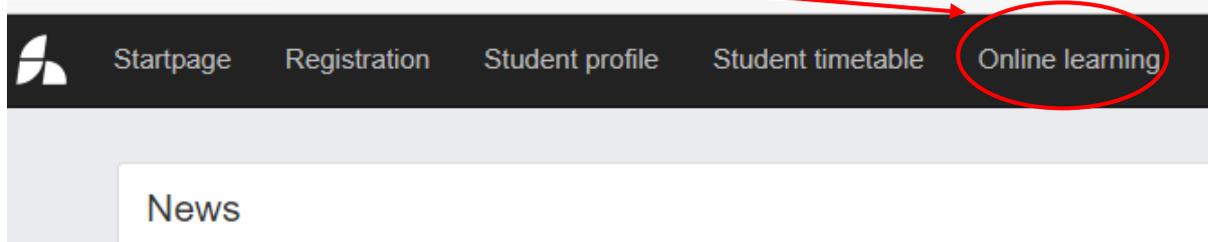


Parent/Carers guide to the online learning functions of SpeedAdmin

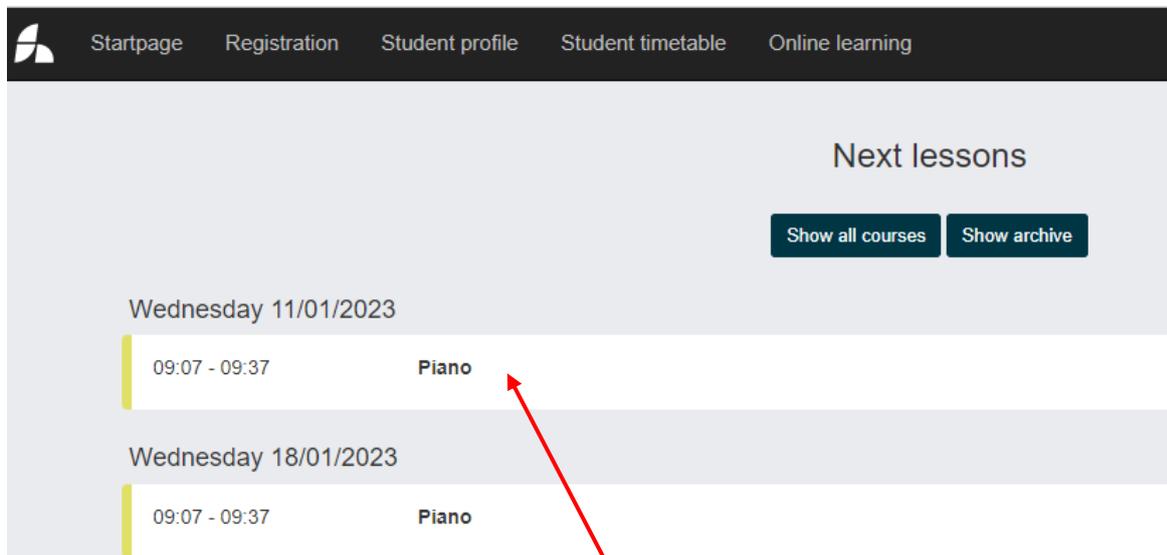
We are using the inbuilt function of SpeedAdmin for online lessons from 1st January 2023.

1. First log in to SpeedAdmin with the login you use to see your bills etc.

You will then see the following items in the menu bar across the top of your screen. Select Online learning



2. This will then take you to a screen where you can see your lessons scheduled.



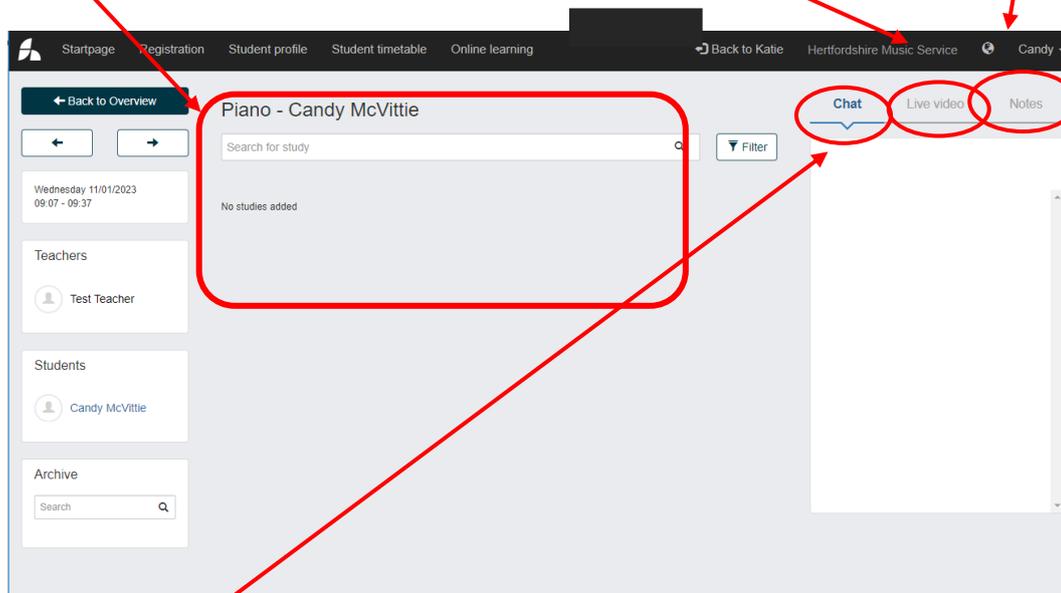
3. Click on the lesson you wish to join.

4. This will then take you to a page shown in the screenshot below.

Online learning functions

From here you can see the functions of the 'online learning' area.

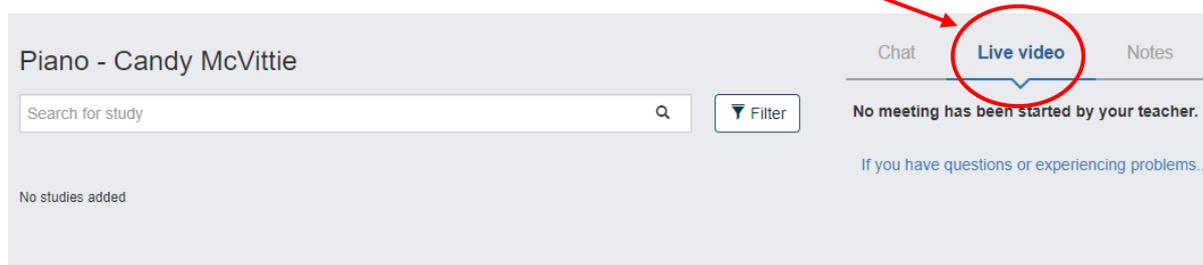
- The teacher can upload exercises/studies for you to use.
- You can use live video for an online lesson
- The teacher is also able to write notes as you would in a practise book.



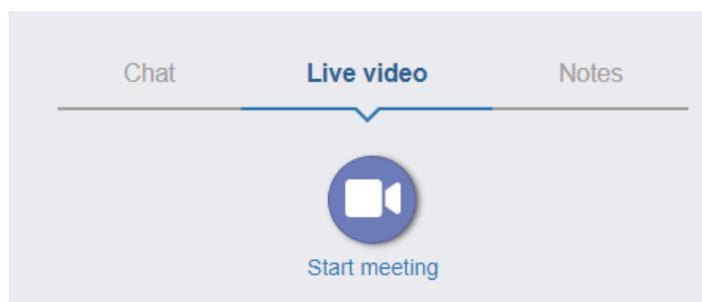
- There is a Chat function where the teacher or parent/carer can add comments during the online lesson.

Starting and ending a lesson

5. To start an online lesson, click on the 'Live Video button' this will then give you this message



6. As soon as the teacher has started the lesson their end then you will see this, this means you can now enter the online lesson.



7. As soon as the teacher leaves the lesson, the lesson will be ended for the student.