

# Instructions for pupils to use Letter-join at home

The Letter-join Home Subscription allows your pupils and their parents to log in to Letter-join on their PCs and laptops as well as their iPads and tablets.

## LOG-IN INSTRUCTIONS FOR HOME - PLEASE SEND HOME WITH YOUR PUPILS

Please download this [MS Word document](#) (shown right).

Insert your Home user name and password into the spaces provided.

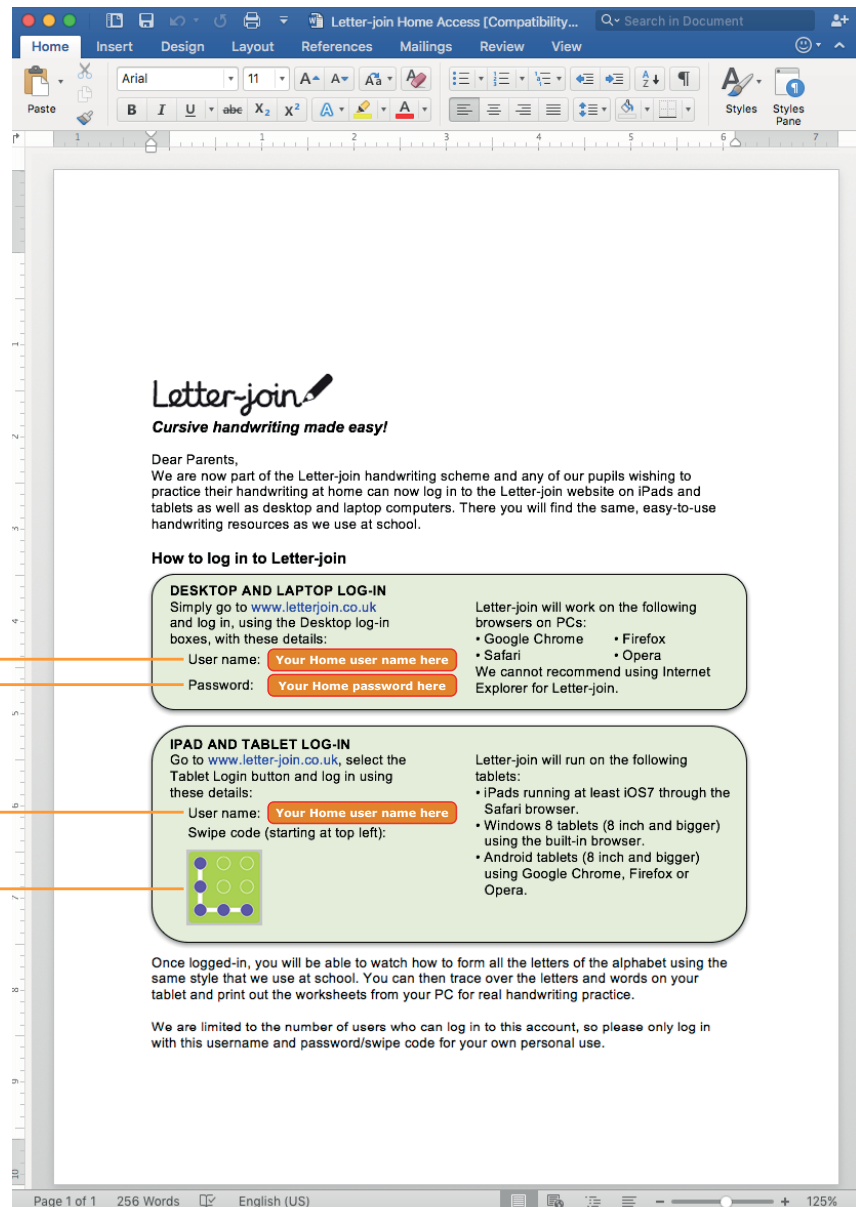
Your swipe code has already been set for logging-in on tablets.

This can be printed out or incorporated into your next school newsletter.

Home user name  
Home password

Home user name

Swipe code



## ADD A LETTER-JOIN BUTTON TO YOUR SCHOOL WEB SITE

Please click the button on the right to download the image file.

Add this to your web site and insert a hyperlink to <http://www.letterjoin.co.uk>

Please DO NOT display your username and password on your school web site.



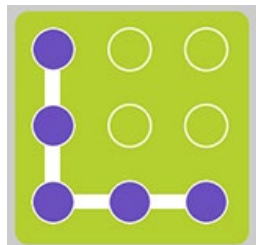
# Setting up Letter-join Tablet Edition at school on iPads, Android and Windows Tablets

## TASK 1 of 3

### Learn the finger-swipe code

The default shape for the swipe code is a capital 'L' shape, starting at the top left. This is an easy shape for your pupils to remember.

The finger-swipe code is the entry point when logging in to Letter-join on iPads and tablets.

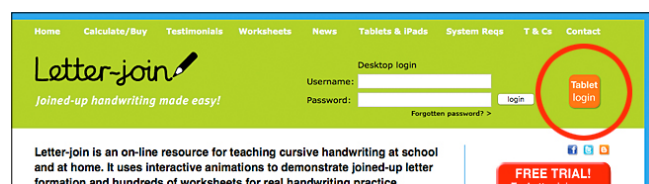


## TASK 2 of 3

### Setting-up pupil's tablets

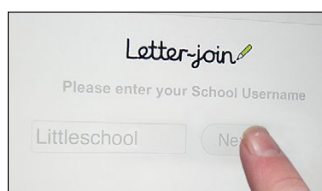
When this task is completed all of your school tablet users will be able to access Letter-join by simply using the finger-swipe code.

(a) Go to [www.letter-join.co.uk](http://www.letter-join.co.uk) on your tablet. Click the Tablet log-in button located on the top right hand side of the home page, as shown below.



(b) Enter your iPad/tablet user name into the box.

Press the 'Next' button.



(c) Enter the L-shaped finger-swipe code.

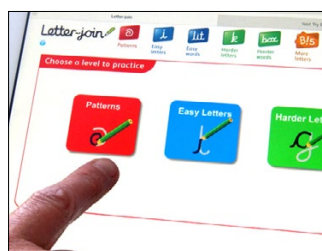
If you make a mistake you will be taken back to the previous page to re-enter your username.



(d) When the finger-swipe code is correctly drawn the Letter-join opening page is displayed.

Subsequent logins require only the finger-swipe code.

The user name only has to be entered the first time you log in on each tablet, or if your browser's cache is cleared.



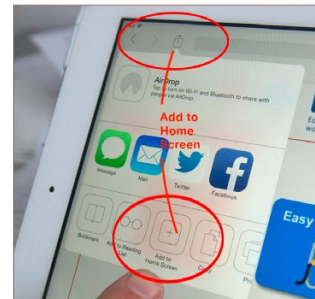
## TASK 3 of 3

### Creating a desktop icon

#### iPad

(a) With the home page of Letter-join displayed on an iPad, select the 'Action' button at the top of the screen, as shown right.

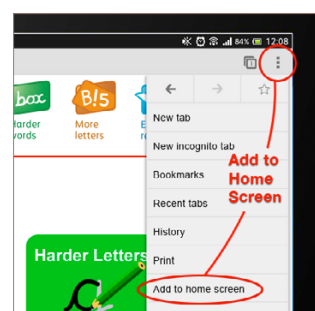
(b) Select the 'Add to Home Screen' button and a Letter-join icon will be added to your iPad desktop.



#### Android

(a) With the home page of Letter-join displayed on an Android tablet, select the 'More' button (three dots) as shown right.

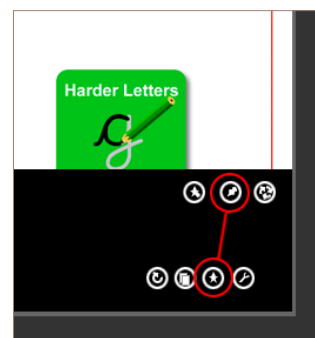
(b) Select the 'Add to Home Screen' button and a Letter-join icon will be added to your Android desktop.



#### Windows

(a) In Internet Explorer, display the home page of Letter-join and select the star icon from the bottom of the screen, as shown right.

(b) Select the pin icon and type 'Letter-join' as your app name. The Letter-join icon will be added to your Windows Start page.



### Pupil tablet login

With the Desktop icon button successfully set-up, pupils can simply select the Letter-join desktop icon on their tablet which will take them to the finger-swipe login. Correctly swiping the pattern will take them directly to the opening page of Letter-join.

