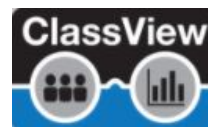


## How to Access

### **Words Their Way™ Digital**



#### Introduction

This handout explains how EasyBridge Basic teachers access **Words Their Way (WTW) Digital** on the ClassView platform.

ClassView is a learning platform used to set up classes and manage student rosters for the **WTW Digital**. (IMPORTANT NOTE: For **WTW Digital** users, this process is ONLY for EasyBridge Basic users. **WTW Digital** EasyBridge Auto or Plus users do not need to follow this process and [can skip directly here](#).)

#### Obtain ClassView Credentials

Teachers using **WTW Digital** should first contact their district or school administrator to obtain their teacher ClassView credentials. If there is no administrator yet, please request an administrator account below. In the event your school or district does not have a dedicated ClassView administrator, a teacher can request an administrator account to fill this role for their site.














- 1) Request a ClassView Administrator account
  - The administrator is responsible for creating teacher accounts and distributing credentials to ClassView teachers.
  - Click [here to request a ClassView administrator account](#) for your school.  
NOTE: Once this form has been submitted, within 24 hours, look for two emails that include your new ClassView Administrator credentials, and setup details respectively.
- 2) Obtaining ClassView Teacher credentials
  - Teachers receive new credentials from their school or district administrator. If you are a teacher, contact your school or district administrator if you have not received credentials from them. For all other questions, contact [Savvas K-12 Support](#) and select "Other" and "**WTW Digital**-ClassView Credentials" and follow the directions to complete the form.

#### Manual Roster Teachers and Students in ClassView

For schools and districts that are **WTW Digital** EasyBridge Basic users, setting up ClassView accounts is a manual process and requires manual class setup and rostering in Classview first BEFORE the program can be used.

Detailed steps can be found [here](#) in the ***ClassView: Account Set-up and Manual Rostering*** tutorial with an accompanying guide to help:

- Create and add classes
- Add teacher and/or co-teacher to a class
- Add students to new or existing classes
- Bulk upload users
- Manage Rostering
  - Export class roster
  - Add students to existing class
  - Move/remove students

Platform Training (5 items)			
Title	Tutorial	Handout	Detail
Words Their Way: Word Study in Action Digital Click Path <span>NEW</span>	-		
Words Their Way: Word Study in Action Development Model Digital Walkthrough (09:25)			
Word Their Way: Words Study in Action ClassView - Setup for EasyBridge Plus/Auto (for Teachers) (02:51)			
Word Their Way: Words Study in Action ClassView - Account Setup and Manual Rostering (11:20)			
Words Their Way: Word Study in Action - Offline Mode	-		

## Manual Rostering Assistance

Once you have your ClassView Administrator or Teacher credentials, if you need assistance with class setup and rostering in Classview, [please fill out this form](#).

***Important: To avoid delays, forms must be fully completed when submitted. Upon submission you will receive a response within 24 hours. July - September are peak times and may result in a 48 hour response time.***

***Submissions should be made year round and as early as possible as we quickly fill up during peak times.***

## Additional Resources

Go to [mySavvasTraining](#). Click **Products** in the top menu. Enter the product for which you would like more information, including tutorials, user guides and handouts. Select the specific program.