SELF HELP GUIDE FOR CONTEST TEACHERS

tickLinks

VIVEKANANDA YOUNG EXPLORER

CONTEST

| ENGLISH | MATHS | SCIENCE |

FOR

Std 1st–3rd | **Std 4th–6th** | **Std 7th–9th**

www.virtualpebbles.com

Click on below to see themes and register

https://bit.ly/tickLinksContests

OPENLINKS FOUNDATION

tickLinks .com

SELF HELP – COMMON STEPS
For Teachers

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COMMON STEPS

1. Download **tickLinks** and Register using your Phone or Email Id.

2. Choose **Any One Subject** to Follow. e.g. choose "CBSE Board" Follow 8-Maths. You can keep adding more subjects – one at a time.
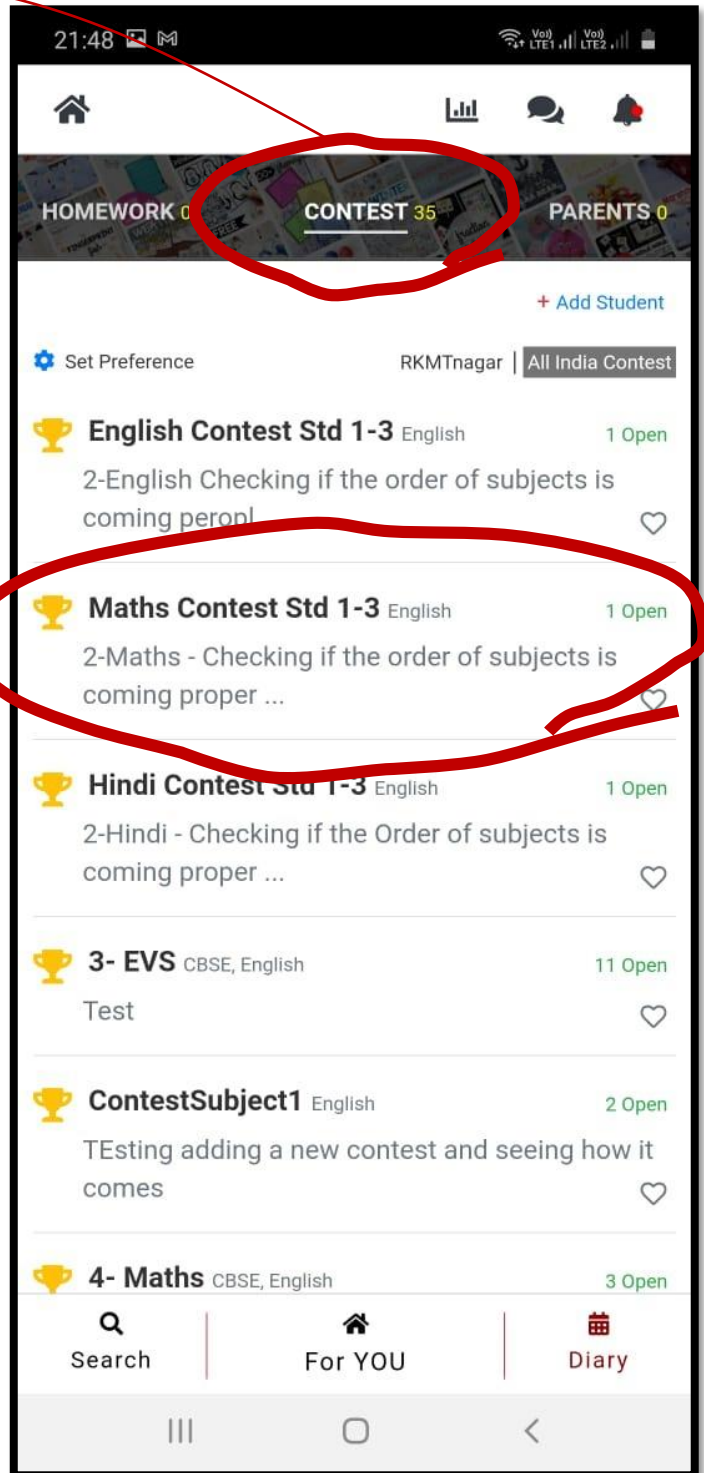   When you are participating in contest – it does not matter – which subjects you are following. Following any one subject is good.
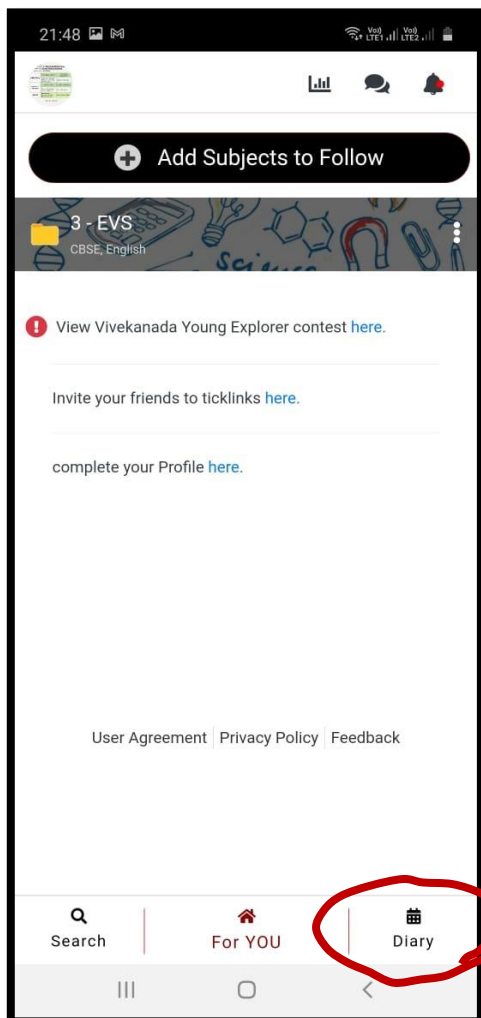
3. Now you are on the Home screen. Click on Diary to go the Contest.

COMMON STEPS

choose
CONTEST

Click on
the Subject
that you are
participating in

21:48

HOMEWORK 0   CONTEST 35   PARENTS 0

+ Add Student

⚙ Set Preference   RKMTnagar | All India Contest

🏆 **English Contest Std 1-3** English   1 Open
2-English Checking if the order of subjects is
coming peropl   ♡

🏆 **Maths Contest Std 1-3** English   1 Open
2-Maths - Checking if the order of subjects is
coming proper ...   ♡

🏆 **Hindi Contest Std 1-3** English   1 Open
2-Hindi - Checking if the Order of subjects is
coming proper ...   ♡

🏆 **3- EVS** CBSE, English   11 Open
Test   ♡

🏆 **ContestSubject1** English   2 Open
TEsting adding a new contest and seeing how it
comes   ♡

🏆 **4- Maths** CBSE, English   3 Open

🔍 Search   🏠 For YOU   📅 Diary

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How can I - Add/ Register students to contest

You can **ADD Student** to your school from here

This is required if
- Student has chosen wrong school by mistake during registration
  OR
- Student is not able to register

! If you do not see this menu – you are not linked to a school as teacher. Speak with your co-ordinator.

How can I Add/ Register students to contest

Add Student

Phone

Enter Phone Number

E-mail

Enter Email

Name

Enter Name

School Name

Satya Bharti Jyona

| 1 ⌄ | A ⌄ |

Cancel   **Save**

⊕ Add Students   ▼ Filter User

Put Phone Number <u>Or</u> Email Id

Put Name

- The user is added to the Contest
- The student is added to your school – if they are not already linked to your school

✓ tick**Links** .com

How can I Add/ Register students to contest

If the student added is
- **a new user (first time on tickLinks) –** then
    - **user Id** is the Phone number (or Email).
    - **Password** is last 4 digits of pone (or first 4 digits of Email)

- **an Existing User** (has downloaded and registered on tickLinks before) – their user Id and Password is as set by them.
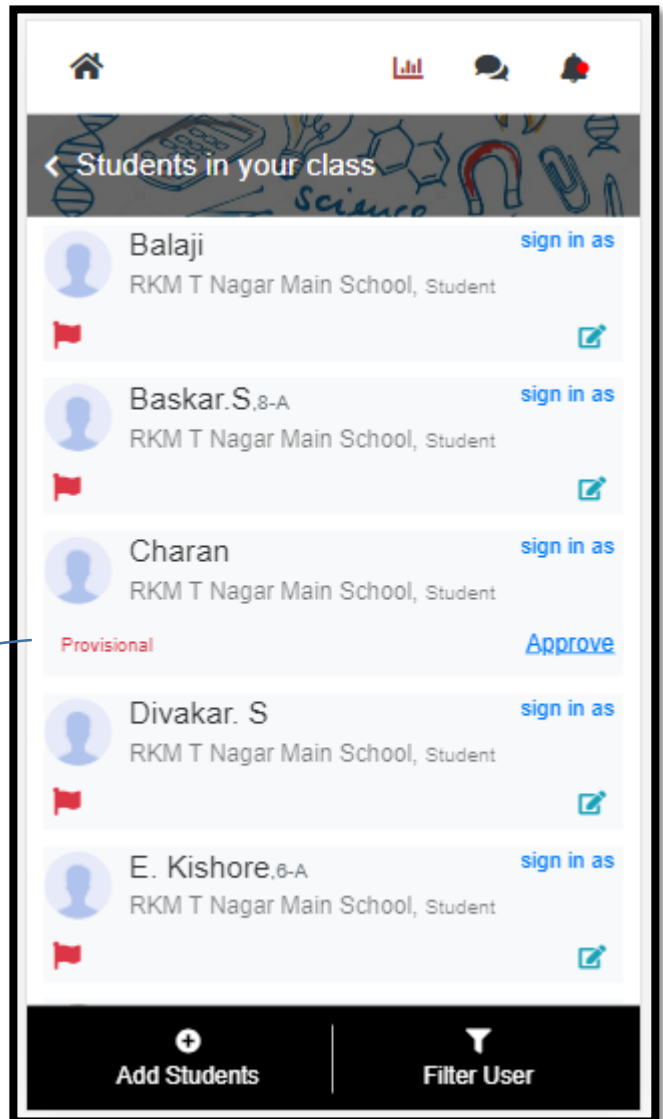
Click to **see the students** who have registered for this subject

! If you do not see this menu – you are not linked to a school as teacher. Speak with your co-ordinator.
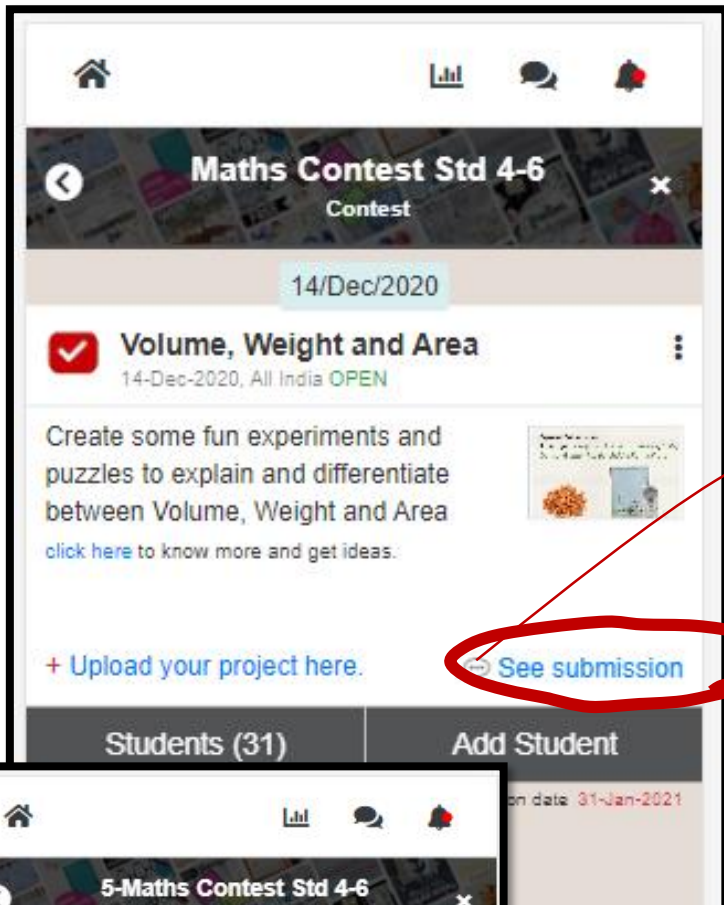
See Students Registered for Contest

Some students may be marked as Provisional.
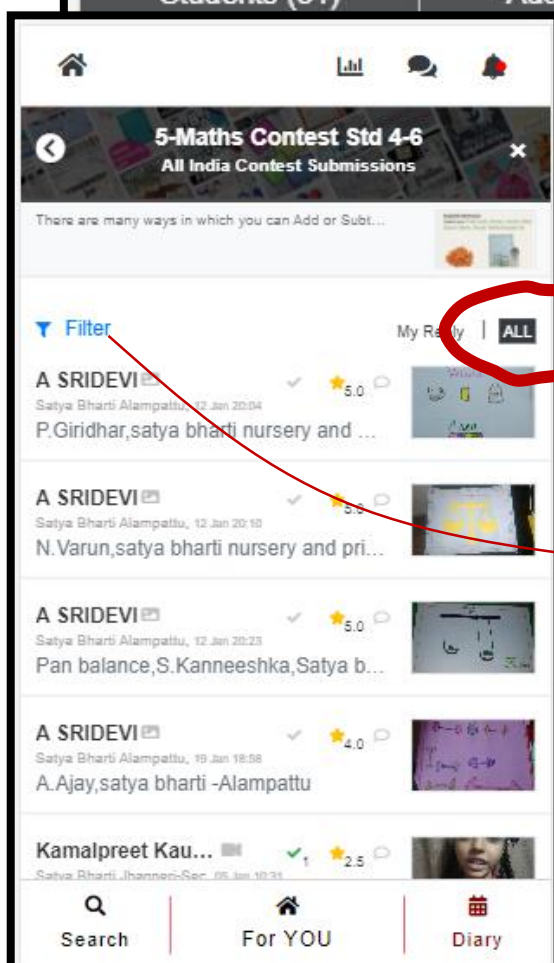
Click on Approve to Confirm or Decline.

Why some students are marked as **Provisional**?
-   When students register from Contest Registration form – they may put a wrong school by mistake. You can confirm them as students of your school.

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.com

See and Rate Submissions of my Students

Click to **see the Submissions** from all students

Click on All to See replies from all students

Click on Filter to filter replies only from your students

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See and Rate Submissions of other Students
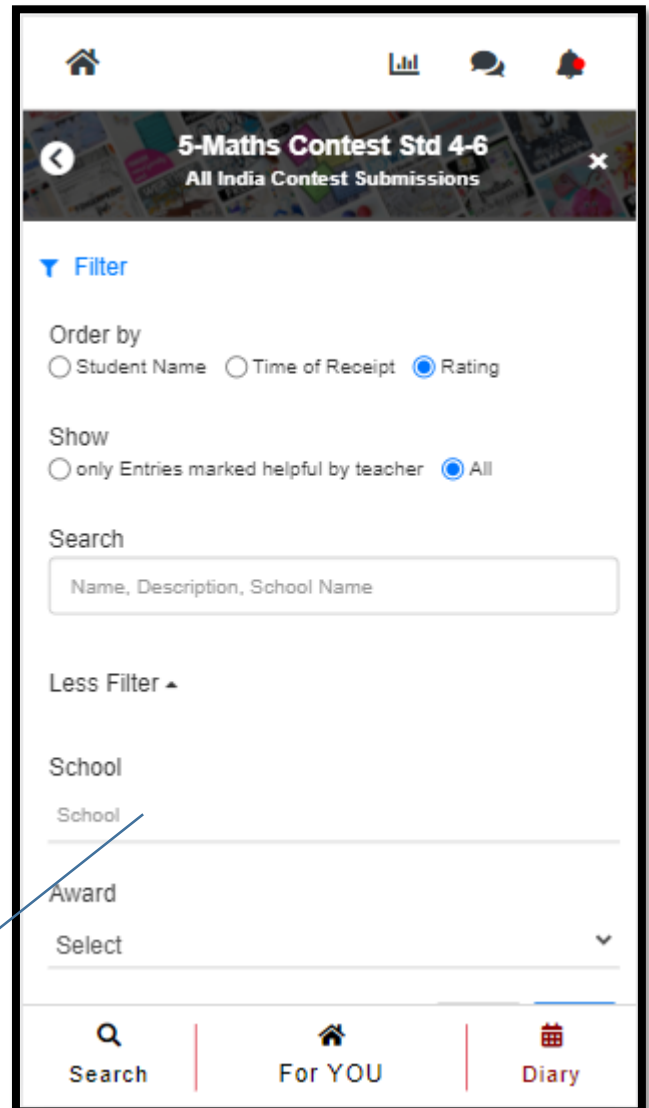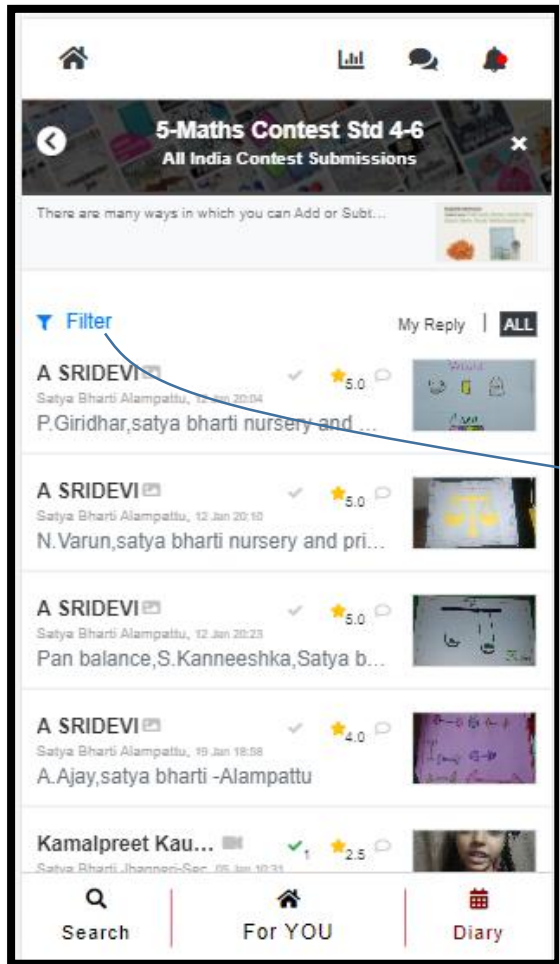

Comment

Rate entries from others
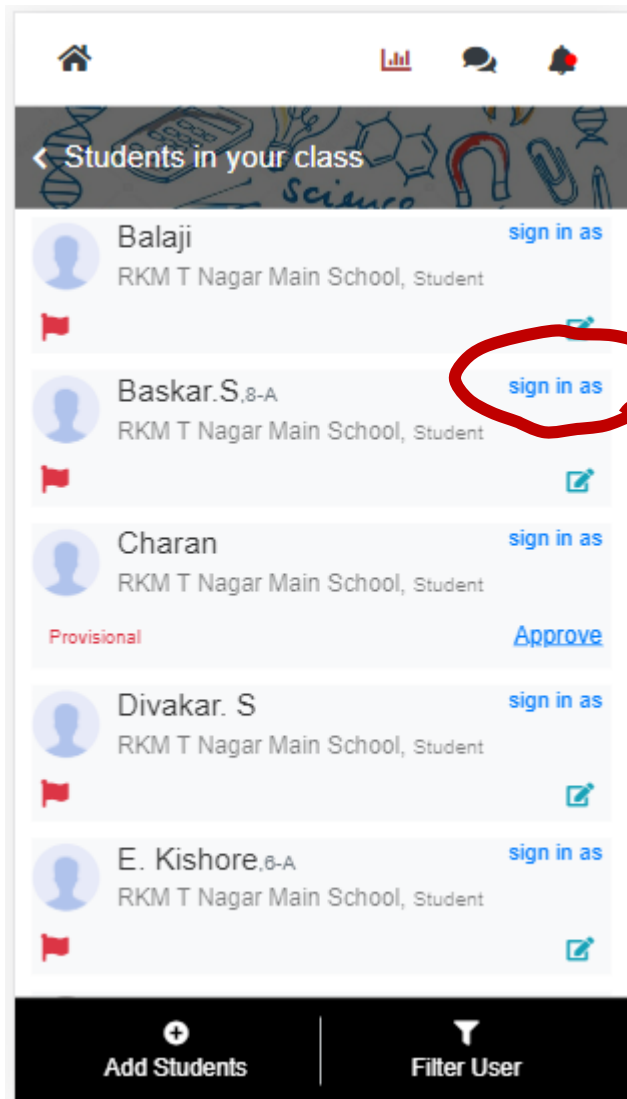
Mark Helpful

See and Rate Submissions of my Students

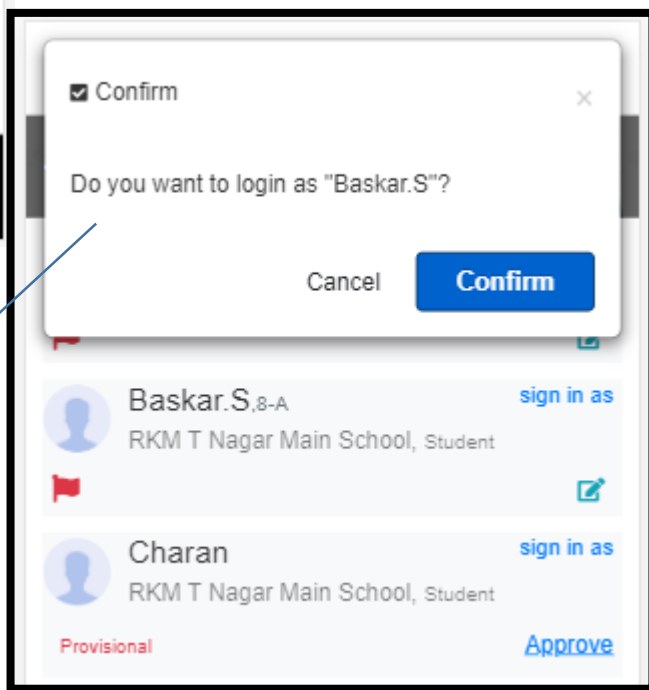
Put your school name here to search entries of your school

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How can I Upload on Behalf of Students
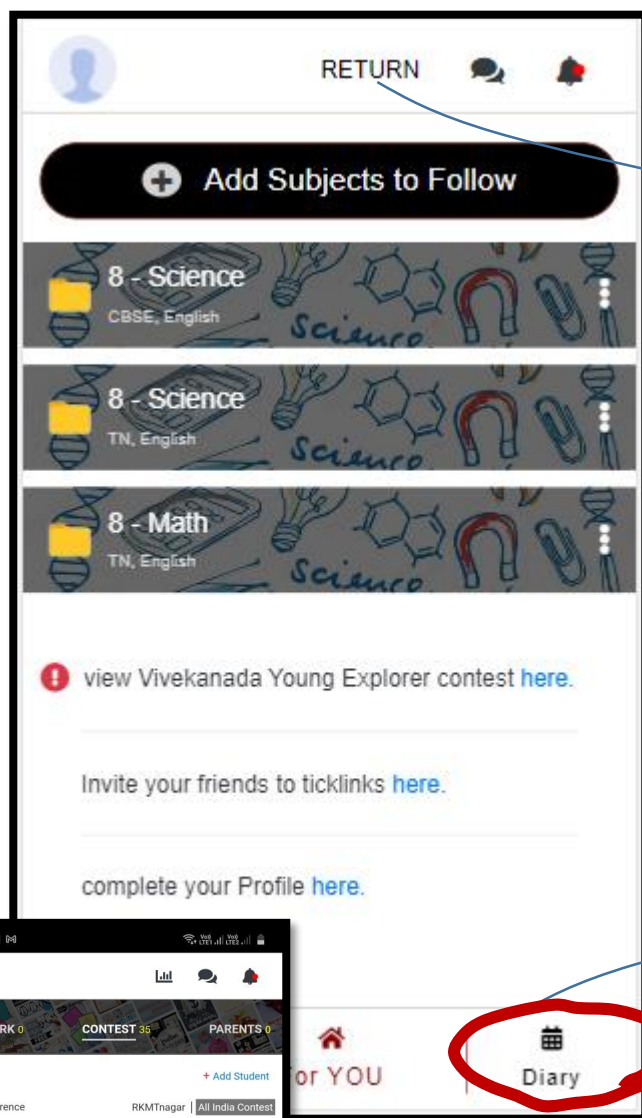

Click on Sign In as

to signin on behalf on student

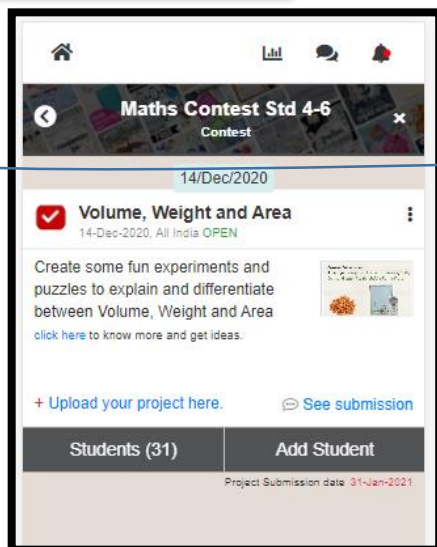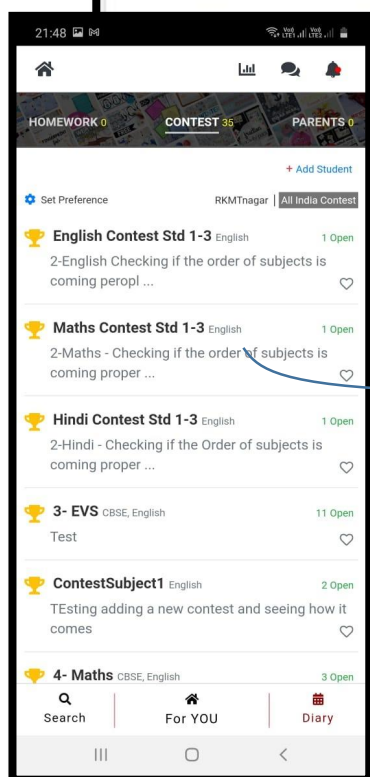Confirm that you want to Sign-in on behalf of student

How can I Upload on Behalf of Students

You are now logged in as selected Student

Click on **RETURN** to get back to your teacher profile
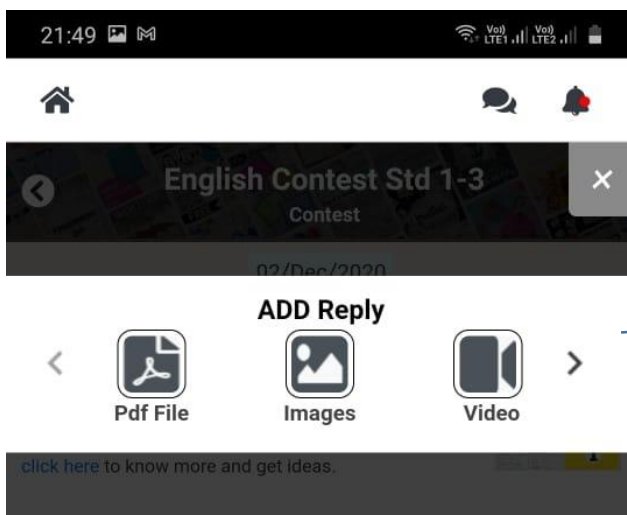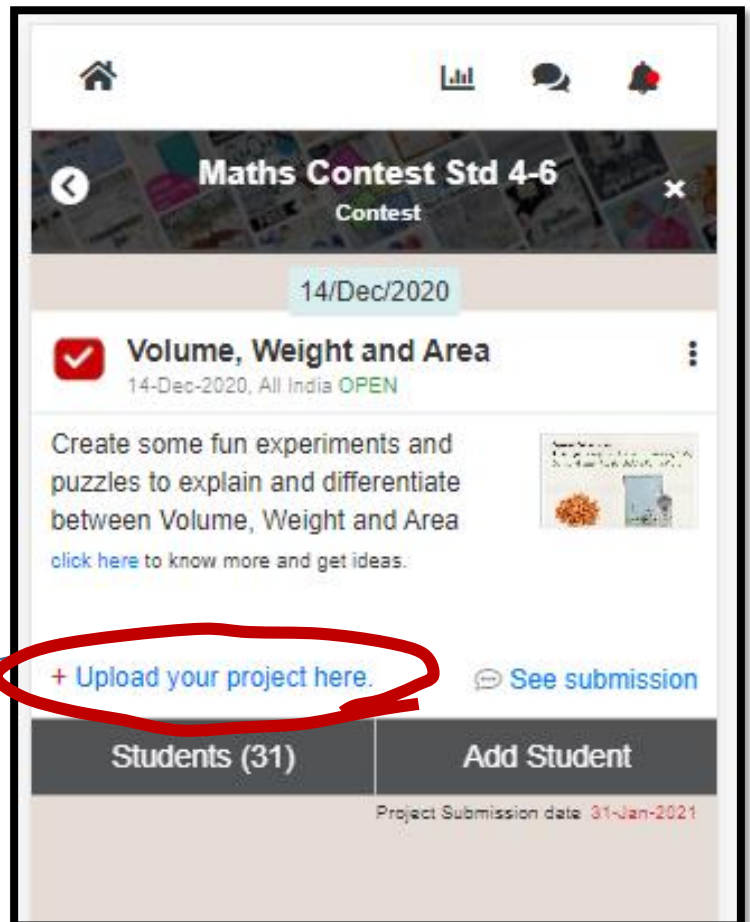
Click on Diary to see the contest subjects

Select your subjects for which the upload is required
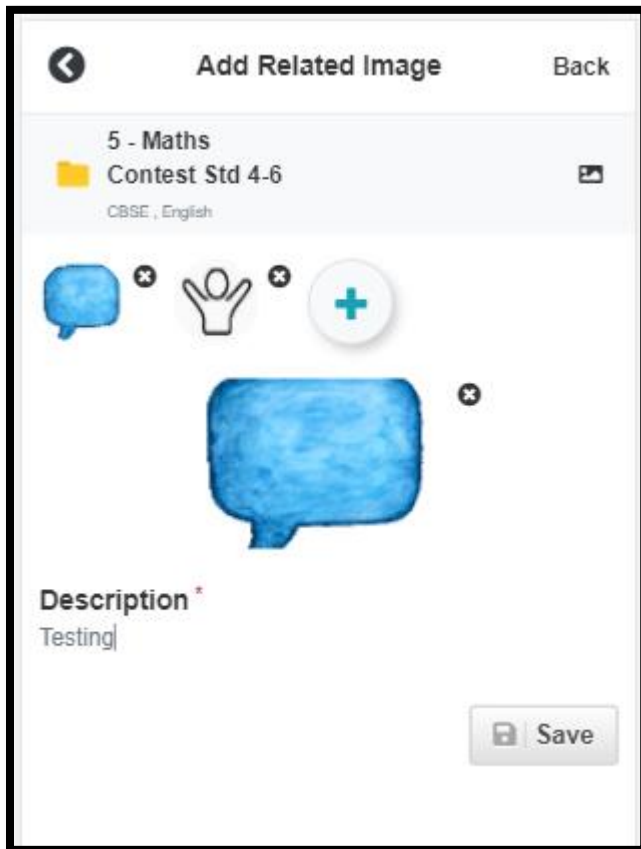
How can I Upload on Behalf of Students

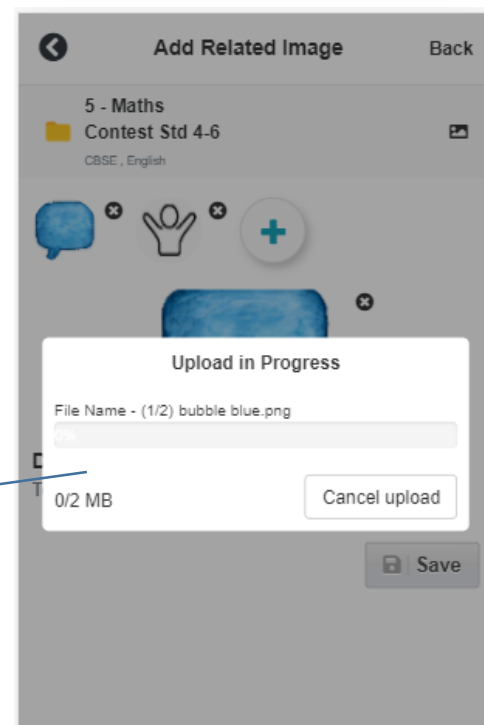Uploading your Video, Images, Pdf file etc..

Click here to upload

Choose what you want to upload – images, Videos, Pdf etc..

tickLinks
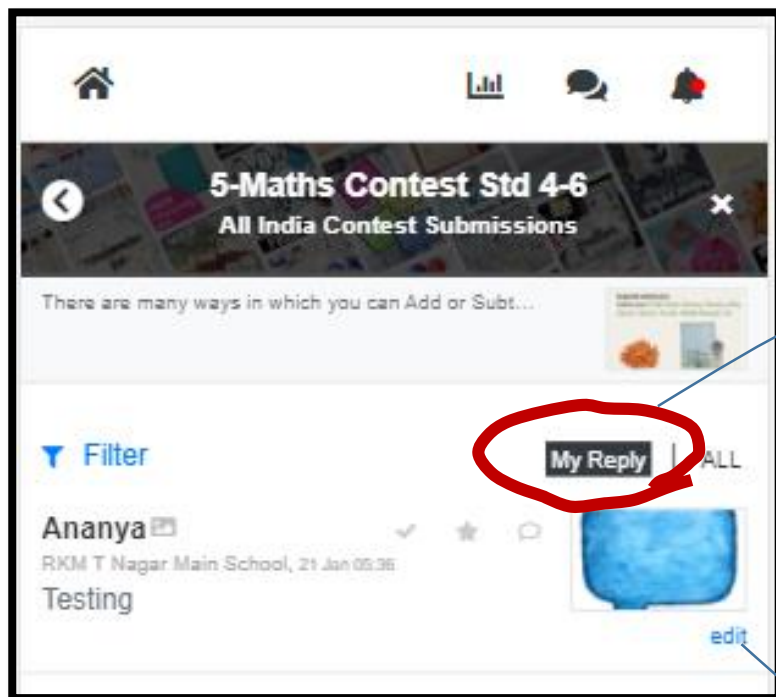.com

How can I Upload on Behalf of Students

- Upload your content
- Put a description
- Save

- Shows. Upload in Progress
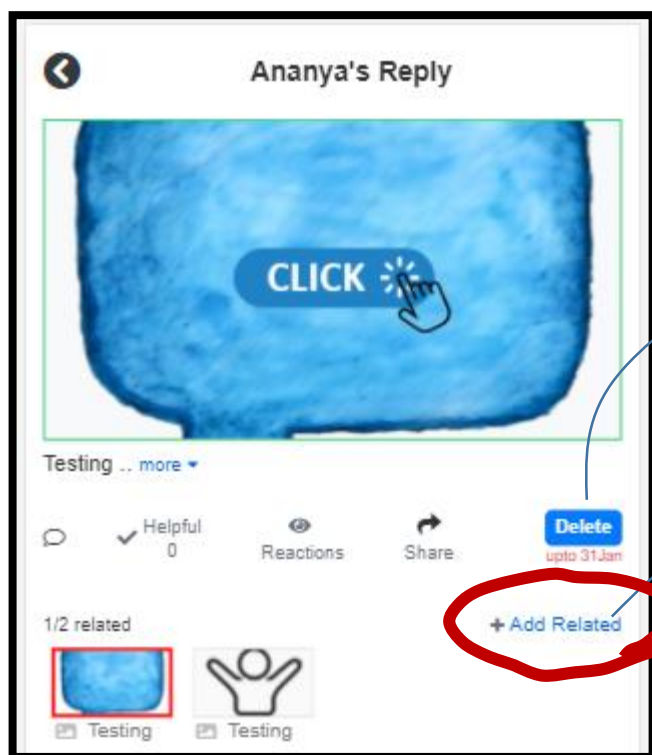- Wait for it to finish

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How can I Upload on Behalf of Students

Click on
- **My Reply** to see your upload
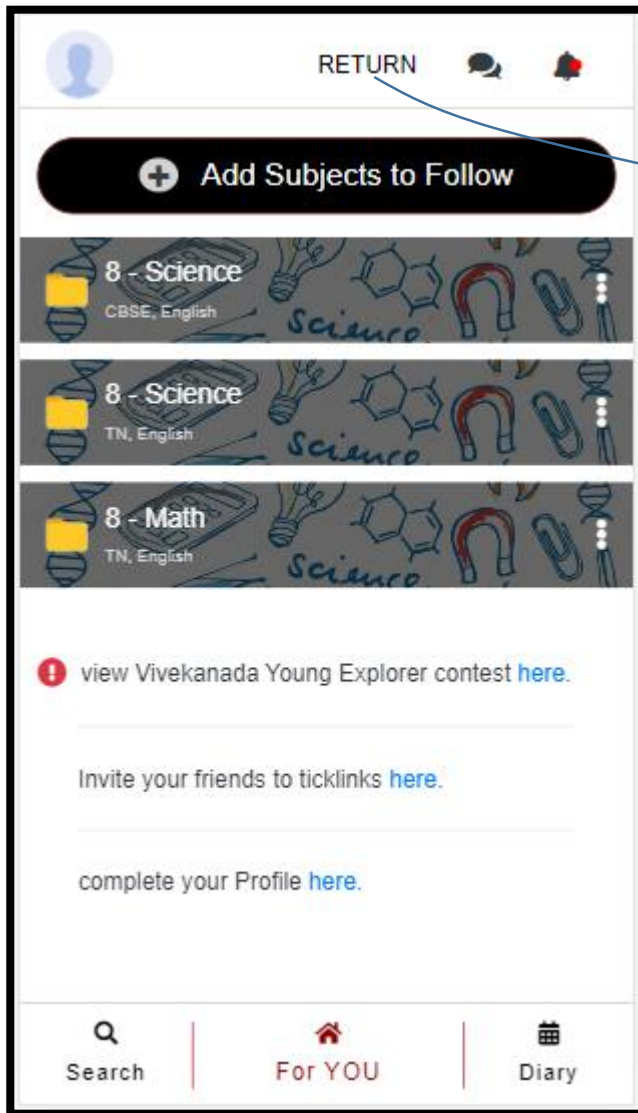- **All** to see all replies from other students

Click here to edit your entry

You can Delete your entry in case you are not happy with it

- Click on Add Related to add Another Video or image
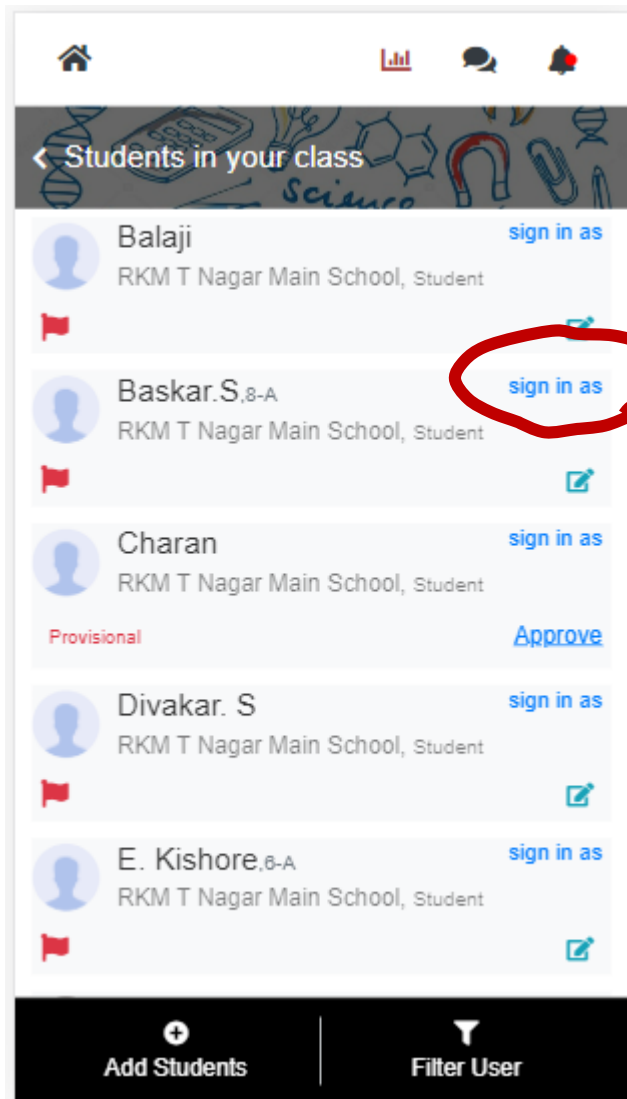- You can Add upto 5 items

tick**Links** ▷
.com

How can I Upload on Behalf of Students

After you are done

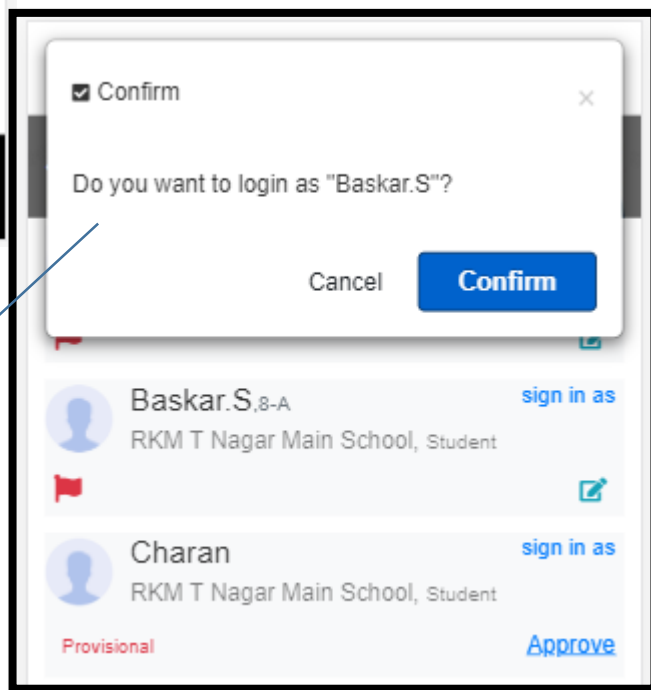Click on **RETURN** to get back to your teacher profile

How can I Download Certificates of Students

Click on **Sign In as**

to signin on behalf on student

Confirm that you want to Sign-in on behalf of student

How can I Download Certificates of Students

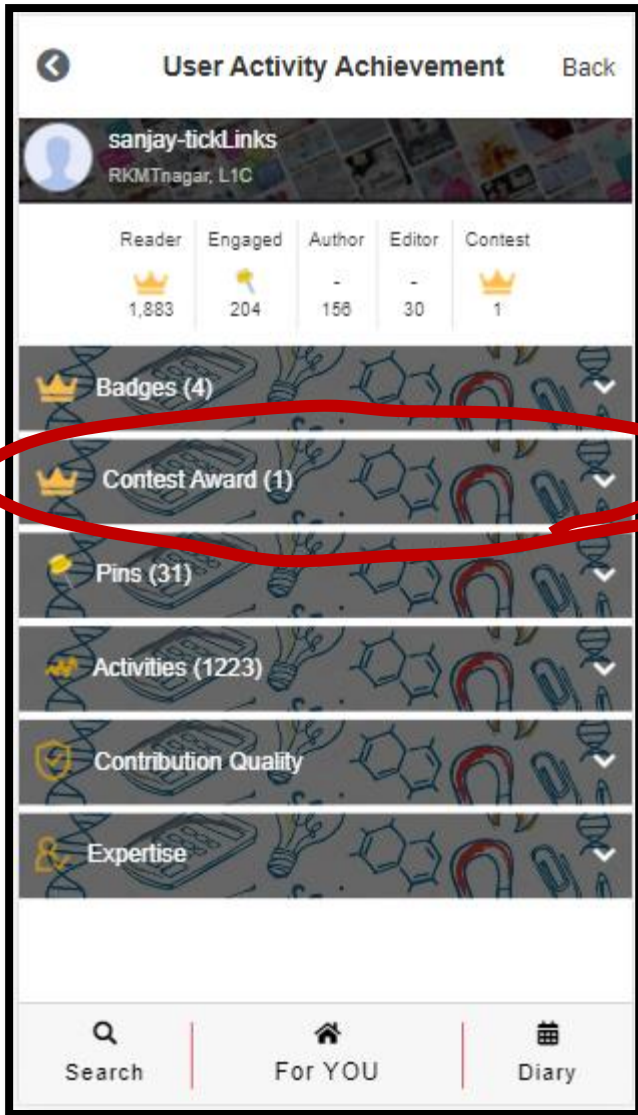You are now logged in as selected Student

Click on Profile

RETURN 💬 🔔

➕ Add Subjects to Follow

8 - Science
CBSE, English

8 - Science
TN, English

8 - Math
TN, English

Click on **RETURN** to get back to your teacher profile

ivekanada Young Explorer contest here.

our friends to ticklinks here.

ete your Profile here.

🏠 For YOU | 📅 Diary

🏠 **tickLinks**™   Logout ➔

sanjay-tickLinks 1
RKMTnagar, L1C

↱

Reader	Engaged	Author	Editor	Contest
👑	🎖	-	-	👑
1,883	204	156	30	1

📍 RKM T Nagar Main School , Chennai
❗ Complete your profile.

Change Password here

⭕ Other ⭕ Parent 🔘 Student ⭕ Teacher

School

RKM T Nagar Main School

Select Class ⌄

B ⌄

Edit full profile

Click Here

3
CI

7
CI

7
CI

1
BI

❗ view

Invit

🔍 Sear

How can I Download Certificates of Students

Click here to see and
Download Certificate

tickLinks
.com
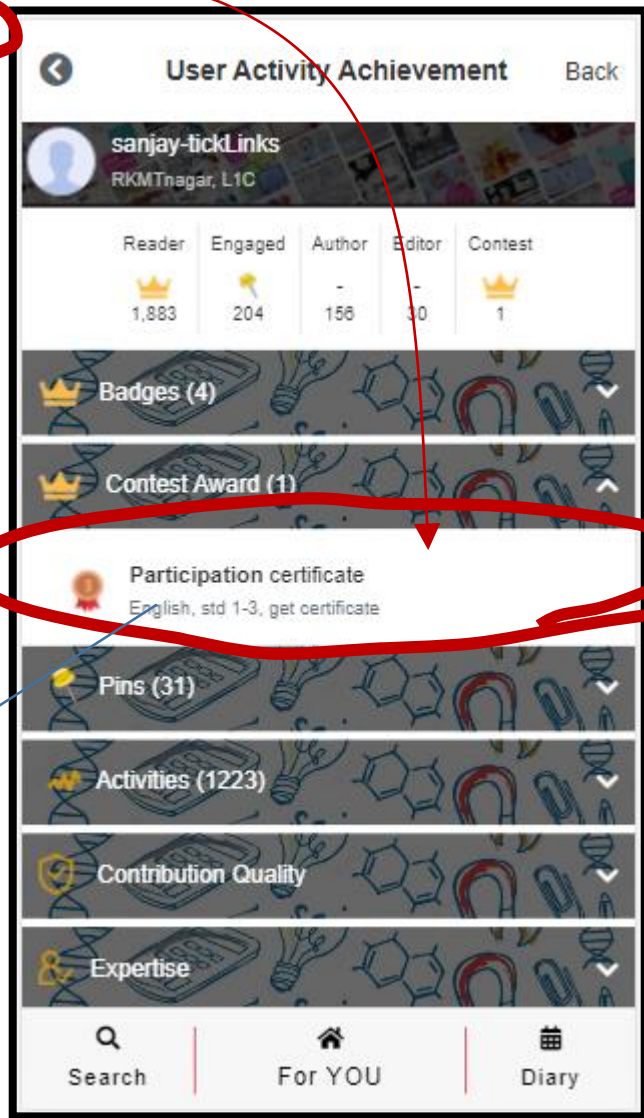
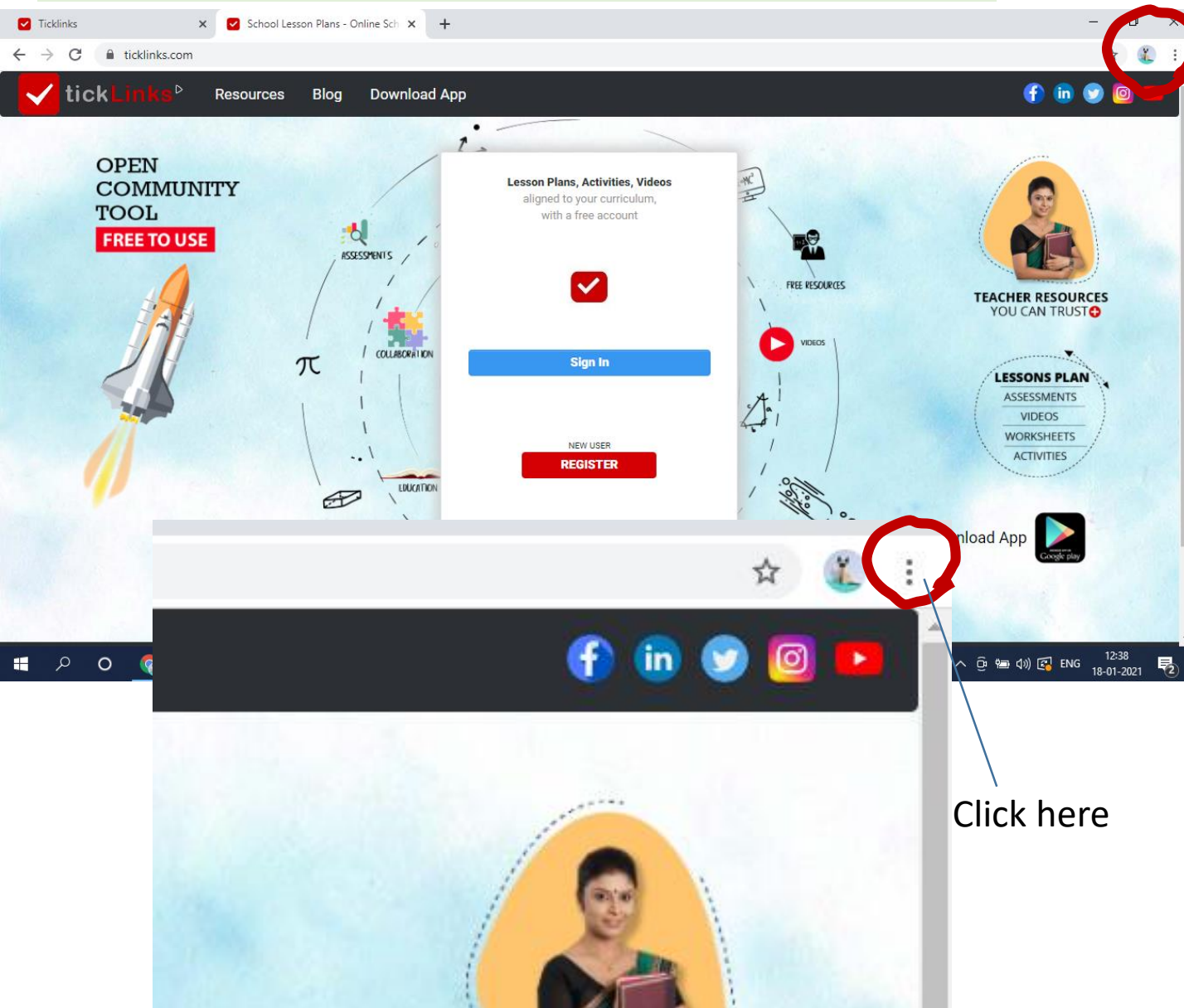# How can I Download Certificates of Students

School Name

Mentor Teacher Name

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.com

How can I work in Desktop mode
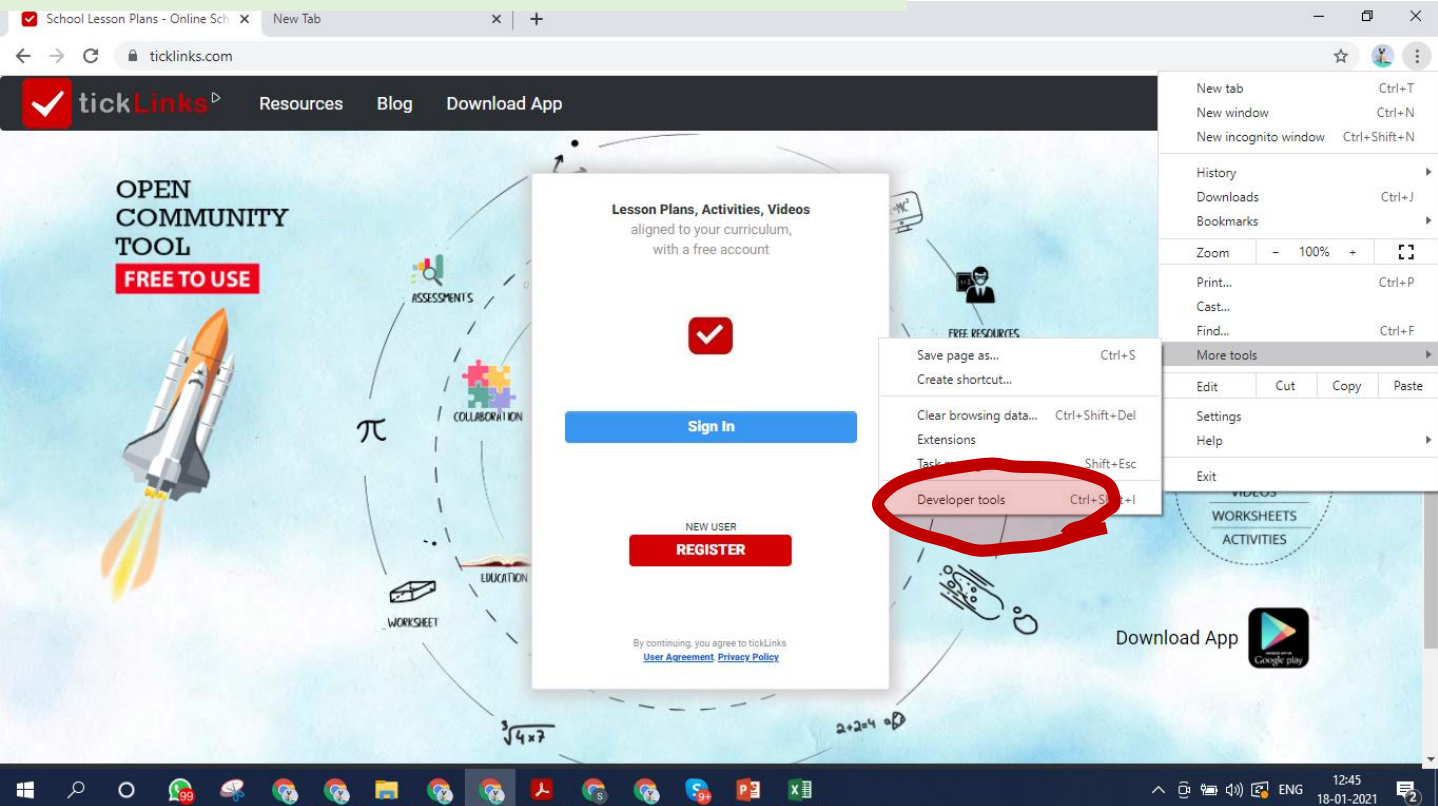
The diary feature does not work on Desktop presently. The below suggestion is a workaround on the **Chrome browser** on desktop.

Click here

How can I work in Desktop mode

How can I work in Desktop mode
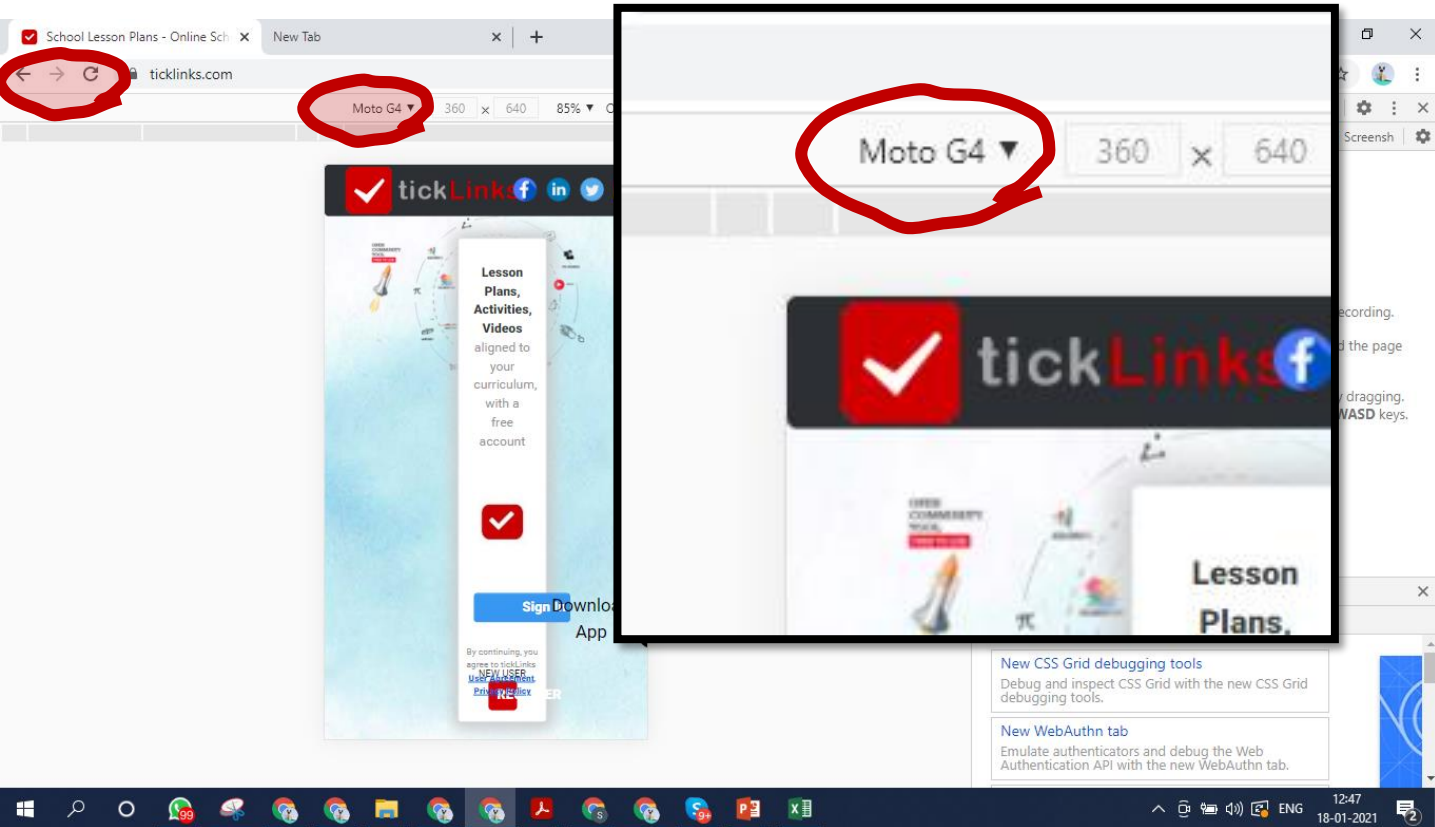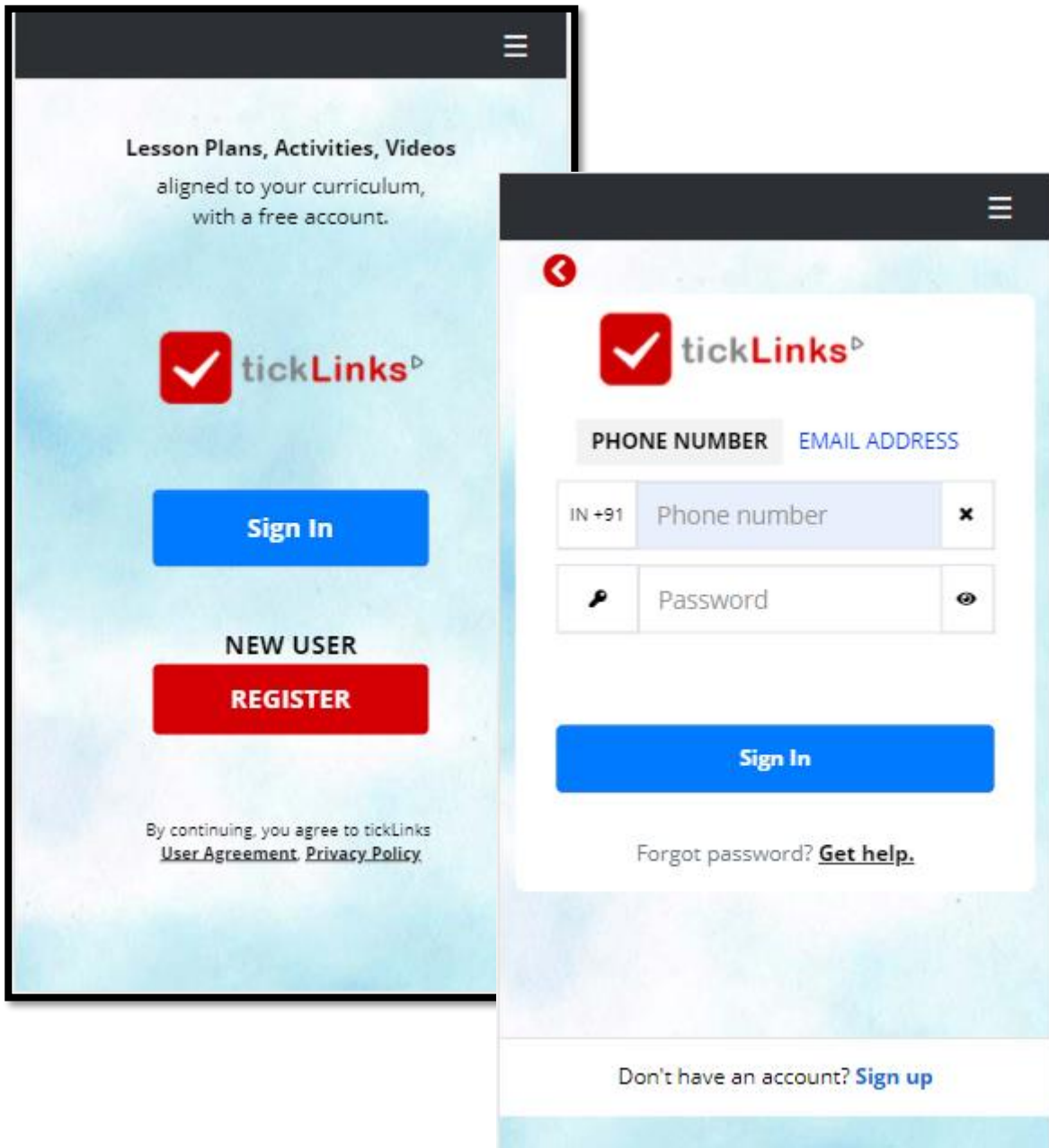
STEP 4 – Choose Moto G4 – from dropdown
Refresh the browser screen

How can I reset Password

STEP 1 – Click on **Sign in**

STEP 2 – Enter Phone number (or Email Id) – with which
you have registered

STEP 3 – Click on Get Help

How can I reset Password

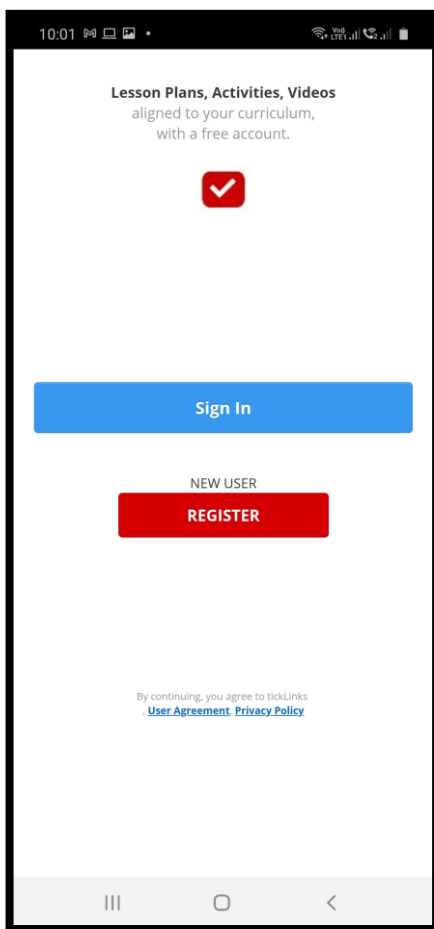**STEP 1** – Enter the OTP code that you receive on your SMS
 or Email

STEP 2 – Put in your new Password

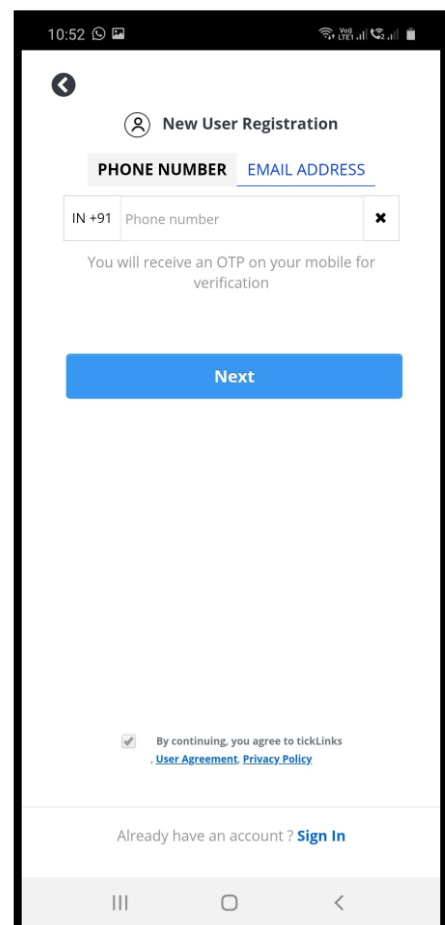# How can I register in tickLinks

1. Download **tickLinks** app from Google playstore.
   (or go to www.tickLinks.com).

2. Click on Register

3. Put in your Phone number or Email Id.

4. You will get a OTP

5. Use your OTP to set your Password. Put your name.

6. Choose any one subject.
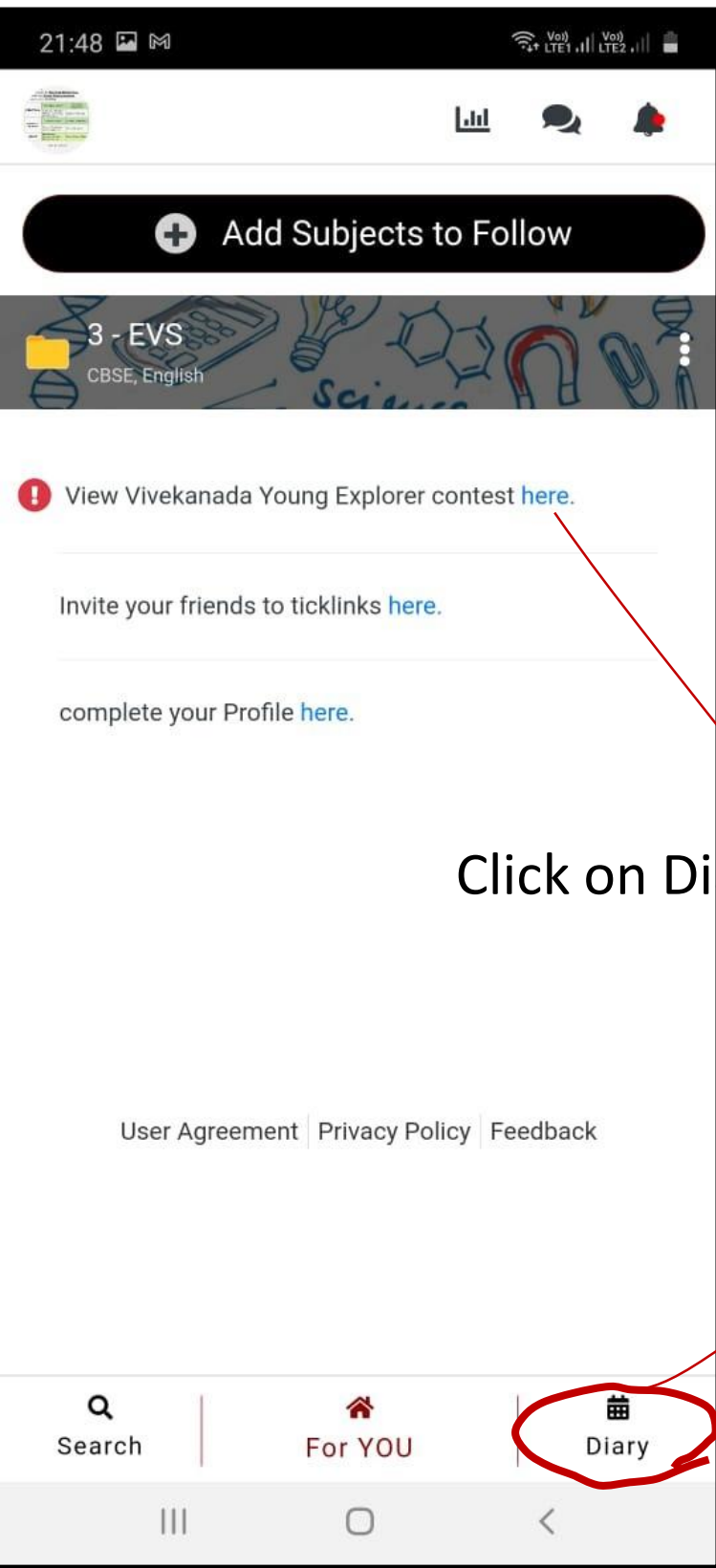
7. Click on Follow

- You can add more subjects - by clicking on Add Subjects to Follow.

- For participating in Contest – there is no restriction on subject followed. E.g. you can follow Science and yet participate in English contest.

COMMON STEPS

Click on Diary to see the Contest

TickLinks serves

the best learning material

For teachers and parents

so

You do not spend time searching

For help write to **contact@tickLinks.com**