



# Staff Startup

## LOG IN

Staff will receive an email invitation from a school manager to access the program.

<https://5starstudents.com>

## DOWNLOAD THE 5-STAR STUDENTS MANAGER APP



Log in to the website and 5-Star Students Manager App with your school email address.

If enabled, use single sign on (Google or Microsoft) or create a password.

## NAVIGATING

### FAVORITES



### TUTORIALS COURSES

#### HALL PASSES

#### CLASS MANAGEMENT

#### EMERGENCY CHECK-IN



ACTIVITIES: rosters/organizations



EVENTS: attendance/tickets/check-ins



BEHAVIORS: positive behavior tracking



INTERVENTIONS: library/study hall check-in



FLEX SCHEDULE: tutorial assignment and check in



REWARDS: prizes and recognition

# POPULAR TOOLS

## GIVE BEHAVIOR POINTS



CLASS MANAGEMENT:  
Select student(s)  
from a roster to issue  
points

## ISSUE HALL PASSES



Manually add a pass  
using the student's ID  
and/or name. Or  
select student(s) from  
a roster to issue a hall  
pass

## EVENT/INTERVENTION/FLEX CHECK-IN



Live check in  
(scan or look  
up)

Student  
check-in with  
ID number

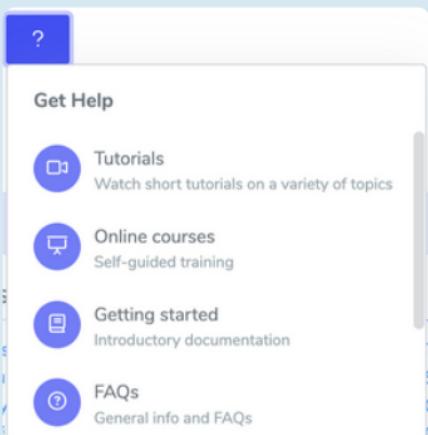
Add by name  
(multiple)

Check in using  
preset list

Add from list  
(roster or  
group)

Add by ID  
number  
(multiple)

# RESOURCES



## UPDATES

Find the most recent  
updates in the message  
center on the right side of  
the Dashboard.

### MESSAGES

#### RELEASES AND UPDATES

Check out the latest releases and  
updates: [View Updates](#)

**4/14/25** - Hall Pass Cool Down Period and  
Hall Pass Eligibility lists are now available!