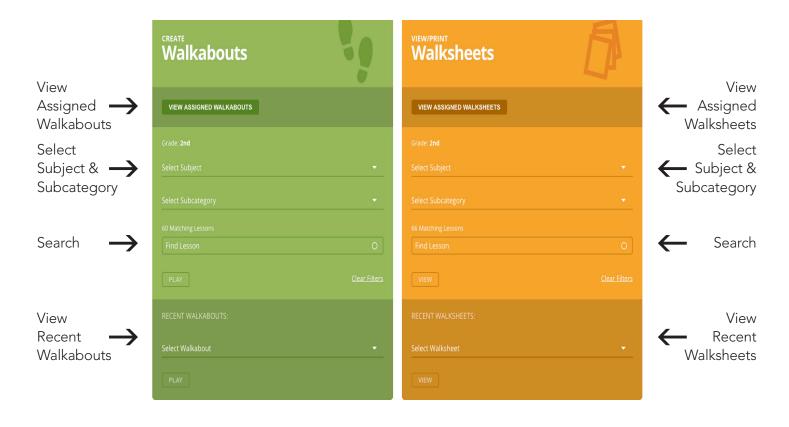
Quick Reference Guide for Parents/Guardians and Students





Set Password

- If you purchased a Walkabouts subscription on www.walkabouts.com, you set up your password at that time. If you need to reset your password, refer to Reset a Forgotten Password within the Quick Reference Guide. If you have been notified that your school or district has purchased a Walkabouts subscription, check your email box for a Welcome email from info@walkabouts.com.
- 2. Click the **Ready? Let's Go!** button within the Welcome to Walkabouts email.
- 3. Type your email address in the Email Address field.
- 4. Click **Confirm Email**. An email sends.
- 5. Check your email box for an email from info@walkabouts.com.
- 6. Click the **Set Your Password** button within the email.
- 7. Type your desired password in the **Password** field.
- 8. Click **Submit**. Your password is set. You may now log into the Walkabouts platform. Refer to the Log In directions for more information.

Log In

- 1. Go to www.walkabouts.com.
- 2. Click **User Login** (blue button) in the upper right corner.
- 3. Enter your Email Address and Password.
- 4. Click **Login**.

Change Password from Any Page

- 1. Click **Settings** in the upper right corner of any page.
- 2. Click **Change Password** in the right column.
- 3. Enter your Current Password.
- 4. Enter and retype your new **Password**.
- 5. Click **Update**. Your password updates.

Reset Forgotten Password

- 1. Go to www.walkabouts.com.
- Type your Email Address. Your Email Address is the email address associated with your Walkabouts account.
- 3. Click the Forgot Password? link.
- 4. Click the **Send Password Reset Email** button. An email sends.
- 5. Check the email address associated with your Walkabouts account.
- 6. Click the **Reset Password** button within the email.

Walkabouts

Enter your new password. Click **Submit**. The password resets.

Play an Assigned Walkabout

- Log into student account. Refer to Log In directions for more information.
- 2. Click **My Backpack** and on the left. Select the My Assignments tab. Select Walkabouts from the drop-down menu if needed.
- 3. Click the Walkabout's name (in blue) on the left or ▷ on the right beside the name of the Walkabout you want to play. The Walkabout loads.
- 4. Click ▷. The Walkabout plays.

Play a Walkabout

- 1. Log into student account. Refer to Log In directions for more information.
- 2. Click **My Dashboard** in the left sidebar if needed.
- 3. Go to Create Walkabouts (green box).
- 4. Complete <u>one or more</u> of the following to choose a Walkabout.

Note: Students can play Walkabouts on their own at the grade level assigned during student setup.

- Select a **Subject** from the drop-down menu.
- Select a **Subcategory** from the drop-down menu.
- Type a Name, Title, or Keyword in the Find Lesson box.
- Click **Clear Filters** to start a new search.
- 5. View Matching Walkabouts, and select a Walkabout from the Matching Lessons/Find a Lesson drop-down menu.
- 6. Click Play. The Walkabout loads.
- 7. Click **()**. The Walkabout plays.

Play a Recent Walkabout

- 1. Log into student account. Refer to Log In directions for more information.
- 2. Click **My Dashboard** in the left sidebar if needed.
- 3. Go to Recent Walkabouts within Create Walkabouts (green box).
- 4. Select a Walkabout from the Select Walkabout drop-down menu.
- 5. Click Play. The Walkabout loads.
- 6. Click **()**. The Walkabout plays.

View/Print/Download Assigned Walksheets

- 1. Log into student account. Refer to Log In directions for more information.
- 2. Click **My Backpack** and on the left. Select the My Assignments tab. Select Walksheets from the drop-down menu if needed.
- 3. Click the Walksheet set name (in blue) on the left or on the right beside the name of the Walksheet set you want to view, print, or download. The Walksheet preview loads. To view the pages of the Walksheet set, scroll down.

Note: If multiple Walksheet sets are available, click the button for the set you want to view.

- 4. Click **Download**. The Walksheet set downloads.
- 5. Use your computer's settings to Save and/or Print the Walksheet set if desired.

View an Assigned Playlist

- 1. Log into student account. Refer to Log In directions for more information.
- 2. Click **My Backpack** a on the left. Select the My Playlists tab. Select Walkabouts or Walksheets from the drop-down menu if needed.
- 3. Click + to expand the playlist name.
- 4. Click ▷ beside the Walkabout's name to play a Walkabout from the playlist. Click ▷ beside the Walksheet set's name to view and then download a Walksheet set from the playlist.

View/Print Walksheets

- Log into student account. Refer to Log In directions for more information.
- 2. Click **My Dashboard** in the left sidebar if needed.
- 3. Go to View/Print Walksheets (orange box).
- 4. Complete <u>one or more</u> of the following to choose a Walksheet set.



- Select a **Subject** from the drop-down menu.
- Select a **Subcategory** from the drop-down menu.
- Enter a Name, Title, or Keyword in the Search field.
- Click **Clear Filters** to start a new search.

Note: Students can view and print Walksheets at the grade level assigned during student setup.

- 5. View Matching Walksheets, and select a Walksheet set from the drop-down menu.
- 6. Click **View**. The Walksheet preview loads. To view the pages of the Walksheet set, scroll down.

Note: If multiple Walksheet sets are available, click Download PDF 1 (etc.) on the right sidebar for the set you wish to download or below the player window for the set you wish to view.



7. Click **Download PDF 1** (etc.). The Walksheet set downloads.

Note: Use your computer's settings to Save and/or Print the Walksheet set if desired.