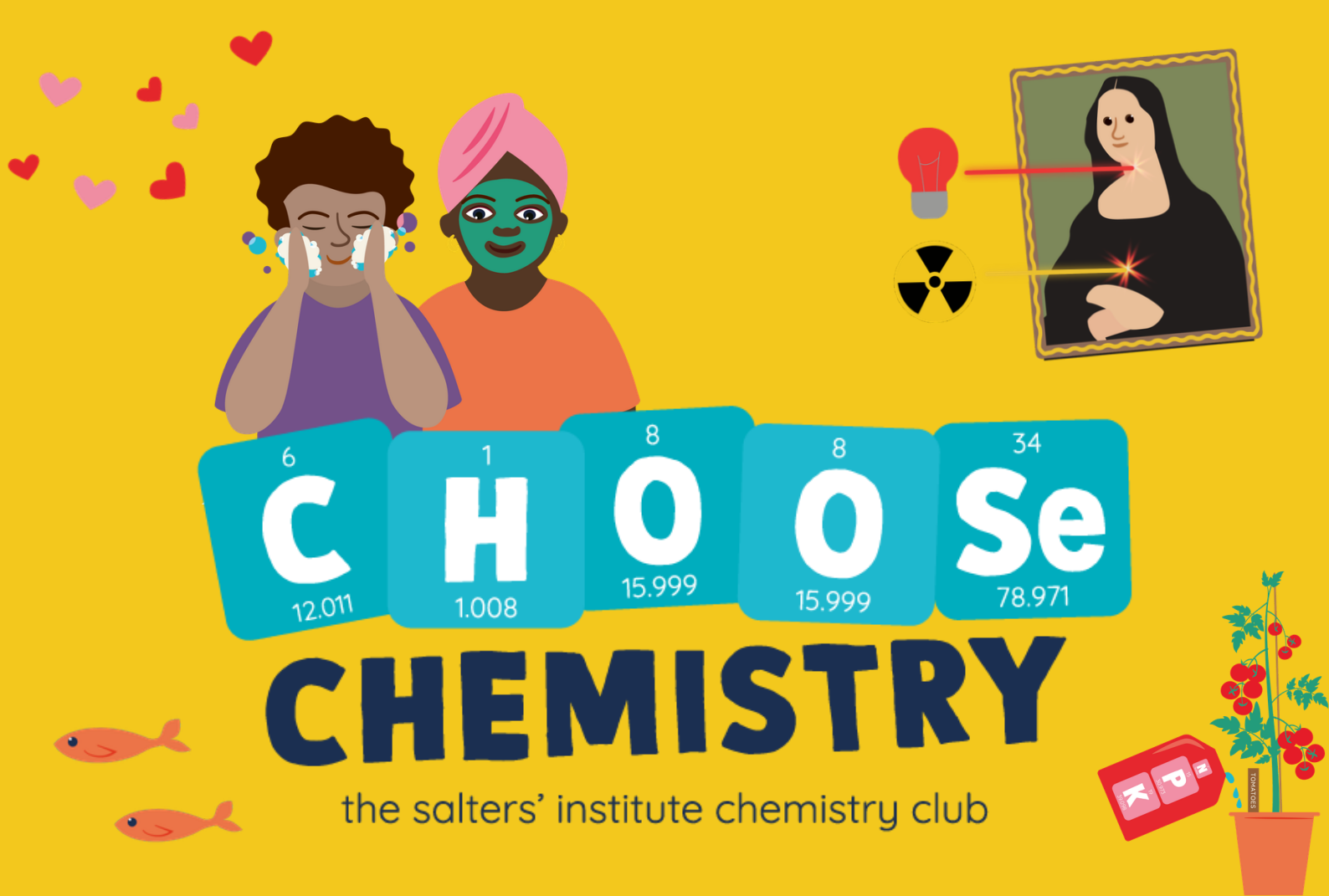




Chemistry Club Schools Guide



Salters'
Institute

Welcome to the Chemistry Club Schools Guide! This document is aimed at teachers and technicians to help navigate the Chemistry Club platform.

Any questions? Email us at chemistryclub@saltersinstitute.org

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Getting started

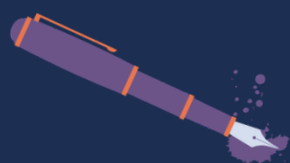
Signing up

When you open the Chemistry Club website, you will see the following screen:



Click **Educator** - then, if you have already signed up to Chemistry Club, you can click **Login** and log in using your existing details. You can then skip to page 5 of this guide.

If you are signing up for the first time, click **Educator**, then click **Register** on the following screen, to find our registration form which looks like this:



Register Your School

CHEMISTRY CLUB

Registering as a point of contact for your school enables your students to access Chemistry Club content once you have verified their email address. When your students sign up to Chemistry Club, you will receive an email for the verification process.

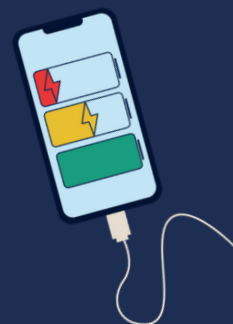
To register as a point of contact for your school, please fill in the form below:

Forename *(Required)*

Surname *(Required)*

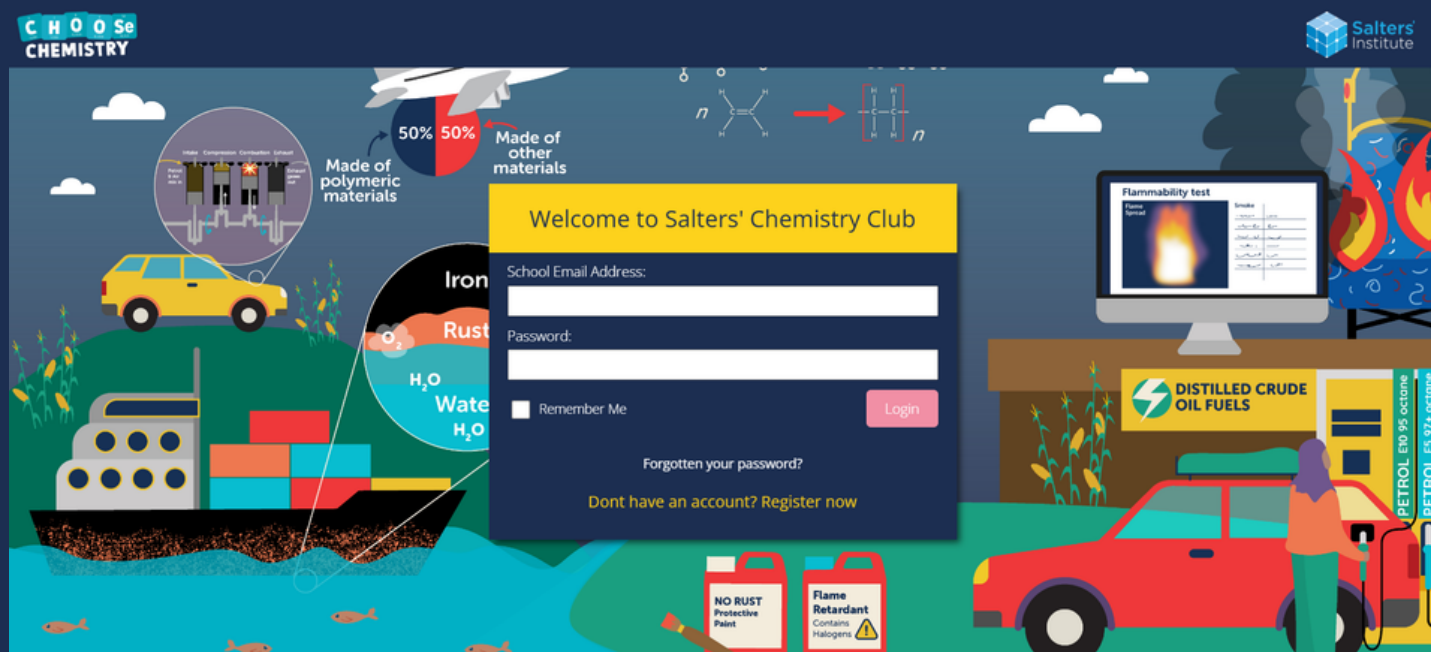
Contact email *(Required)*

Role *(Required)*



Once you have filled in this form, our team manually adds you to the system - please allow a few days for this process.

When you have been added to the system, you will receive an email confirming this. **You must log in to the platform before any students can join.** The login screen is shown below.



Logging in for the first time as an educator

1. Head to <https://salterschemistryclub.co.uk/login>
2. Click 'Forgotten your password?'
3. Enter the email address you registered with, and click 'Reset Password'
4. You will receive an email with a link to set up a password.

Once you have completed this process for the first time, you should be able to log in using your email and new password each time you use Chemistry Club. **If you forget your password, simply reset it using the same process.**

Two factor authentication (2FA) is in operation on Chemistry Club. You will be asked to enter a verification code sent to you via the email address you signed up with. This could happen once every two weeks.

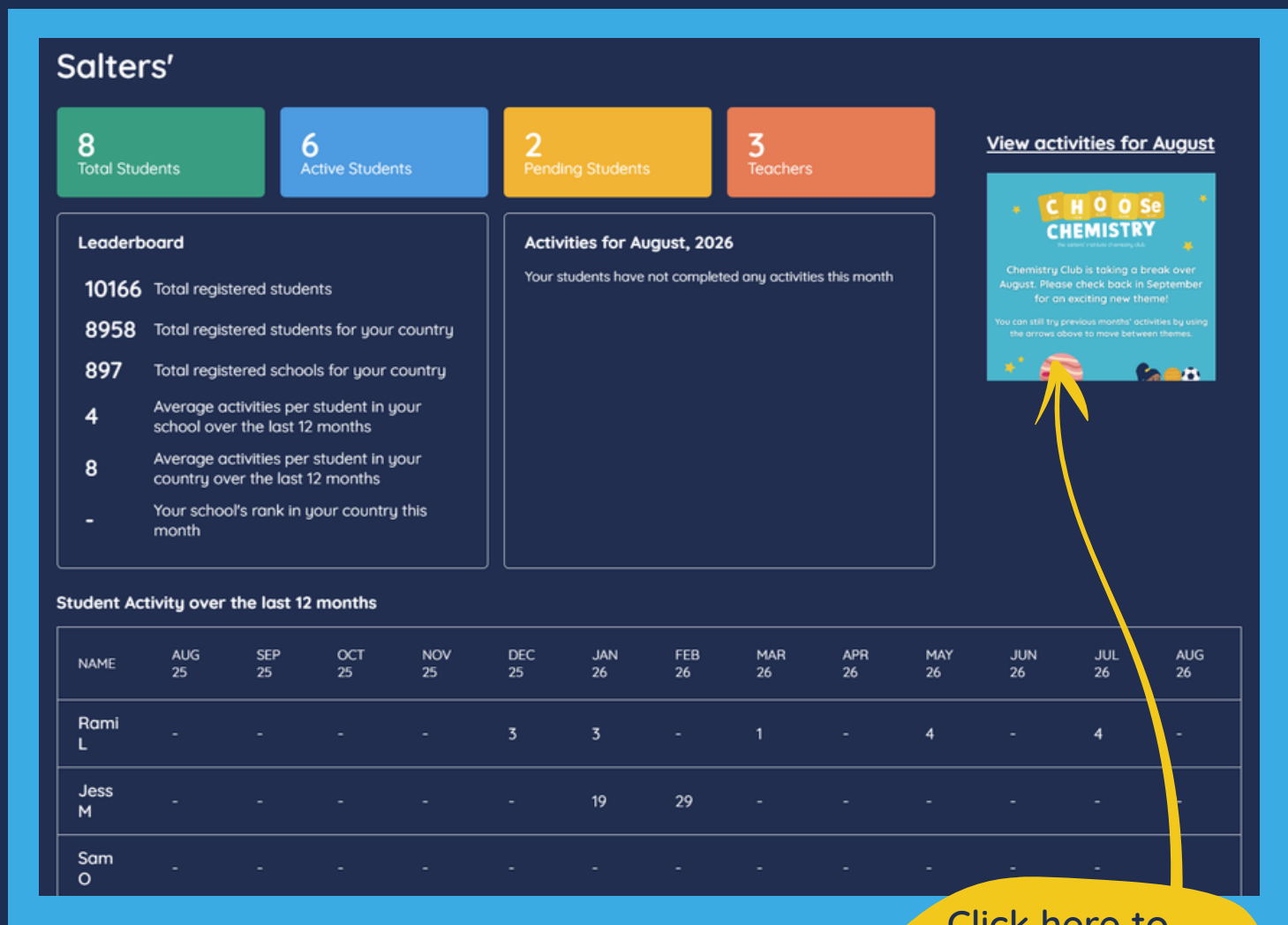


Navigating the website



Teacher dashboard

You can see your students' activity on Chemistry Club using the teacher dashboard. This will be what you see when you first log in to Chemistry Club:



Click here to see the month's activities

From here, you can:

- View the number of activities your students have completed each month for the past year
- View your school's ranking across the country and other statistics
- Approve pending student registrations
- Edit student details, including names, email addresses and passwords
- Head to this month's content by clicking the graphic below 'View activities for [month]'

To return to the teacher dashboard from the activity content, click the smiley face in the top right-hand corner of the main screen, then click 'Dashboard'.

Student activity data

From your teacher dashboard, you can see the number of activities each of your students have completed each month for the past year. We recommend that you log in regularly to review this data, so that you can reward students who are completing lots of activities and encourage those who are less active.

Student view

We encourage you to have a look at the activities available on Chemistry Club before adding students. You can navigate to the student view of Chemistry Club by clicking the graphic below 'Continue Learning' on the teacher dashboard - see the previous page for what this looks like.

You should see a screen that looks like this:



This is the main student home page, from which students can navigate to all of the activities from the current month and previous months. To move between months, click the small arrows next to the month name.

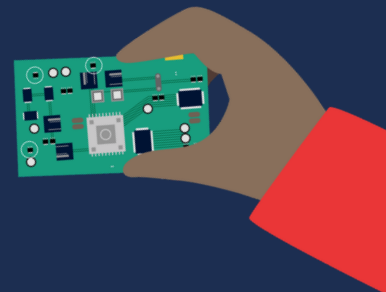
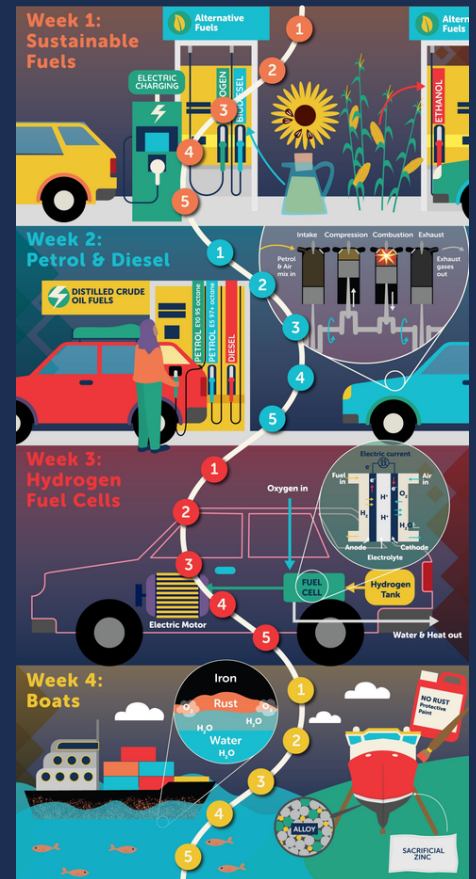
Each month has a theme, and is split into four weekly topics. These can be explored by scrolling up and down on the home page to see the entire monthly theme:

Each week day, a new activity is unlocked. Students can do each activity on the day they come out, or save them up to complete another time.

Activity types

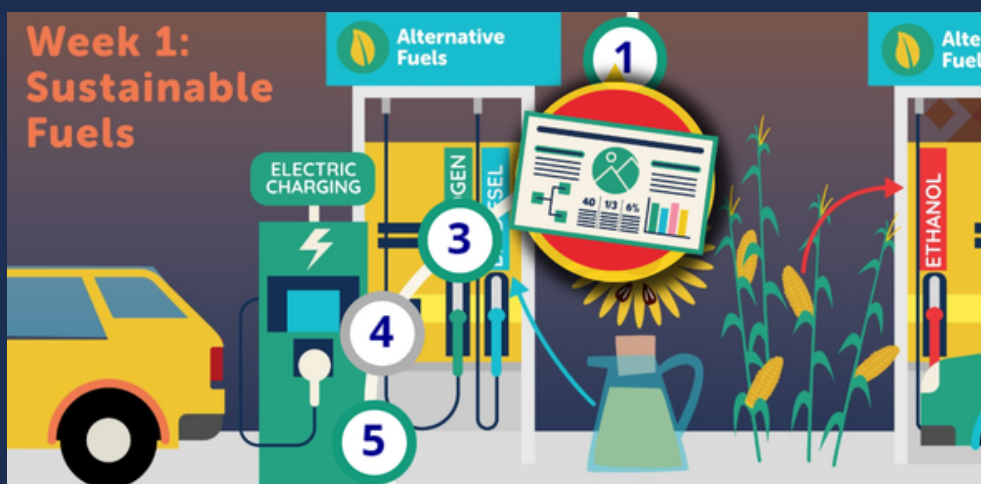
- Video with quiz
- Infographic with quiz
- Fill in the blank (cloze)
- Meet the element
- Wordsearch
- Quiz

TRANSPORT



Completing activities

Click on a number to show a graphic describing the type of activity it is that day - below, it's an infographic with quiz:



Click on the graphic to open the activity, which will look like this:

The screenshot displays the CHOOSE CHEMISTRY website. On the left, there's a graphic of a yellow car on a hill with a factory in the background, labeled 'Made of polymeric materials'. In the center, a large infographic titled 'What will fuel our vehicles in the future?' is visible, detailing 'Future fuels for transport' (Electricity, Bioethanol, Hydrogen fuel cells, Ethanol) and 'Making biofuels' (Bioethanol, Ethanol). On the right, there's a graphic of a red car at a gas station with a 'Flammability test' monitor showing a flame. The website also features a 'View December' button and a '50%' badge.

Once a student has completed an activity, they will click 'Submit' and a box will pop up with their score:

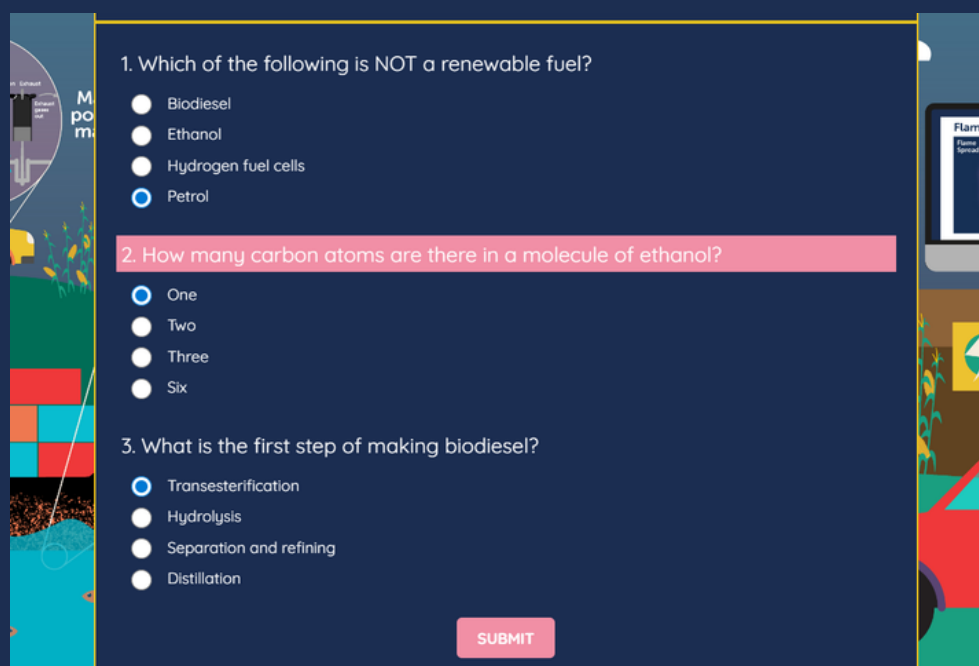


A screenshot of a 'PLEASE NOTE' pop-up box. The box is yellow with a black 'X' in the top right corner. The text inside reads: 'Congratulations, you have 2 out of 3 correct.' The background of the website is visible behind the box.

Students can do the activities as many times as they like, so they don't need to worry if they don't get full marks on the first go. Simply close the box above by clicking X and try again!



The questions that are incorrect will be highlighted in pink:



1. Which of the following is NOT a renewable fuel?

- ☐ Biodiesel
- ☐ Ethanol
- ☐ Hydrogen fuel cells
- ☒ Petrol

2. How many carbon atoms are there in a molecule of ethanol?

- ☒ One
- ☐ Two
- ☐ Three
- ☐ Six

3. What is the first step of making biodiesel?

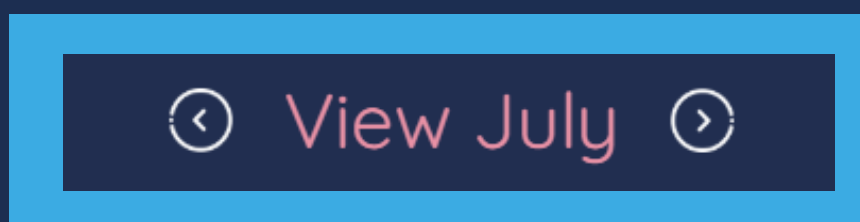
- ☒ Transesterification
- ☐ Hydrolysis
- ☐ Separation and refining
- ☐ Distillation

SUBMIT

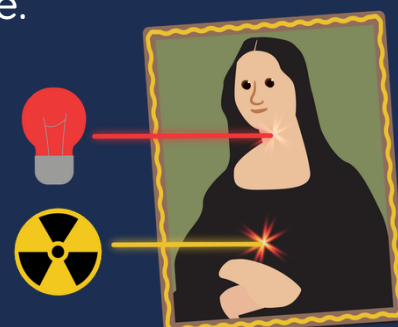
We don't record the scores that students get in the activities.

Chemistry Club is not about getting a perfect score or a good grade - it's about learning something new and having fun!

At the top of the activity pages is a navigation bar. To move between activities, use the left and right arrows next to the month name, or to return to the rest of the month's activities, click the pink text:



On the home page, students will see that the activity number they have selected has turned from **grey** to **green**, to show that they have completed the activity for that day. To access activities from previous months, click the little arrow next to the month name.



Student dashboard

Students can see their progress on Chemistry Club using the student dashboard. To see this, students should click the smiley face in the top right-hand corner of the main page, then click 'Dashboard':



DASHBOARD

LOGOUT

The student dashboard looks like this:



Awards and prizes

When students complete activities, it fills up their trophy cabinet, which they can find in their student dashboard. Students need to complete multiple activities in a month to win:

- **Bronze trophy** - 5 activities
- **Silver trophy** - 10 activities
- **Gold trophy** - 15 activities



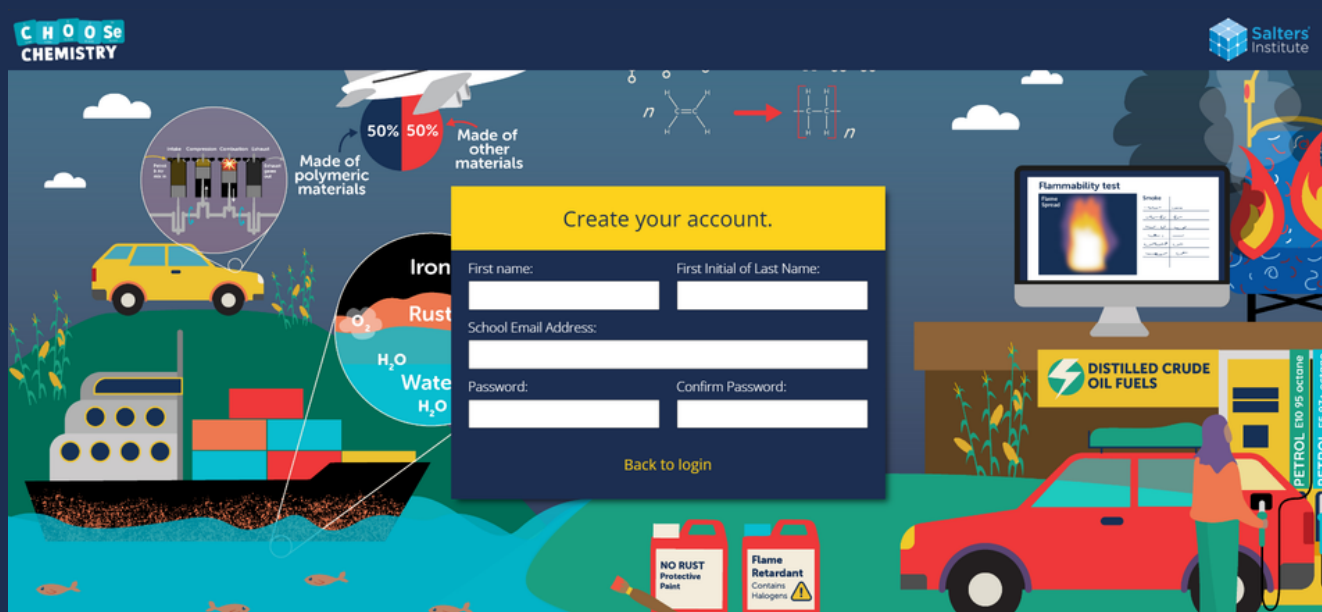
We also offer postcards and stickers upon request as a reward you can give out to active students. The Top Chemistry Clubbers of each academic year across the country also receive a certificate and prize!

Registering students

Once you have logged in for the first time and reviewed the content, send students the following link where they can register:

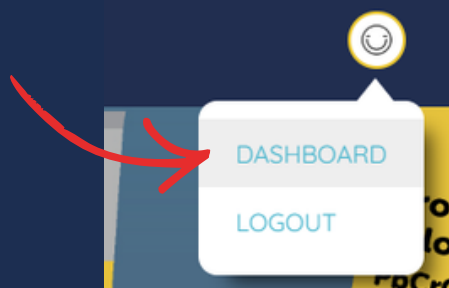
<https://salterschemistryclub.co.uk/register>.

Students will see a screen that looks like this:

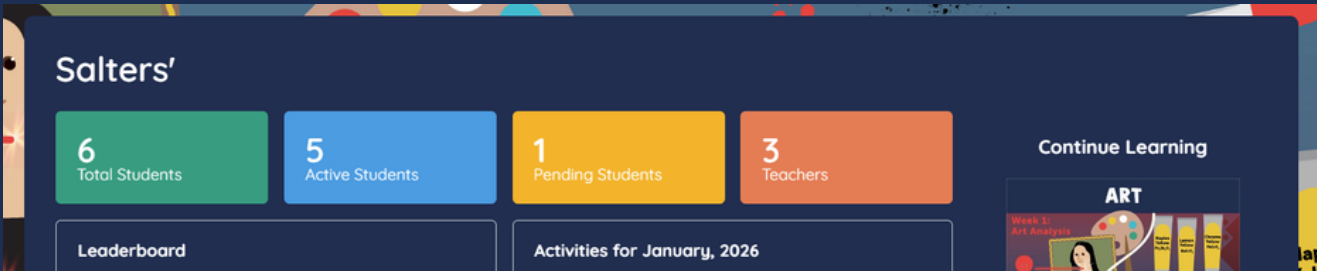


Students cannot use Chemistry Club until you have approved their registration, to ensure they are really a student at your school.

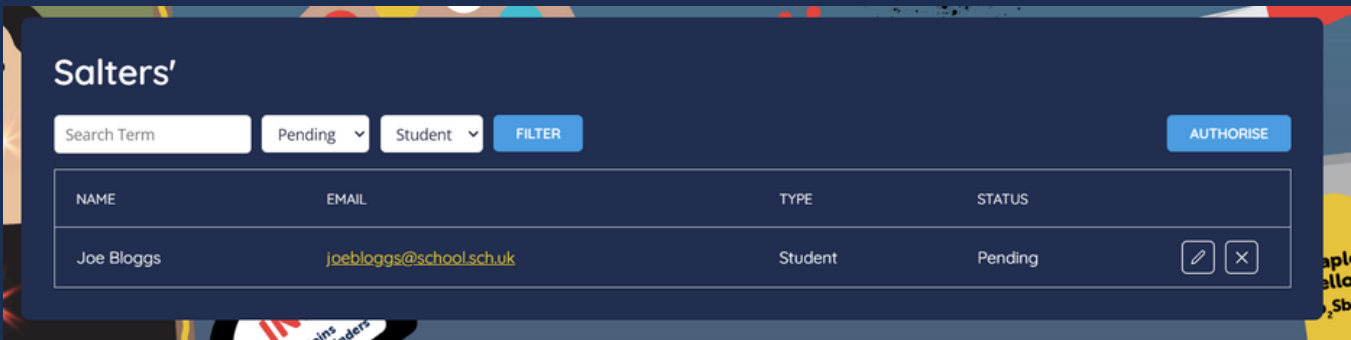
To review and approve student registrations, head to your teacher dashboard - remember, this can be accessed any time by clicking the smiley face icon in the corner of the main page, and clicking 'Dashboard':



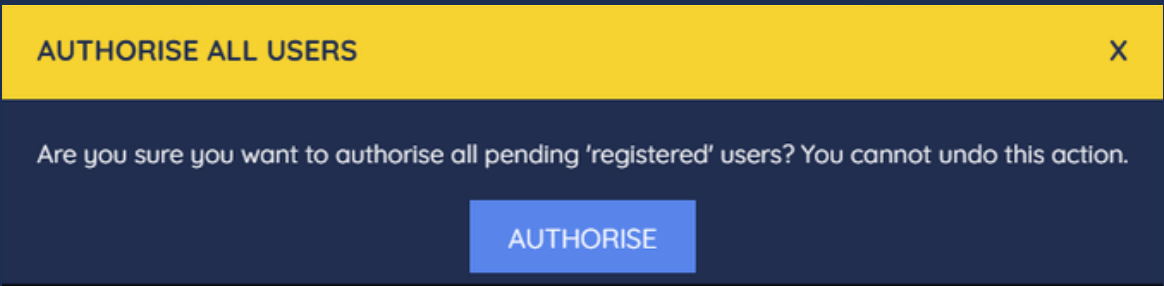
On the teacher dashboard, click the yellow box that says ‘Pending Students’:



Review student registrations, and click the X next to someone’s name if you want to remove their registration.



Then click ‘Authorise’ to approve all the pending student registrations in one go. This will cause the following box to pop up:



Remember to log in regularly and check if there are any students waiting for approval, so they can start learning as soon as possible!

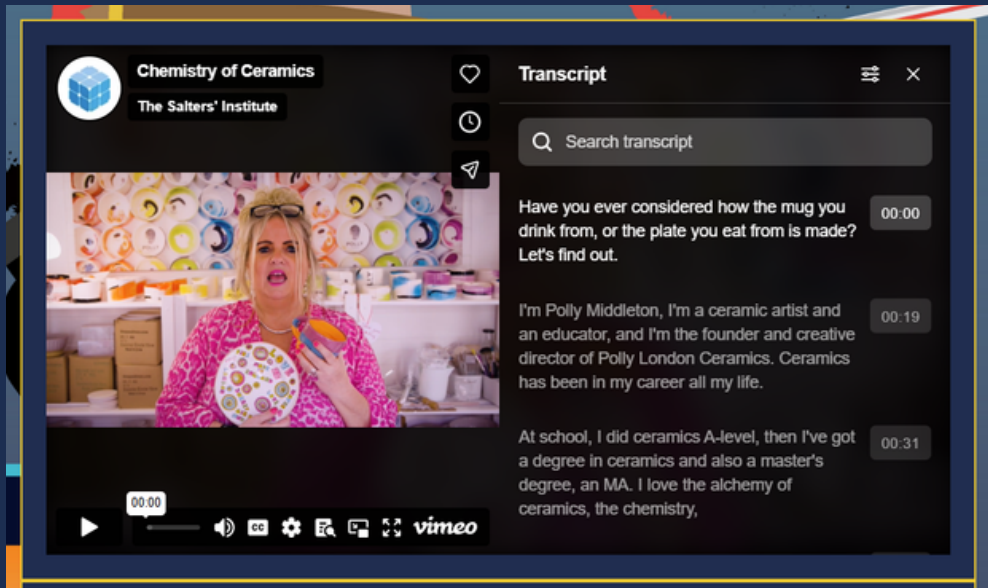


Accessibility

All of the videos on Chemistry Club have subtitles and transcripts available. You can turn **subtitles** on by clicking the small 'CC' box in the bottom bar of the video.



You can see the **transcript** of a video by clicking the button that looks like a piece of paper with a magnifying glass, giving you this view:



We are always looking to develop Chemistry Club and ensure that it is a welcoming and accessible space for everyone. If you believe we could improve how we support the accessibility needs of you or your students, please send an email to chemistryclub@saltersinstitute.org.

Frequently Asked Questions

How do I add more educators?

You can add as many staff as you like once your school is registered on Chemistry Club. For a new teacher or technician to register, please ask them to fill in this form and we will create a teacher profile for them:

<https://saltersinstitute.org/programmes/chemistry-club/register-your-school/>

How do I see which of my students have done activities?

Your teacher dashboard shows a breakdown of the number of activities each student has completed per month for the last year.

What should I do if a student has forgotten their password?

You can reset a student's password for them using the 'Active students' tab of your teacher dashboard. Alternatively, students can reset their own passwords by clicking 'Forgotten your password?' when they are logging in.

Why is my student's email not registered?

Some schools use different email domains (the part after @ in their email address) for educators and students. If this is the case, your students' emails may not be recognised when they try to register. Please send an email to chemistryclub@saltersinstitute.org and we can add a new email domain to allow your students to sign up.

Any further questions?

Email us at chemistryclub@saltersinstitute.org



CHEMISTRY

the salters' institute chemistry club



@saltersinstitute



The Salters' Institute

chemistryclub@saltersinstitute.org



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