is a Substance?':

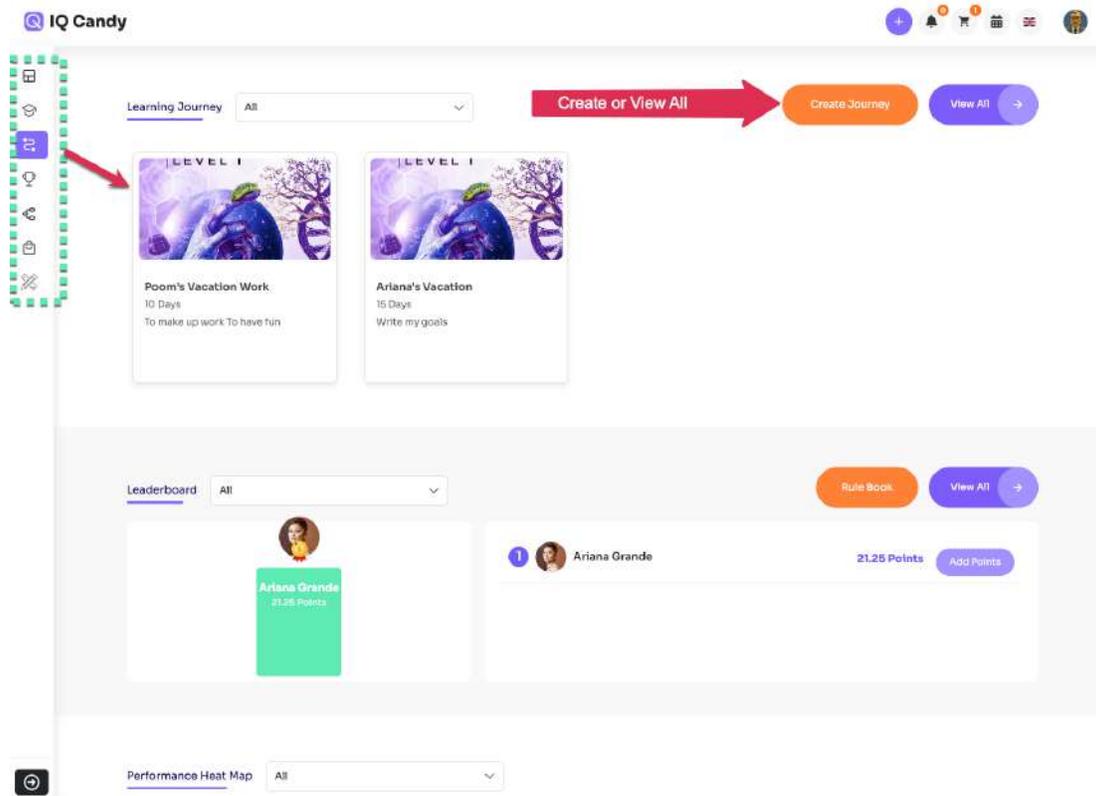
- What is a Substance - Lesson Plan (1 Document)
- What is a Substance - Class Presentation (1 Resources)
- What is a Substance - Test Bank (1 Document)
- What is a Substance - Science Experiment (This activity is empty)
- What is a Substance - Practice Guide (1 Resources)

An 'Add Activity +' button is visible in the top right corner of the resource list.

## 8. Learning Journeys

### 8.1 Student Learning Journeys

Click on the **Learning Journey** shortcut in the left column menu. You can create a learning journey for any individual or group of students for remedial work, extra credit, or for prolonged absences.



The screenshot shows the IQ Candy interface with the 'Learning Journey' section selected. The breadcrumb trail is: Course > NeoScience Level 1 Integrated Sciences > Mo2: Pure Substances > What is a Substance? > Activity. The left sidebar contains various icons, with the 'Learning Journey' icon highlighted. The main content area displays the 'Learning Journey' section with a dropdown menu set to 'All'. A red arrow points to the 'Learning Journey' icon in the sidebar. The 'Learning Journey' section shows two cards:

- Poom's Vacation Work**: 10 Days, To make up work To have fun
- Ariana's Vacation**: 15 Days, Write my goals

Buttons for 'Create or View All', 'Create Journey', and 'View All' are visible. Below the 'Learning Journey' section is the 'Leaderboard' section, also with a dropdown menu set to 'All'. The 'Leaderboard' section shows a card for Ariana Grande with 21.25 Points and an 'Add Points' button.

## 8.2 Creating a Learning Journey

Click on the **Create Journey** button, and you will name your journey, choose the course, set a duration (days), and give the journey goals, then **Submit**.

IQ Candy

Journey > Edit Journey

Journey Sequence Assign Analytics

Learning Journey Name  
Ariana's Vacation **Name Your Journey**

Course  
NeoScience Level 1 Integrated Sciences **Choose the Course**

Suggested Duration (In Days)  
15 Days **How Many Days?**

Learning Journey Goals  
Write my goals **What is the Goal?**

Drop File here or click to upload.  
Recommended size: 1600 x 900 pixels (Width xHeight)  
(Support image files only)

Cancel Submit

After submitting, you go to the Sequence tab and click the **Add Sequence** button.

Step 1: Choose your Module and Topic from the dropdown.

Step 2: Choose the activities for that topic.

Step 3: Add topic to the sequence.

Note: Repeat this until all topics and activities you want are included in the sequence.

IQ Candy

Journey > Edit Journey

Journey Sequence Assign Analytics

1 What is Science Inquiry?

2 What is the International Systems of Units (SI)?

3

Mo2: Pure Substances What are the Types of Pure Su... **Choose Module and Topic 1**

**2 Choose Activities**

What are the Types of Pure Substances? - Pre Test

What are the Types of Pure Substances? - eBook

What are the Types of Pure Substances? - Teaching Video

What are the Types of Pure Substances? - Post Test

What are the Types of Pure Substances? - Word Pop

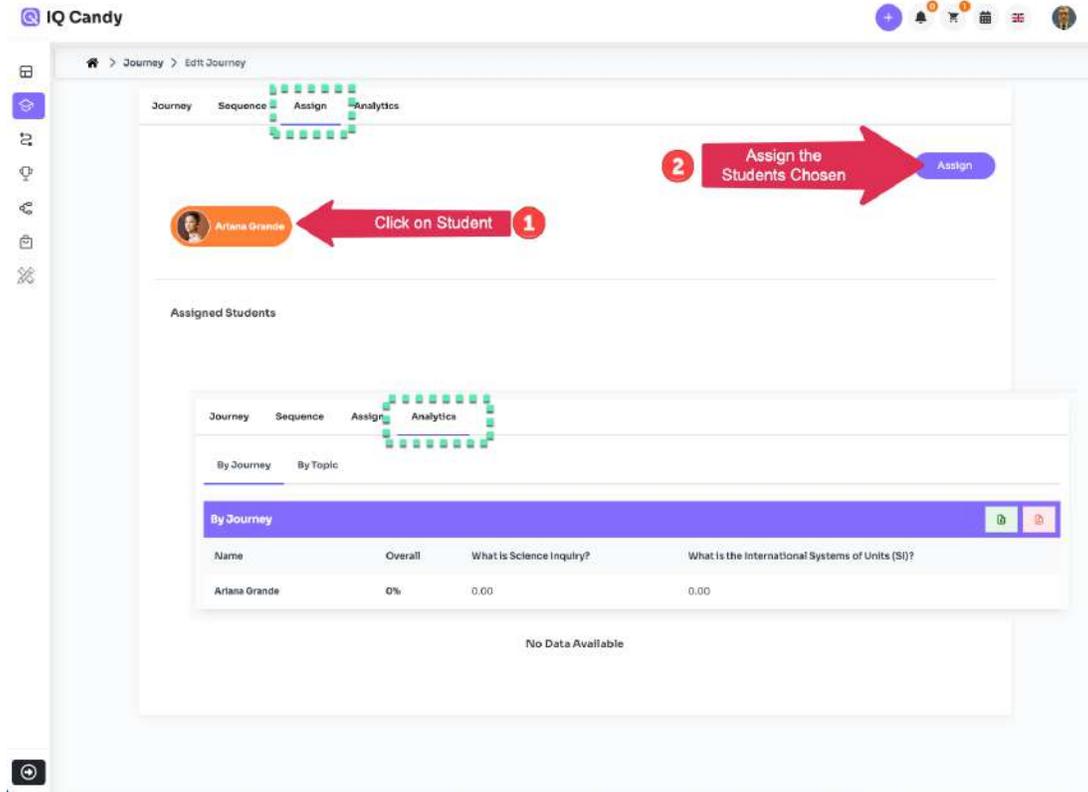
What are the Types of Pure Substances? - Quiz Show

What are the Types of Pure Substances? - Quiz

Add selected Topic **3 Add Topic**

### 8.3 Assign and Track Progress

After creating your journey, you click on the **Assign** tab to choose the student(s) to assign the journey to. You can check the **Analytics** tab to track student(s) progress through the journey.

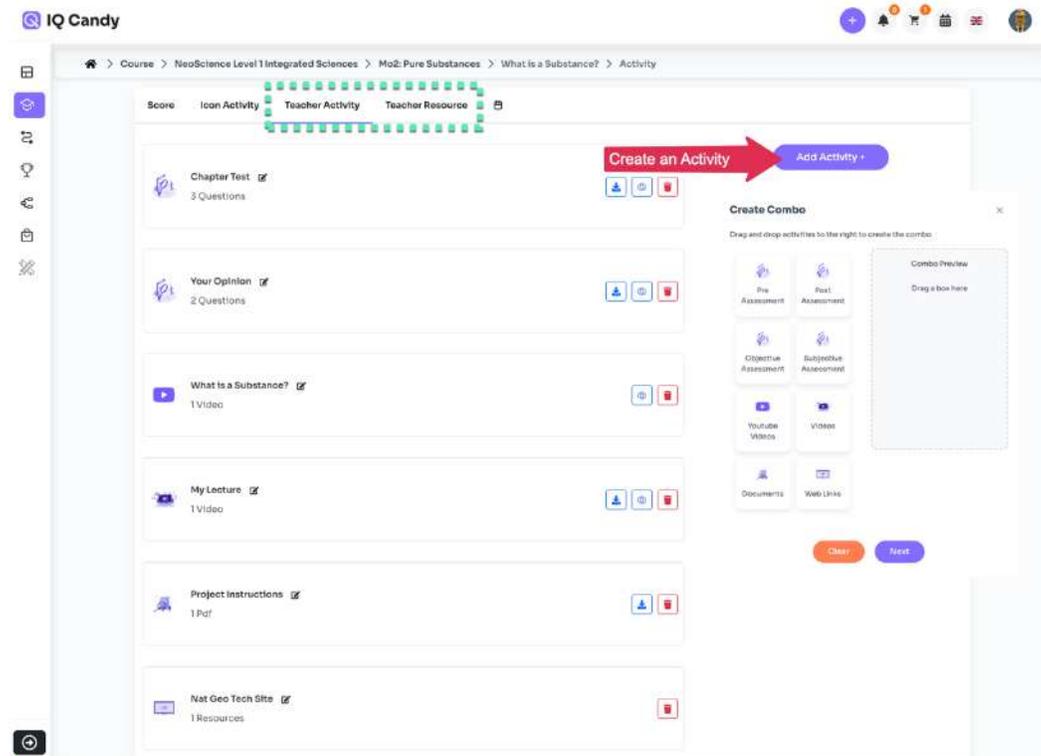


## 9. Teaching Activity and Teacher Resources

### 9.1 Learning Activities and Teaching Resources

For every Topic in your course, you will have pre-made Icon Activities, but you can **Add Activity** button to create your own content (pre-test, post-test, objective test, subjective test, Multimedia (YouTube or Video Upload), Documents, Weblinks).

**Note:** Activities created in the **Teacher Activity** tab are viewable by students. Activities in the **Teacher Resource** tab are viewable by the teacher only.



## 9.2 Create Objective Assessment

Click on **Add Activity**, drag/drop **Objective Assessment**, and click next. Pre-test and Post-test follow the same format. Once saved, follow the 6 steps below to add a question to the text. Repeat 6 steps for each question.

**Note:** There is a math and science text editor that will convert your handwriting to a downloadable equation.

The screenshot shows the IQ Candy interface for creating an Objective Assessment question. The interface is divided into several sections with numbered callouts:

- 1 Add Question:** A red arrow points to the 'Add Question' button in the 'Questions' list on the left.
- 2 Checkbox correct answer:** A red arrow points to the 'Correct Answer' checkbox in the question editor.
- 3 Add extra answer choices:** A red arrow points to the 'Add Next Choice' button below the question editor.
- 4 Choose Difficulty Level:** A red arrow points to the 'Difficulty Level' section, which includes 'Easy', 'Medium', and 'Hard' options.
- 5 Question value:** A red arrow points to the 'Marks' field.
- 6 Save and start next question:** A red arrow points to the 'Save' button at the bottom.

Additional features and callouts include:

- Choose Attempts and Download:** A green arrow points to the 'Attempts Allowed: 1' dropdown and 'Choose Who Can Download' dropdown.
- Math and Science Equation Editor (can handwrite equations):** A green circle highlights the text editor area.
- Add Optional Explanation:** A red arrow points to the 'Add Explanation' section.

## 9.3 Create Subjective Assessment

Click on **Add Activity**, drag/drop **Subjective Assessment** and click next. Once saved, follow the 5 steps below to add a question to the text. Repeat 5 steps for each question.

**Note:** There is a math and science text editor that will convert your handwriting to a downloadable equation.

The screenshot shows the IQ Candy interface for creating a Subjective Assessment question. The interface is divided into several sections with numbered callouts:

- 1 Add Question:** A red arrow points to the 'Add Question' button in the 'Questions' list on the left.
- 2 Choose Answer Format:** A red arrow points to the 'Answer Method' section, which includes 'Textarea' and 'File Upload' options.
- 3 Choose Difficulty Level:** A red arrow points to the 'Difficulty Level' section, which includes 'Easy', 'Medium', and 'Hard' options.
- 4 Question value:** A red arrow points to the 'Marks' field.
- 5 Save and start next question:** A red arrow points to the 'Save' button at the bottom.

Additional features and callouts include:

- Choose Attempts and Download:** A green arrow points to the 'Attempts Allowed: 1' dropdown and 'Choose Who Can Download' dropdown.
- Math and Science Equation Editor (can handwrite equations):** A green circle highlights the text editor area.
- Bloom's Taxonomy:** The interface shows 'Analyze', 'Evaluate', and 'Create' options.

## 9.4 Create Multimedia Activity

Click on **Add Activity**, drag/drop **YouTube** or **Video (upload)**, and click next. Copy/paste YouTube URL or upload a video. After saving, you can return to the video to **embed pop-up questions** as students watch the video.

**Note:** Not all YouTube videos give permission to embed. Please compress video uploads so the upload does not “time out”.

The image displays two screenshots of the IQ Candy interface, illustrating the process of adding multimedia activities.

**Top Screenshot:** Shows the 'YouTube Videos' section. A text input field is labeled 'Your YouTube Video Link Goes Here...' with a red arrow pointing to it and the text 'Copy/Paste Video Link'. Below the field is a 'Go' button. A red callout box on the right says 'Note: Some YouTube block embedding'. Below the input field is a large play button icon and the text 'Type Your YouTube Video Link Above And Hit Go!'. Below this is a video player showing a video titled 'What is a Substance?' with a blue anatomical illustration. A green callout box points to the video with the text 'Embed Questions Into Video After Upload'. A red arrow points to the 'Add Question' button with the text 'Add pop-up questions for students'. Other buttons include 'Re-Upload' and 'Copy Link'.

**Bottom Screenshot:** Shows the 'Videos' section. A dropdown menu is labeled 'Choose Download Permission' with a green arrow pointing to it. Below the dropdown is a 'Choose Who Can Download' dropdown. Below this is a large upload area with a green arrow icon and the text 'Drop File here or click to upload. up to 500MB. (Upload Your Video And Hit Go!)'. A red callout box on the right says 'Note: Please use video compression before uploading video.'. Below the upload area is a 'Go' button. Below this is a video player showing a video titled 'My Lecture' with an illustration of a lecturer. A green callout box points to the video with the text 'Embed Questions Into Video After Upload'. A red arrow points to the 'Add Question' button with the text 'Add pop-up questions for students'. Other buttons include 'Re-Upload' and 'Add Question'.

## 9.5 Create Documents

Click on **Add Activity**, drag/drop **Document**, and click next. As a **time-based** activity, set a minimum amount of time students should spend on the document. They will be scored based on how much time they complete.

The screenshot shows the IQ Candy interface for creating a Document activity. The breadcrumb trail is: Course > NeoScience Level 1 Integrated Sciences > Mo2: Pure Substances > What are the Types of Pure Substances? > Documents. The main form has a dropdown menu labeled "Choose Who Can Download" with a green arrow pointing to it labeled "Choose Download Permission". Below it is a text input field containing "1 sec" with a red arrow pointing to it labeled "Set Minimum Viewing Time". A large green arrow points to a green upload icon with the text "Drop File here or click to Upload." and "(Upload PDF (.pdf) or Word (.docx) documents and click Go)". A "Go" button is at the bottom left. On the right, there is a preview of a document titled "School Admin User Guide and FAQs" with a "View Document after saving" callout box.

## 9.6 Create Weblinks

Click on **Add Activity**, drag/drop **Weblink**, and click next. As a **time-based** activity, set a minimum amount of time students should spend on the website. They will be scored based on how much time they complete.

**Note:** Not all Websites give permission to embed.

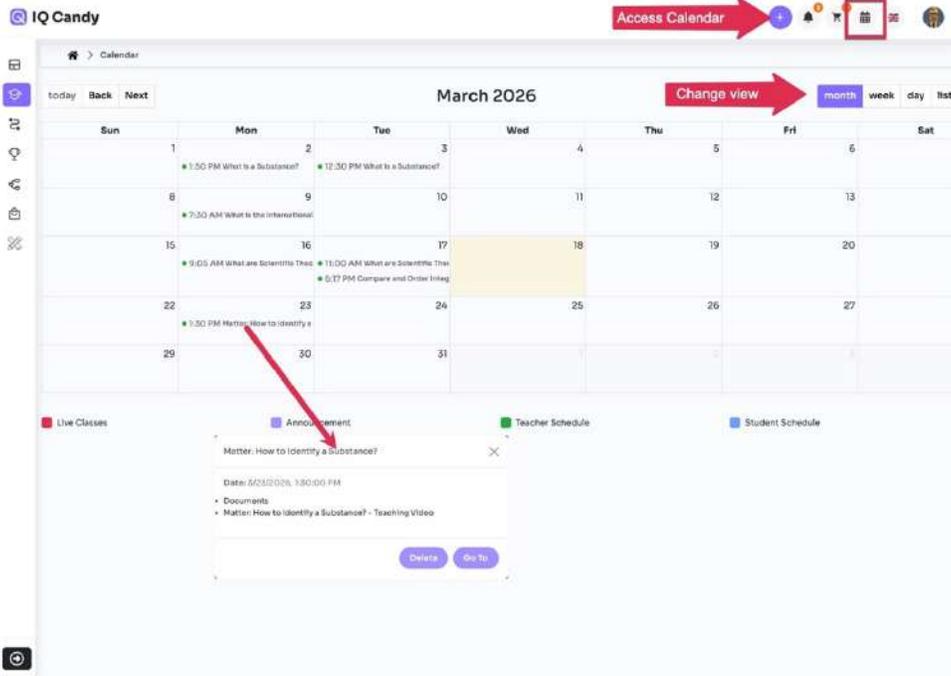
The screenshot shows the IQ Candy interface for creating a Weblink activity. The breadcrumb trail is: Course > NeoScience Level 1 Integrated Sciences > Mo2: Pure Substances > What is a Substance? > Nat Geo Tech Site. The main form has a text input field containing a URL: "https://www.nationalgeographic.com/related/62b77c80-5c30-3bf0-9ed8-00749e1f4289/c" with a red arrow pointing to it labeled "Copy/Paste Web Link" and a red circle with the number "1". Below it is a text input field containing "30 sec" with a red arrow pointing to it labeled "Set Minimum Viewing Time" and a red circle with the number "2". A "Go" button is at the bottom left. The preview area shows the National Geographic website with a featured article titled "The discovery of DNA started with this overlooked scientist" and another article titled "How scientists are making the power of invisibility a reality". A red callout box at the bottom left says "Note: Some Websites block embedding". A green link icon is at the bottom center with the text "Type Your Web Link Above And Hit Go!".

## 10. Assigning Activities and Performance Monitoring

### 10.1 Learning Calendar

The Learning Calendar provides a centralized view of all scheduled educational events and assignments.

- **Accessing Calendar:** Click **My Calendar** tile on the dashboard or the **Calendar Icon** in the upper-right header menu.
- **Switching Views:** You can toggle the display between **Month, Week, Day, or List** views using the buttons in the top-right corner of the calendar.
- **Managing Assignments:** Click on any individual assignment within the calendar to either **Delete** it or click **Go To** to jump directly to that specific topic.



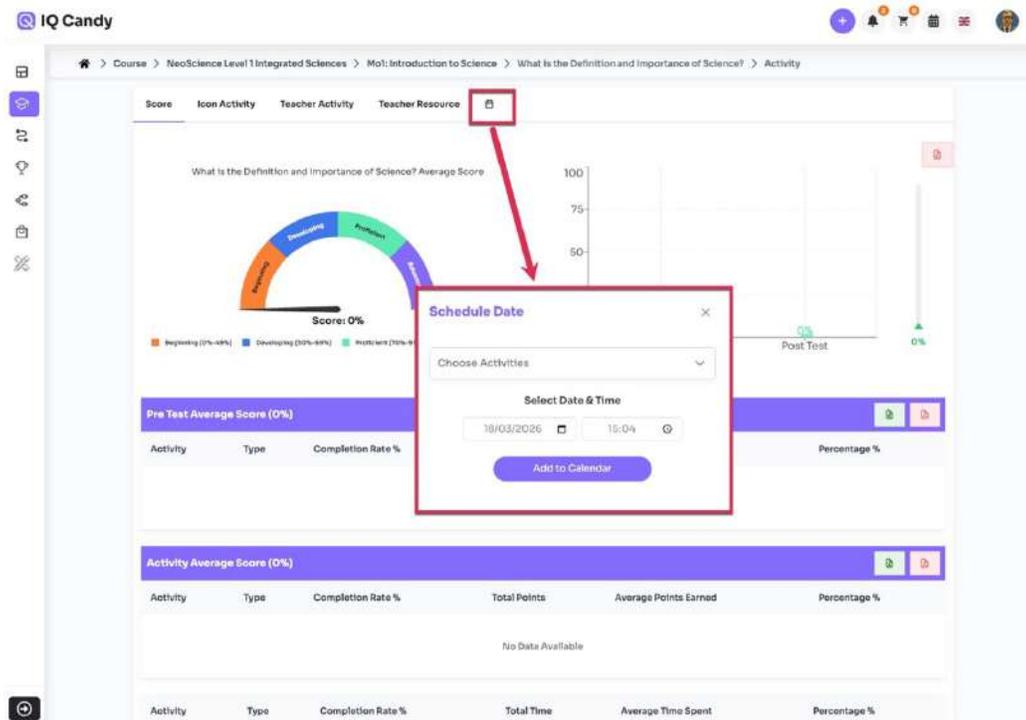
### 10.2 Assigning Activities

Scheduling specific tasks ensures students know exactly when work is due.

**Scheduling a Topic:** Within a specific course topic, click the **Schedule (Calendar)** icon.

**Selecting Content:** Use the dropdown menu in the "Schedule Date" pop-up to choose which specific activities (e.g., Pre-test, Quiz, Post-test) to assign.

**Setting Timeframes:** Select the desired **Date** and **Time** from the calendar picker, then click **Add to Calendar**. Students will receive a notification and a pop-up once an activity is scheduled.



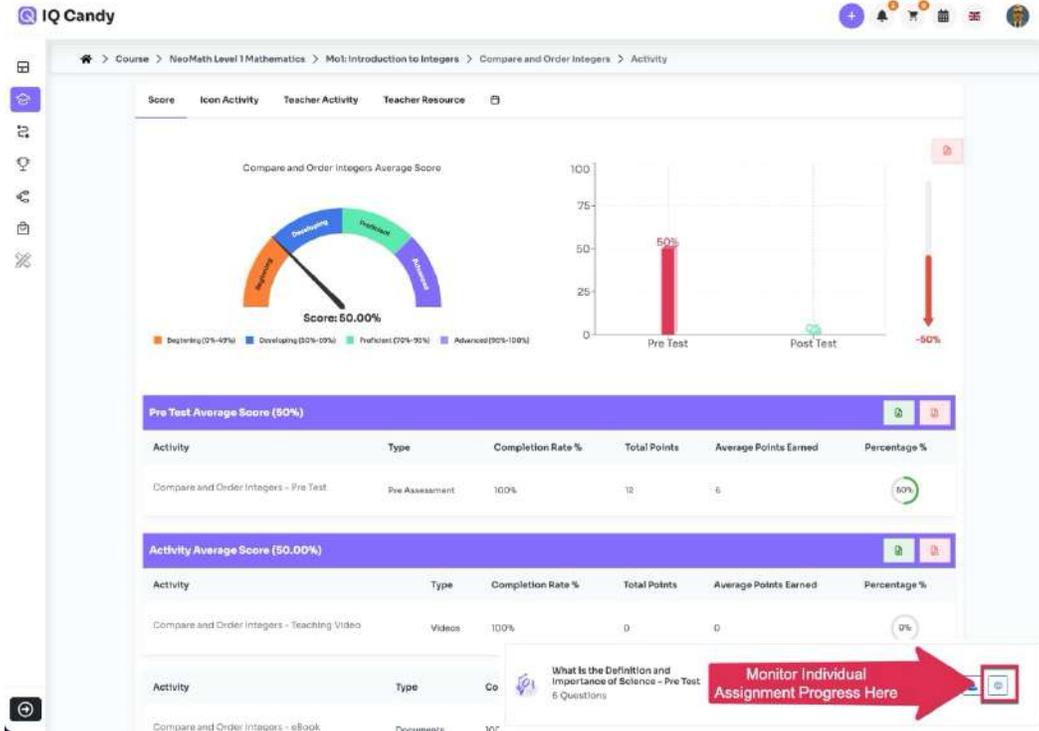
### 10.3 Monitoring Progress

Tracking real-time participation allows you to intervene when students are not performing.

**Activity Score Overview:** Access the **Score** tab within a topic to view detailed metrics for all assigned activities.

**Metrics Tracked:** You can monitor completion rates, total points earned, and average time spent on tasks.

**Exporting Data:** Use the **Green (Excel)** or **Red (PDF)** buttons to download these progress reports for offline review.



## 11. Course Analytics

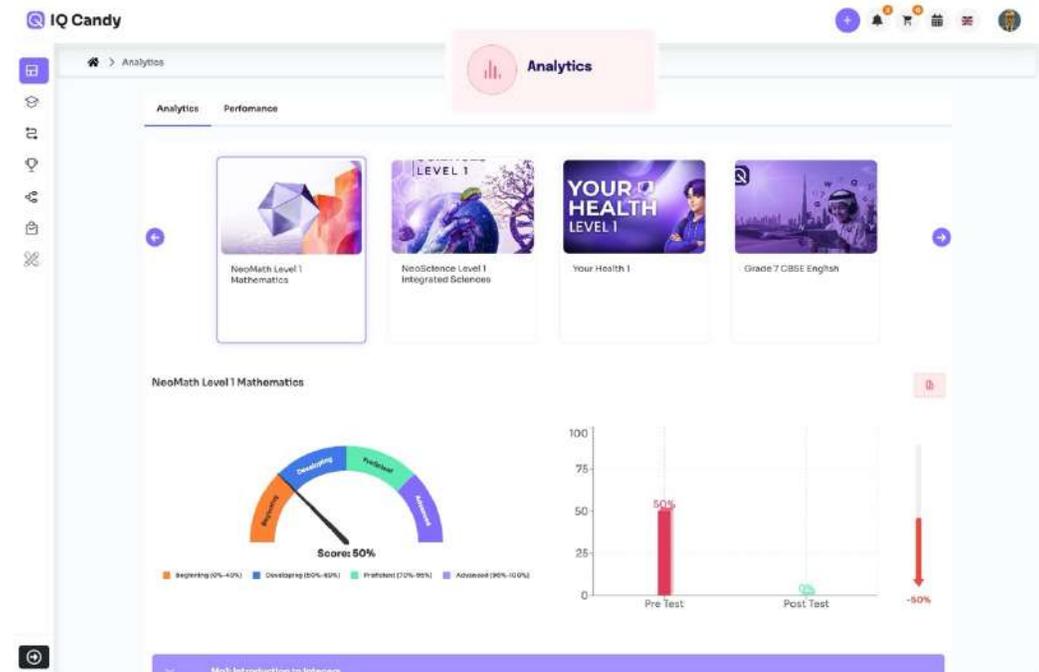
### 11.1 Course Analytics

Course Analytics provides high-level averages of class performance across your entire subject.

**Accessing Analytics:** Click the **Analytics** tile on your main dashboard.

**Global Overview:** The initial screen provides graphs for **Course Progress Average**, **Pre vs Post Test Average**, and **Weekly Engagement**.

**Subject Navigation:** Use the arrow icons on the sides of the course tiles at the top to scroll through and select the specific course you wish to analyze.



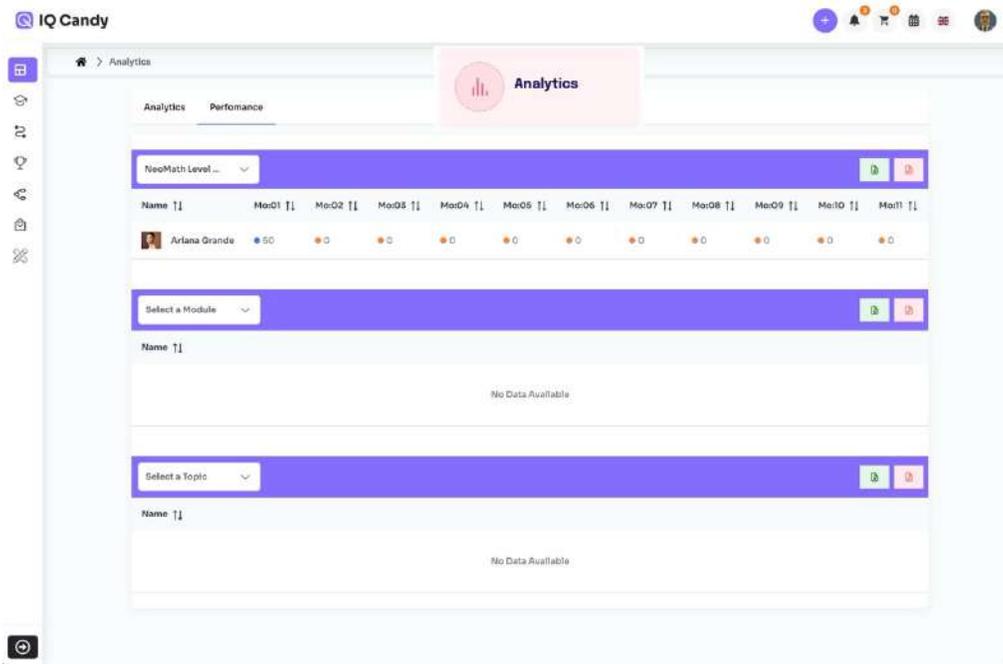
## 11.2 Course Performance

This section allows for a deeper dive into module and topic-level results for the entire class.

**Module Breakdown:** Click a specific module to expand it and view the **Proficiency Gauge**, which categorizes class achievement by color (Beginning to Advanced).

**Topic-Specific Scores:** Scroll down to see the **Pre-Test Average Score** and **Topic Average Score** for every lesson within that module.

**Point-Based vs. Time-Based:** Analytics are further broken down into time-spent activities (like reading eBooks) and point-based activities (like quizzes).



## 12. Student Progress

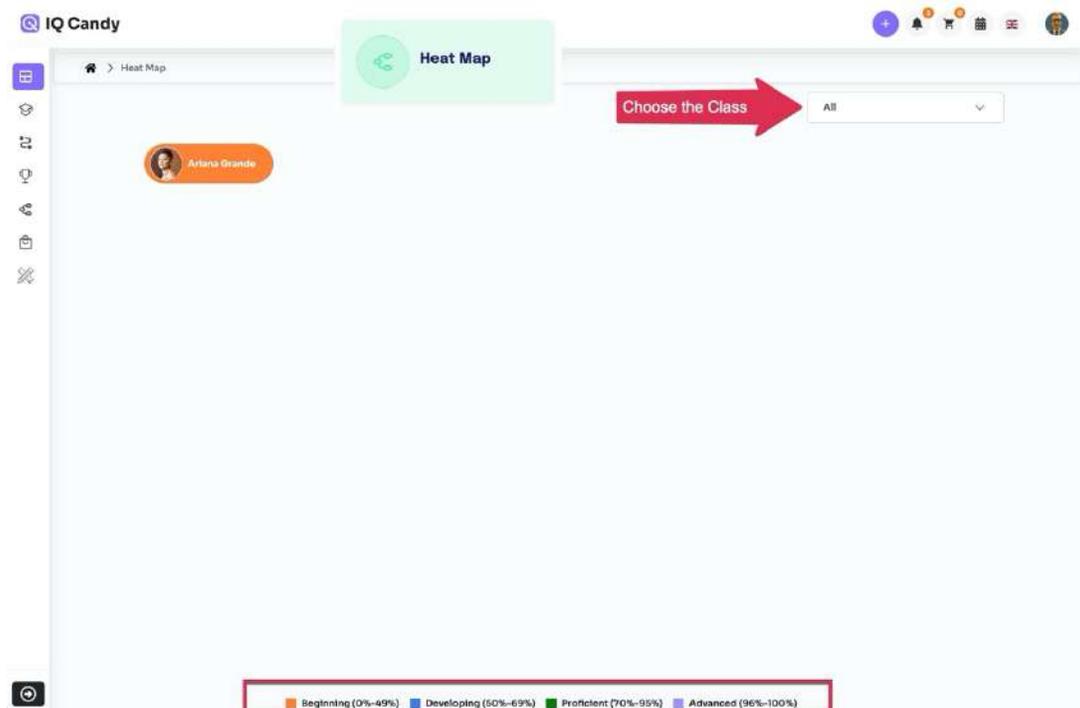
### 12.1 Performance Heat Map

The Heat Map provides an instant visual identification of student achievement levels.

**Accessing the Heat Map:** Click the **Heat Map** tile on the dashboard.

**Color-Coded Achievement Scale:** Orange (0%–49%): Beginning Blue (50%–69%): Developing Green (70%–95%): Proficient Purple (96%–100%): Advanced

**Filtering:** Use the dropdown menu to filter the heat map by a specific course.



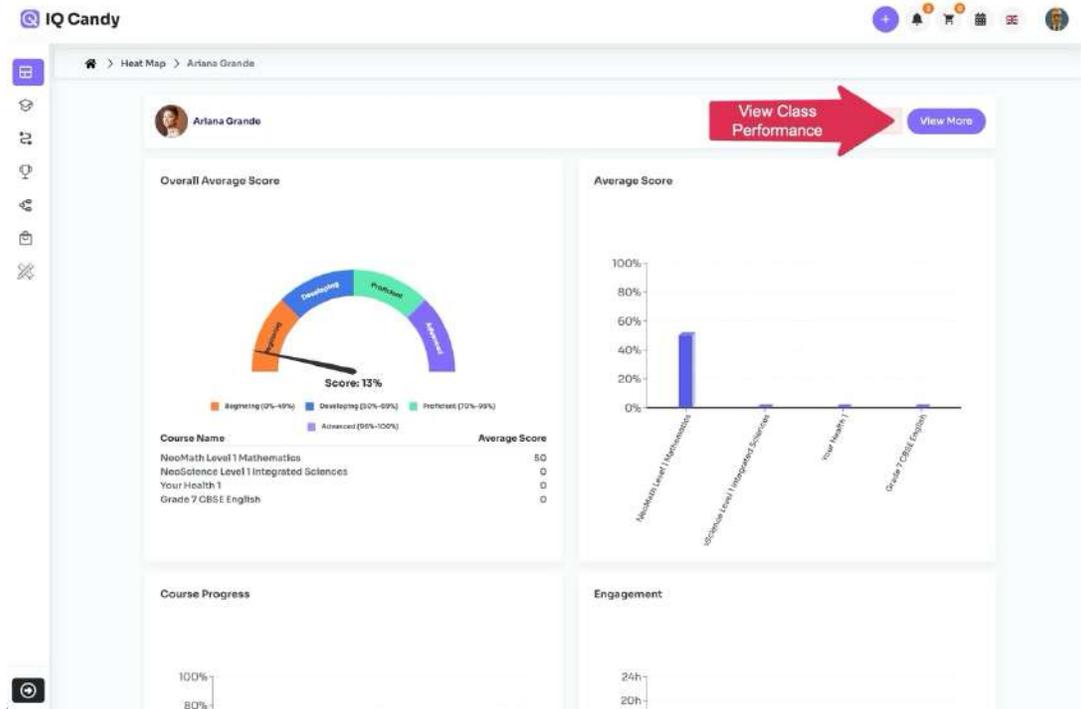
## 12.2 Student Overall Performance

View a comprehensive 360-degree view of an individual student's status.

**Selecting a Student:** Click on a student's name from the **Heat Map** tile or bottom of the dashboard.

**Overall Metrics:** The overview screen displays the student's **Overall Average Score**, **Course Progress**, and a weekly **Engagement** graph.

**Activity Preferences:** View the "Time Spent By Students" chart to see which learning methods they prefer (e.g., Videos, Documents, or Games).



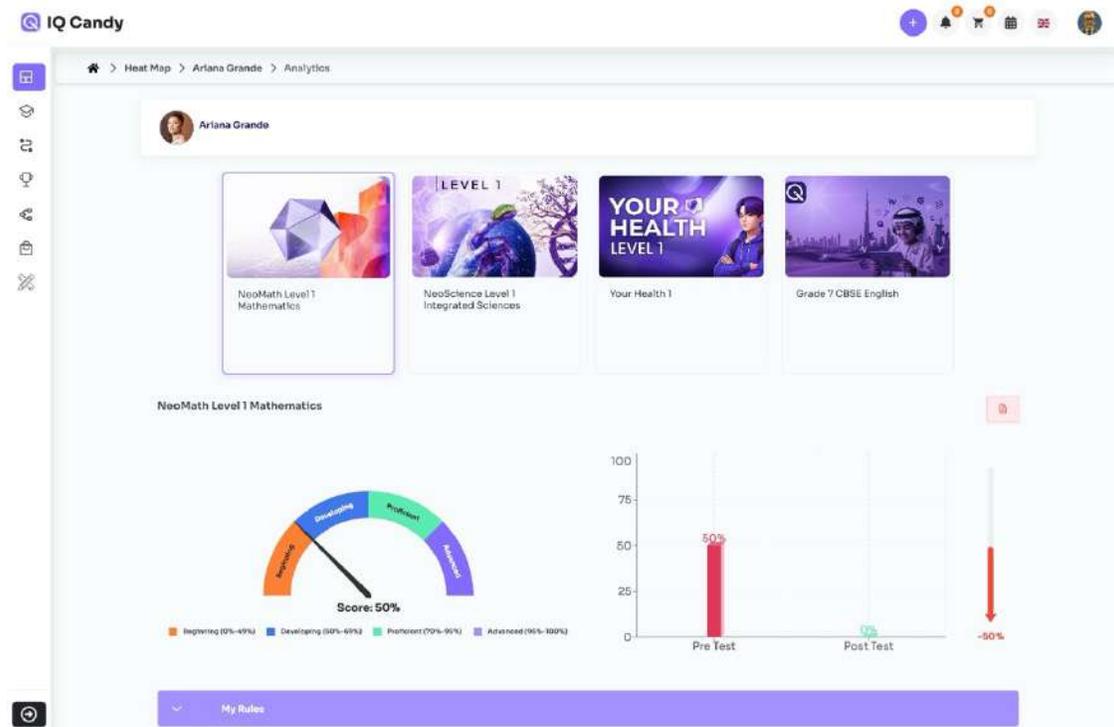
## 12.3 Student Course Performance

Drill down into how a student is performing in every specific module of a chosen subject.

**Viewing Details:** Click **View More** in the upper-right corner of the individual student overview page.

**Subject Selection:** Click on one of the course tiles to see the detailed module breakdown for that specific student.

**Module Tracking:** You can see the proficiency level, pre-test scores, and activity scores for every single module assigned to that student.



## 13. My Tools

### 13.1 Live Testing

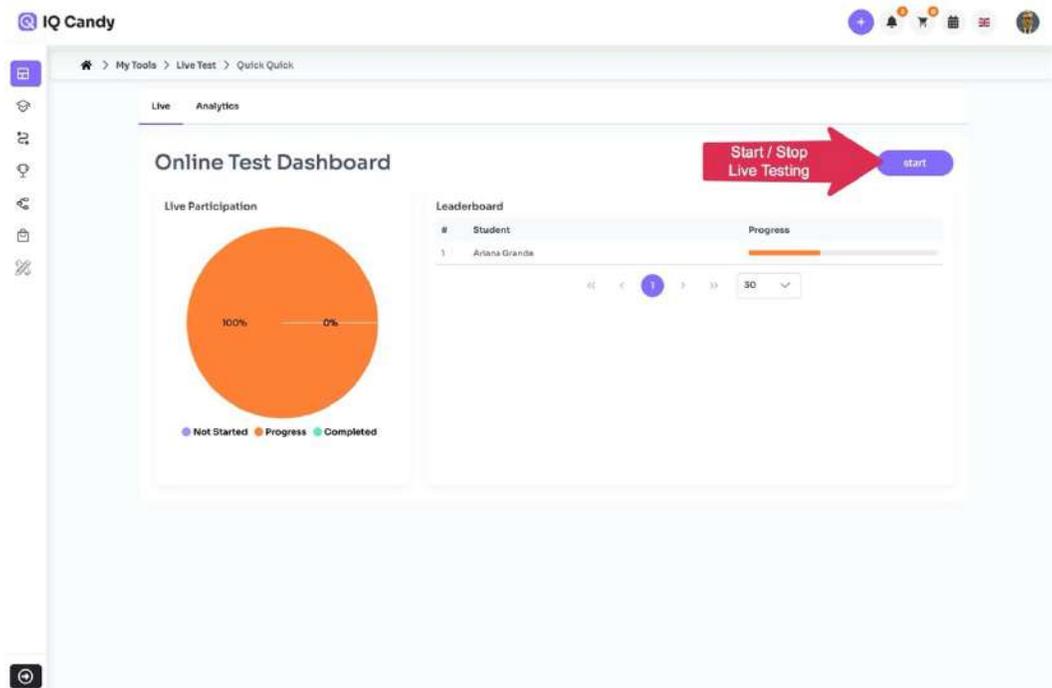
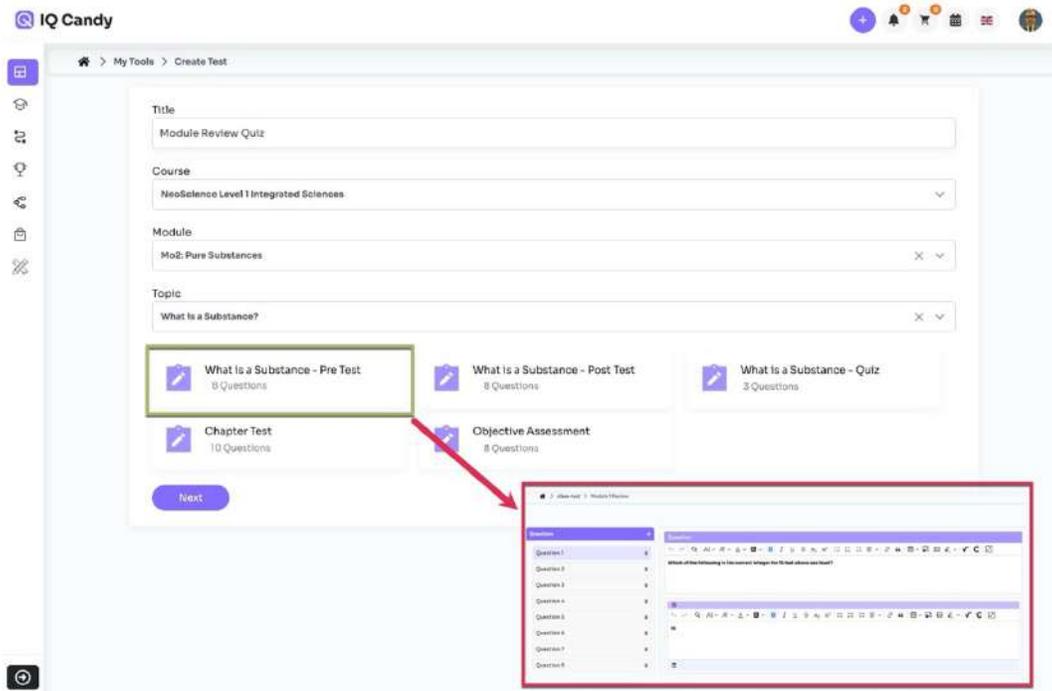
Live Testing allows you to conduct real-time assessments in the classroom or online, where you can monitor student progress question-by-question.

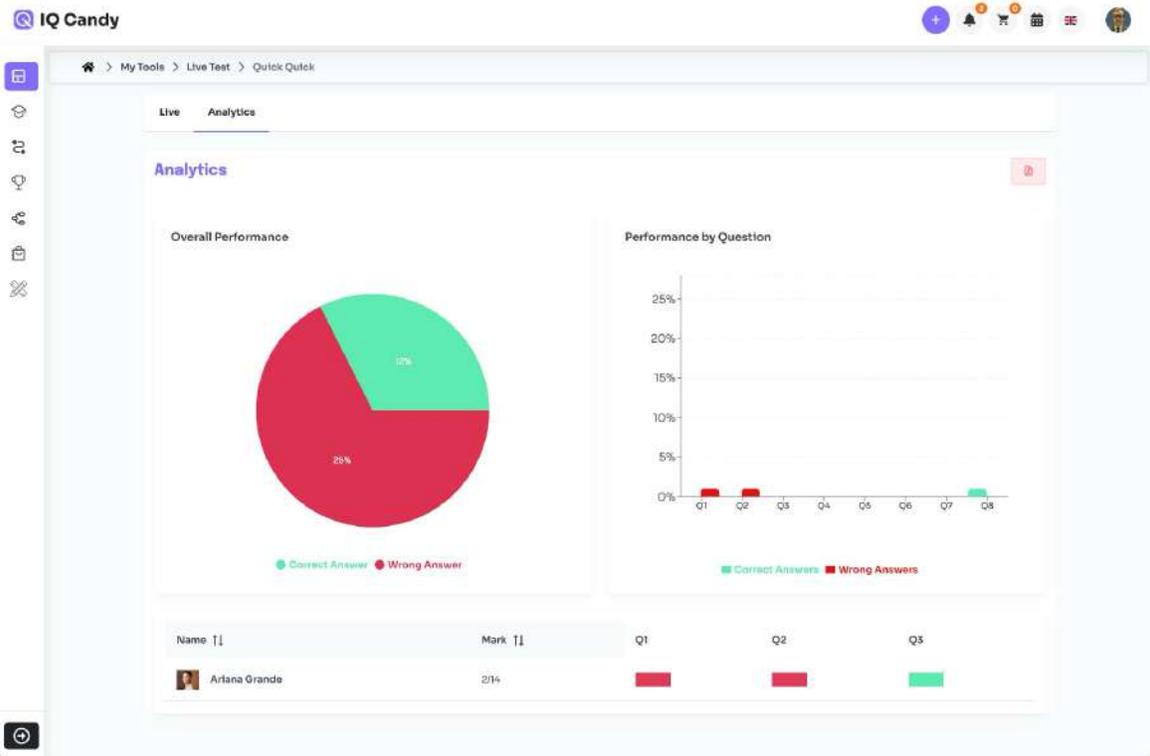
#### Creating a Live Test:

1. Click the **My Tools** tile on the dashboard, then select **Live Test**.
2. Click **Create Test** and enter a **Title**.
3. Select the **Course, Module, and Topic** you wish to pull questions from.
4. Choose your desired quiz from the generated list and click **Next**.
5. (Optional) Edit individual questions, add more, or change the **Attempts Allowed**.

#### Launching and Monitoring:

1. On the Live Test dashboard, click your saved test and select **Start**.
2. As students answer, the **Leaderboard progress bars** will move forward in real-time.
3. Once finished, click **Stop** to view final results.
4. Switch to the **Analytics** tab to see overall performance and identifying specific questions the class struggled with for immediate review.





### 13.2 Brain Break Videos

Brain Breaks are short, curated video segments designed to give students a mental rest during long lessons.

#### Setting Up Brain Breaks:

1. Select **Brain Break Video** from the My Tools menu.
2. Click **Add New Video**.
3. Provide a **Title**, select the relevant **Course**, and upload your video file (recommended for controlled viewing instead of searching YouTube live).

*Note:* Ensure video files are compressed before uploading to avoid timeouts..

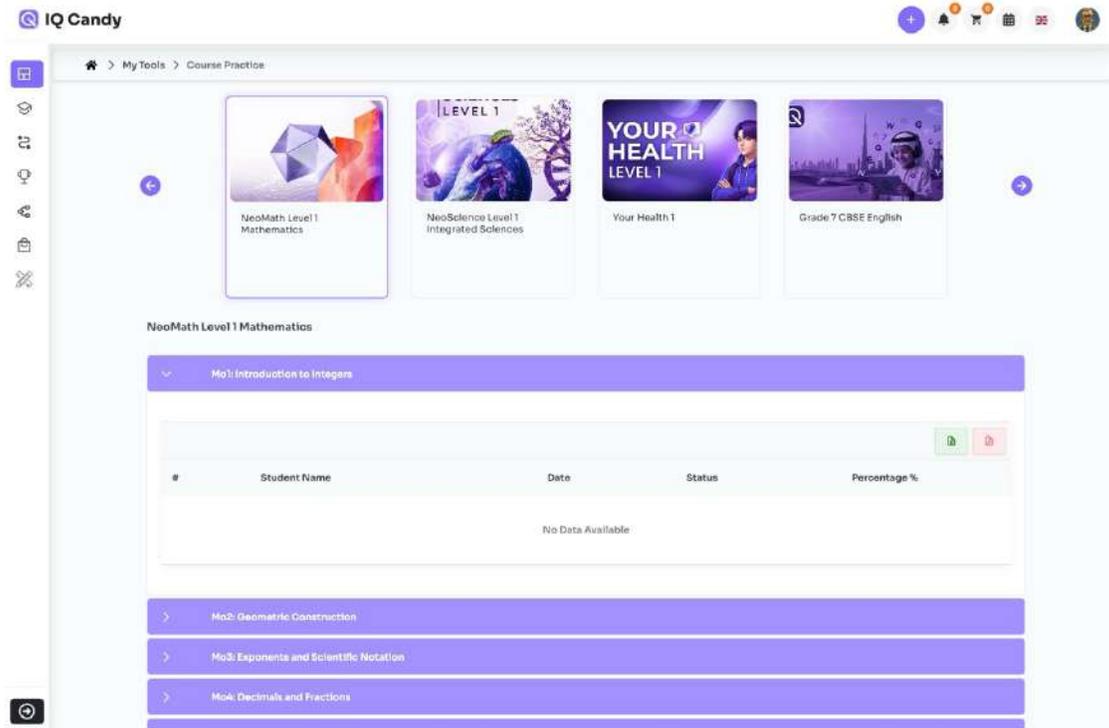
The screenshot shows the IQ Candy Brain Break Video setup interface. A red arrow points to the 'Add New Video to Library' button, which is labeled 'Add New Video'. Below this is a form with fields for 'Title', 'Course', and 'Upload Your Video'. To the left, there is a video thumbnail titled 'Integer 1 Video'. Below the main interface, there is a screenshot of the y2mate.com website, which is a video and audio downloader. The website shows a search bar with the URL 'y2mate.com' and a search button. Below the search bar, there are two download options for a video: 'MP2 - 2048kbps' and 'MP3 - 128kbps', both with 'Download' buttons.

### 13.3 Course Practice Results

Course Practice provides students with an AI-generated, 20-question randomized test for any module, helping them prepare for final exams.

#### Monitoring Practice Attempts:

1. Select **Course Practice** from the My Tools menu.
2. Click on a **Course** tile to see a list of all modules.
3. Expand a **Module** to see which students have taken the practice test, the **Date** of the attempt, and their **Percentage Score**.
4. Use the **Green (Excel)** or **Red (PDF)** buttons to download the full results for your records.



### 14. Action Icon Glossary

Icon	Action Name	Purpose
	Edit (Pencil)	Modify user details, passwords, or contact info.
	Arrow (Down)	Download for offline viewing (documents and assessments).
	View (Eye)	View detailed logs or student performance without editing.
	Trash (Red)	Delete activity from the system.
	Square	Maximize screen or go full screen.

	Square (inverted)	Minimize screen or exit full screen.
	Excel (Green)	Download data as an Excel (.xlsx) file.
	PDF (Red)	Download the report as a formatted PDF (.pdf) document.
	Grid View	Display users or courses as large visual tiles.
	List View	Display users or courses as a compact, searchable table.