

Creating Coaches & Advisors

Have coaches and advisors that are ready to use the app? That's awesome. But first we need to set up a couple things in the Office Module. Let's start by creating coaches or advisors that will be using the app.

To follow along, log in to the jmc Office Module and click on "Activities" in the menu tree.



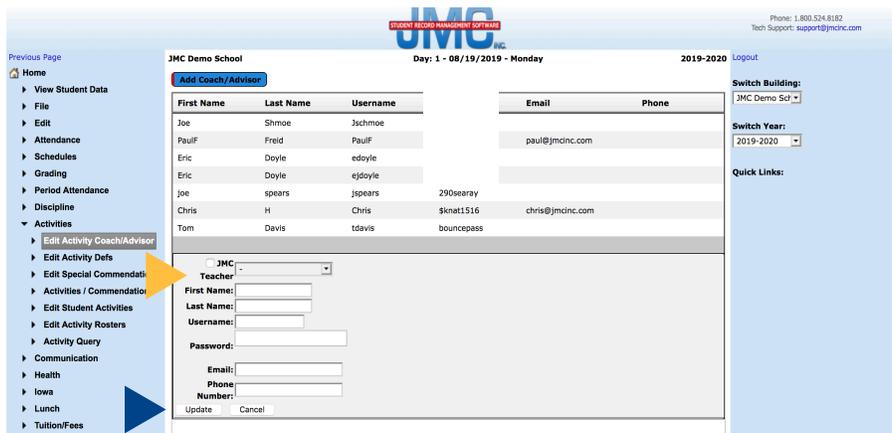
Step 1:

Under "Activities", select "Edit Activity Coach/Advisor".

Step 2:

Click "Add Coach/Advisor" button.

Helpful Tip: You want to get coaches and advisors set up here before you turn them loose on the app.



Step 1:

Select an existing teacher or enter info about a non teacher.

Step 2:

Click "Update".

Helpful Tip: Almost every district has a coach that does not teach in the system. jmc has you covered! Non teachers can use the app too.