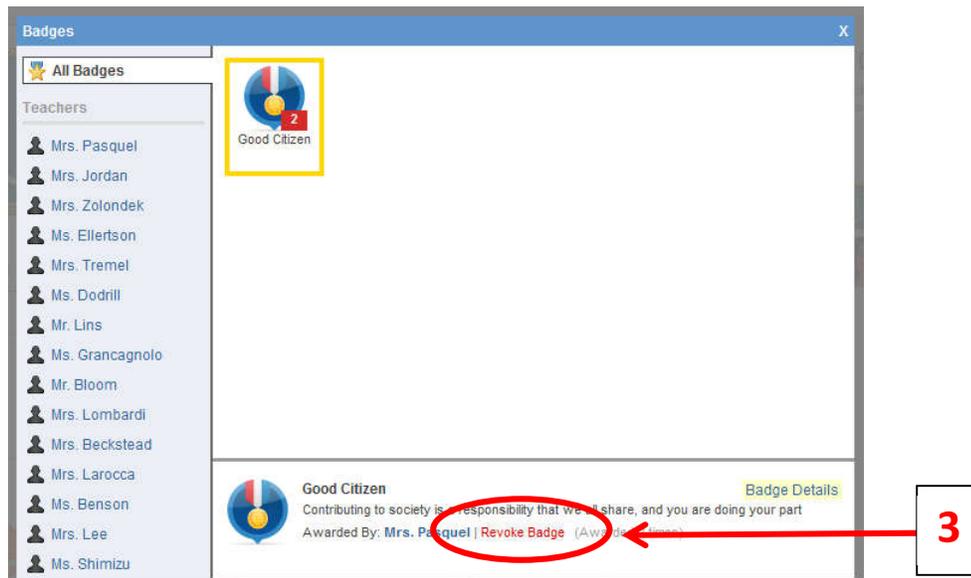


Revoke a Badge

1. Visit the **profile of the student** who was awarded the badge.
2. Click the **“badges earned”** link to open up the **badge panel**.
3. **Select the badge** you’d like to revoke. Once selected, you will see the **“revoke badge”** option at the bottom of the panel. *Note: you can only revoke a badges you’ve awarded.*



Connections with Teachers

Teachers can build their individual professional learning communities by networking and making new connections through Edmodo.

Search Teachers

To search for a teacher, type their name in the **search box** located at the top of your Edmodo homepage and hit enter. You may also use the search box located on your profile page.

Note: As you type in the teacher's name, you'll notice a stream appears below the search box containing matches of anyone already in your teacher network, and anyone who is in a group that you are also a member of.



Connect with Teachers

To connect with a teacher on Edmodo, visit their profile page and click the **“Add Connection”** button located at the top of the right panel. A connection request will be sent to that teacher. The teacher will have the option to accept or deny your connection request.

You also have the option to cancel a connection request by visiting the profile page of the teacher you requested to connect with, and selecting the **“Cancel Request”** link from the top right corner.

Profile URL's

Teachers can claim their own **Edmodo profile URL** (www.edmodo.com/yourname). This can be used to easily share your Edmodo profile with other teachers. To claim your Edmodo profile URL, visit your profile page. A yellow box at the top of the page will prompt you to claim your URL.

To change your profile URL, visit your profile page and select the **“Change My URL”** link located below your badges.



Suggested Connections

On your homepage, just below the “Notifications” section, you will notice a section called **“Suggestions”**. From this section, teachers may connect with suggested teachers by clicking the

“**Connect**” link next to their profile, or they may **remove the suggested teacher** by selecting the “X” next to their name. This section will also display **suggested Communities** to follow.

View all Connections

To see your full list of teacher connections, visit your profile page. On the right panel, you will see a section called “**Connections**”. Select the word “**Connection**” to view the full list.

Remove a Connection

To **remove a teacher connection**, visit the profile of the teacher you’d like to remove and select the “**remove connection**” button located in the upper right corner of the page.



Privacy Settings

You can adjust your **privacy settings** from the **Settings page** (located at the top right corner, in the **Account drop down menu**). Here you can opt to block connection requests or make your profile visible only to your connections.

Join Communities

Edmodo offers a number of **communities** you can join based upon your subject area interests and your curriculum of choice. These communities are a great place to ask questions, get advice, exchange ideas and share resources. You can find a full listing of Edmodo Communities at www.edmodo.com/communities or by scrolling down to the bottom of any Edmodo page and clicking on the “**Communities**” link in the footer.

Note: When you create your teacher account, the school code you use will affiliate you with your school’s community. This will also automatically affiliate you with the Scottsdale Unified School District community.

Follow a Community

You can follow a community, simply by clicking the “Follow this Subject” button at the top of the page. (For Content Publisher communities, the button will read “Follow Community”). When you follow a community, any new posts from that community will appear in your main communication stream on your Edmodo homepage (i.e. “latest posts”).

Post in a Community

If you are a new Edmodo user, in order to post in a community, you must first request posting rights. You can do this by selecting the “**Request Posting Rights**” option in the top left section of the community. Verification will take 1-3 days. Once you are verified as an educator you will have posting rights in all communities.

If you are already a verified Edmodo user, simply select the “**post**” link at the top of the **Community page**, under the community name.



Connect with Teachers

To connect with other teachers within a community, click on their name or profile picture and you will be taken to their profile page. Here you can request connection by selecting the “add connection” button.

Add Content to your Library

You can easily **add resources shared by other educators within a community** to your Edmodo library. To do this, click the “**Library**” button next to the item you want to add to your library. The item will immediately be added to your library.

Note: The number displayed next to the library button shows how many teachers have added that particular piece of content to their library.

On the right panel of the community, you will see a section called “**top content**”. This displays the content that has been shared most in that community.

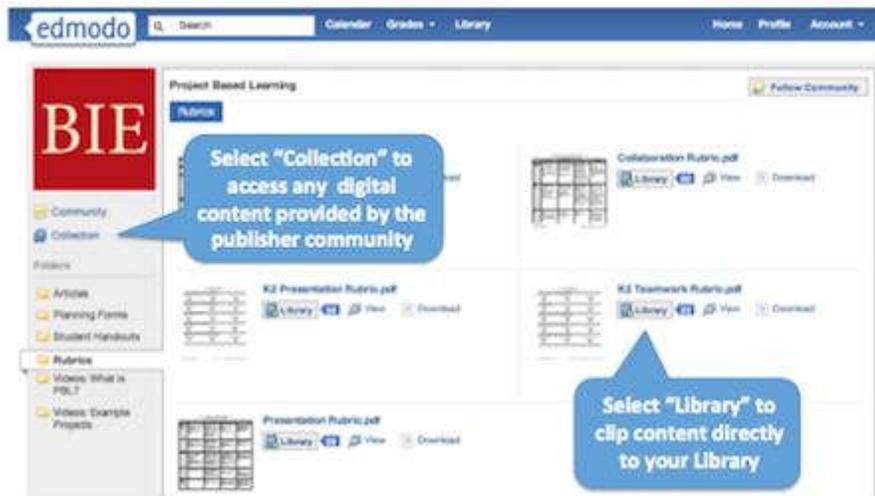
Hide Communities

When you follow a community, all new posts from that community will appear in your

communication stream on your Edmodo homepage. You have the option to hide these posts from your communication stream. To do this, find the most recent post from that community and select the X in the corner of that post. A small window will open, and there will be an option to hide that community from the stream. If you would like to unhide the community from the stream, you can do so from your settings page.

Publisher Communities

Publisher communities provide **digital content** for you to use in your classroom and also allow you to **share ideas and discuss your experiences**. To access content provided by our publisher communities, select the community and click on the “collection” link located on the left panel.



Mobile Website

Edmodo offers a mobile website that is available via any Internet enabled mobile device at m.edmodo.com (or you can also go to <http://susd.edmodo.com>).

From the mobile website, you can:

- ✓ Read and reply to posts
- ✓ Post notes to your groups
- ✓ View your notifications
- ✓ Join groups

