

In order to add students to the TwinSpace, follow these steps:

1) go to the TwinSpace

2) go to MEMBERS (top right)

3) select INVITE MEMBERS - written in black, under



4) select STUDENTS

5) select NEW STUDENTS and add your students one by one (first name and last name)

6) once you have put them all, select VERIFY

7) the system will give you a **username** for each of your students

(usually, name.surname) and you'll have to choose a **password** for them (I use the same password for all of them, they can later change it)

8) after putting the passwords, click SAVE

9) the students are now in, and they can access the TwinSpace

at <http://www.etwinning.net> just like you.

As a first thing, have them try for their own and set their profile

(short introduction, profile pic). It will be easy and they will get used to logging in the TwinSpace.