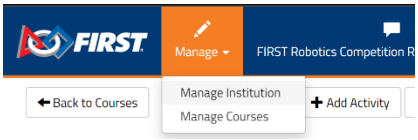
Using Thinkscape Quick Guide

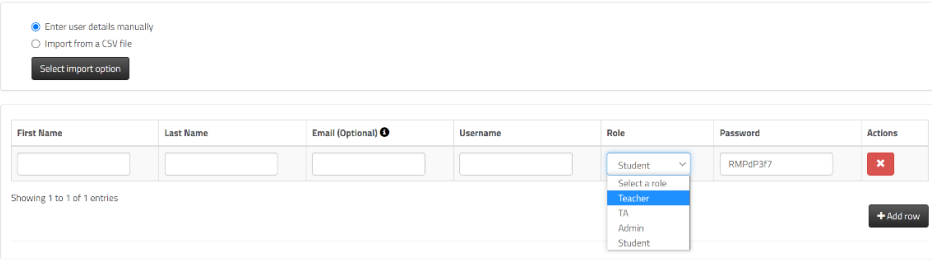
* Please note that these steps are only for lead mentor 1 or 2. See instructions below for adding your students or other mentors to the course.

1. Log into your *FIRST* Dashboard account. Choose the **My Teams** tab. Then click on the **Access Thinkscape** button.

2. Ensure you are viewing your team's institution in order to see the courses. To switch into your team's institution, click the dropdown in the upper left corner. You should choose the institution with your team's number and name – e.g. FRC_TeamNumber_TeamName
3. To add students to a course, there are two options:
    a. To provide access to the course, you need to invite your students to the course.
        i. After your students have joined your course, you can organize them into classrooms if desired. Go to **Manage**, then choose **Manage Institution**. Choose the **Institution Classrooms** tab. Choose **Create New Classroom** and name it. Once you have a new classroom created, you can place registered students into the classroom.
    b. Go to **Manage → Manage Institution**, Click on **Institution Users** and use the option to import users manually. After confirming students are added, you can assign them to the applicable courses



4. You may want to add additional coaches and mentors such as sub-team mentors. To do this:
    a. Go to **Manage → Manage Institution**, Using the option to import users manually, you can also add additional teachers. Select **Teacher** instead of **Student**.
        i. *Due to data privacy concerns, please be aware that any data collected cannot be used as a school academic record if you are not a contracted employee from the school district.*
            1. *Users should not have actual student names or emails.*
            2. *Students cannot track the academic learning of other students. Do not assign students as teachers.*

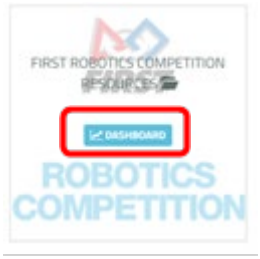


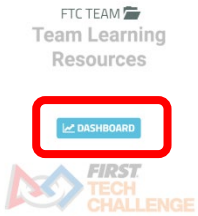
You can also use our Using Thinkscape to Access *FIRST* Education Learning Content video to explore a walkthrough of how to use Thinkscape to access content. The video covers the following:

a) Accessing Thinkscape for the first time through the *FIRST* dashboard
b) Updating user profile to access Thinkscape directly bypassing the dashboard
c) Student versus teacher accounts
d) Importing users
e) Adding classrooms
f) Assigning students to classrooms
g) Viewing student progress

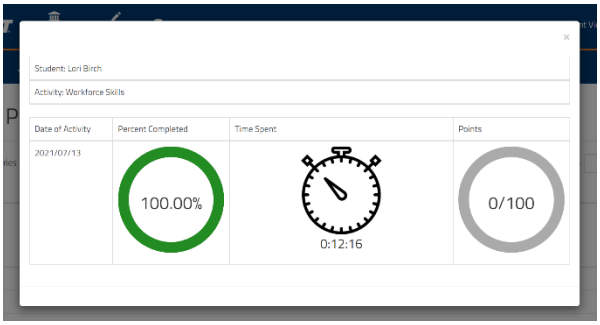
Viewing Student Progress and Submissions

1. Log into your *FIRST* Dashboard. Choose the **My Teams** tab. Choose **Access Thinkscape** button.
2. Choose the **Admin Portal**. Click on the **Dashboard** button on the course.



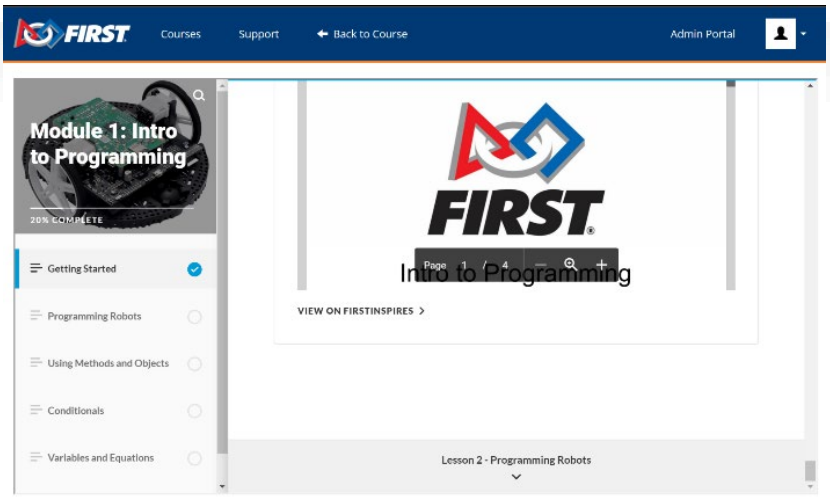


3. For the lesson click the star or checkmark to see the progression of each student through the course content. You will see how much time a student spends on each activity and the percent complete.



4. If a student has completed an activity, it will have a green triangle. If their activity responses have been graded, it will show a checkmark in the triangle. An orange triangle will indicate that a module is in progress.

5. As students complete the lessons, it will report the percentage complete. In the example below, 20% of the lessons are complete in the module. It does only change the percentage when the lesson is fully complete.


FIRST
Courses
Support
Back to Course
Admin Portal
Module 1: Intro to Programming
20% COMPLETE
Getting Started
Programming Robots
Using Methods and Objects
Conditionals
Variables and Equations
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Intro to Programming
VIEW ON FIRSTINSPIRES
Lesson 2 - Programming Robots