

# Quick Reference Guide

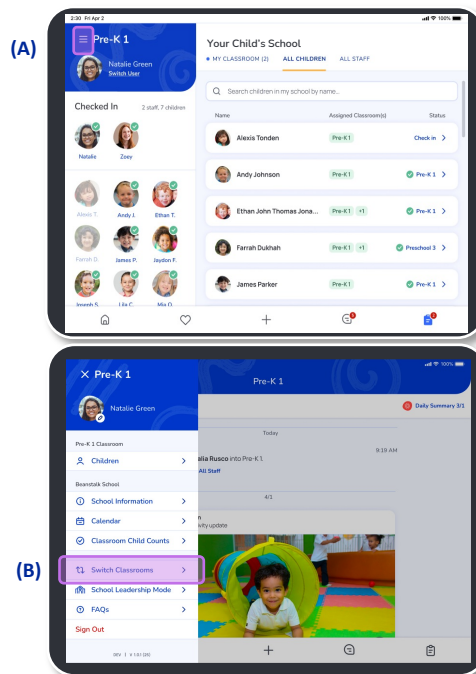
**Audience:** Teachers and School Leaders

**Purpose:** Learn how to use the **SproutAbout** iPad app to switch from one classroom to another classroom.

## Switch Classrooms

1

To access Switch Classrooms, tap the **hamburger menu (A)** button and then tap the **Switch Classrooms (B)** button.



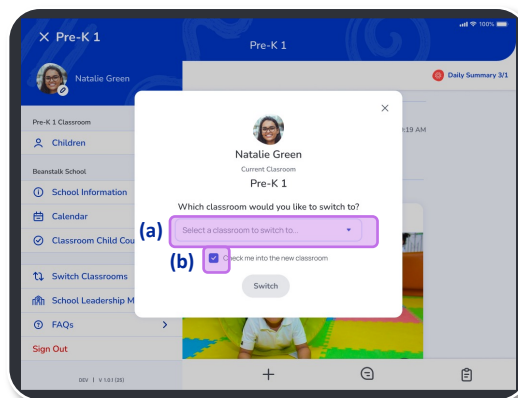
2

After tapping the Switch Classrooms button, you will see:

- a) **Dropdown to select the new classroom**
- b) **Checkbox to select if you also want to check into the new classroom.**

Select the classroom from the dropdown and tap Submit.

**Quick Note:** The checkbox will only display if you are checked into the current classroom.



3

The classroom will update to the selected classroom.

You will remain on the screen you were on when you selected Switch Classrooms.

- For example, if you switched on the Activity Feed, the Activity Feed of the new classroom is now displayed.

