



BrightClass Teach App

user Manual



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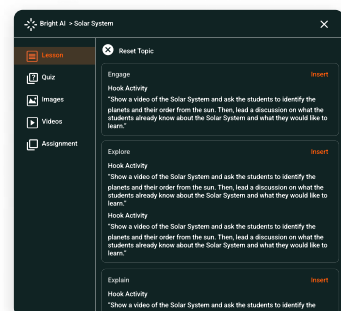
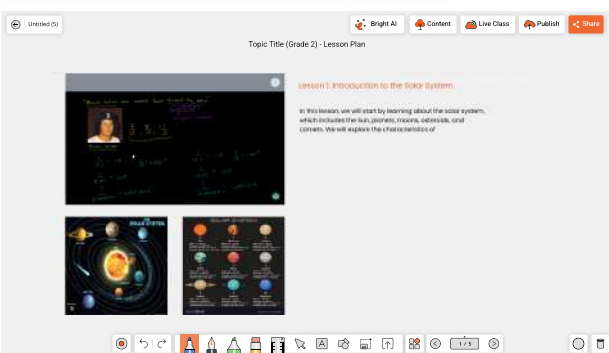
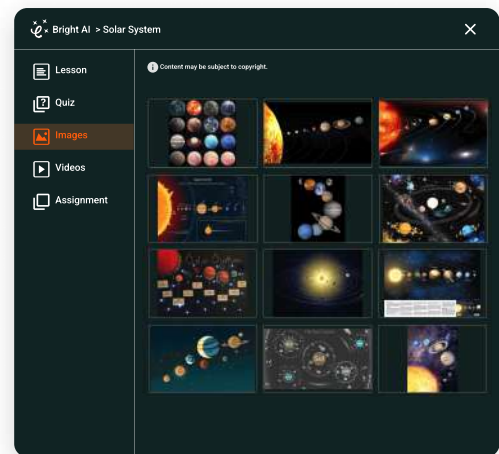
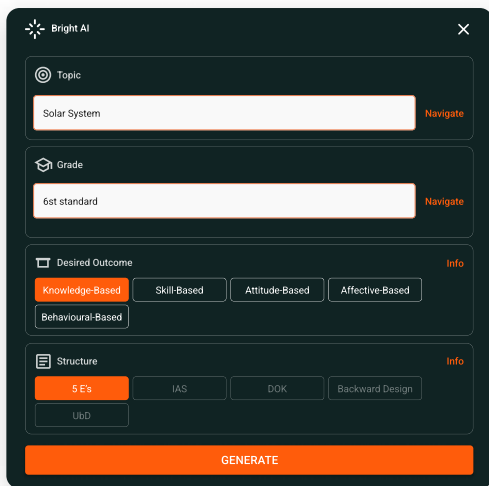
Getting Started

The **BrightClass Teach** is a revolutionary application designed to amplify the impact of teaching while minimising the efforts required to **liberate educators** from the burdens of mundane classroom activities. This manual serves as your guide to unlocking the full potential of BrightClass Teach, where teaching becomes a joyous and seamless experience.

Lesson planning is effortless as BrightClass Teach empowers teachers with the **innovative BrightAI**. This cutting-edge feature simplifies the creation of engaging lesson plans, complete with captivating multimedia elements, assessments, and assignments. With BrightAI at your fingertips, teachers can channel their focus into the heart of education—teaching itself.

Discover the transformative capabilities of the **digital whiteboard**, an integral part of the BrightClass Teach app. This advanced tool enhances the teaching experience by providing educators with intuitive and interactive features.

As you delve into this manual, embrace the future of education technology and witness firsthand how BrightClass Teach redefines the teaching scenario, making education effective and enjoyable. Welcome to a new era of teaching **excellence with BrightClass Teach!**





Logging into the BrightClass

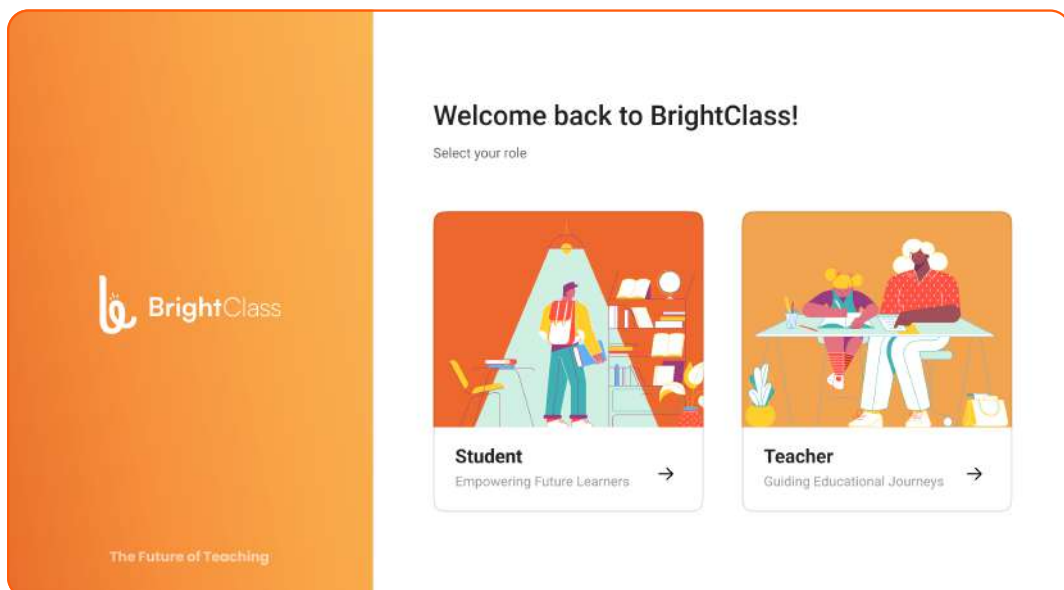
1. Launch the BrightClass Teach Application:

Open the BrightClass Teach application on your device. Locate the app icon and tap to launch it.



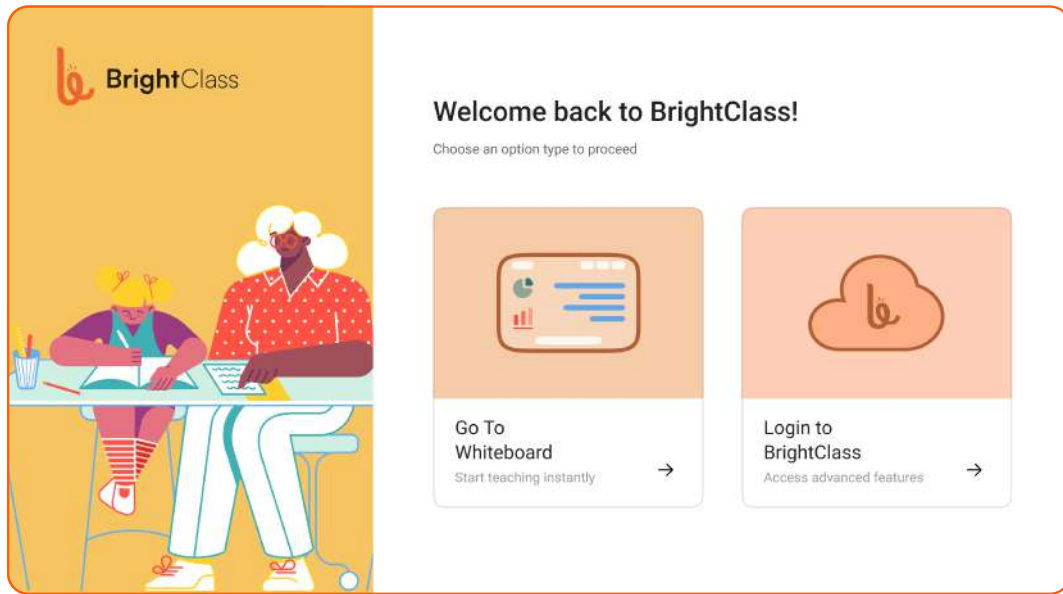
2. Select Your Role:

You will be directed to a page where you need to click the option of teacher to proceed to login page.



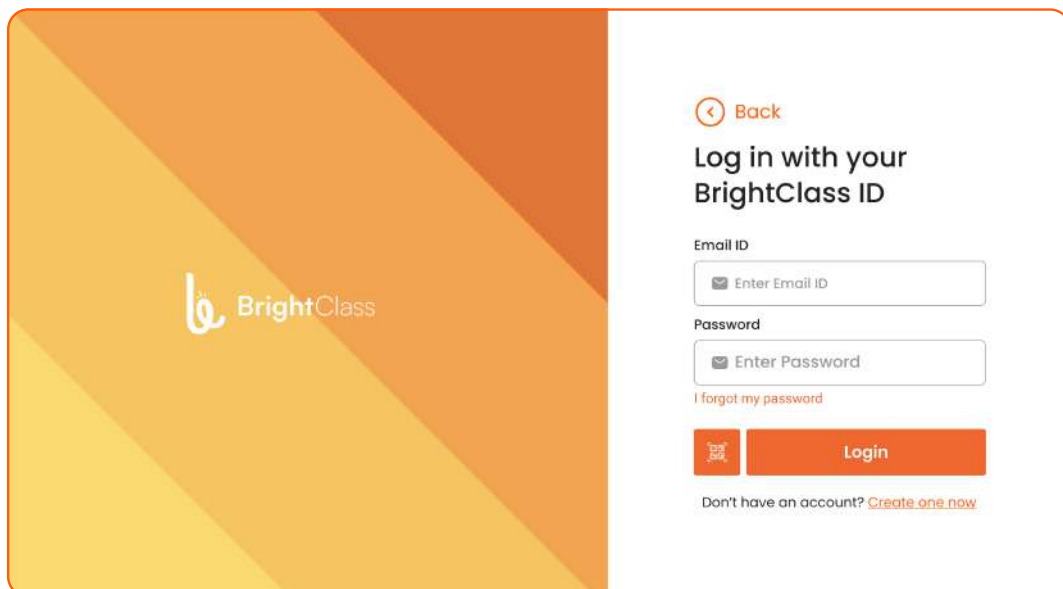
3. Instant Digital Whiteboard or Login to BrightClass:

Click on the option to login to BrightClass to proceed further with using the application.



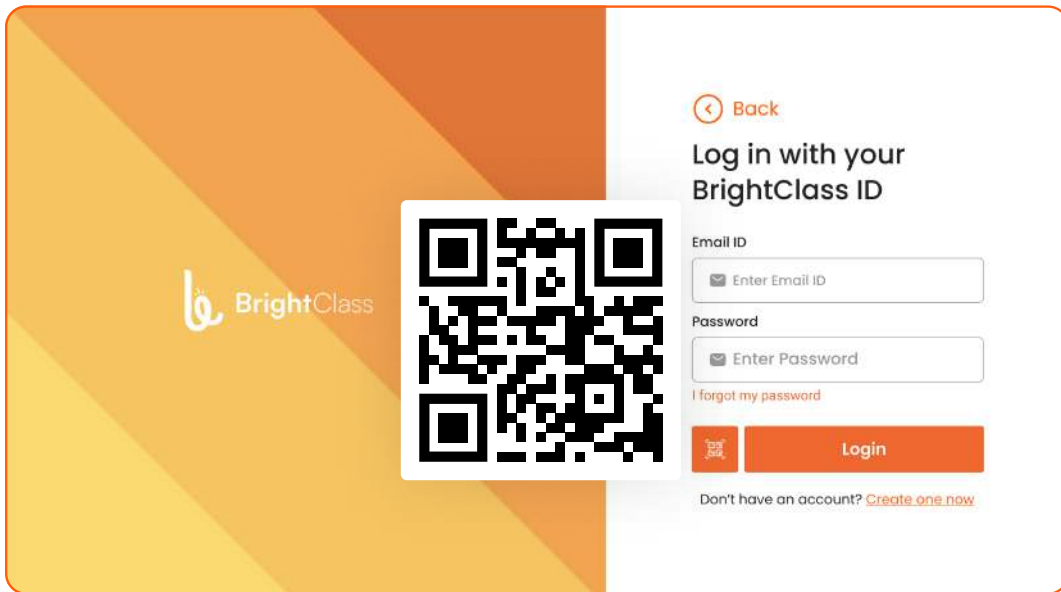
4. Login Page:

Upon opening the application, you will be directed to the login screen. This is where you'll input your credentials to access the Bright Class platform. The password is case-sensitive; please enter it accordingly. After entering the credentials, click on login to access the application



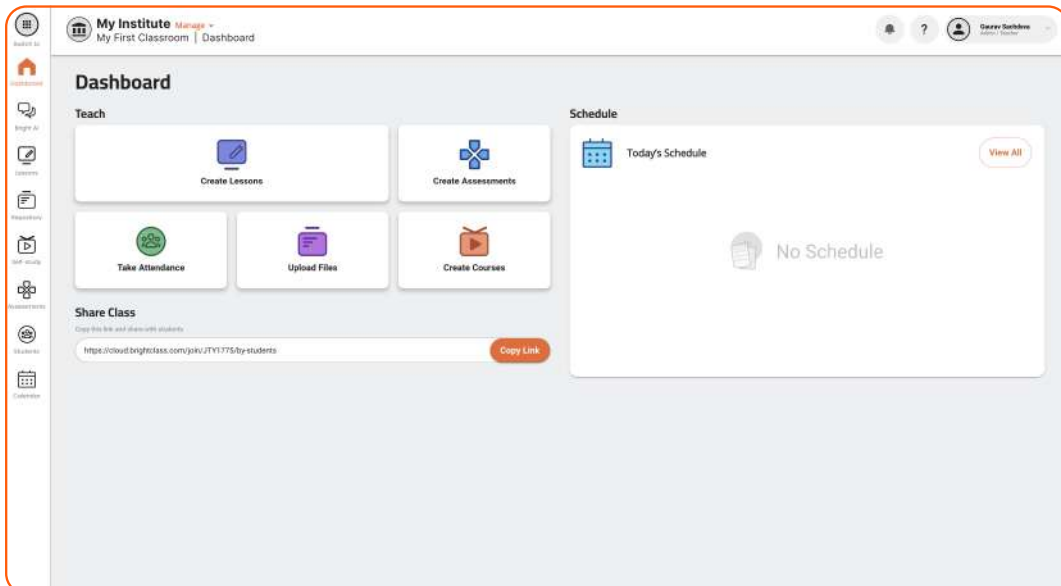
5. Login Using QR Code:

Another way to login is to click on the QR code option on the login page, and you can enter the credentials using your personal device, like a mobile phone or tablet, and login to the application.



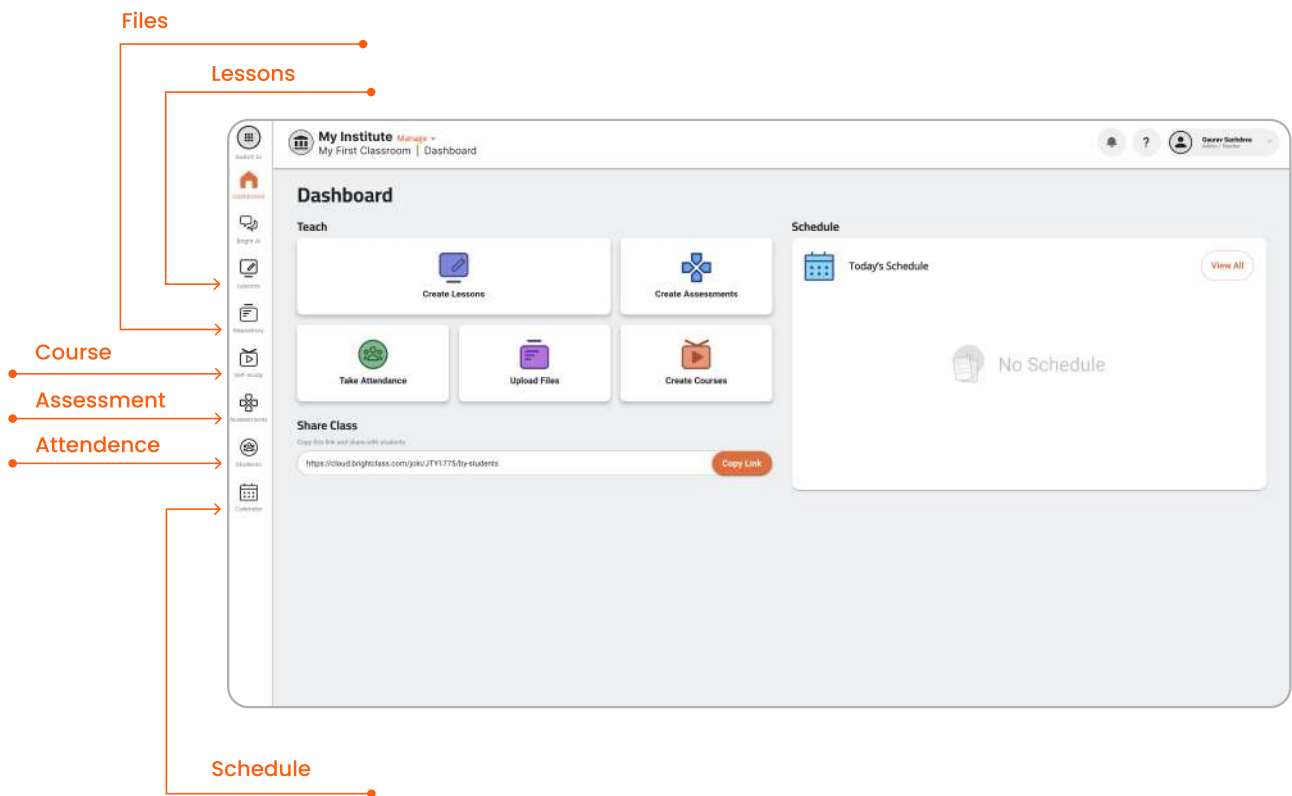
6. Home Screen:

Once successfully logged in, you will be directed to the BrightClass Teach home screen. You can access various features and tools to enhance your teaching experience here.





Dashboard Image



1. Lessons

Quick access to create a new lesson and view previously created lessons Instantly, teachers can switch to the lessons they have created, open them in class, or alter them from anywhere.

2. Assessment

Assessments are used to keep track of the student's understanding of the concepts. It helps teachers and students to focus on the weaker aspects of the concepts and improve.

3. Repository

Teachers can access the content from anywhere and add the content to the repository. The repository ensures that students have access to study the desired concepts.

4. Courses

Creating self-study courses with AI is quick with the content suggestions, like images and videos.

5. Schedule

Teachers can be organised and keep the lesson plans ready ahead of time with a schedule.

6. Students

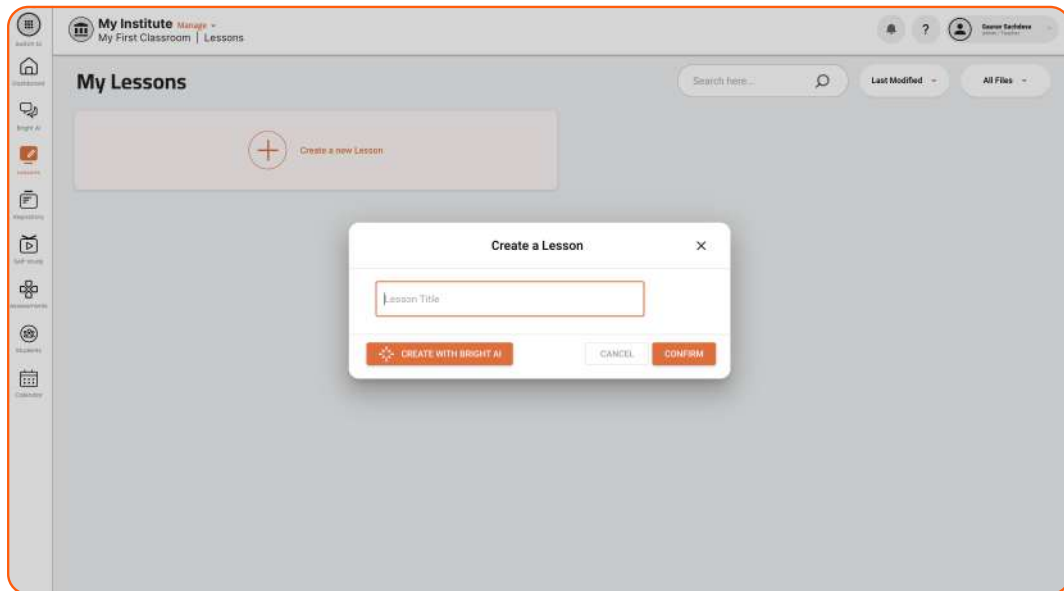
Teachers can instantly message students to keep them updated and mark their attendance in class.



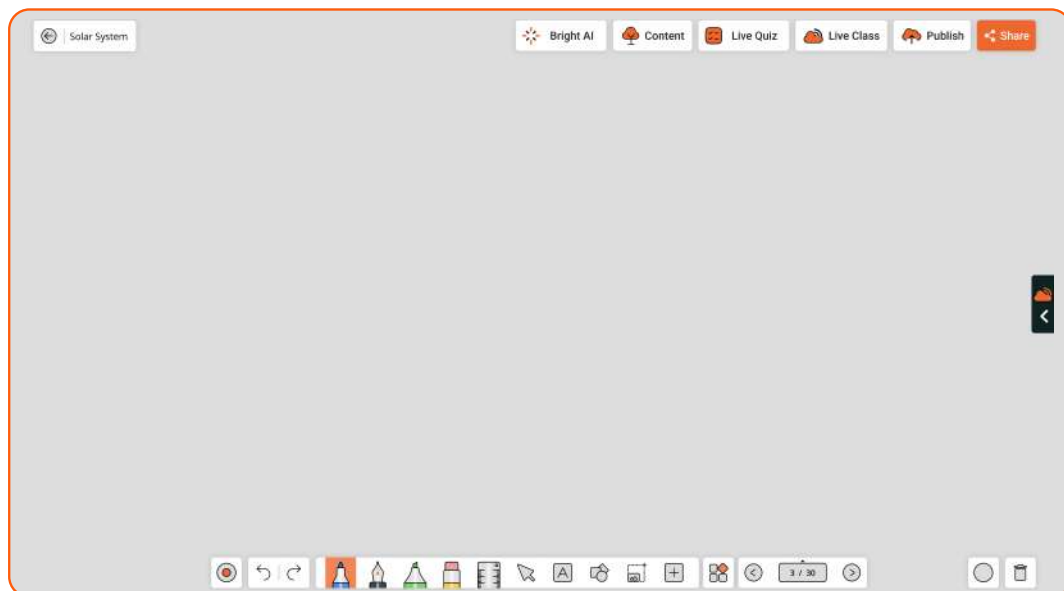
How to Create a Lesson?

How to Create a Lesson?

Step 1: Click on “Create a New Lesson”. A blank column pops up with the text showing “Lesson Title” in it and you can enter the name of the lesson.

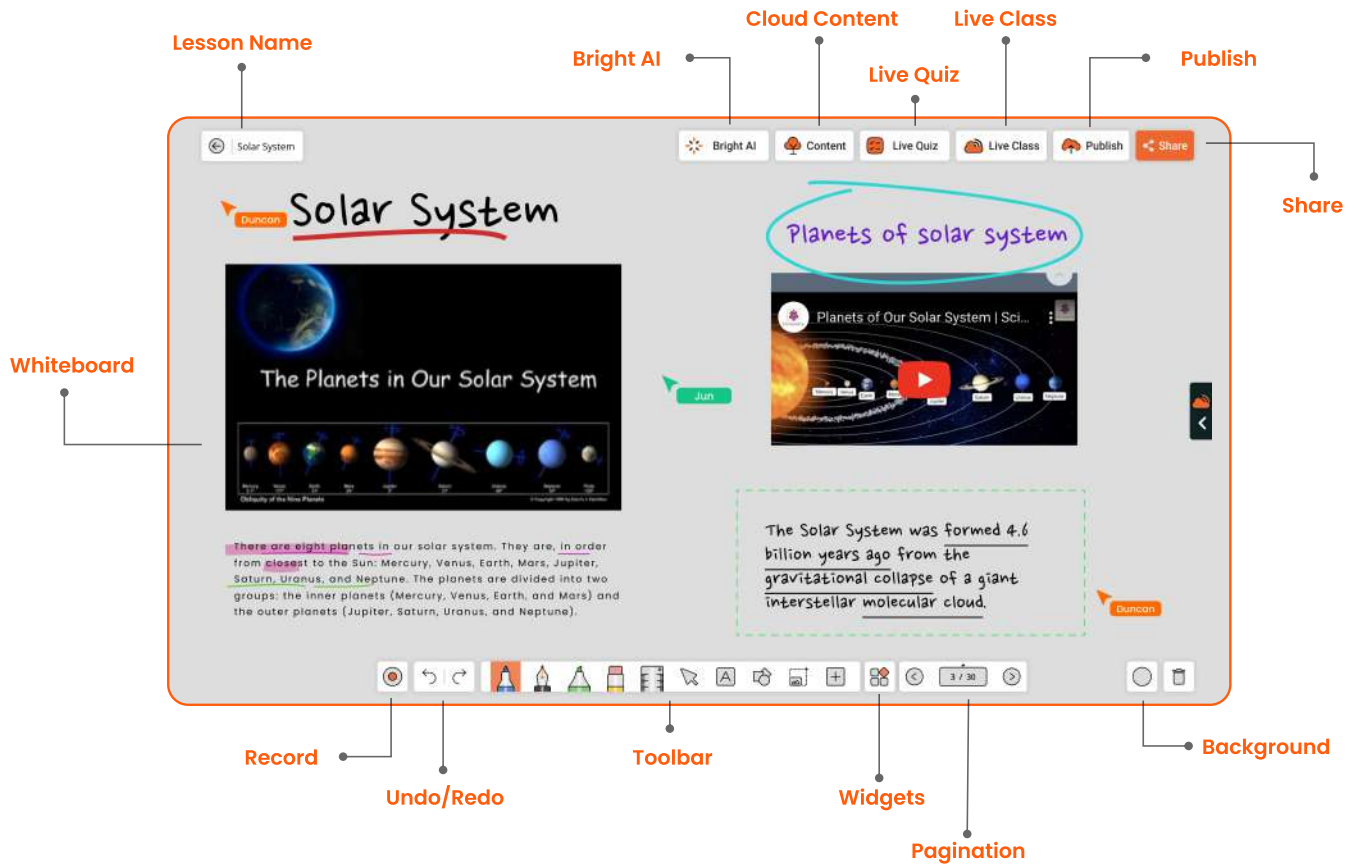


Step 2: Click on the confirm option given beneath the column to start the lesson with the given title.



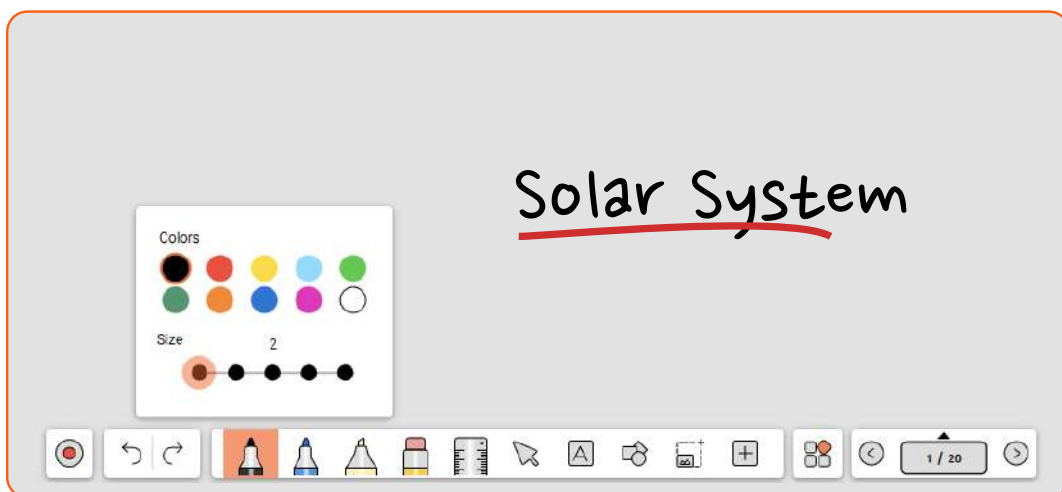


Tools of Digital Whiteboard



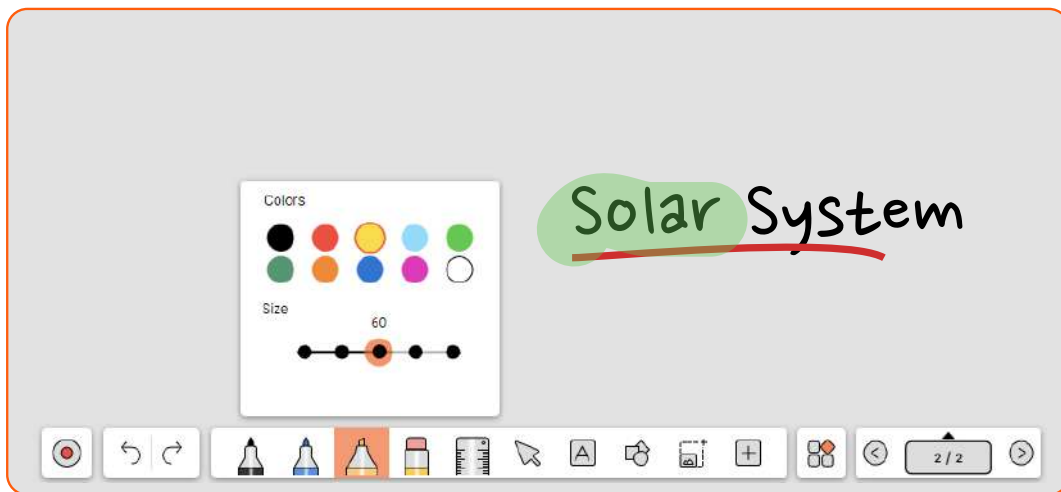
● Pen Tool

Pen Tool gives you a delightful writing experience. Annotate on the digital whiteboard and images. Describe the images and graphs clearly during the lecture sessions. Users can select the pen thickness and choose according to the requirement during the sessions.



● Highlighter

The highlighter tool can bring the reader's attention to significant information and be processed better. Highlighting works efficiently because it invites the reader to pick out the most important sections first and then conveniently evaluate that information later. You can choose different colours from the software's multi-color plate to highlight important points.



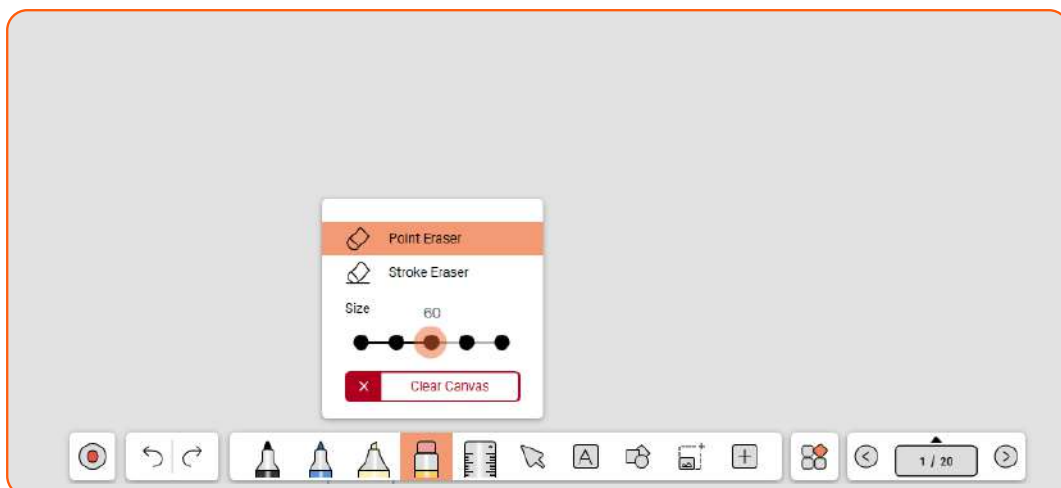
● Eraser Tool

Stroke Eraser: The stroke eraser removes the strokes you made on the canvas one after the other.

Point Eraser: Use the slider to adjust the eraser thickness, and slide with the stylus where you want to remove the strokes on canvas.

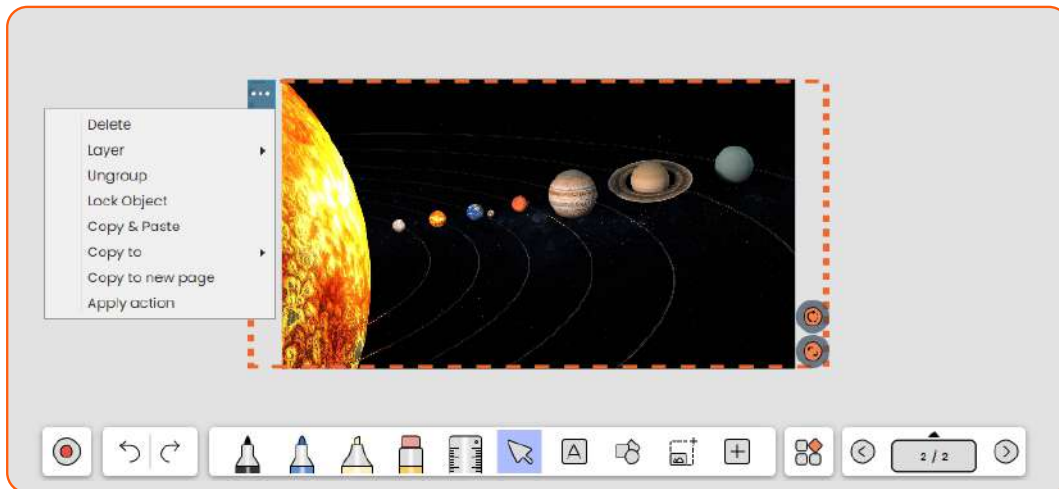
Clear all strokes: Erases all the strokes on the current page.

Clear Canvas: Clears all the content on the current page.



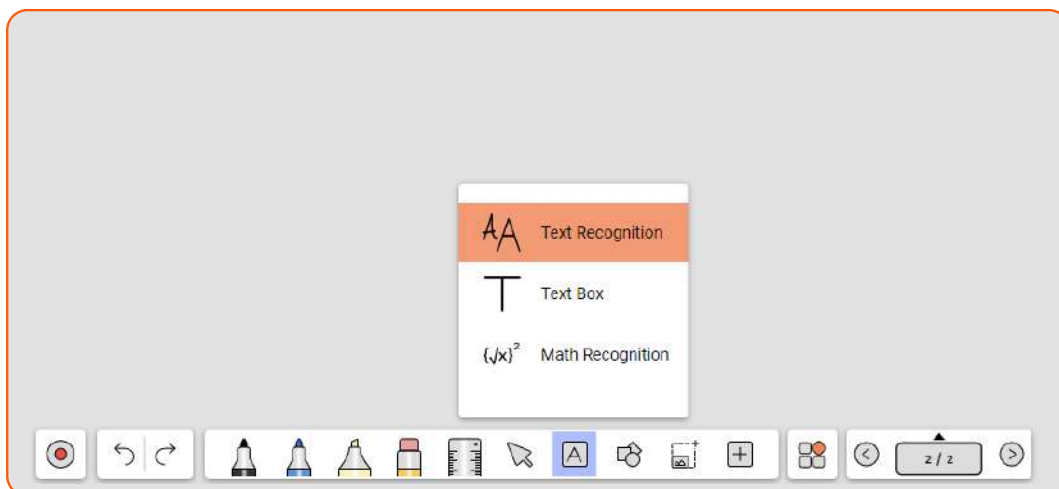
● Selection Tool

Select Option - Move, rotate, resize, copy and paste the objects, pictures and annotations with select option.



● Text Tool

Use the Keyboard to enter the text and display any headings or titles on canvas more professionally.



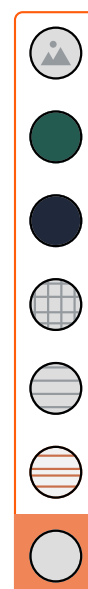
● Background Selection

Apply suitable background to the ongoing flow as per requirement. From the top to the bottom is Black, Green, Grid lines, 4-lined, Dot pattern, and White. Based on the room ambiance you can select the background.

If you don't need a bright screen Black and Green backgrounds will help you.

If you need a bright screen, select White background.

If you want to write the text in a neat format, select the gridlines or 4-lined patterned background.



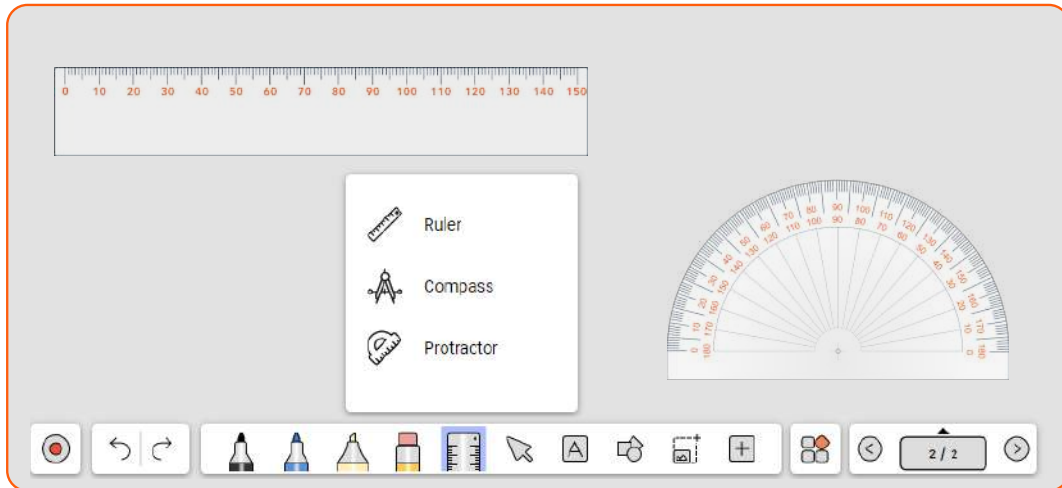
● Geometric Tools

On clicking the Geometric Tool three options appear - compass, protractor & ruler.

Ruler: Draw straight lines with exact measurement also has an option to see measurement in cm, mm and inch.

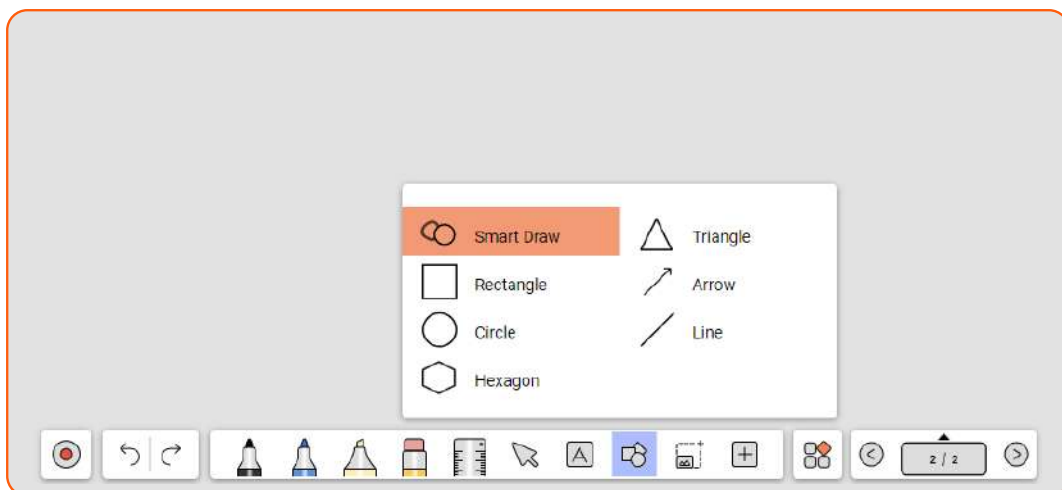
Compass: Draw circles/arcs with specific radius.

Protractor: Measure angles or draw semi circles.



● Smart Shapes

With amazing ease, you can draw a line, a circle, a triangle, a rectangle, or a hexagon. The smart shape draws and converts hand-drawn shapes into exact ones. Drawing accurate figures with exact measurements is very easy with this tool. Making flow charts, mind maps, or explaining geometry is effortless on the whiteboard.

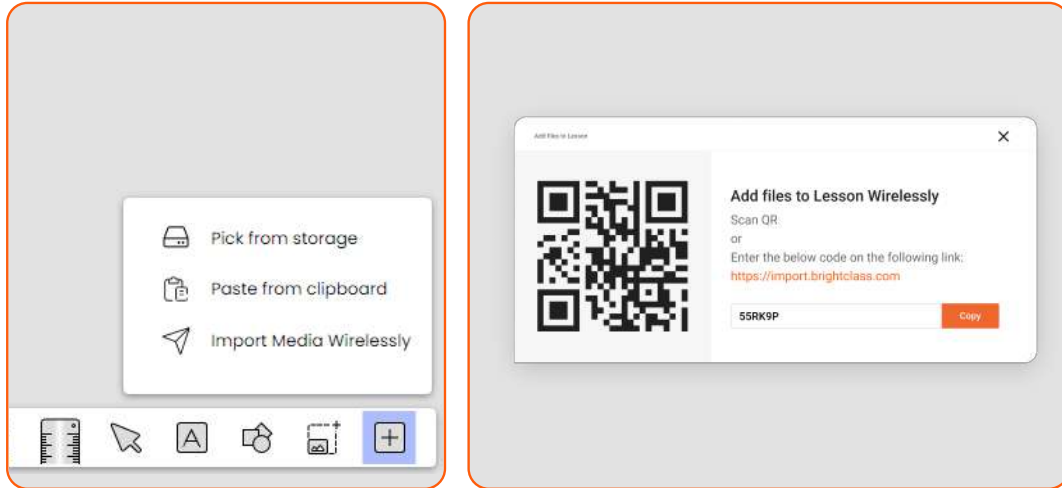


● Add Media / Document

Add Media and Document from the external or internal storage to the flow.

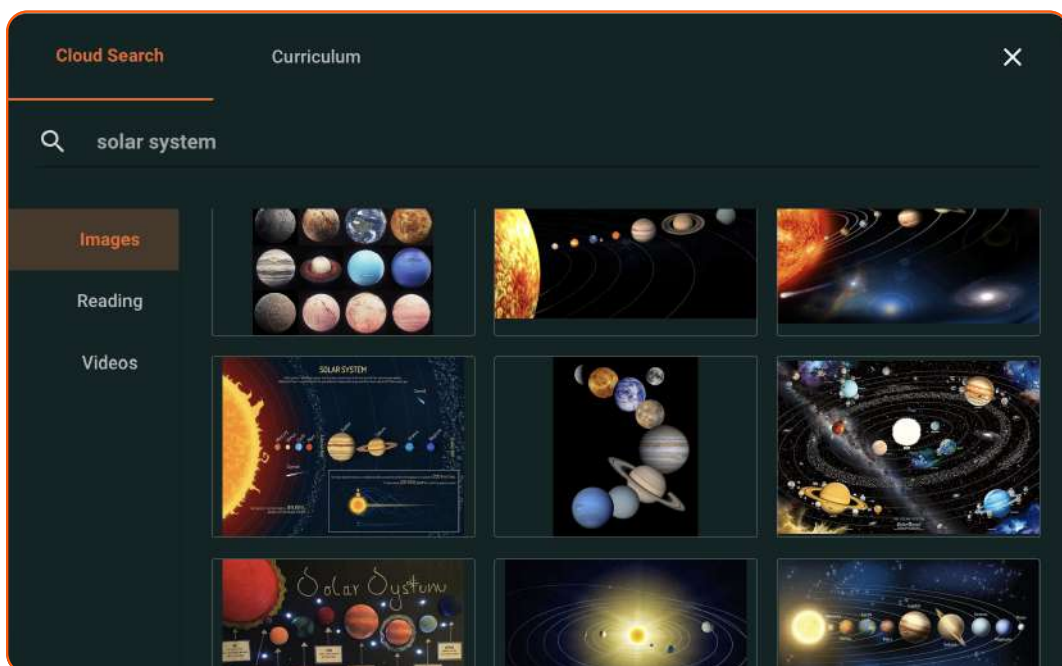
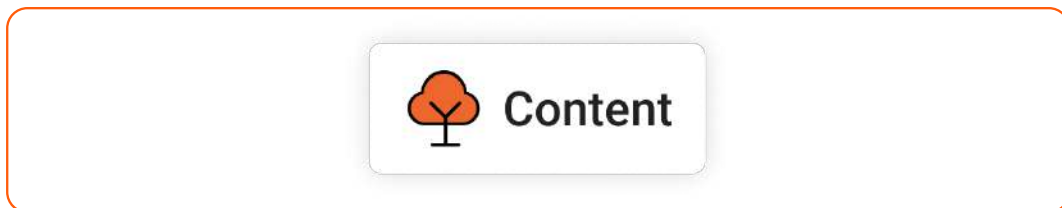
Media: Select any image or video available in your device storage or external storage and add it into your ongoing session.

Document: Add and view documents in different file formats like .docx, .pdf, .xls, .ppt, .txt on the whiteboard.



● Content Search

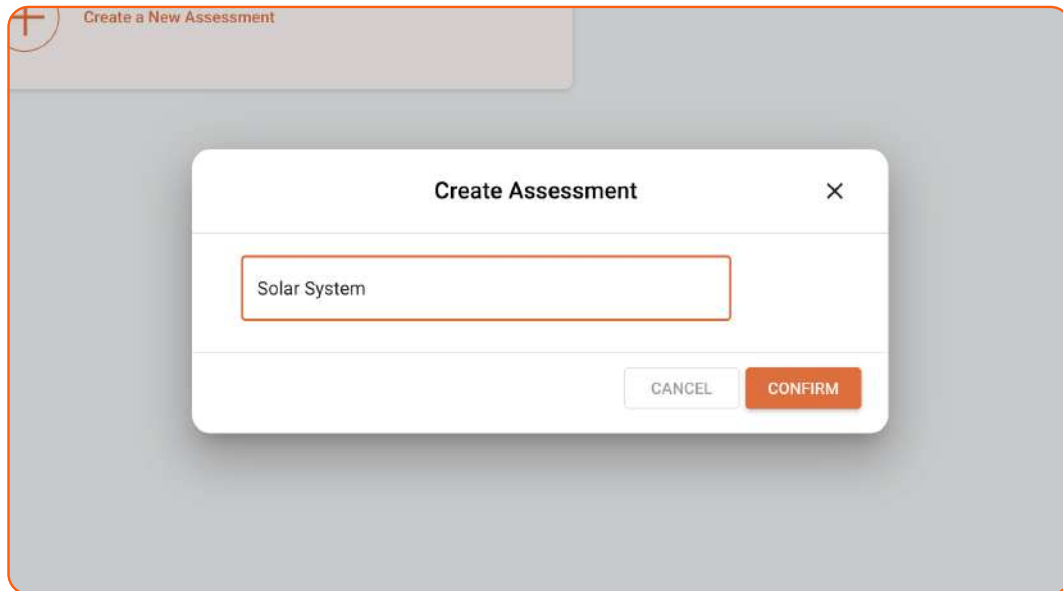
Get the attractive content onto the whiteboard and explain the context with more details.





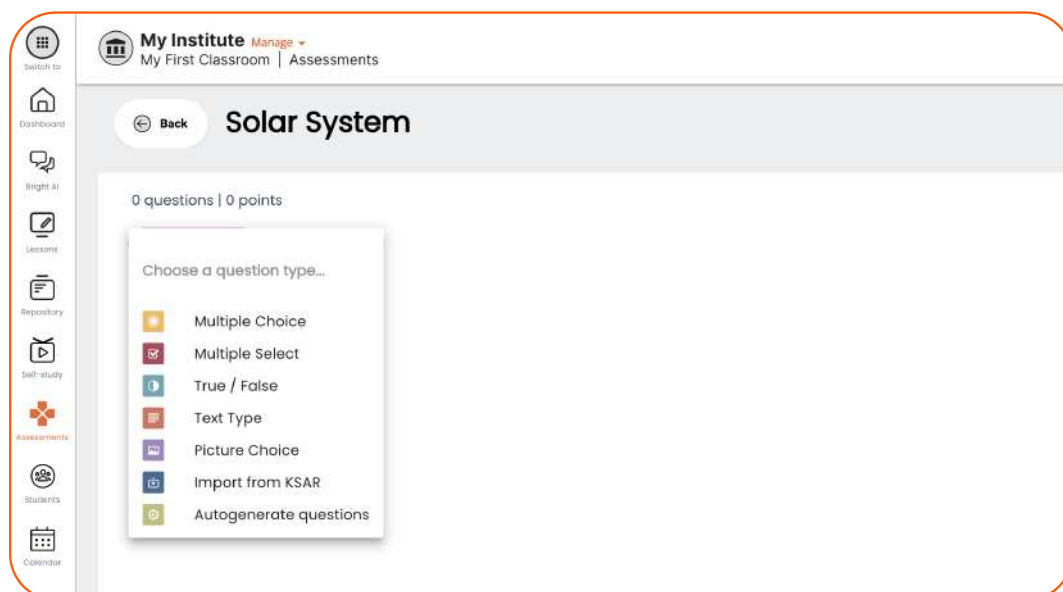
How to Create an Assessment

Navigate to the assessments section in the BrightClass Teach app by either accessing it from the left menu or directly from the application dashboard. Here, you'll find a comprehensive list of all previously created assessments, and you also have the option to initiate the creation of a new assessment. Give the name of your choice and click on "confirm" to start creating an assessment.



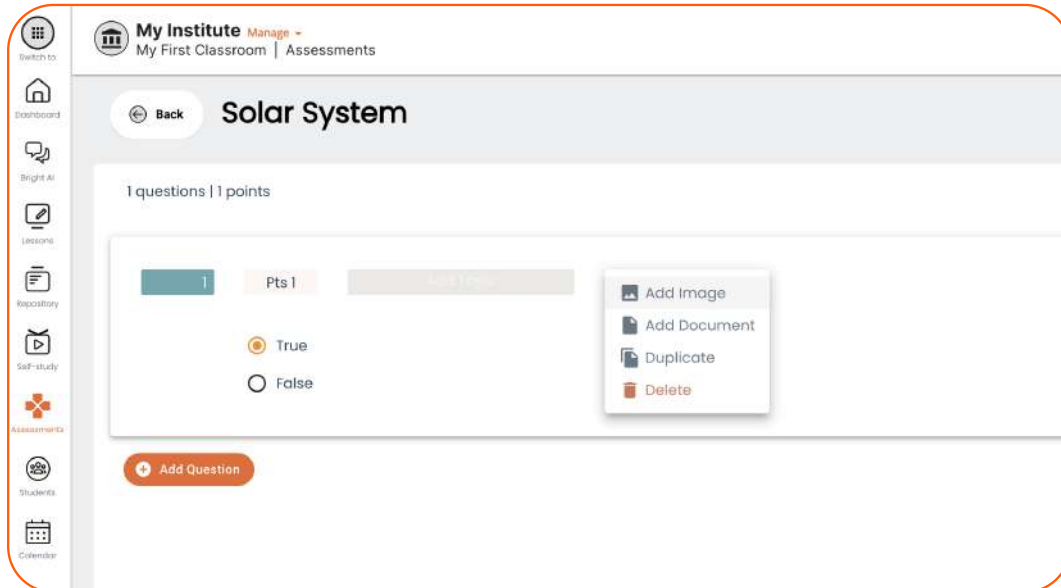
How to add a question?

Once you've entered and confirmed the lesson name, proceed to the next step by selecting the "Add Question" option. Within this menu, various question types are available, including "Multiple Choice," "Multiple Select," "True or False," "Text Type," "Picture Choice," "Import from KSAR," and "Auto Generate Questions." Choose the relevant question type and craft your assessment question accordingly.



3. Options available while creating a question?

Adjust the allocated marks for a question by selecting the "Pts" option. Additionally, include a topic name by clicking on "Add Topic." For further customization, click on the three dots, where you'll find options to enhance the question, such as "Add Image," "Add Document," "Duplicate," and "Delete." Choose the specific option that aligns with the action you intend to perform.

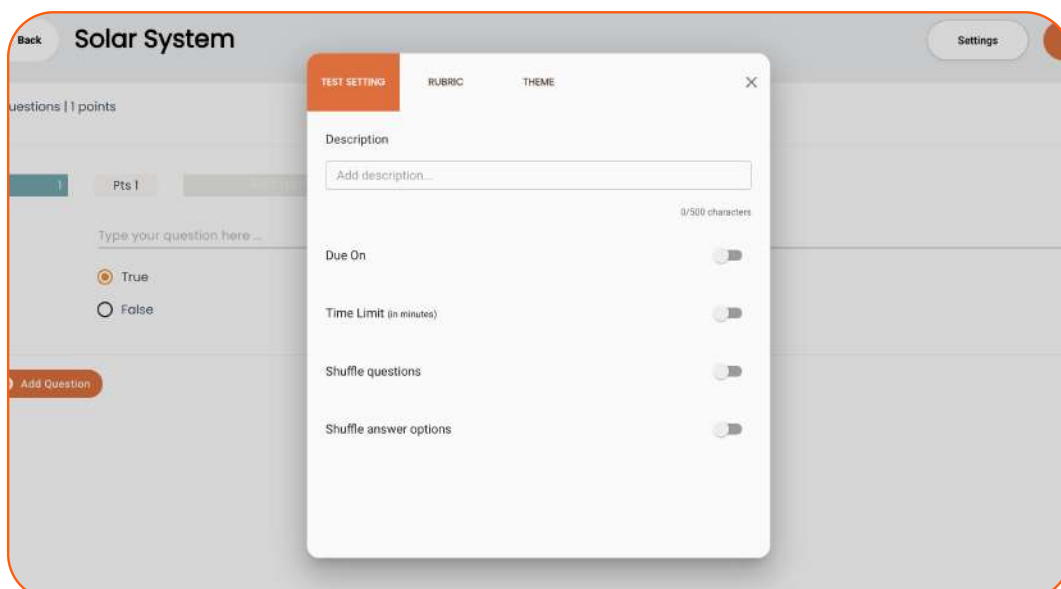


4. Settings available while creating an assessment?

Access the "Settings" by clicking on the designated option. A pop-up window will appear on the screen, presenting three tabs: "Test Settings," "Rubrics," and "Theme." Choose the tab that corresponds to your customization requirements.

● Test Settings

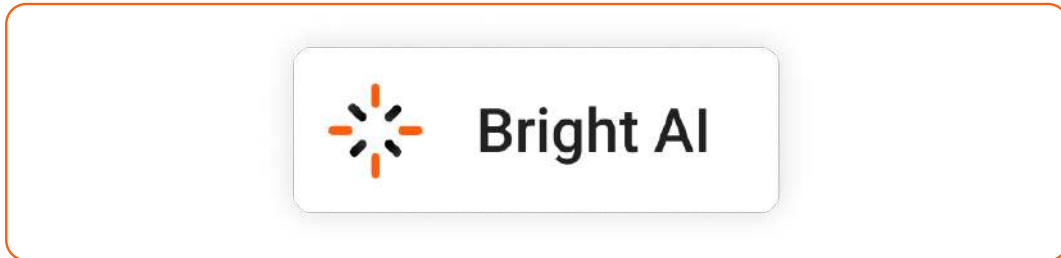
- A. Add Description: Provide additional information or instructions for the task.
- B. Due on: Set the deadline for completion or submission.
- C. Time Limit: Specify the maximum duration allowed for completing the task.
- D. Shuffle Questions: Randomize the order of questions in the assessment.
- E. Shuffle Answer Options: Randomize the order of answer choices within each





1. Create a new lesson using BrightAI

Upon choosing to create a new lesson, you'll encounter the option to enter the lesson name. Below this, you'll find the "Create with BrightAI" option; click on it to leverage BrightAI, the integrated artificial intelligence within the BrightClass Teach app.



2. Options Available with BrightAI

- Topic Name: Assign a name to the specific topic or subject matter.
- Navigate to Grade: Select the applicable grade level for the lesson content.
- Desired Outcome: Specify the desired learning outcome, categorized as "Knowledge based," "Skill based," "Attitude based," "Affective based," and "Behavioral based."
- Structure like 5E: Organize the lesson structure based on the 5E instructional model (Engage, Explore, Explain, Elaborate, Evaluate).
- Language: Choose the language in which the lesson content will be presented.

The screenshot shows a dark-themed interface for the Bright AI tool. At the top left is the Bright AI logo and name, and at the top right is a close button (X). The interface is divided into four main sections, each with a title and an icon:

- Topic:** A text input field containing "Solar System" and a "Navigate" button to its right.
- Grade:** A text input field containing "6st standard" and a "Navigate" button to its right.
- Desired Outcome:** A section with an "Info" icon. It contains five buttons: "Knowledge-Based" (highlighted in orange), "Skill-Based", "Attitude-Based", "Affective-Based", and "Behavioural-Based".
- Structure:** A section with an "Info" icon. It contains five buttons: "5 E's" (highlighted in orange), "IAS", "DOK", "Backward Design", and "UbD".

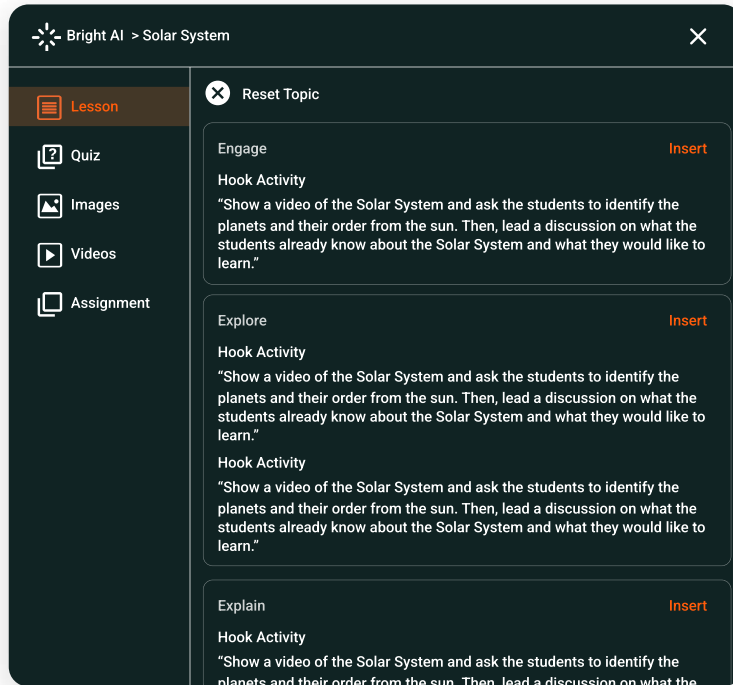
At the bottom of the interface is a large orange button labeled "GENERATE".

3. Generate

Click on "Generate" to generate lessons, quizzes, images, videos, and assignment.

● Lesson

The lesson is automatically generated across multiple pages, providing you with the option to insert pages individually or insert all pages at once into the digital whiteboard.



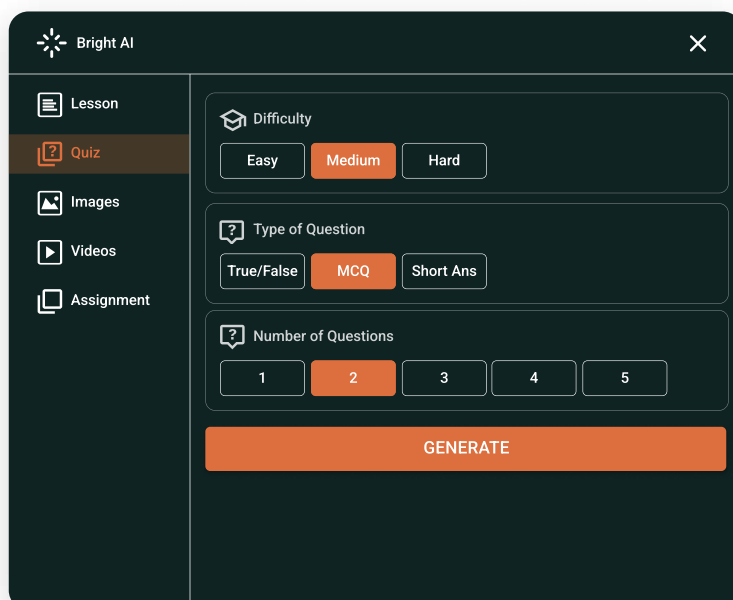
● Quiz

Options available when creating a quiz include selecting the difficulty level, type of question, and the number of questions. Once criteria are chosen, you can either insert all the questions into the lesson plan or select specific questions to integrate.

Difficulty: Choose the level of difficulty for quiz questions.

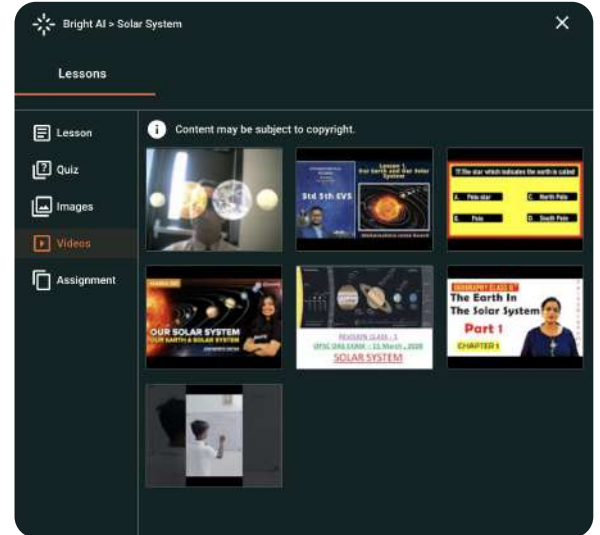
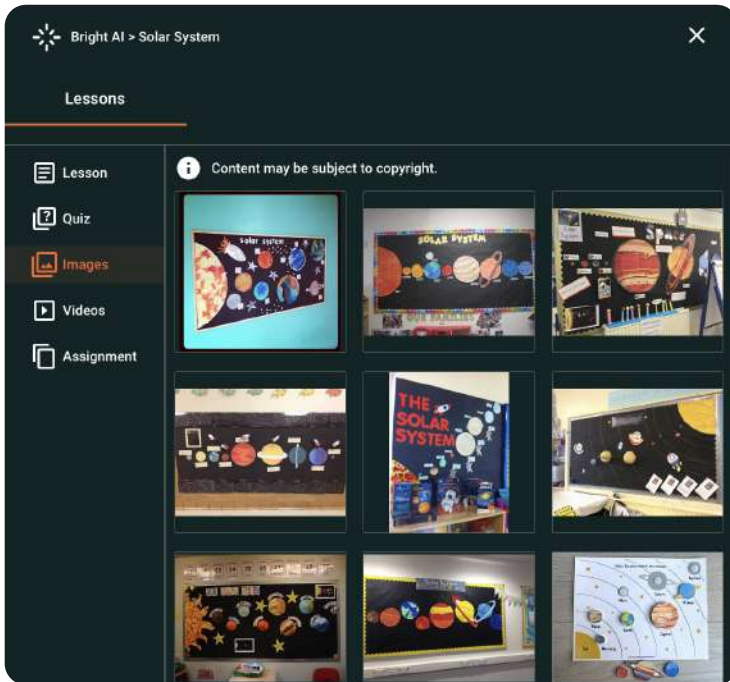
Type of Question: Specify the format or category of questions, such as multiple-choice, Short ans or true/false.

Number of Questions: Determine the quantity of questions to be included in the quiz.



● Images and Videos

In the "Images and Videos" section, a collection of multiple images and videos is available. Effortlessly drag and drop these media elements onto the digital whiteboard for seamless integration.

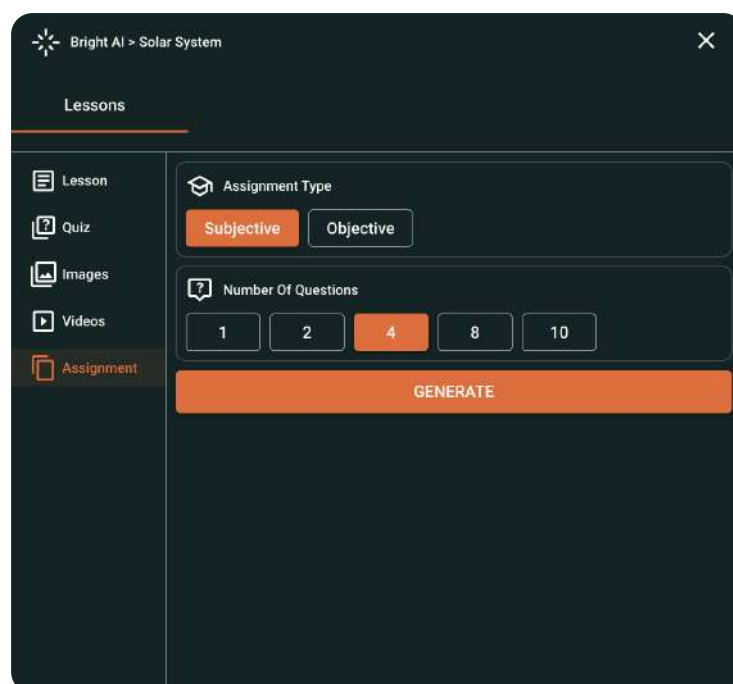


● Assignment

Step 1: Within the Assignment section, choose the assignment type—either subjective or objective—and specify the number of questions. Once the criteria are selected, click on the "Generate" option to proceed.

Step 2: You can choose between "Create as Draft" and "Create Assignment and Publish" options for managing the status of your assignment.

Step 3: View both published and draft assignments in the Assessments section, with drafts appearing as unpublished. Adjust settings and publish assessments for students as needed.





Collaborative Learning

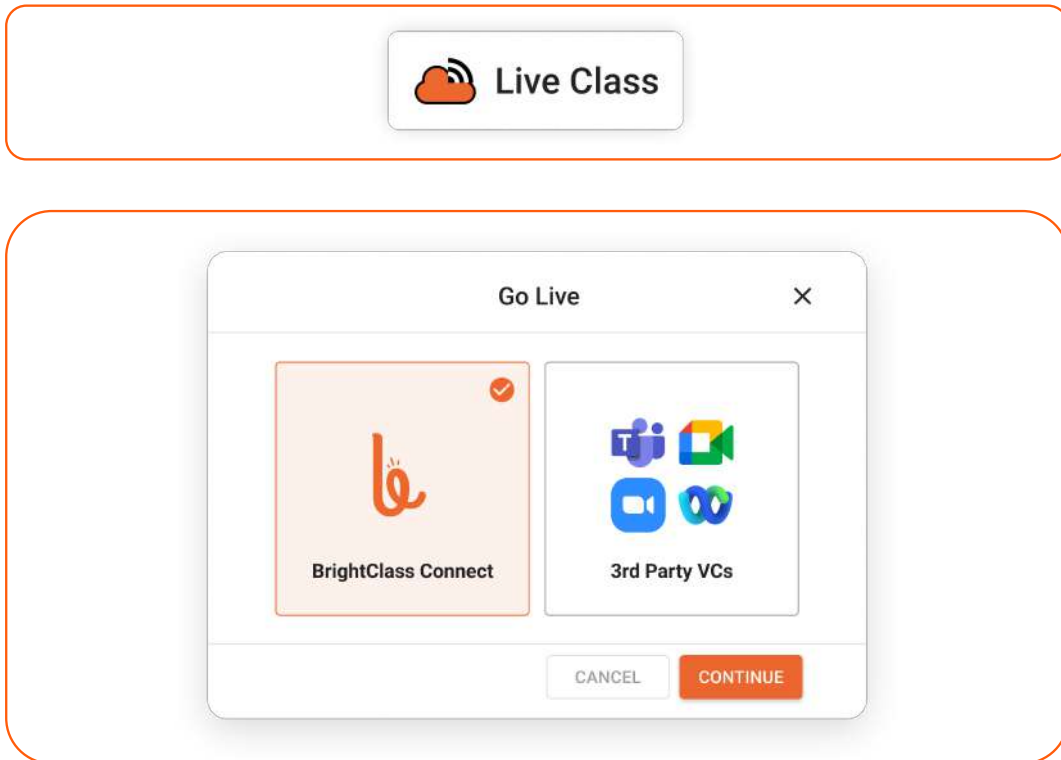
Go live

Step 1: Access the Live Class feature.

Step 2: A popup titled "Go Live" appears with options "BrightClass Connect" and "3rd Party VCs."

Step 3: Choose "BrightClass Connect" and confirm to initiate the live class.

Step 4: Your class is now live.



During the live class:

- Utilize conferencing for teaching.
- Enable collaboration for interactive sessions, allowing students to talk or annotate on the digital whiteboard.
- Access messaging through the person icon for individual student communication.
- Manage student microphones collectively with the group icon.
- Use the three dots/ellipses for live class settings.
- Mute/unmute using the mic icon.
- Share your screen via the desktop icon.
- Select audio sources with the audio icon.
- Toggle your video on/off using the video icon.
- Initiate polls or select a random student with the "+" icon.

Step 5: Click "Record" on the digital whiteboard to capture the live class.

Step 6: End the live class by clicking "End Class."



Schedule

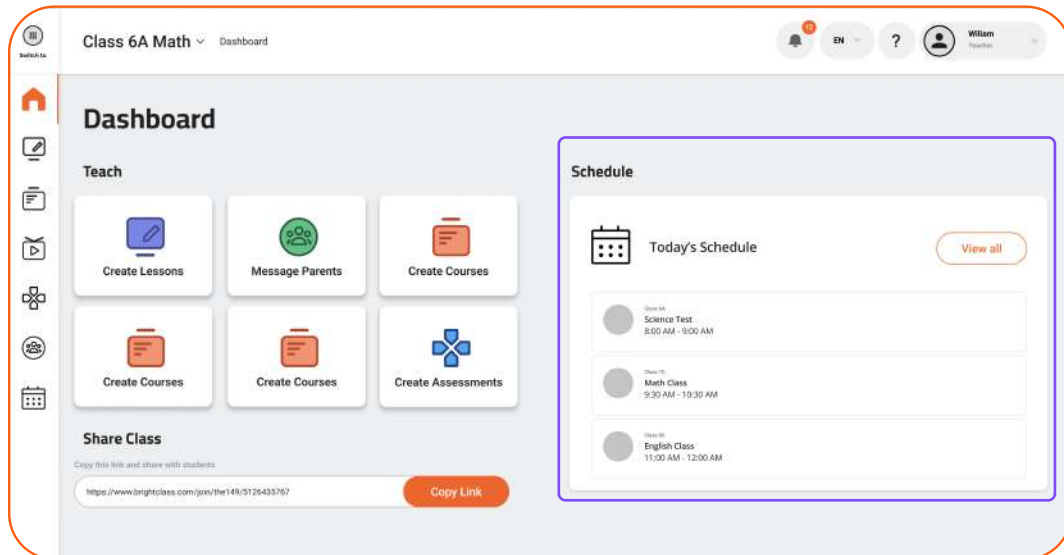
Step 1: Access the dashboard from the left menu bar.

Step 2: Click on the "View All" option within the schedule section.

Step 3: Choose "Create Event" to initiate the event addition process.

Step 4: Provide details such as "class," "subject," "description," "link," "start date," "end date," "category," and "occurrence."

Step 5: Click on "Save" to successfully add the event to the schedule.



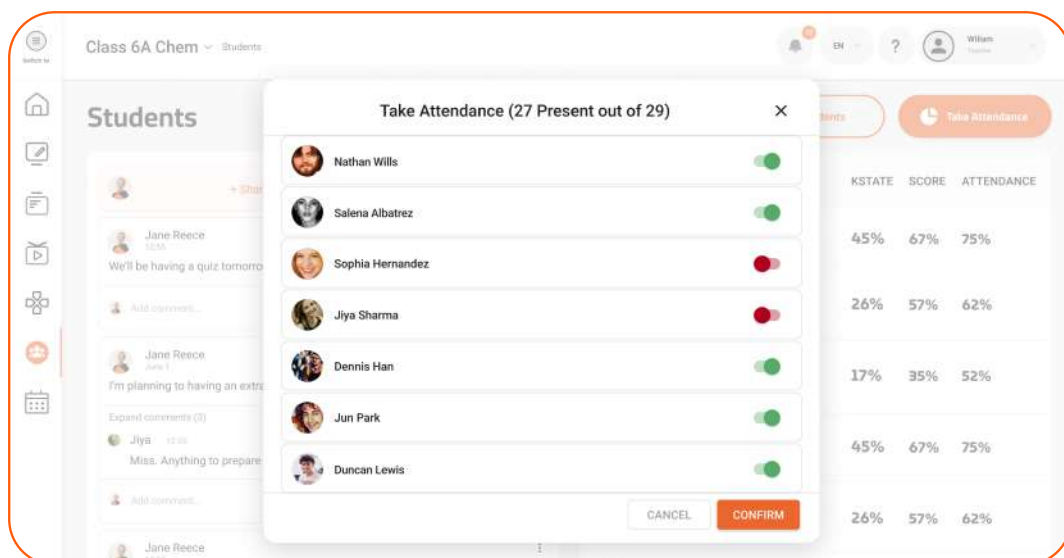
Marking Attendance

Step 1: Navigate to the dashboard and choose "Marking Attendance." Or select the "Students" on the left menu and click on "Take attendance."

Step 2: View the student list with a "Present" option next to each.

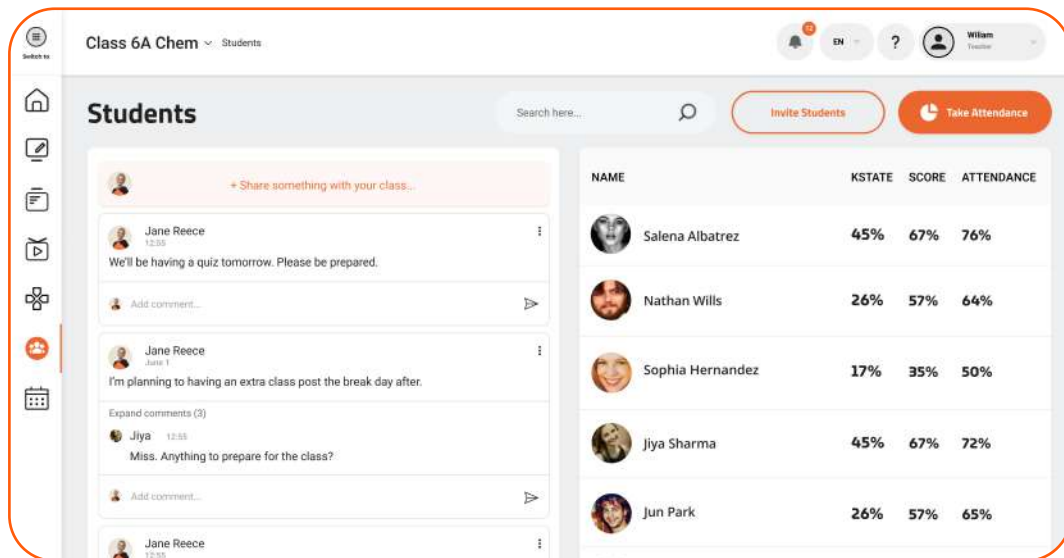
Step 3: Mark absentees and scroll down to find options for saving or canceling the attendance.

Step 4: Click on "Save" to record the attendance.



Messaging Parents

Step 1: Navigate to the "Students" section from the left menu bar.

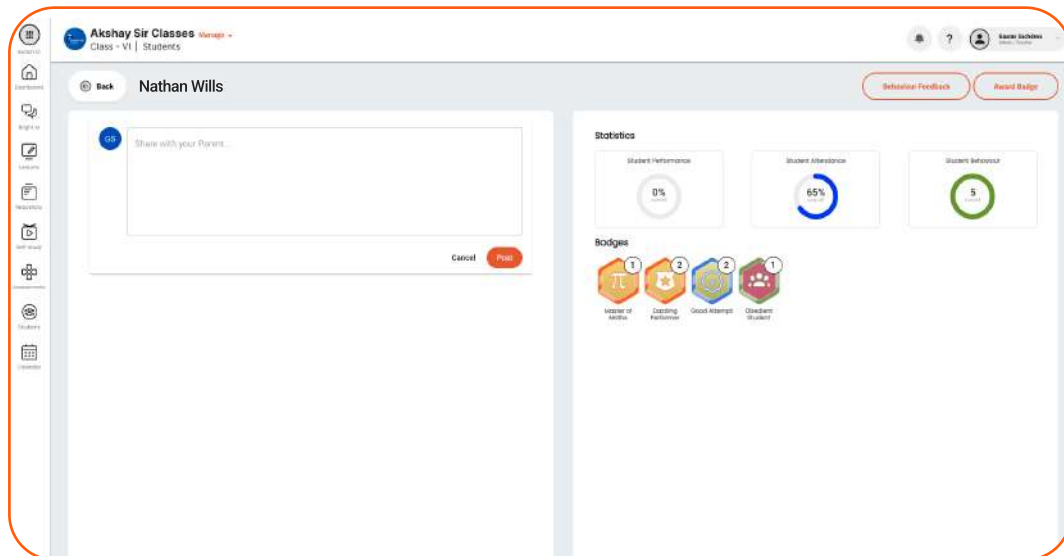


The screenshot shows the 'Students' section of a class management interface for 'Class 6A Chem'. The interface includes a search bar, 'Invite Students' and 'Take Attendance' buttons, and a list of students with their performance metrics. A message thread on the left shows a teacher's announcement about a quiz and a student's response.

NAME	KSTATE	SCORE	ATTENDANCE
Salena Albatrez	45%	67%	76%
Nathan Wills	26%	57%	64%
Sophia Hernandez	17%	35%	50%
Jiya Sharma	45%	67%	72%
Jun Park	26%	57%	65%

Step 2: Select the specific student's name from the displayed list.

Step 3: Share your message with the student's parents by clicking on the "+" icon, writing your message, and then clicking on "Post" to notify the parent.

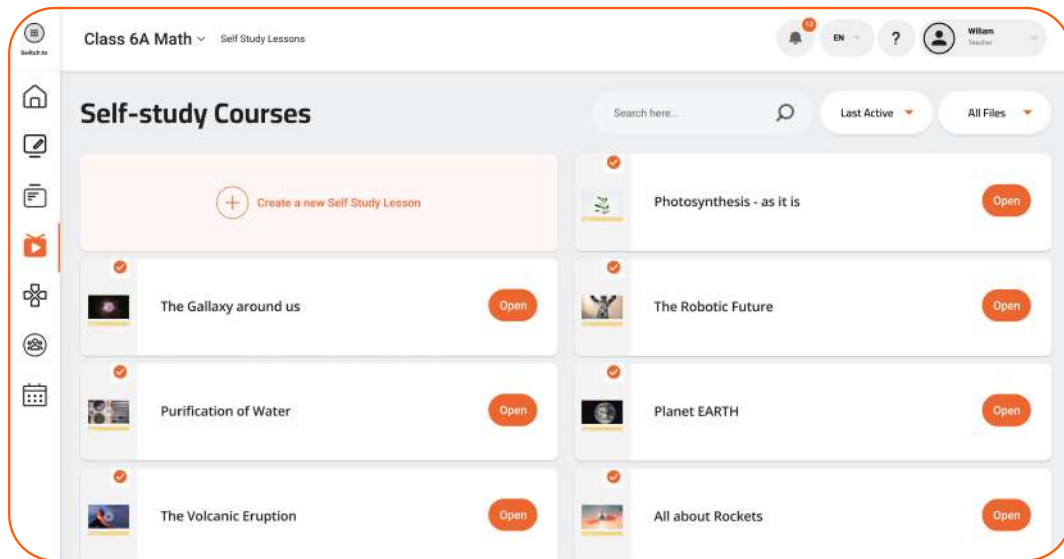


The screenshot shows the 'Share with your Parents' dialog for the student 'Nathan Wills'. The dialog includes a text input field for a message, 'Cancel' and 'Post' buttons, and a statistics section with three circular gauges: Student Performance (0%), Student Attendance (65%), and Student Behavior (5). Below the gauges are four badges: 'Master of Arts' (1), 'Good Performer' (2), 'Good Attempts' (2), and 'Classroom Student' (1).

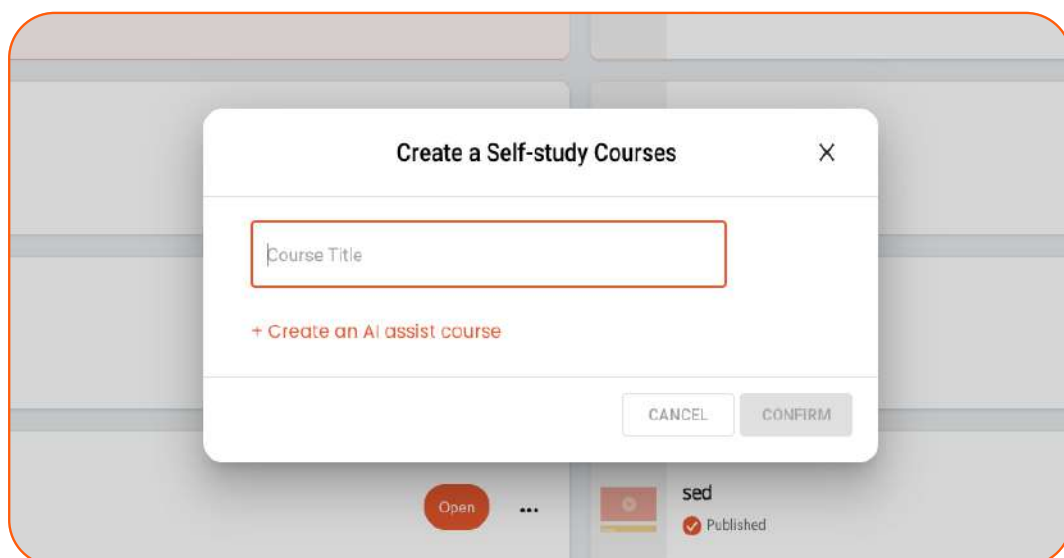


Create Course

- 1. Access the Dashboard:** Click on the "Create Courses" option in the dashboard of the application.
- 2. Choose Self-Study Option:** Alternatively, select the "Self-Study" option from the left menu bar.
- 3. Initiate Course Creation:** Look for the option to "Create a new self-study course."

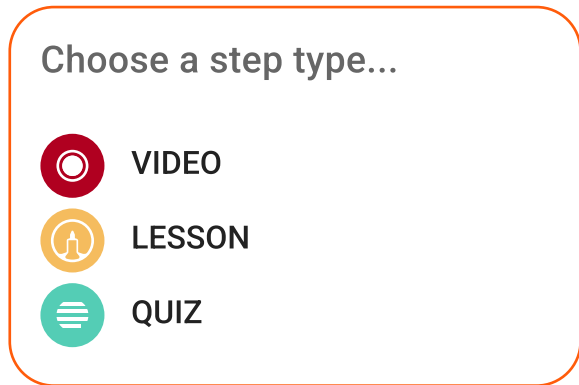


- 4. Enter Course Title:** Enter the title of the course.
- 5. Choose Course Creation Method:** Select "Confirm" to create a new course manually. Alternatively, choose "Create an AI Assist Course" for automatic creation.



6. Add Course Content: Select "Create New Step."

7. Content Options: Choose from options like "Video," "Lesson," or "Quiz."

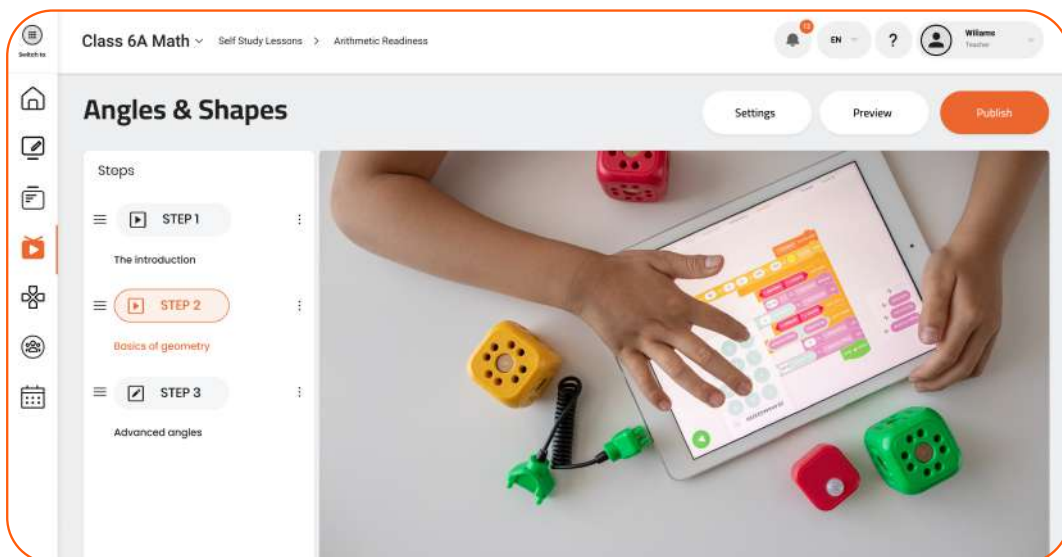


8. Add Video to Course: If selecting "Video," choose from existing videos, add a new video URL, or upload a video from the computer. Confirm to add the video to the course.

9. Add Lesson to Course: If selecting "Lesson," search and add the desired lesson from the available list.

10. Add Quiz to Course: If selecting "Quiz," add from existing assessments or create a new one by following the provided steps.

10. Finalize and Publish: Once content is added, select the "Publish" option to make the course available to students.





Repository

1. Access File Upload Options:

- Navigate to the dashboard and choose "Upload Files."
- Alternatively, select the "Repository" on the left menu.

2. Initiate File Upload:

Click on "Upload a New File."

3. Choose File from Computer:

Select the desired file from your computer.

4. Complete Upload:

Click on "Done" to upload the selected file.

5. Locate Uploaded File:

- Check the repository; the uploaded file should appear in the list.
- Alternatively, use the search function to find the file.

6. Locate Uploaded File:

Next to the file name, you'll find three dots or ellipses; click on them.

7. Edit or Remove File:

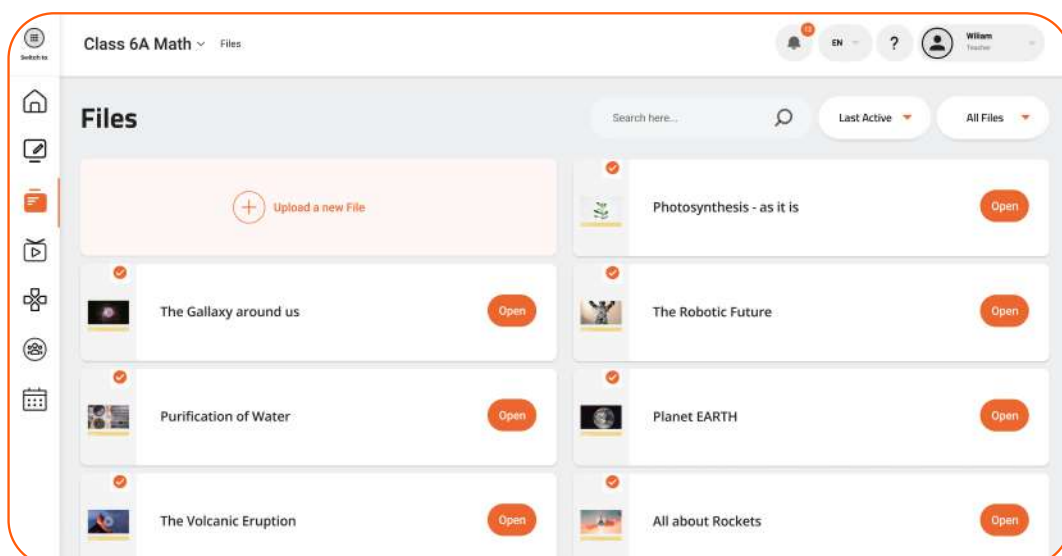
From the options, choose to delete or publish the file.

8. View File:

Click on "Open" to view the content of the file.

9. Collaborate and Publish:

- Collaborate on the file as needed.
- Select the "Publish" option to make the file accessible.





BrightClass

Registered Offices

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