

Binogi Support

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How to create a group for students in another school (for itinerant teachers)

Catherine Connors - 2022-10-04 - Teacher Tutorials

A Binogi user account can only be connected to one school; however, teachers who work and support students in multiple schools within the school board (i.e. itinerant teachers) can create "Groups" to connect to the students they support in other schools.

The first step is to ensure students already have a Binogi student account connected to their "regular" day school.

To create a group, go to the teacher site of [Binogi.ca](https://binogi.ca) and select the "Groups" tab:



Click "Add a group".



Then, follow the prompts. First, you will need to name your group. A suggestion is to name these groups based on the school names.

Please note that groups created to support students in another school must be "Private" groups - visible only to you, the teacher.

The next step is to add students. Students from other schools (within the school board) can be added to the group by entering their school board email address. **Please note:** the student must already have a Binogi user account connected to their school board email address. Be certain to click "Add" after each email address is entered.



The final step is to click "Add group".

Now, you are ready to create an assignment for the students you support in other schools.