## Binogi Support

Knowledgebase > My Binogi Account > Adding Students

## Adding Students

Catherine Connors - 2022-12-08 - My Binogi Account

Teachers can add new students to the school connected to their Binogi user account.

To add a student, go to the teacher section of the <u>Binogi.ca</u> and select the "Students" tab.

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Click "Add a student".

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Follow the prompts and enter the following required information:

- Email (please use the student's school board email address)
- First name
- Last name
- Select class from the drop down menu
- Password a random password will be suggested but it can be changed to something easier to remember (i.e. Binogi123). Please note: a password must be entered when a new student is added, even if students will log in using a SSO option

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The final step is to click "Add student".

If a teacher needs to add students to schools other than the school connected to the teacher's Binogi account, please contact <a href="mailto:support@binogi.ca">support@binogi.ca</a> for assistance.