

MyTeachingStrategies™

Settings

To access your settings, select the profile icon in the upper right corner of any screen.

How-To Guide for Administrators



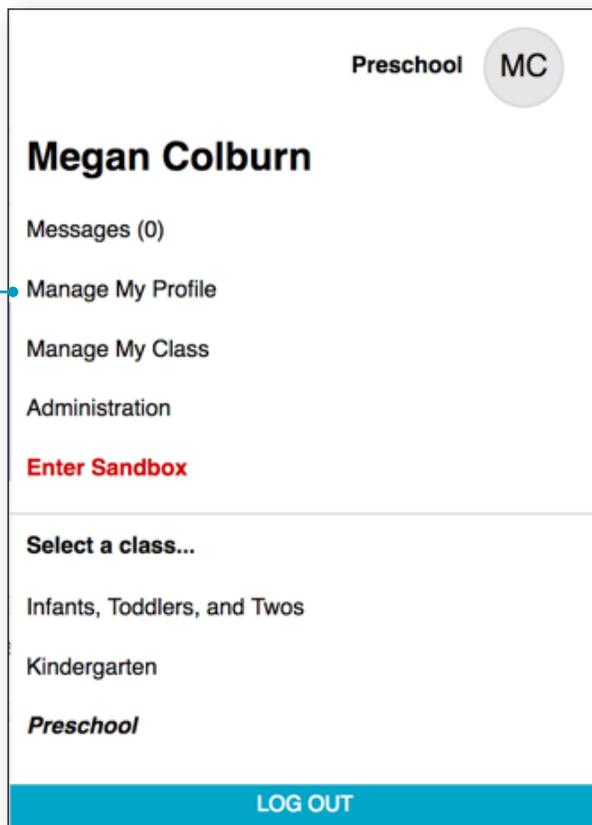
Settings

Click the **PROFILE ICON** to access your messages, manage your user profile, manage your classes, access Administration features, enter the Sandbox, toggle to a different classroom, or log out.



Manage My Profile

To update your profile settings, select **MANAGE MY PROFILE** from the settings drop-down menu. Here you will be able to update your personal information, change your username or password, view security questions, and manage your organization's messages.



Accessing the Sandbox

The Sandbox allows you to practice using all of the features of MyTeachingStrategies™ without affecting the data of the children in your organization. Think of this as a real sandbox, where you can play, investigate and learn!

To access your Sandbox, select **ENTER SANDBOX** from the settings drop-down menu.

The screenshot displays the MyTeachingStrategies Sandbox interface. At the top, a red banner reads "You are currently in the Sandbox". The main header includes the MyTeachingStrategies logo and "Sandbox" in red. Navigation tabs include "Teach", "Assess", "Develop", "Report", and "Family". A sidebar on the left contains options like "Display Documentation", "Show Previous Checkpoint", "Hide Colored Bands", "Show Examples", "Support & Resources", and "Settings". The main content area shows a progress view for "Social-Emotional" with a sub-goal "1a. Manages feelings". A progress bar indicates the current level is 6, with a "NOT YET" label and a back arrow. Below the progress bar is a table with columns for levels 5, 6, and 7, and rows for different skills. The skill "Is able to look at a situation differently or delay gratification" is shown with colored bars indicating progress. A right-hand sidebar for user "Megan Colburn" includes options like "Messages (0)", "Manage My Profile", "Manage My Class", "Administration", "Enter Sandbox", "Select a class...", "Infants, Toddlers, and Twos", "Kindergarten", "Preschool", and "LOG OUT".