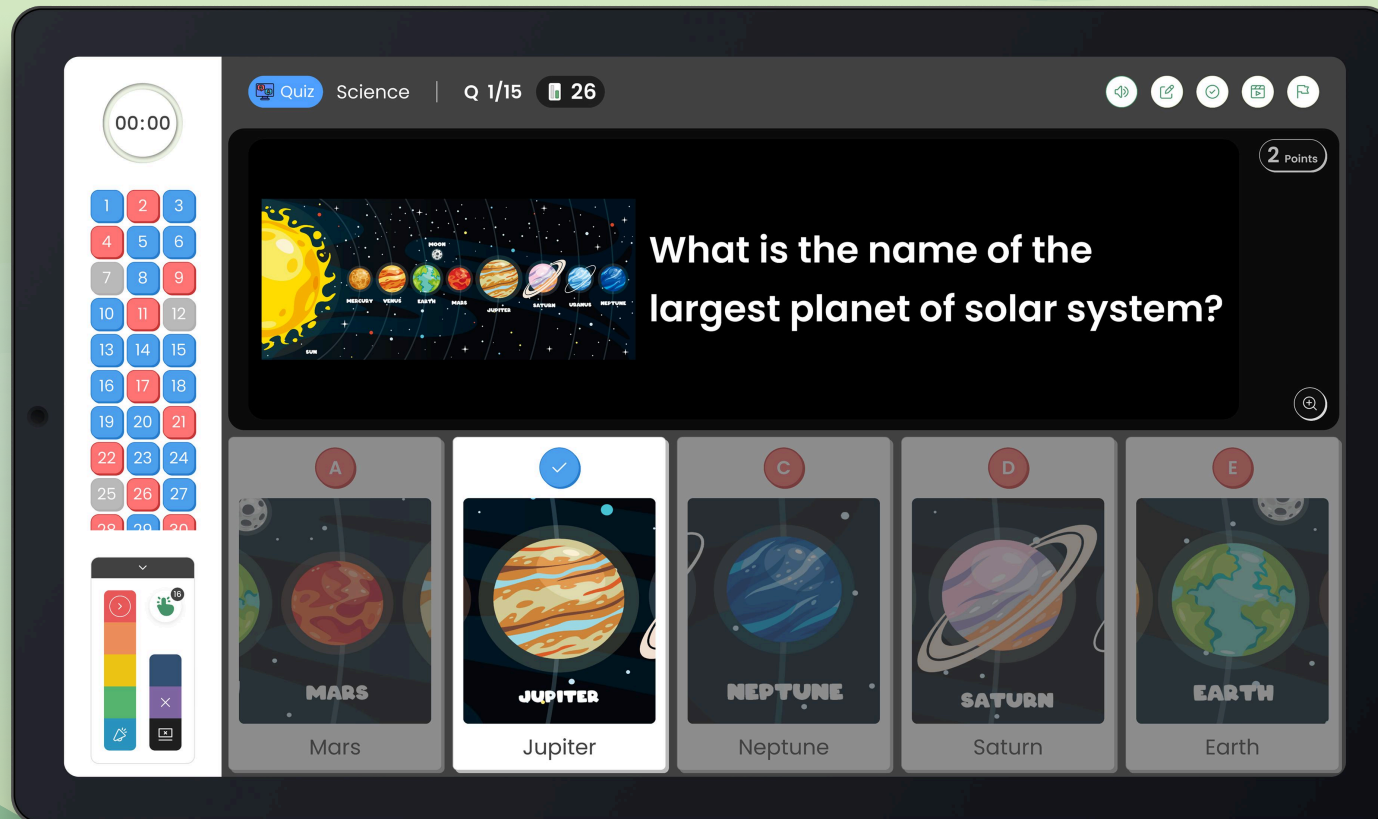


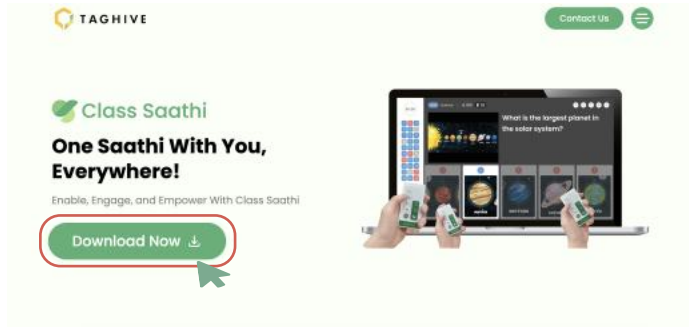
◆ Teacher App Manual ◆



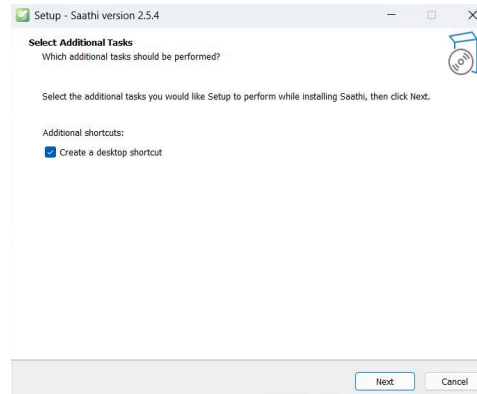
Let's Unbox Saathi Kit Together!



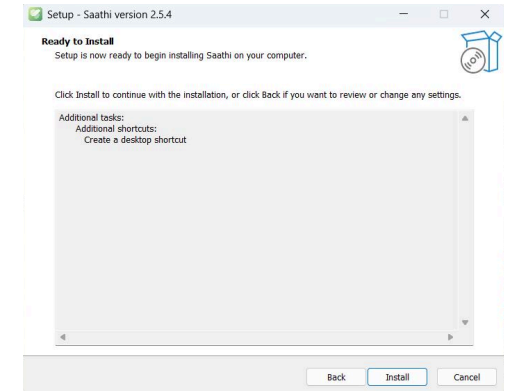
01 Download and Installation



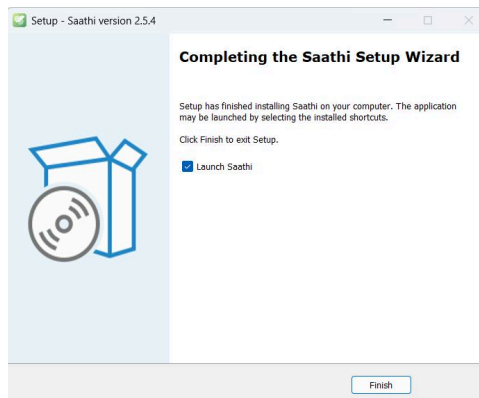
- 1 Click the '**Download Now**' button on the TagHive Homepage



- 2 Open the installer and and click 'Next' and then 'Install'



- 3 The installation of Class Saathi will happen automatically



- 4 The program will launch once the installation is complete

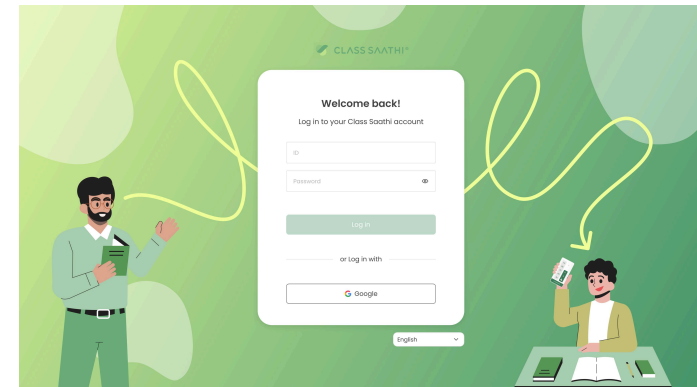
You can also scan the QR code to download Class Saathi instantly →



02 Saathi Login

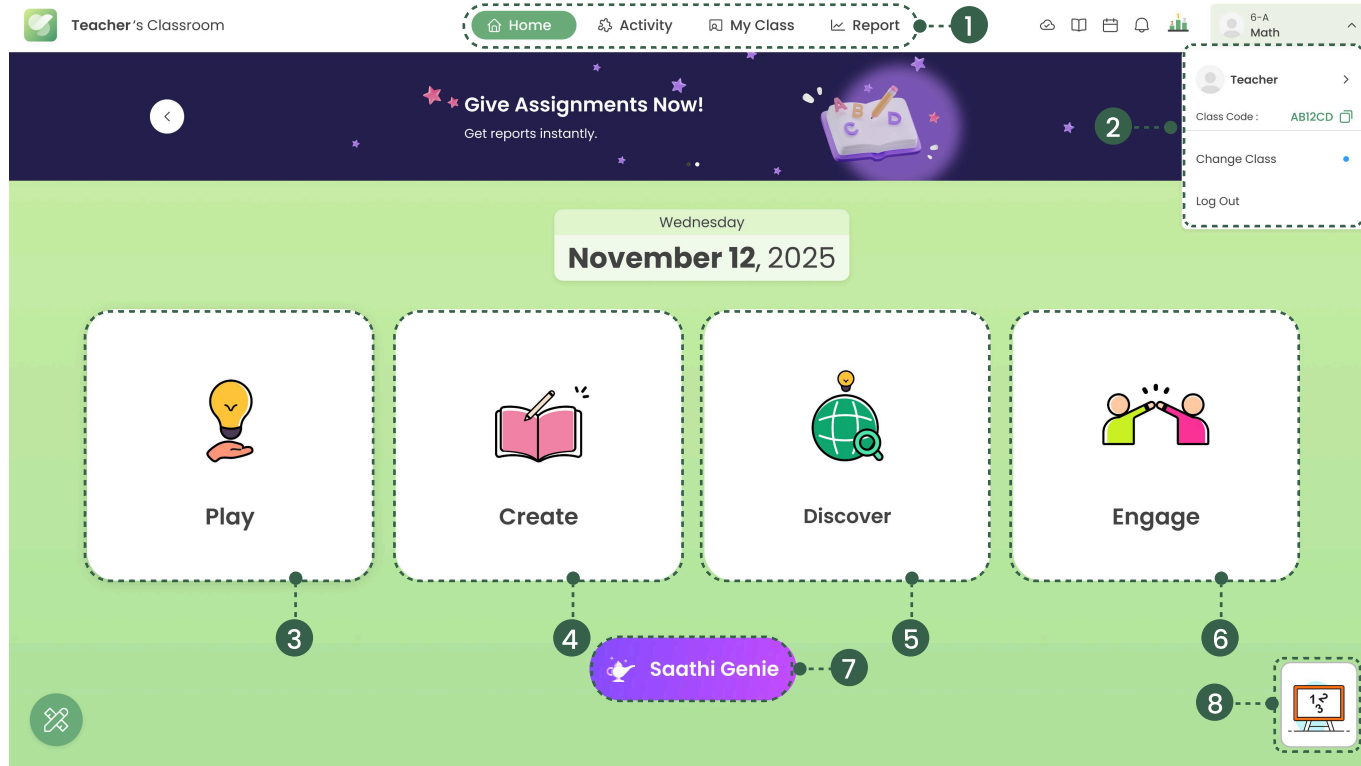


- 1 After installing the program, a shortcut named 'Saathi' will be visible on your desktop



- 2 Log in using the ID and password provided by the Saathi Team

03 Main Page



1 Tab

Click the tabs above to switch between different modes

2 Settings

General Settings: Set your profile

Class Code: Share code to invite students

Change Class: Create/Change class

Log Out: Log out from the App

3 Play

Start playing pre-made or created quizzes

4 Create

Create Quizzes and Polls

* You can assign homeworks and tests too

5 Discover

View and use other teachers' quiz sets while sharing your own

6 Engage

Explore a variety of extracurricular content for your class

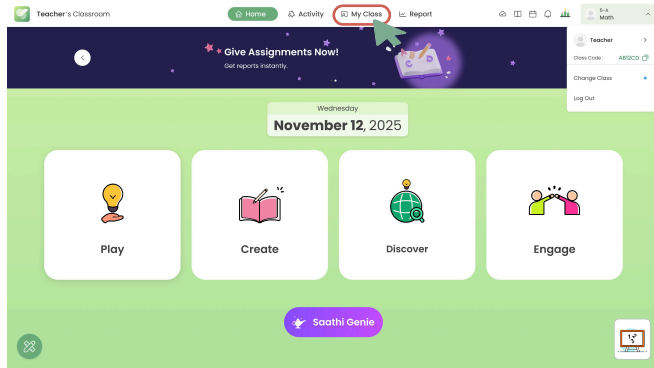
7 Saathi Genie

Generate quizzes, assignments, lessons, and analyze class performance using Saathi AI

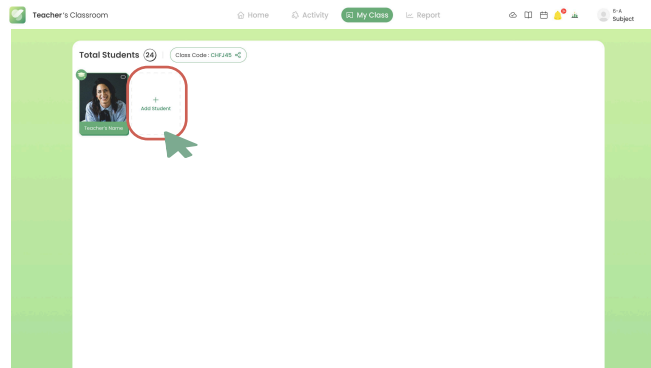
8 Whiteboard

Access whiteboard to teach your class with in-built Saathi AI content and visuals

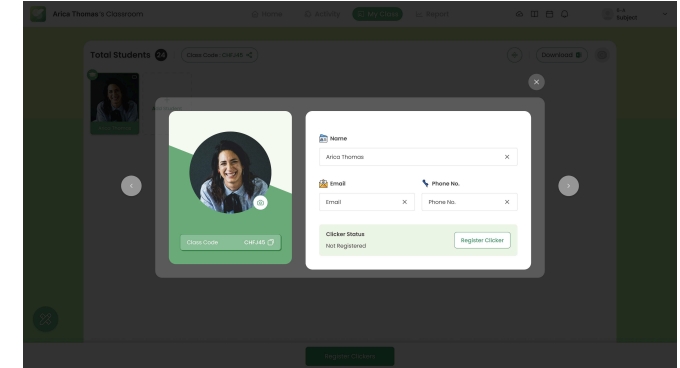
04 Adding & Registering Students



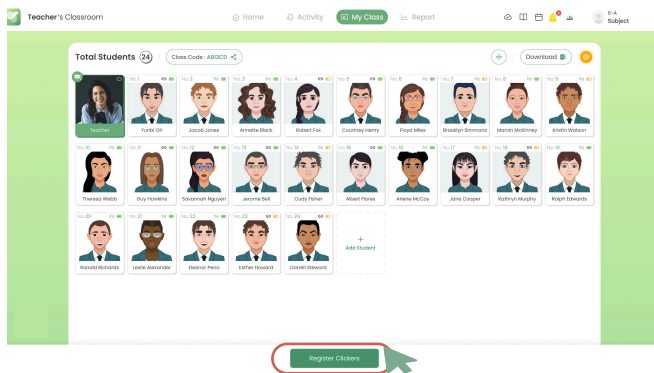
1 Click the 'My Class' tab from the top bar



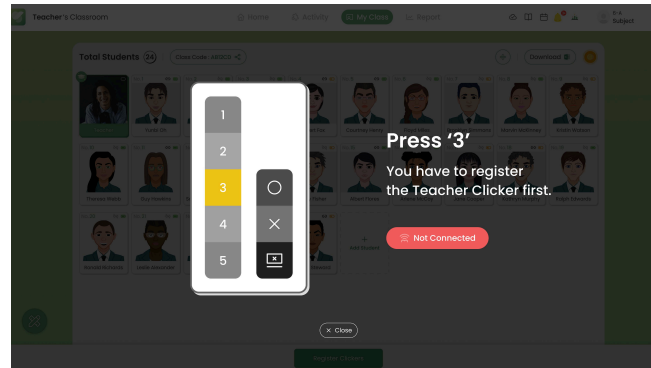
2 Add students using the '+' icon. They can be added individually by the single option or in bulk using the Excel template.



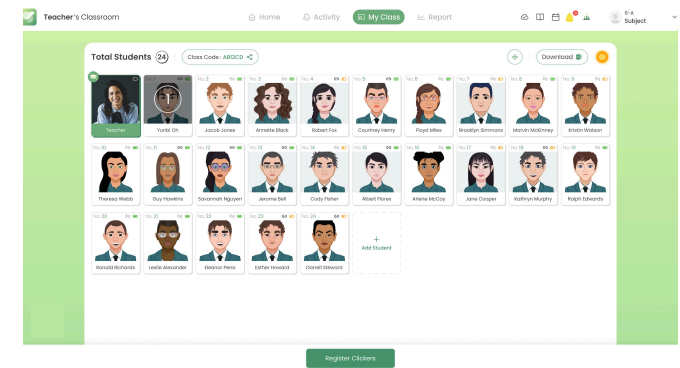
3 Click on student image to view their profile and register clickers individually



4 You can also bulk-register clickers here



5 Register the Teacher Clicker first by pressing '3'



6 Then, register each student with their assigned student clicker

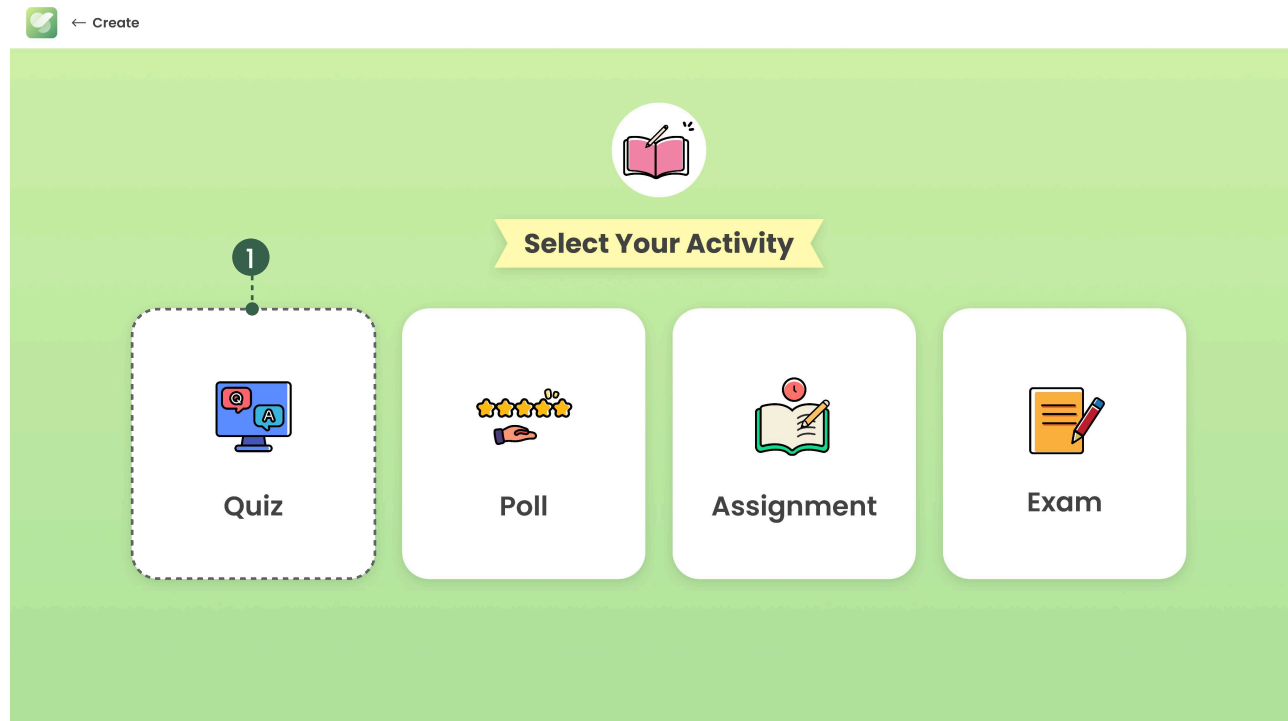
05 Create Quiz

Quiz: MCQs, True/False, and Fill-in-the-Blank type questions

Poll: Take class opinions easily through clickers

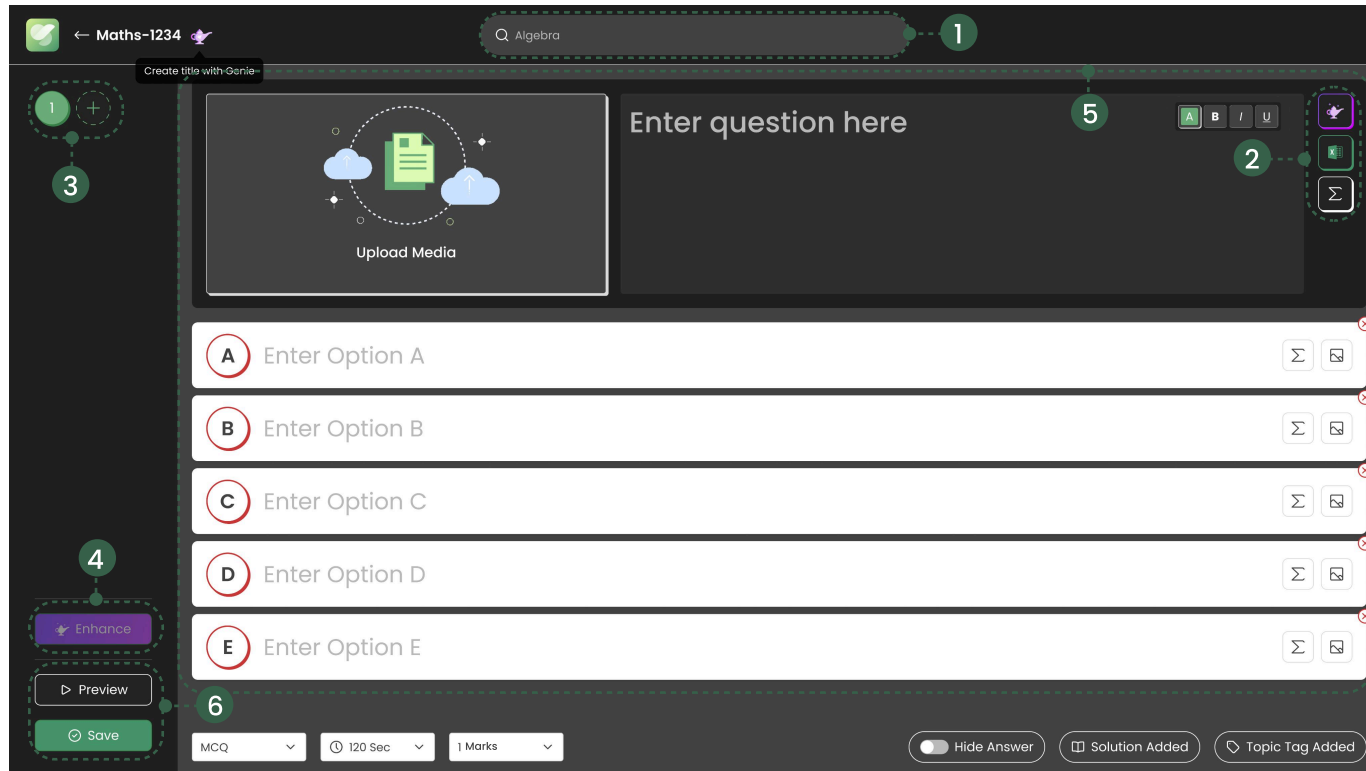
Assignment: Assign homework or tests for students to complete at home

Exam: Create ready-to-print exam paper in minutes



1 Choose 'Quiz' tab in 'Create' Section

05 Create Quiz



The screenshot shows the 'Create Quiz' interface in Class Saathi. It features a top navigation bar with a search tab (1) and a search bar containing 'Algebra'. Below the navigation bar, there's a section for adding questions (3) with a '+', and a section for enhancing questions (4) with an 'Enhance' button. The main area is for entering the question (5) and options (6). The question input field is labeled 'Enter question here'. Below it, there are five option input fields labeled 'A Enter Option A', 'B Enter Option B', 'C Enter Option C', 'D Enter Option D', and 'E Enter Option E'. Each option field has a 'Σ' icon and a delete icon (x in a circle). At the bottom, there's a 'Preview' button (6) and a 'Save' button. The bottom bar includes a question type dropdown (MCQ), a time limit dropdown (120 Sec), a marks dropdown (1 Marks), and buttons for 'Hide Answer', 'Solution Added', and 'Topic Tag Added'.

1 Search Tab

- **Search Saathi Bank:** Type any keywords & use in-built Saathi Content for quizzes

2 Additional Features

- **Saathi Genie:** Create quizzes through web URLs, documents & prompts
- **Excel:** Create quizzes through excel sheet
- **Formulas:** Add formulas/equations
- **Media file:** Upload images, videos & audio files

3 Add Question

Add questions via '+' button and delete quizzes via 'x' in circle icon

4 Enhance

- **Localize:** Translate text into any language
- **Polish:** Automatically correct grammar
- **Rephrase:** Rewrite the question in different words

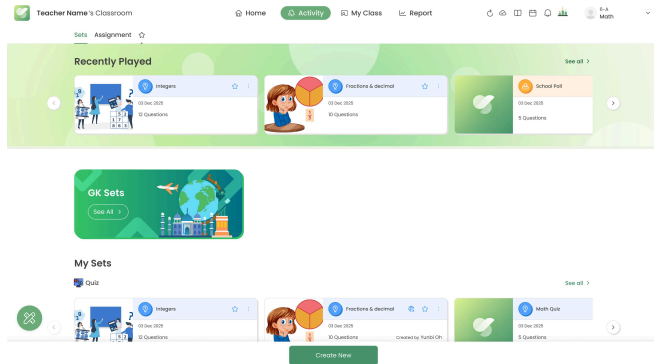
5 Enter Options

Enter options for the questions at the bottom space (at least 2 are needed)

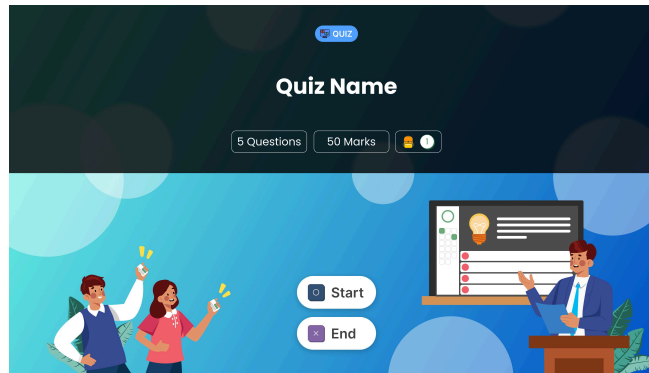
6 Preview

- **Preview:** View quiz before saving
- **Save:** You can save it for later or play immediately

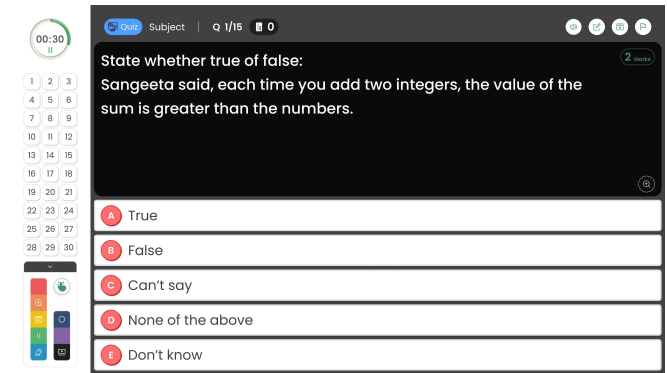
06 Play a Quiz



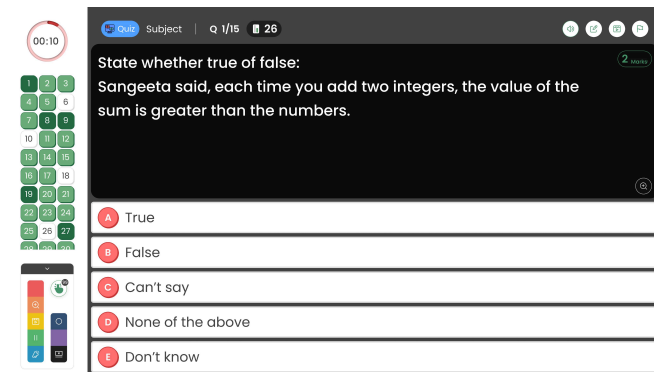
- 1 Select any set in 'My Activity' and begin playing



- 2 Click the 'Start' button on the screen or press 'O' on the teacher clicker

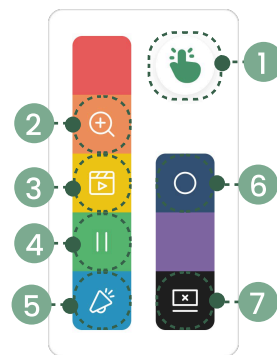


- 3 Students can respond with their clickers within the given time limit



- 4 Responding students will appear on the left side of the screen
*Teachers can control the quiz from their physical clicker

[Playing Quiz]



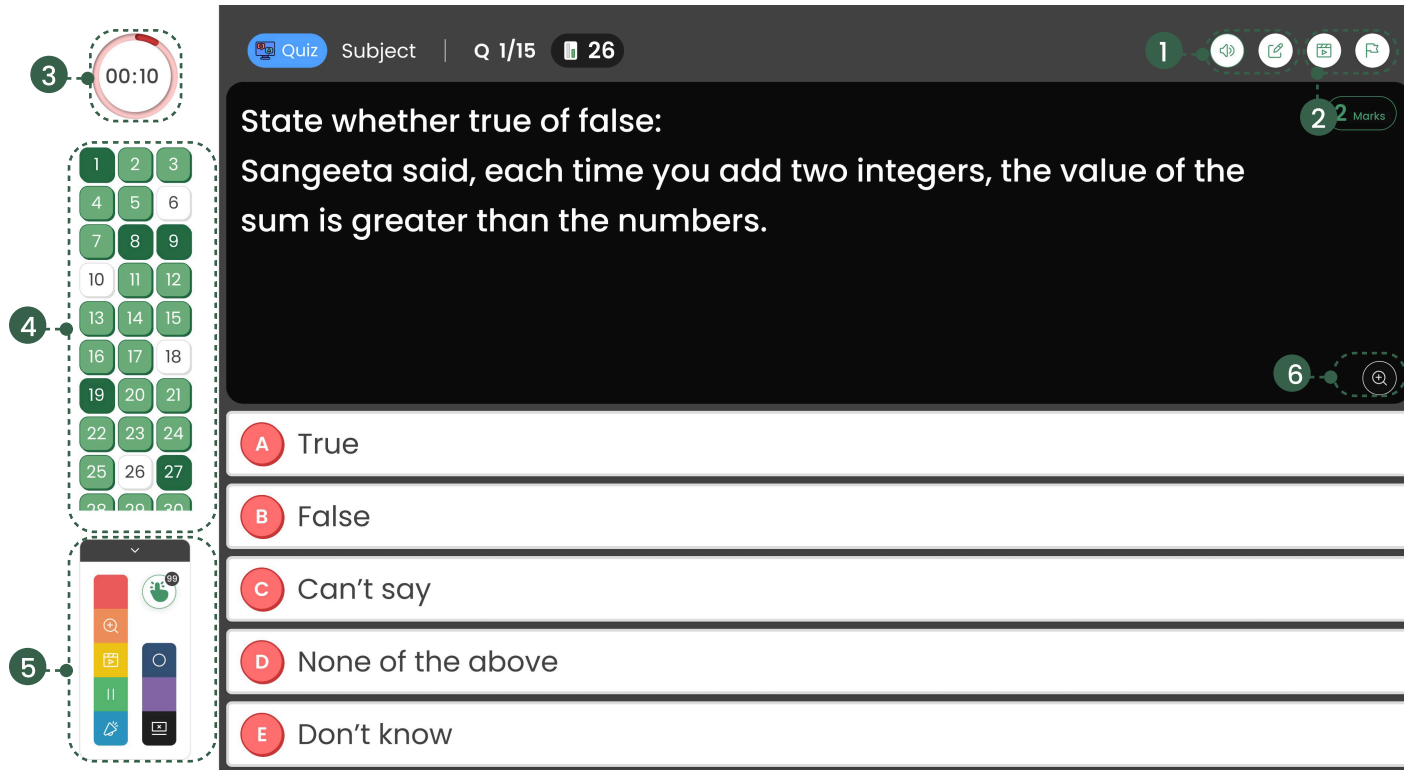
- 1 Help(I don't know)
- 2 Zoom
- 3 Flashcard
- 4 Stop Timer
- 5 Attention Bell
- 6 End Question
- 7 Hide Screen

[End of the Quiz]



- 1 Next
- 2 Previous
- 3 Winner
- 4 Statistics
- 5 See Answer
- 6 End Quiz

06 Play a Quiz



3 Timer

Check the time set during the quiz play

4 Student Number

Responding students' roll numbers will turn green. If they change their answers, the color will turn dark green

5 Teacher Clicker

The quiz can be controlled with the teacher clicker as shown in the previous page

6 Zoom

Tap the (+) icon to adjust the screen view. You can magnify the content up to 3X for better visibility.

1 Sound & White board

Sound: Questions and options will be read aloud

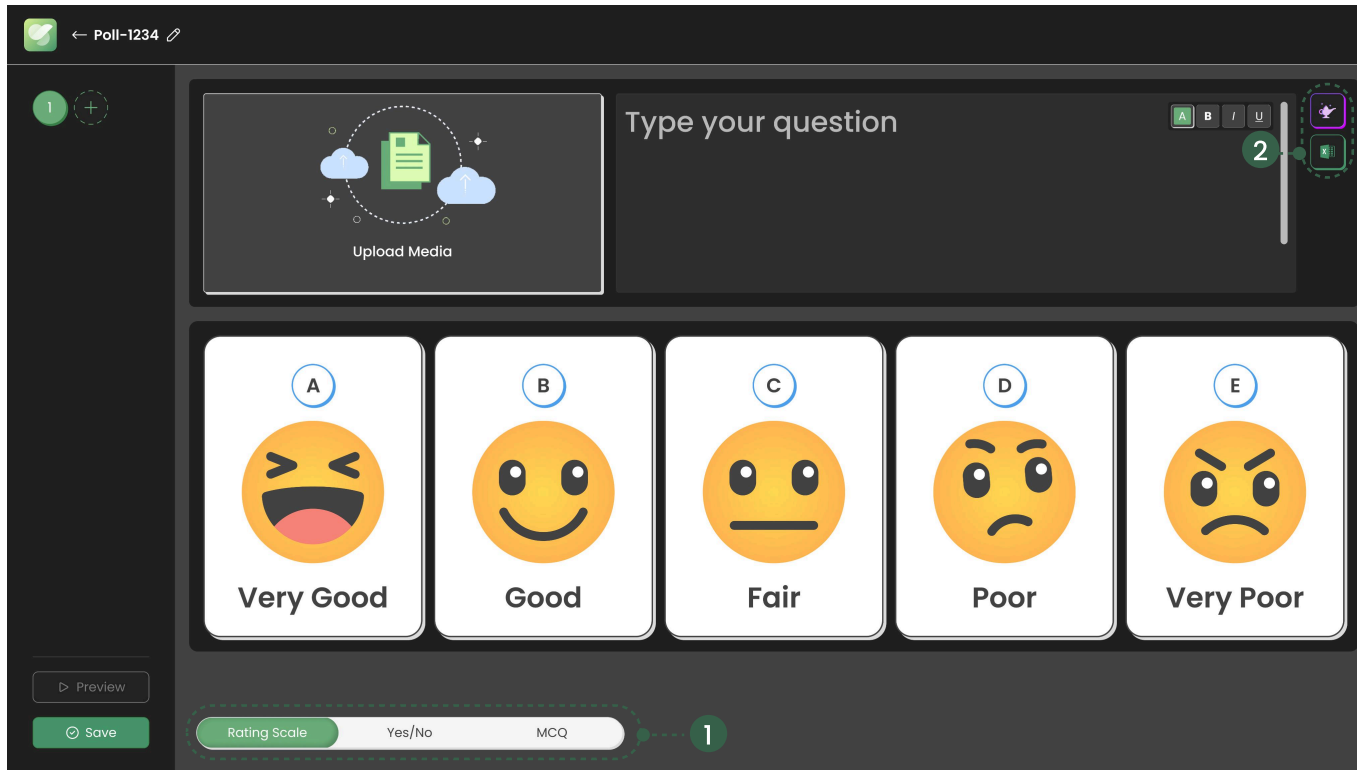
Whiteboard: Write and share notes with students

2 Flashcard & Feedback

Flashcards: Hints available to solve the questions

Feedback: Report any issues while playing the quiz

07 Create Poll



1 Enter Poll Question

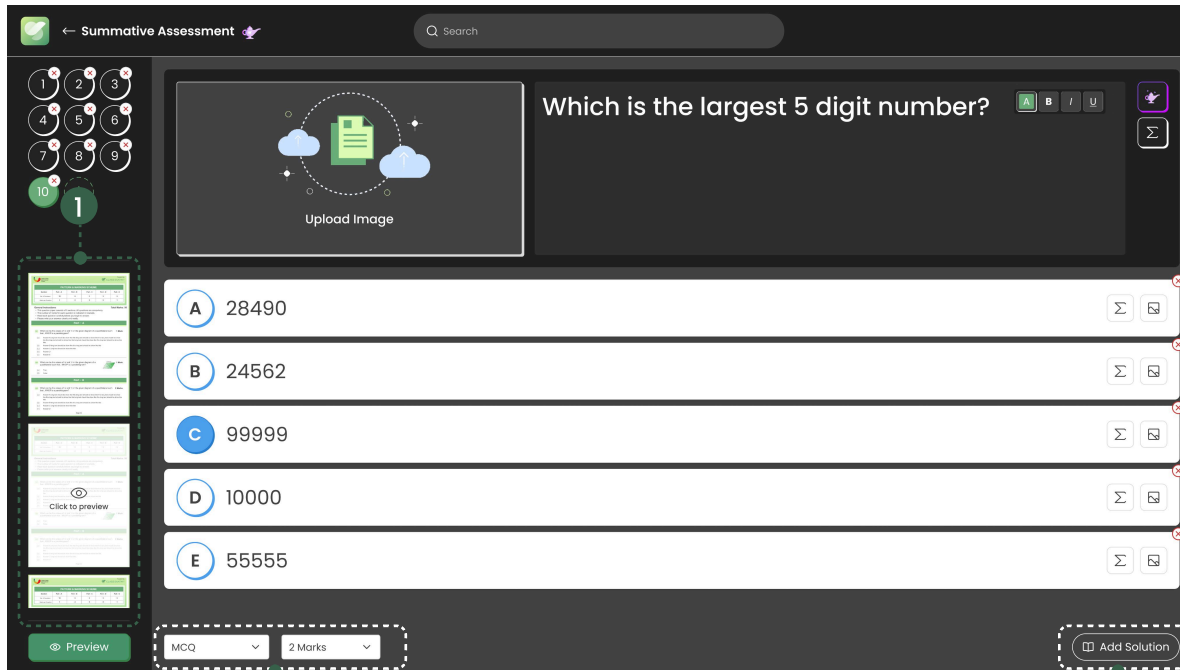
Poll: Conduct different types of polls such as Rating Scale, Yes/No, or MCQs

2 Saathi Genie

Poll: Use Saathi Genie to auto-generate poll questions using AI

Excel: Create Poll through excel sheet

08 Exam



1 Exam

Reorder: Easily change the order of your questions by clicking and moving them.

Preview: Use the Preview button to see exactly what the students will see. Make sure it looks perfect!

Edit: Change the colors, fonts, and sections of the paper. You can also add the Answer Key and Solutions.

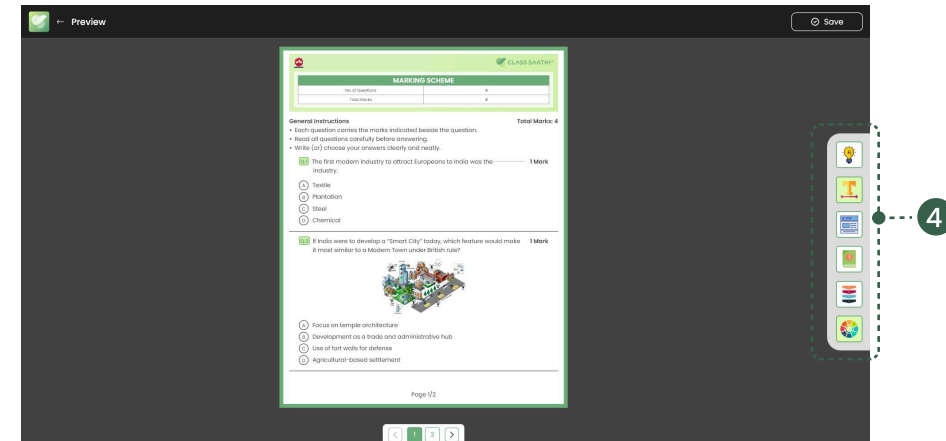
2 Question Types & Marks

Types: MCQ, Yes/No, Fill in the blanks and Descriptive type of questions available

Marks: Assign marks to each question

3 Add Solution & Answer Key

Answers Key: Quickly put in the correct answer for all questions.



4 Tools

Answer Key: Add answers & solutions

Font: Change font size

Header: Show or hide header

Instructions: Show or hide instructions

Sections: Create multiple sections

Templates: Change template color



Select Your Activity



Saathink

1



Class Kit

2



Arcade Game

3



Widget Mode

4

1 Saathink

Quick-thinking games like Mole Game, Block-It-Up, and Tangular

2 Class Kit

Digital classroom tools like Pie Timer, Stopwatch, Spinner, Vote, and more

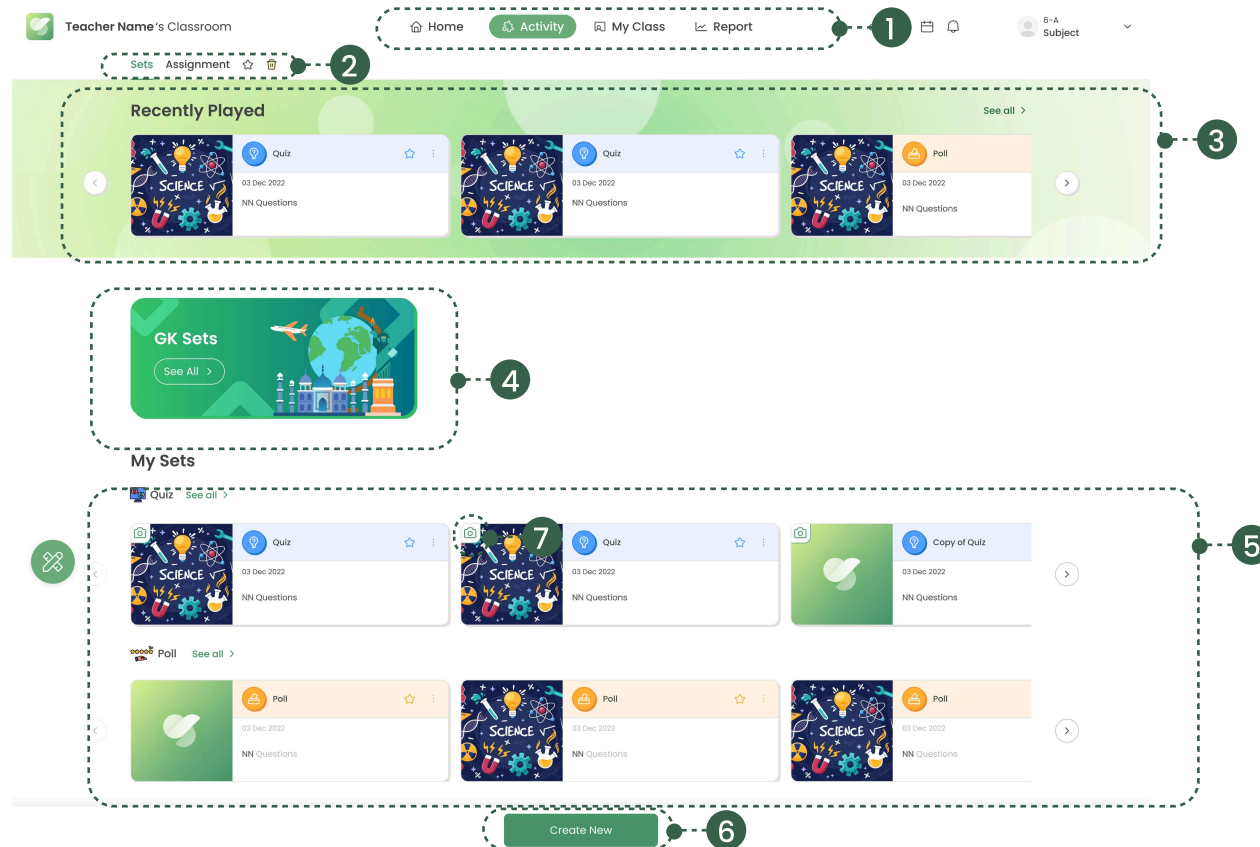
3 Arcade Game

Fun games such as Rock-Paper-Scissors, Fastest Finger First, and Survivor Game

4 Widget Mode

Use third-party MCQ websites within widget mode

10 Class Activity



1 Activity Features

Activity: Manage all saved quizzes

My Class: Manage student data and register student clickers

Report: Check results and insights for all activities

2 Activity Features

Sets: Play self-made and pre-made quizzes

Assignment: Assign Homework or tests and check progress

Bookmark: Mark your favorite quiz sets

3 Recently Played

Check the quizzes attempted chronologically

4 Premade Sets

Access ready-to-use quizzes like GK Sets for quick use

5 My Sets

Quiz: View the self-made quiz set

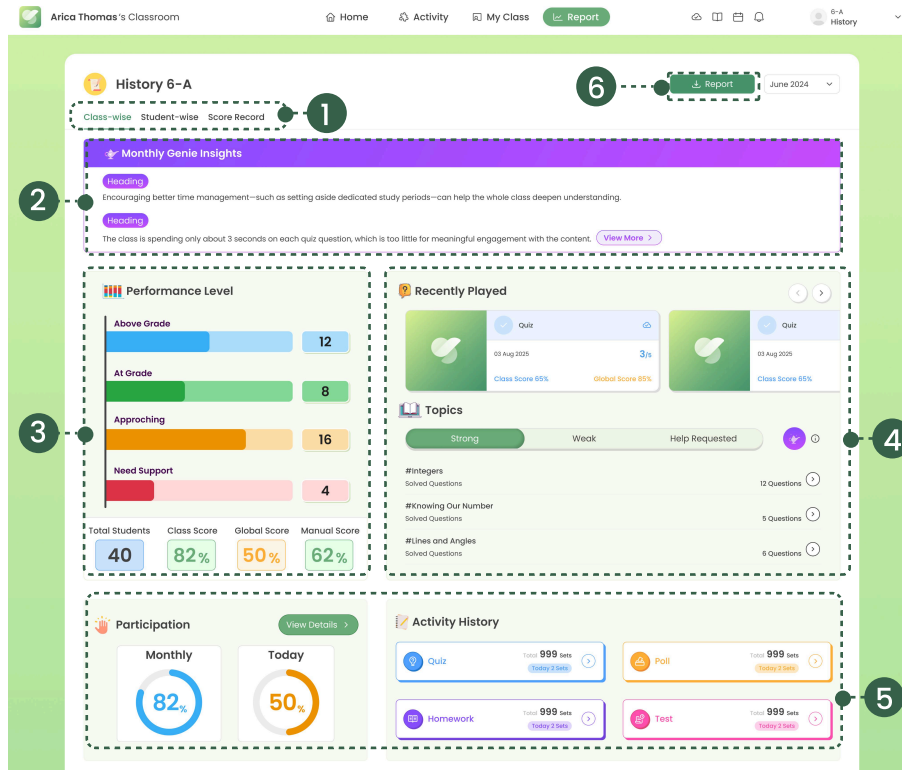
Poll: View the Poll set

6 Create Now

Create New Quizzes or Poll sets

7 Upload Image

Create New Quizzes or Poll sets



1 Report Types

View performance reports class-wise, student-wise, or through detailed self created score records.

2 Monthly Genie Insights

Get instant monthly insights, powered by AI

3 Performance Level

Compare your class's score globally with performance level distribution. You can also view student-wise reports

4 Analysis Topics

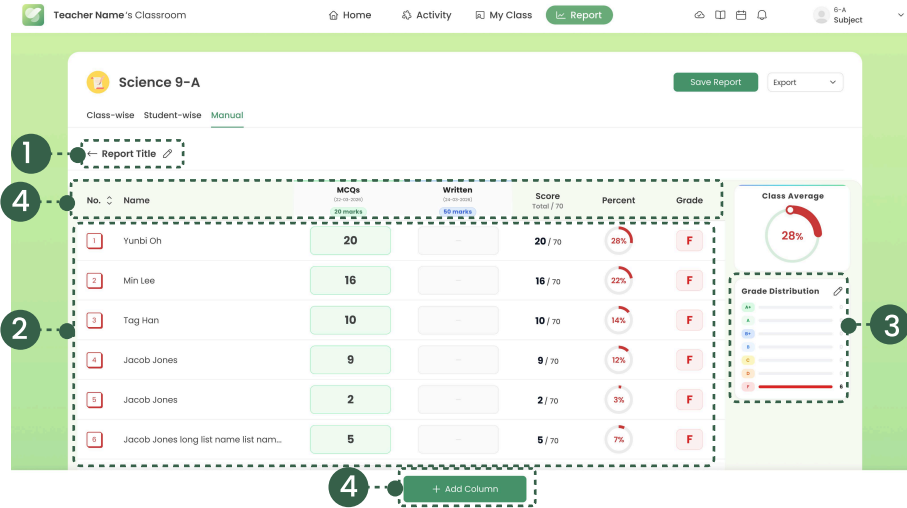
Identifies strong, weak, and improvement-needed skills, with AI-generated practice questions for Improvement

5 Participation & Activity History

View and download subject-wise reports and analyse data with AI support

6 PDF Reports & View Insight

View and download class reports subject wise; and analyse data with AI



Teacher Name's Classroom

Home Activity My Class **Report**

Science 9-A

Class-wise Student-wise **Manual**

Save Report Export

1 Report Title

4

No.	Name	MCQs (Out of 20)	Written (Out of 50)	Score Total / 70	Percent	Grade
1	Yunbi Oh	20	—	20 / 70	28%	F
2	Min Lee	16	—	16 / 70	22%	F
3	Tag Han	10	—	10 / 70	14%	F
4	Jacob Jones	9	—	9 / 70	12%	F
5	Jacob Jones	2	—	2 / 70	3%	F
6	Jacob Jones long list name list nam...	5	—	5 / 70	7%	F

2

3

4 + Add Column

Class Average
28%

Grade Distribution

1 Report Title

Edit manual report title

2 Student Wise Data

Enter students' performance insights manually.

3 Grade Distribution

Edit grade distribution as per requirements

4 Score Records

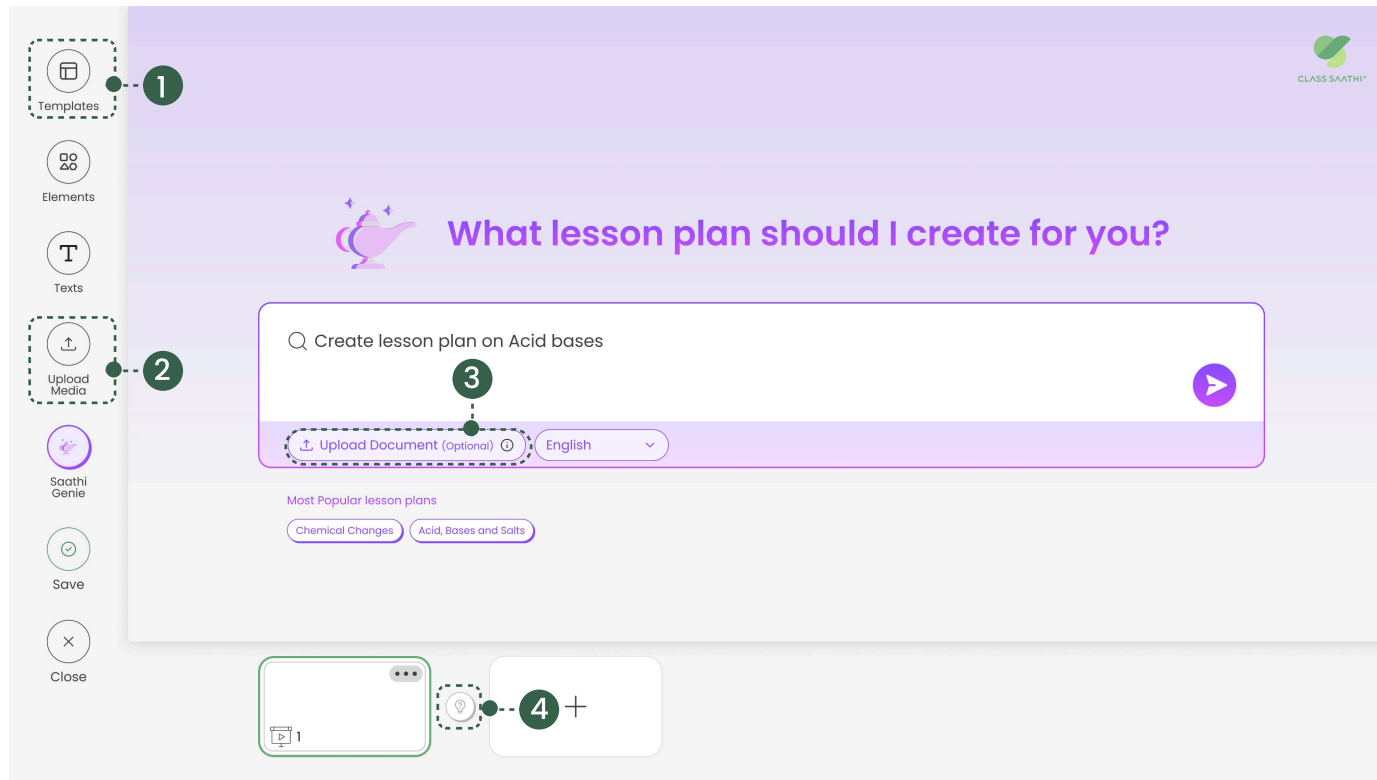
Exam Name: Add exam title

Score: Enter scores and calculate average

Percentage: Auto-calculate percentage

Grade: View grades based on score range

12 Lesson Plan



1 Slide Templates

Choose from various slide templates and backgrounds to enhance your lesson plans on-the-go

2 Upload Media

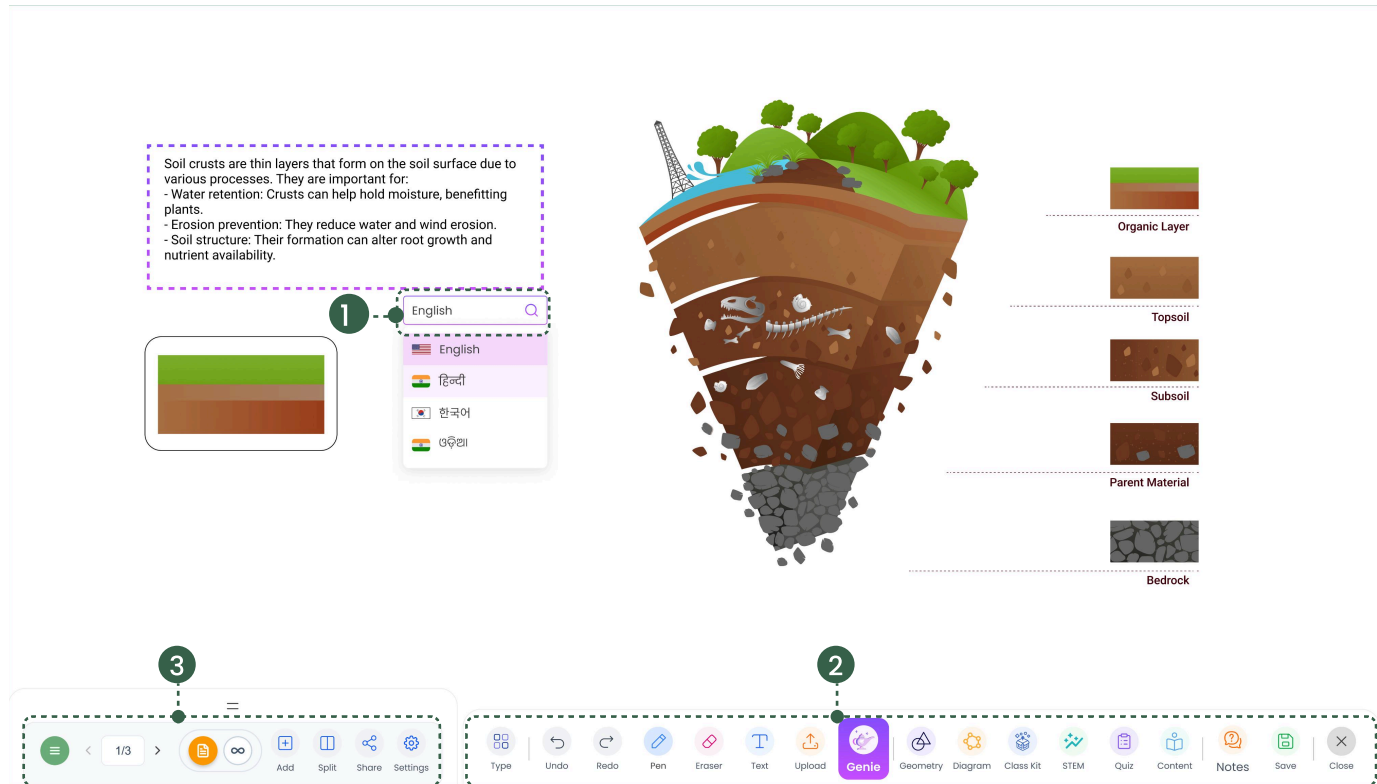
Upload your own media files (or) ask Saathi AI to generate images, videos and GIFs for more enhanced visuals

3 AI Lesson Plans with Documents

Upload any documents as a reference on Saathi Genie to create your lesson plans with different language options as well

4 Quizzes

Add quizzes in-between your slides to make your class interactive and engaged throughout the lesson



3 Hamburger Menu

Canvas Types: Page wise and infinite working space.

Split Screen: Split screen into multiple sections.

Share Notes: Share notes with class.

1 Whiteboard Genie

Handwritten-to-text: Convert your handwritten notes to text

Translation: Translate your text into any language

Browse: Select your keyword to use Saathi AI and generate notes, images, videos, and quizzes; you can also use it to solve math equations

2 Main Toolbar

Teach creatively with smart whiteboard tools, including-

Geometry: Use tools Compass, Protractor, Ruler, Set Squares, etc.

Diagram: Create Flowcharts and Shapes.

Class Kit: Use Pie Timer, Stopwatch, Spinner, Dice.

STEM: Learning tools like Visualizer, Elements, Calculator, Experiments and Tic Tac Toe.

Notes: Use Sticky notes (Memo) and Rapid Recall

1 Geometry

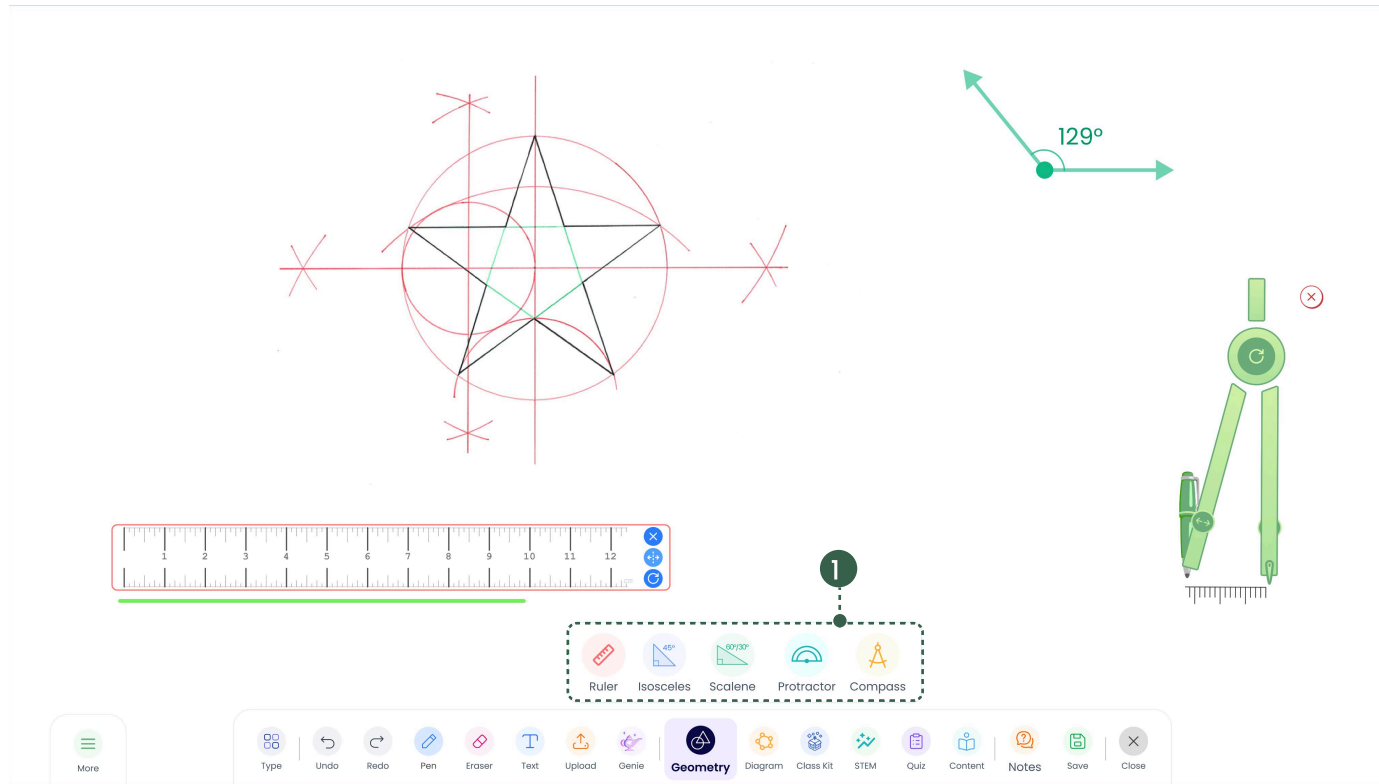
Ruler: Draw and measure straight lines accurately.

Isosceles Set Square: Create precise 45° and 90° angles easily.

Scalene Set Square: Draw accurate 30° , 60° , and 90° angles.

Protractor: Measure and construct angles quickly.

Compass: Draw perfect circles and arcs with ease.



13 Whiteboard

1 STEM

Visualizer: Create graphs based on equations.

Elements: View whole periodic table

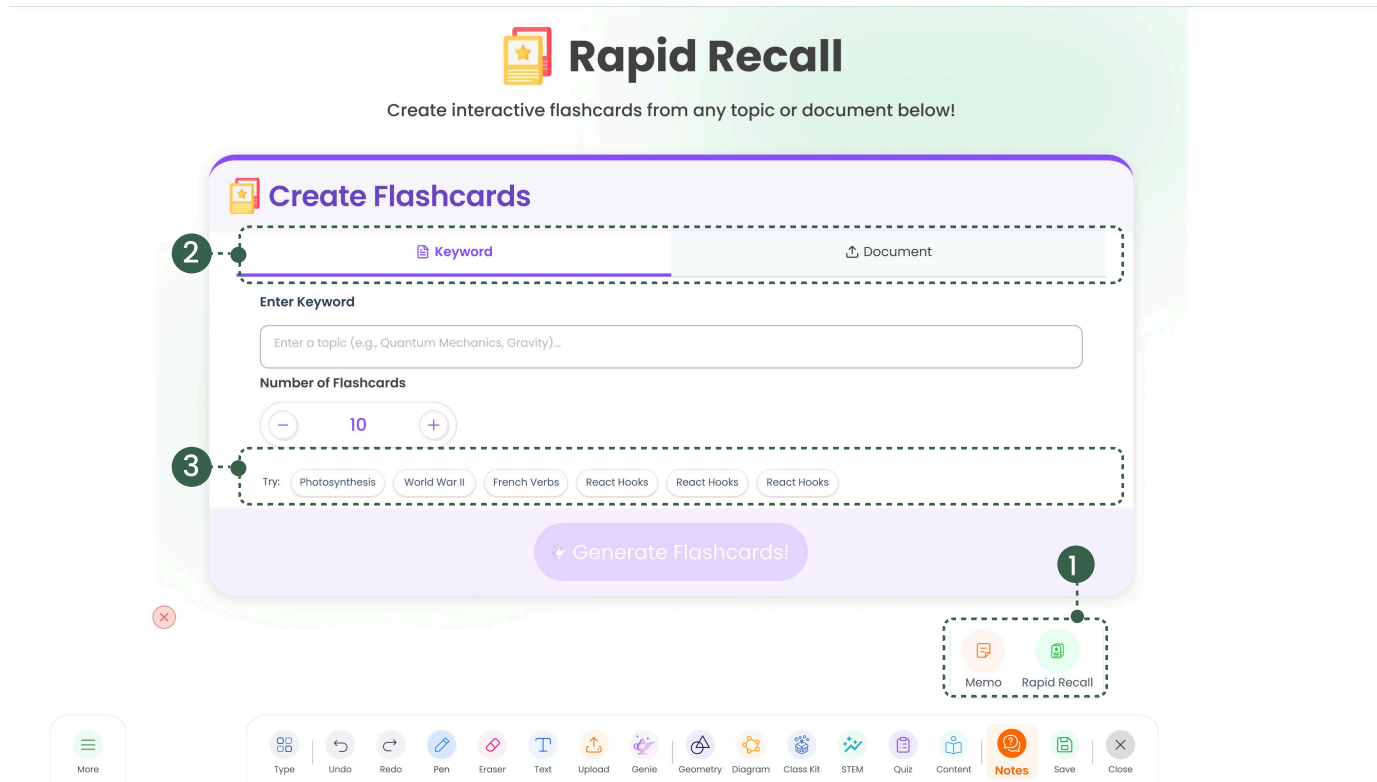
Calculator: Calculate numerical or play Tug of war

Experiments: Search experiments and understand concepts

Tic Tac Toe: Play game with easy mathematical expressions

The screenshot displays the CLASSMATHS Whiteboard interface. On the left, the 'Experiments' panel lists 'Waves Intro', 'Buoyant Force', and 'Quantum'. The main area features the 'Elements' panel with a periodic table and a search bar. A dashed box highlights the bottom toolbar, which includes icons for Visualizer, Elements, Calculator, Experiment, and Tic Tac Toe. The bottom of the screen shows a comprehensive toolbar with various drawing and editing tools like Pen, Eraser, Text, and Upload.

13 Whiteboard



Rapid Recall
Create interactive flashcards from any topic or document below!

1 Memo Rapid Recall

2 Create Flashcards

Keyword Document

Enter Keyword

Enter a topic (e.g., Quantum Mechanics, Gravity)...

Number of Flashcards

10

3 Try: Photosynthesis World War II French Verbs React Hooks React Hooks React Hooks

Generate Flashcards!

More Type Undo Redo Pen Eraser Text Upload Genie Geometry Diagram Class Kit STEM Quiz Content Notes Save Close

1 Notes

Use Memo (sticky notes) or Rapid Recall activity to generate flashcards

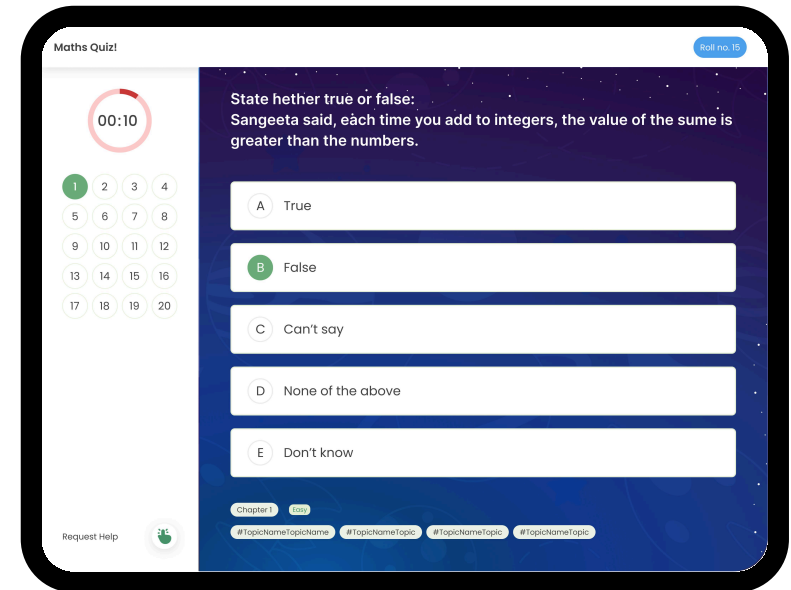
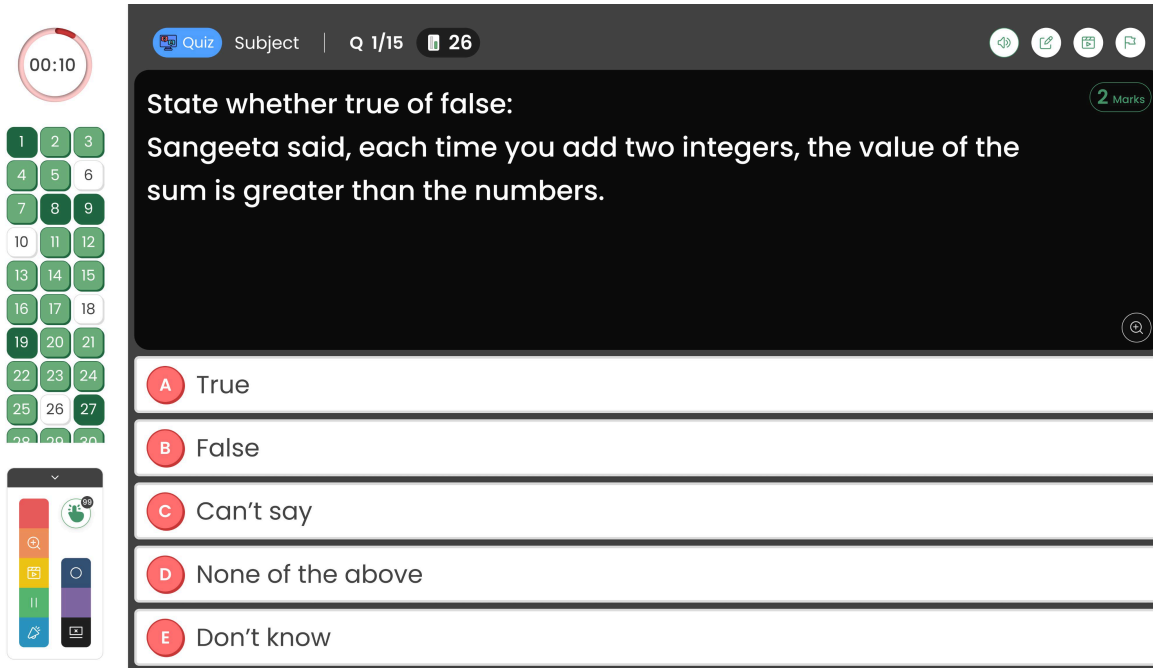
2 Input Types

Generate Flashcards from keyword of document

3 Suggestions

Get curriculum and subject based suggestions for the keywords to generate flashcards

14 Live Quiz



1 Left Section

- **Timer:** Every question has a timer within which students need to answer
- **Student list:** All the student's responses are visible on the screen
- **Teacher clicker:** Teachers have a virtual clicker to be operated through their screens instead of physical clicker

2 Q & A Section

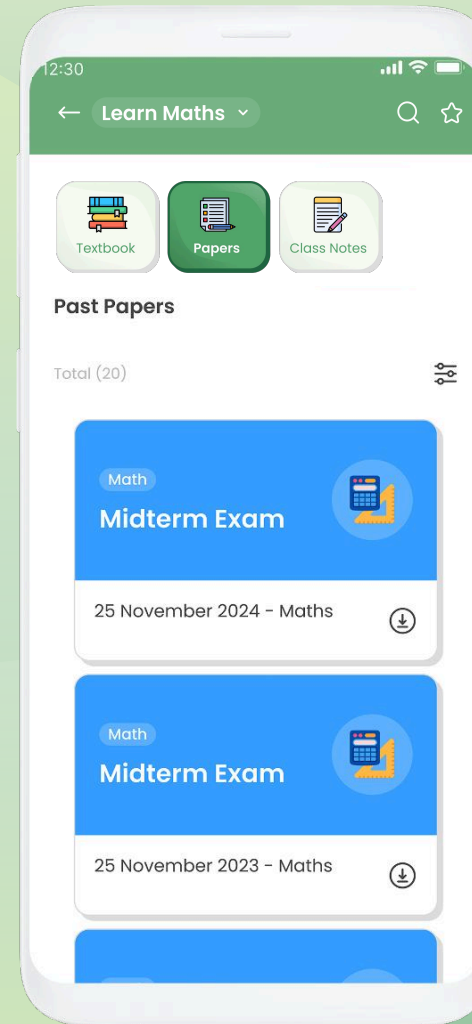
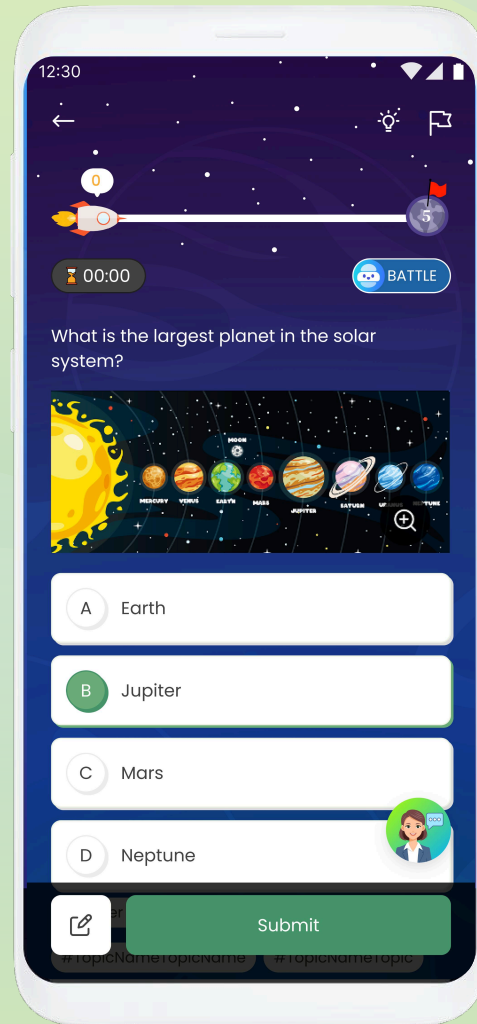
- **Q&A:** Questions & Answers are displayed for the student to see and answer through their clickers.
- **Header:** Teachers can use options like audio, whiteboard, concept cards and feedback submissions.

3 Live Quiz

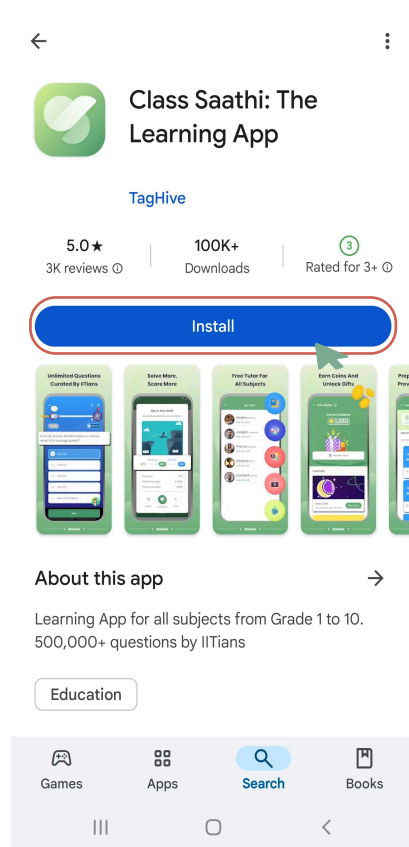
Live Quiz: Connect with students (anywhere in the world) and play live quizzes.

Request Help: Students can request help if needed from the teacher during the Live Quiz

◆ Student App Manual ◆

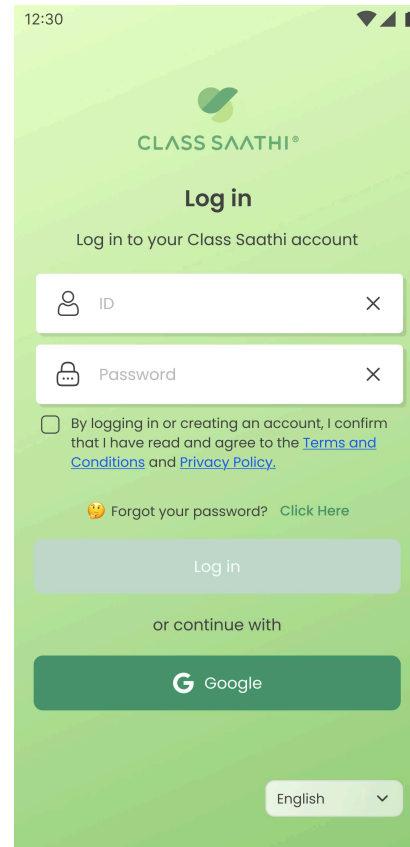


01 Download and Installation



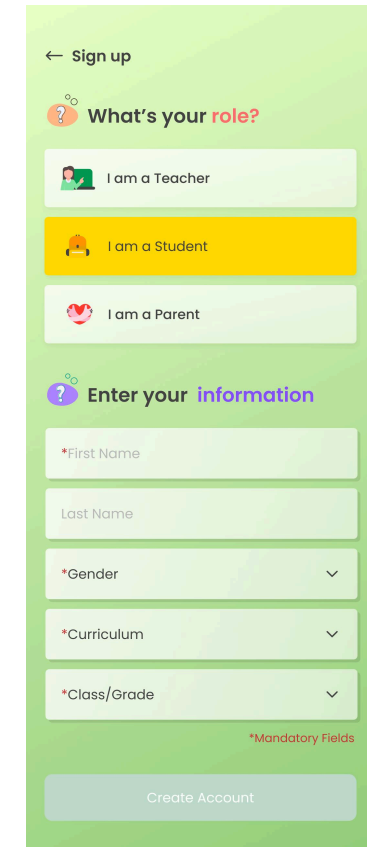
1

Download the Class Saathi app from Google Play Store, App Store, or Microsoft Store



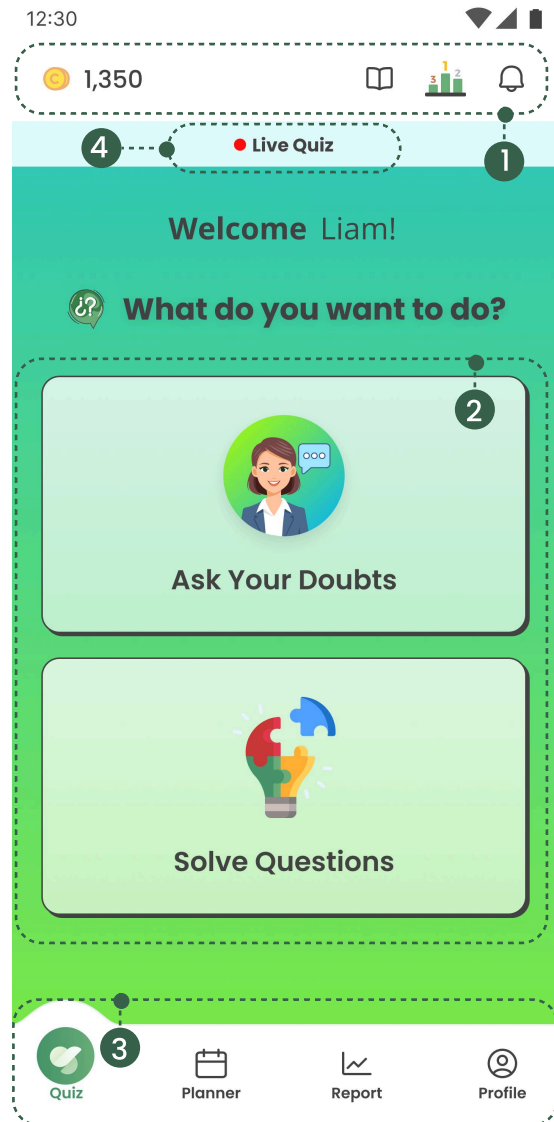
2

Open the app and proceed to log in, use 'Login with ID/Password' if your school has given you a Saathi ID



3

If you logged in using a method other than ID/Password, please proceed with role selection



1 Top Bar

Coins: Earn rewards by completing quizzes

Resource: Access class notes and past papers

Leaderboard: Check your ranking in the Saathi app

Notification: Get alerts for assignments and new resources

2 Saathi Tutor & Solve Questions

Ask Your Doubts: Use your personalized Saathi Tutor to clear your doubts (Pro Tip: Click a picture of your question and watch the magic happen!)

Solve Questions: Practice questions on any topic, powered by AI

3 Bottom Bar

Quiz: Access quizzes, ask doubts, and play

Planner: View assignment schedules or set personal study plans

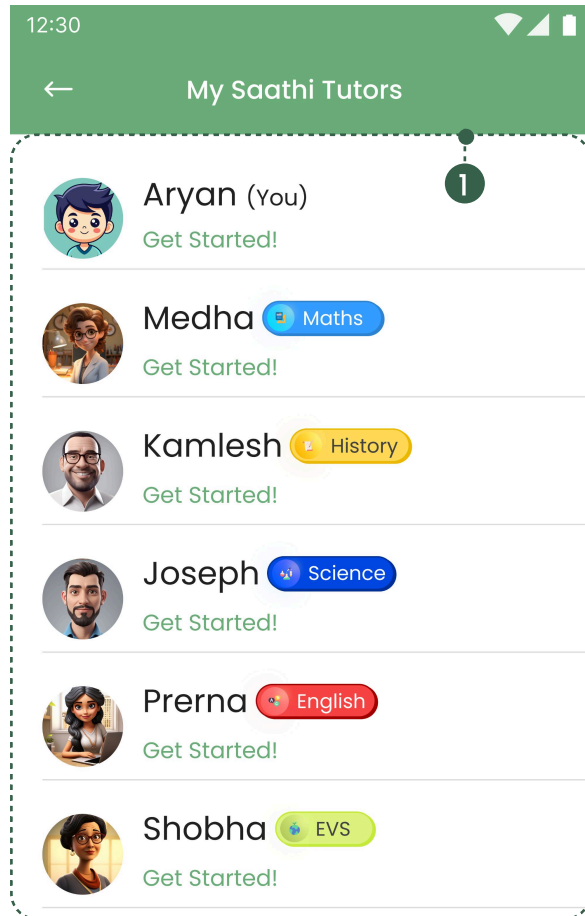
Report: View quiz performance data

Profile: Customize app settings and preferences

4 Live Quiz

While teacher conducts a live quiz, be able to join from the middle through this banner.

03 Ask Your Doubts



1 Saathi Tutor

AI-Powered Assistance: We built Saathi Tutor — a smart tutor that truly understands you. It doesn't just give answers — it talks to you, guides you, and adapts to your learning style.

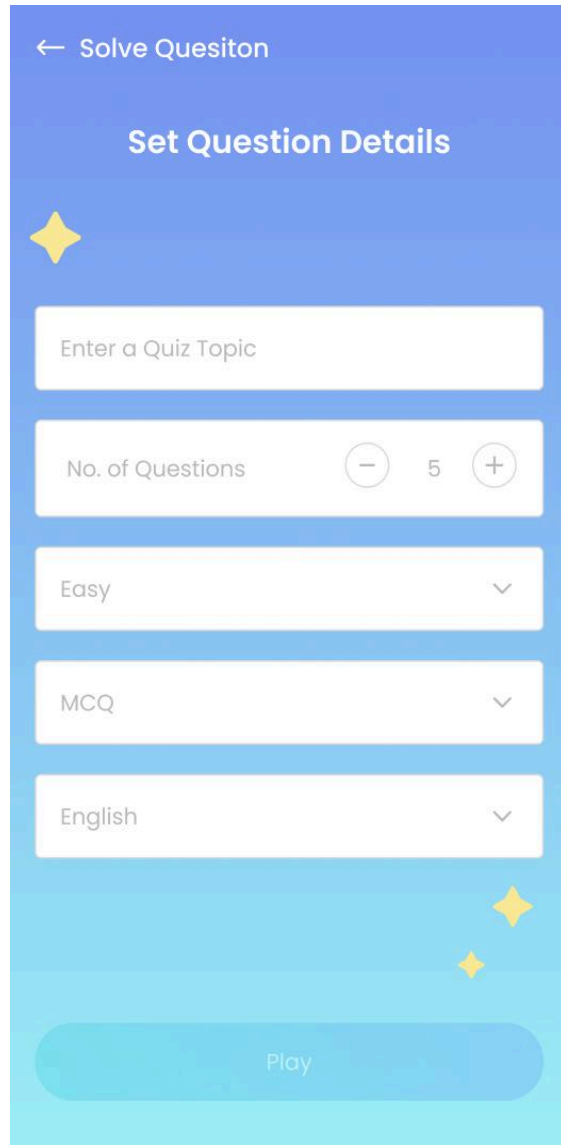
Stuck on a concept? Saathi Tutor explains it in a way that makes sense to you.

Just take a photo of the problem you're struggling with, and Saathi Tutor will guide you through it step by step.

This isn't just another chatbot — it's your personal AI-powered tutor.

And the best part? It's completely FREE!

04 Solve Questions



← Solve Quesiton

Set Question Details

Enter a Quiz Topic

No. of Questions − 5 +

Easy ▼

MCQ ▼

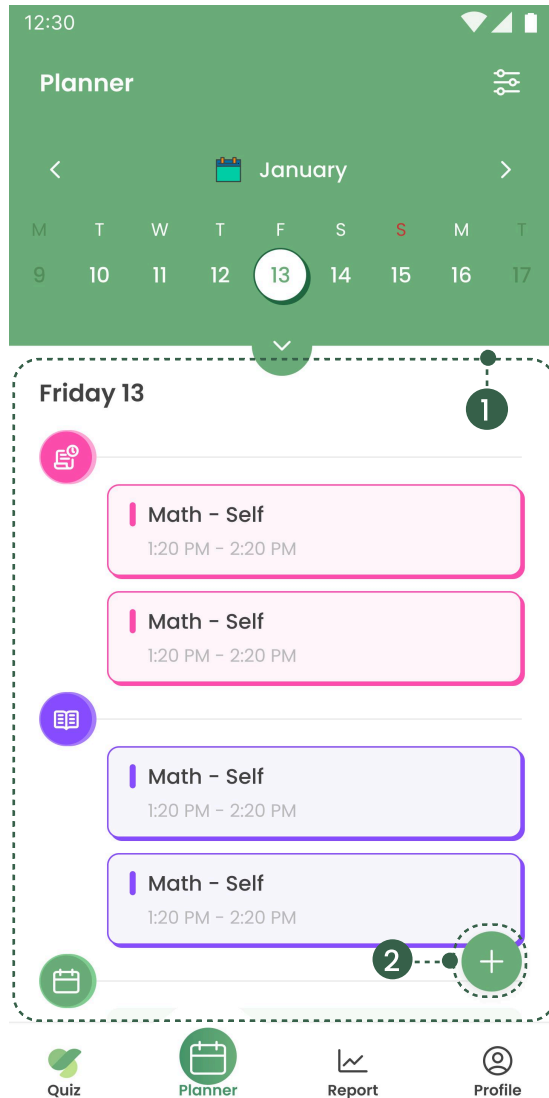
English ▼

Play

1 AI-Generated Quiz

Customize your quiz by selecting the topic, number of questions, difficulty level, type, and language

Press Play, and AI will generate a quiz tailored just for you. Solve it to practice and deepen your understanding



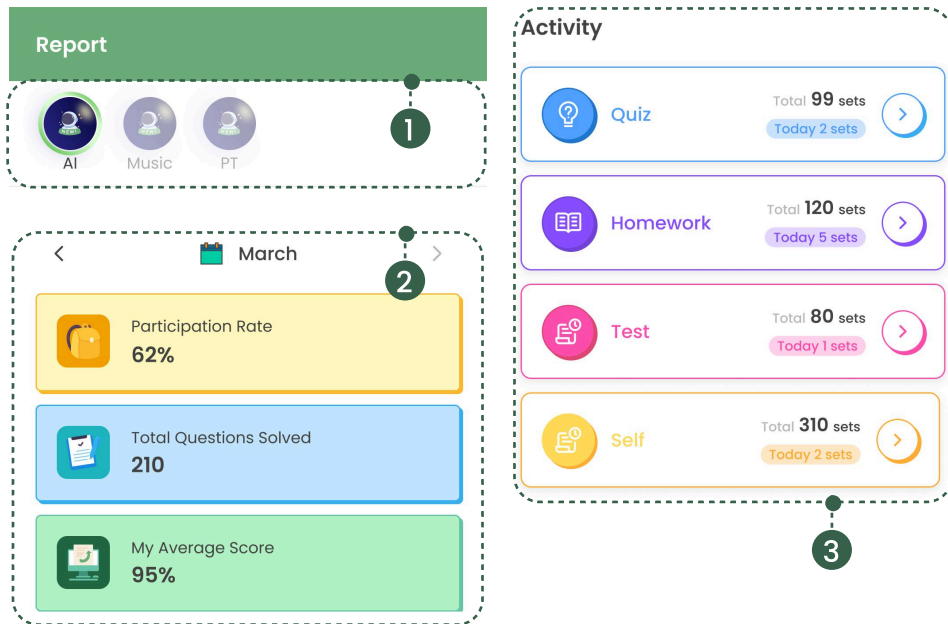
1 Plan List

View a list of homework, tests assigned by teachers, and self-planned study sessions to stay organized

2 Add Plan

Create your own study plans by adjusting the date, time and reminders accordingly

06 Report



1 Select Subject

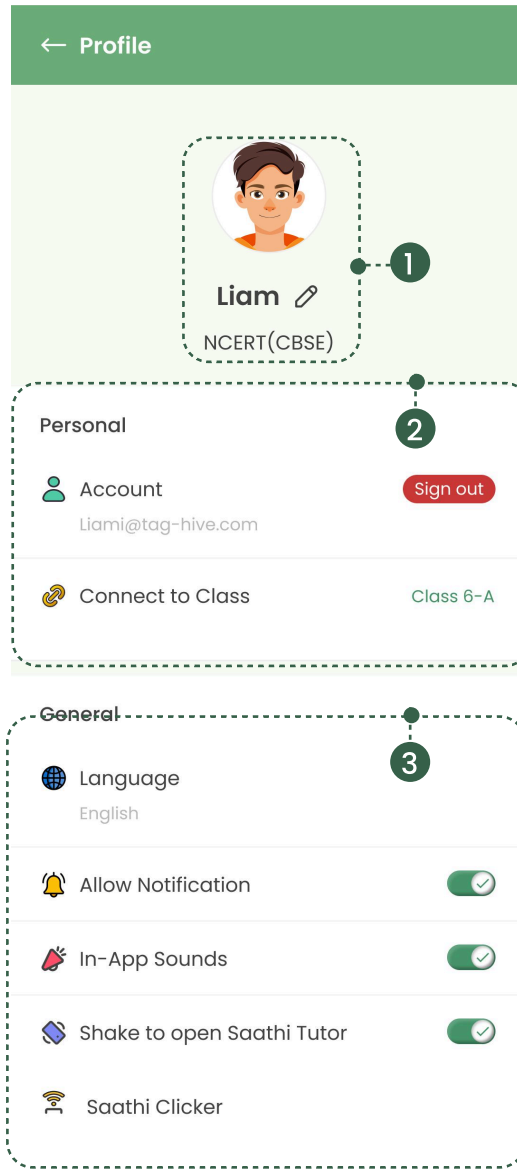
Switch subjects to view individual performance reports

2 Summary

Track key stats like participation rate, total questions solved, and average score

3 Activity

See a breakdown of your quizzes, homework, tests, and study sessions — including attempts and daily progress



1 Edit Photo

Edit and update your profile picture

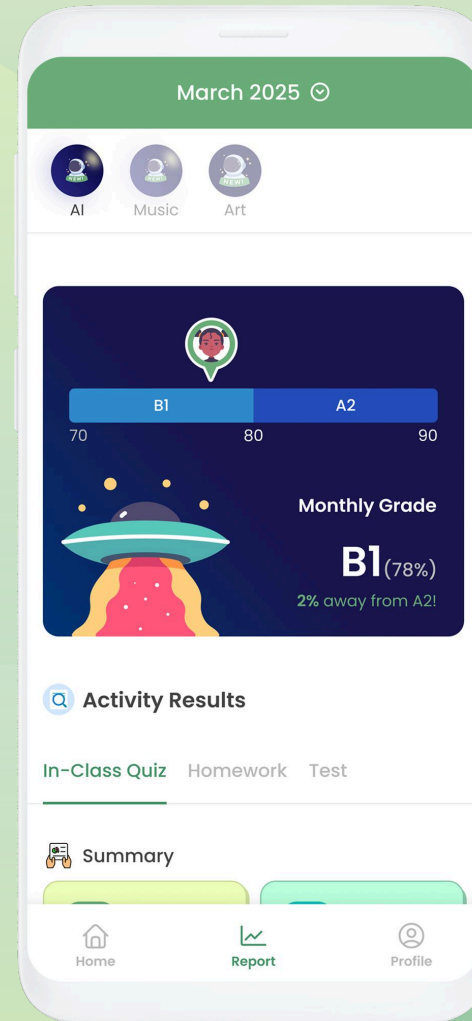
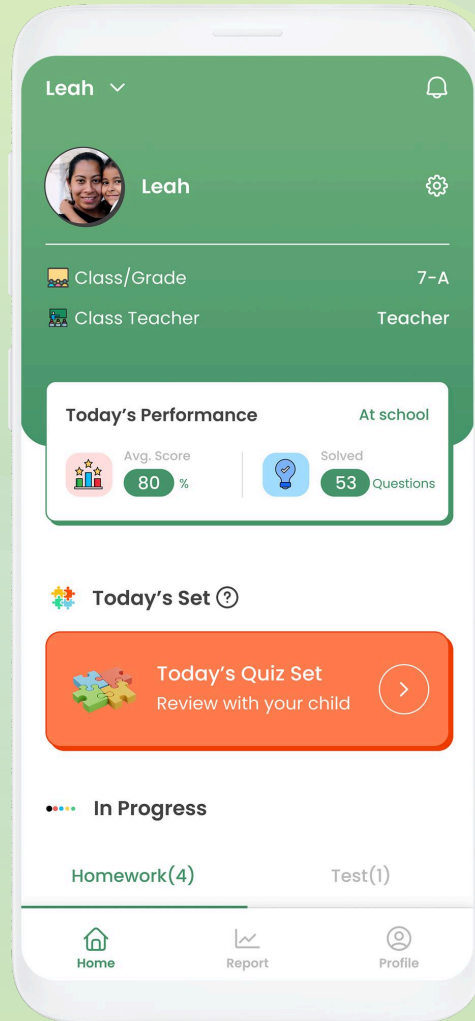
2 Personal

Manage account details, view your registered email, and log out when needed. You can also connect to a class to access study materials and assignments

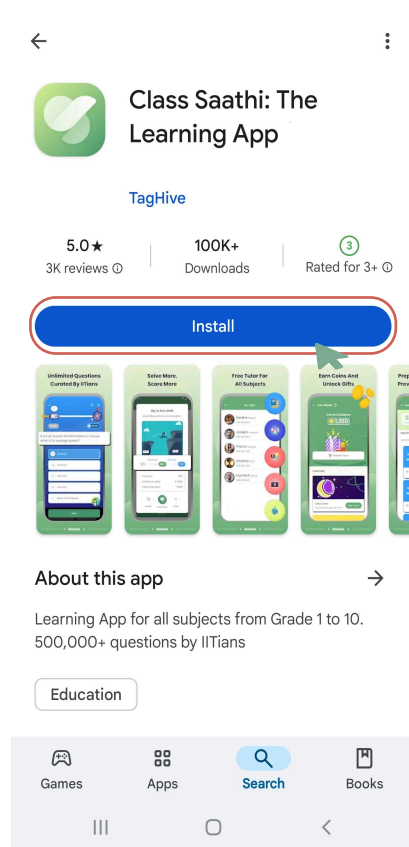
3 General

Customize app settings: change the language, enable notifications, toggle sound, and activate "Shake to Open Saathi Tutor." You can also manage the Saathi Clicker for interactive learning

◆ Parents App Manual ◆

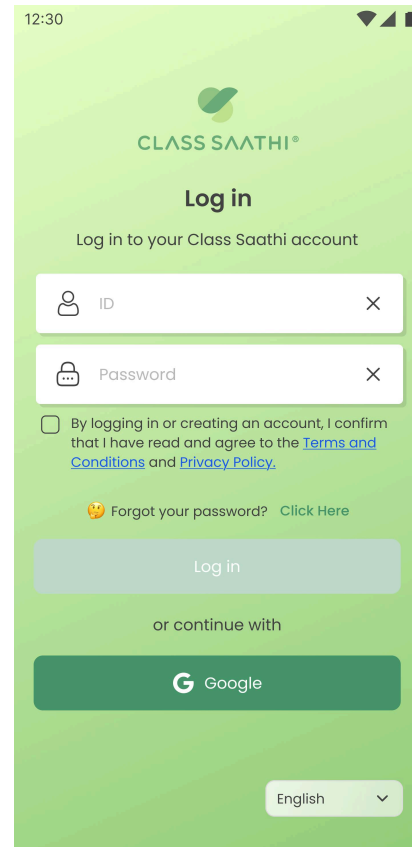


01 Download and Installation



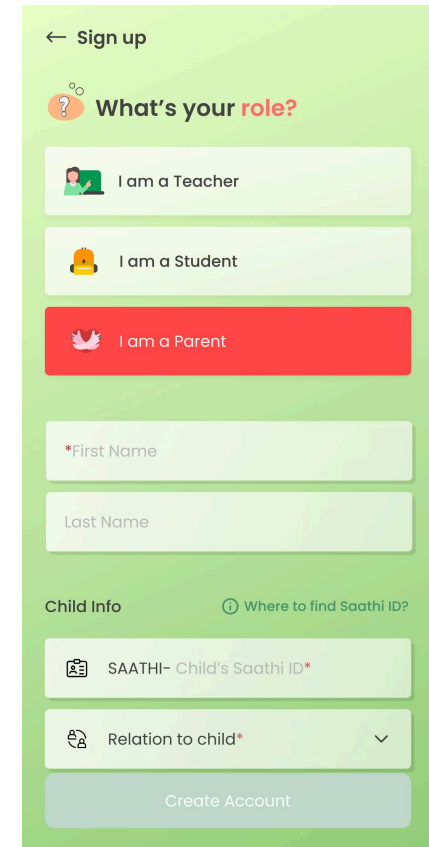
1

Download the Class Saathi application
for your device
(Available on Google Play Store, App
Store, and Microsoft Store)



2

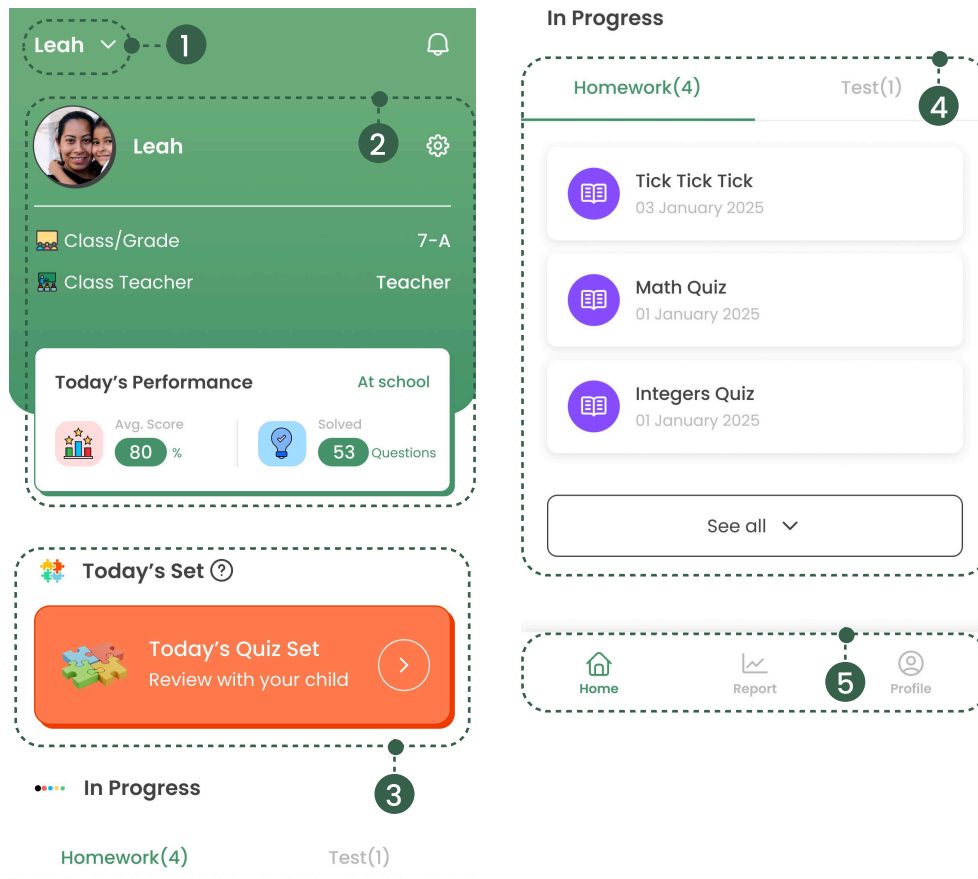
Once installed,
proceed to log in



3

If you used a login method other than
ID/Password, please select your role to
continue

02 Main Page



1 Change Child Profile

Switch between multiple child profiles to monitor each child's progress individually

2 Child Performance

View your child's class, grade, average score, and total questions solved at school today

3 Daily Quiz

Access a fun quiz designed for parents and children to review together

4 Assignment Progress

Check upcoming homework and test deadlines that your child needs to complete

5 Bottom Bar

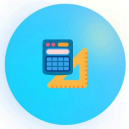
Home: Return to the main page

Report: View detailed quiz performance

Profile: Manage your app preferences and settings

03 Assignment Progress

× Homework



Tick Tick Tick – Homework

1

40 Questions

1 Days 4 hours 30 minutes

Friday 3 Mar

Math

Ends in

1 days, 02:06:30

Send Reminder

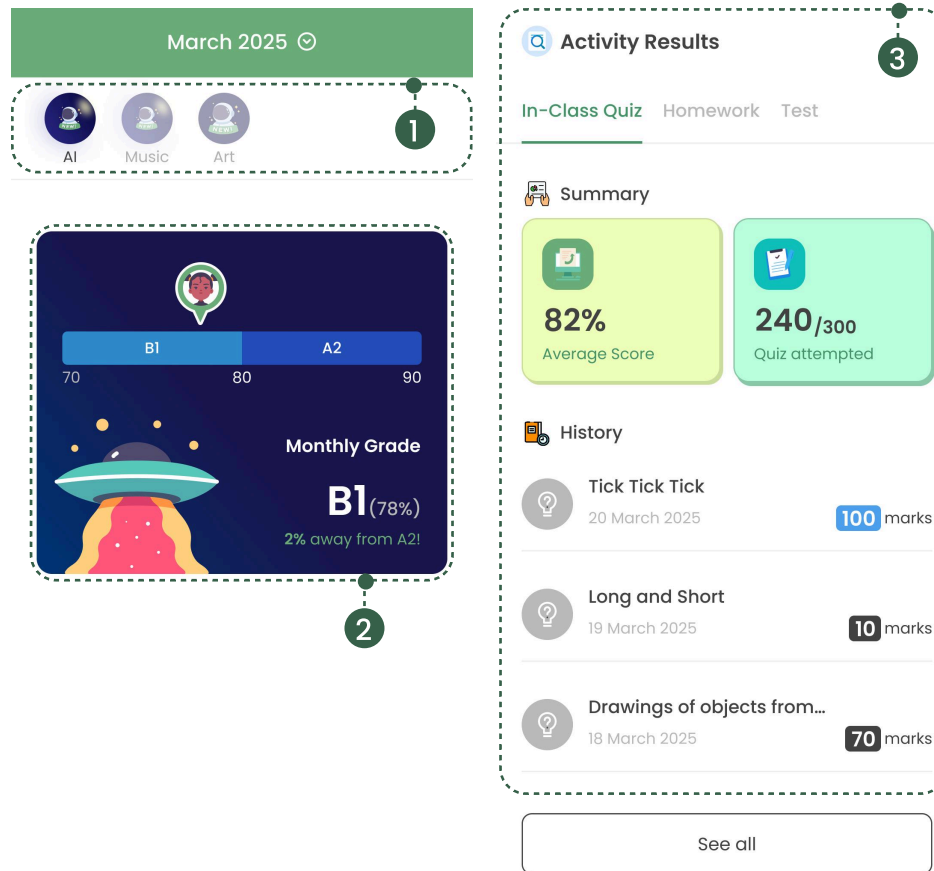
2

1 View Specific Information

See complete details for each homework assignment – including deadline, number of questions, subject, and assignment date

2 Child Performance

Parents can send a reminder notification to ensure their child completes the homework on time



1 Subject Selection

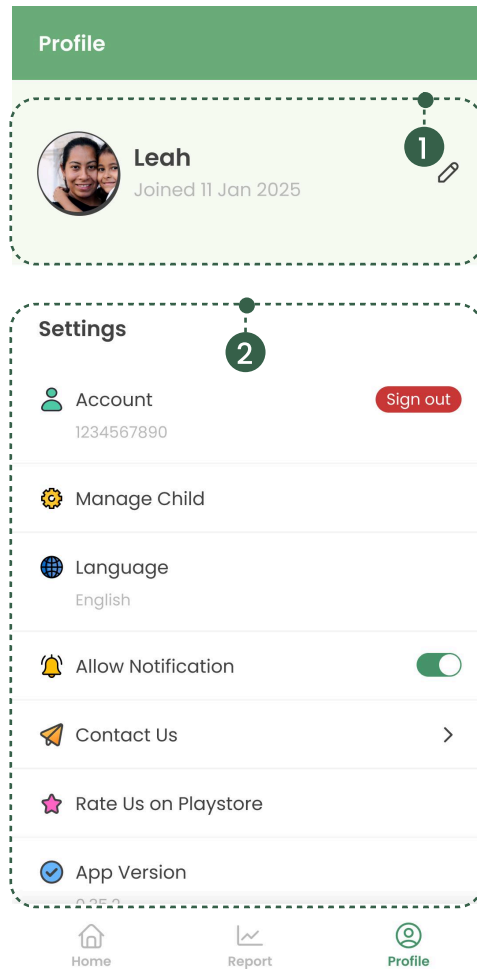
Select a subject to view detailed performance and progress reports

2 Monthly Grade Visualization

See a visual representation of your child's monthly grade — including their level and progress toward the next tier

3 Activity Results

Track quiz, homework, and test scores — including average scores, number of attempts, and completion history



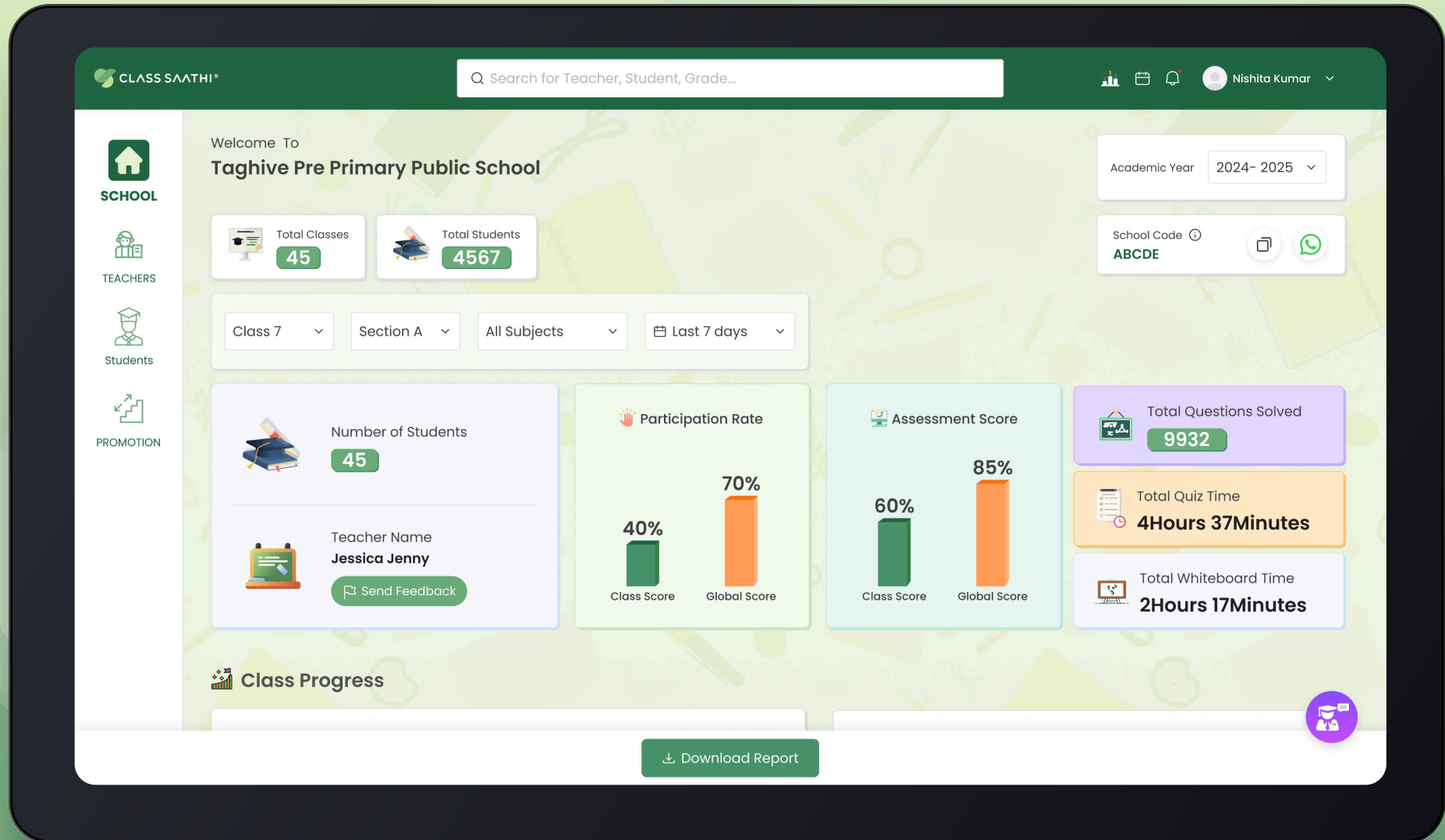
1 Edit Photo

Update your profile picture

2 General

Manage app preferences: change language, enable notifications, manage child accounts, contact support, check the app version, rate the app, or delete your account if needed

◆ Admin App Manual ◆



01 Login



Welcome to Class Saathi

 School Code

 Password

Sign in

 Language

English ▼

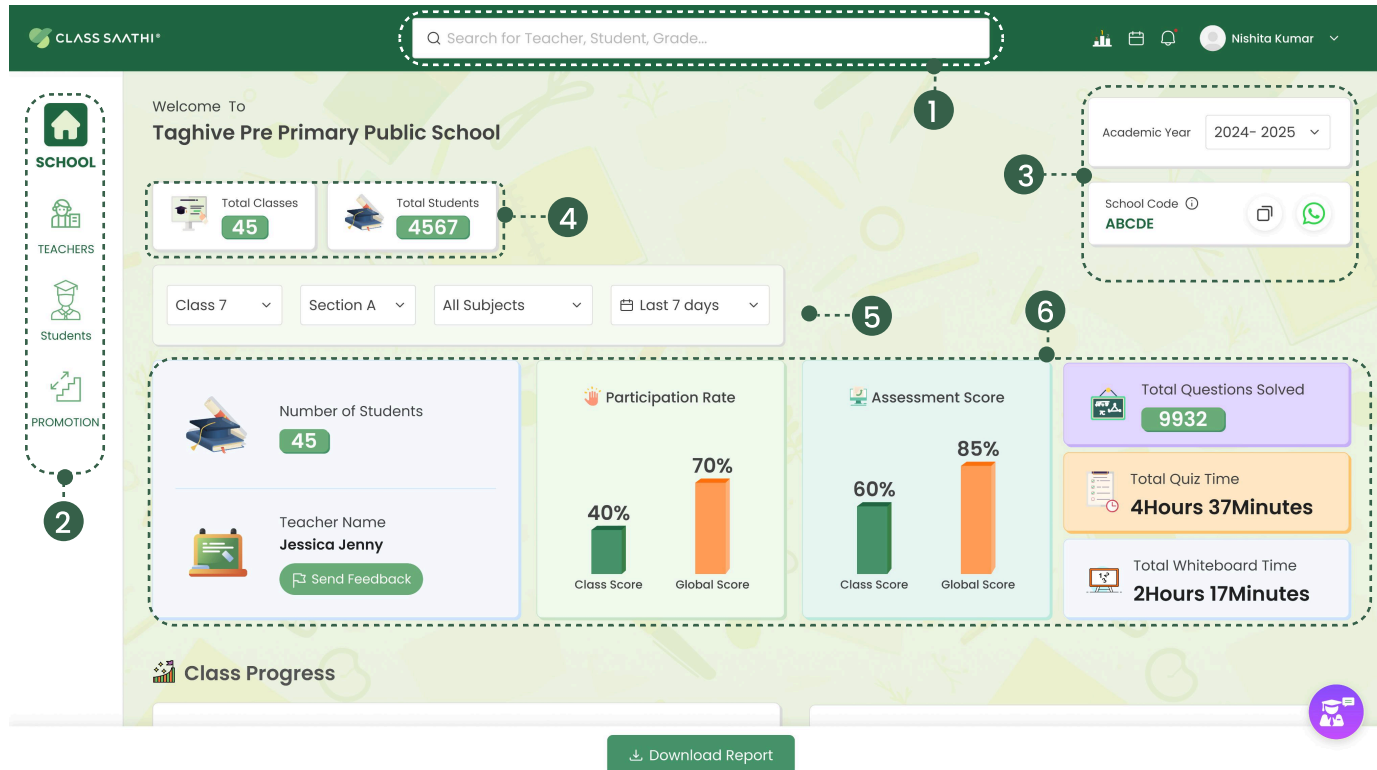
1 Website

To get started, click on the **Admin Dashboard Website** to view your school's data from a bird's-eye view

2 Login

On the login page, enter your School Code/User ID and password
(Note: Your School Code will be provided by the Saathi Team once onboarded)

02 Main Page



1 Top Bar

Search: Search for teachers, students, or grades

Calendar: Track Saathi app usage across all classes

Notification: Manage school requests

Profile: Access basic settings

2 Side bar

School: Overview of class activities and performance

Teachers: Track teacher details

Students: Monitor student performance

Promotion: Manage class promotions at the end of the academic year

3 Academic & School Code

Select the academic year and view the school code for sharing and access

4 Total Classes & Students

Shows the total number of classes and students

5 Report Filters

Customize summary reports by grade, section, subject, and time period

6 Performance Summary

View key performance metrics including student count, assigned teachers, participation rate, assessment scores, questions solved, and average study time

1 Class Progress

Get insights on questions solved, assignments attempted, and total study time

2 Topic

Identify strong and weak topics based on the number of questions solved. You can also compare with other sections

3 Performance

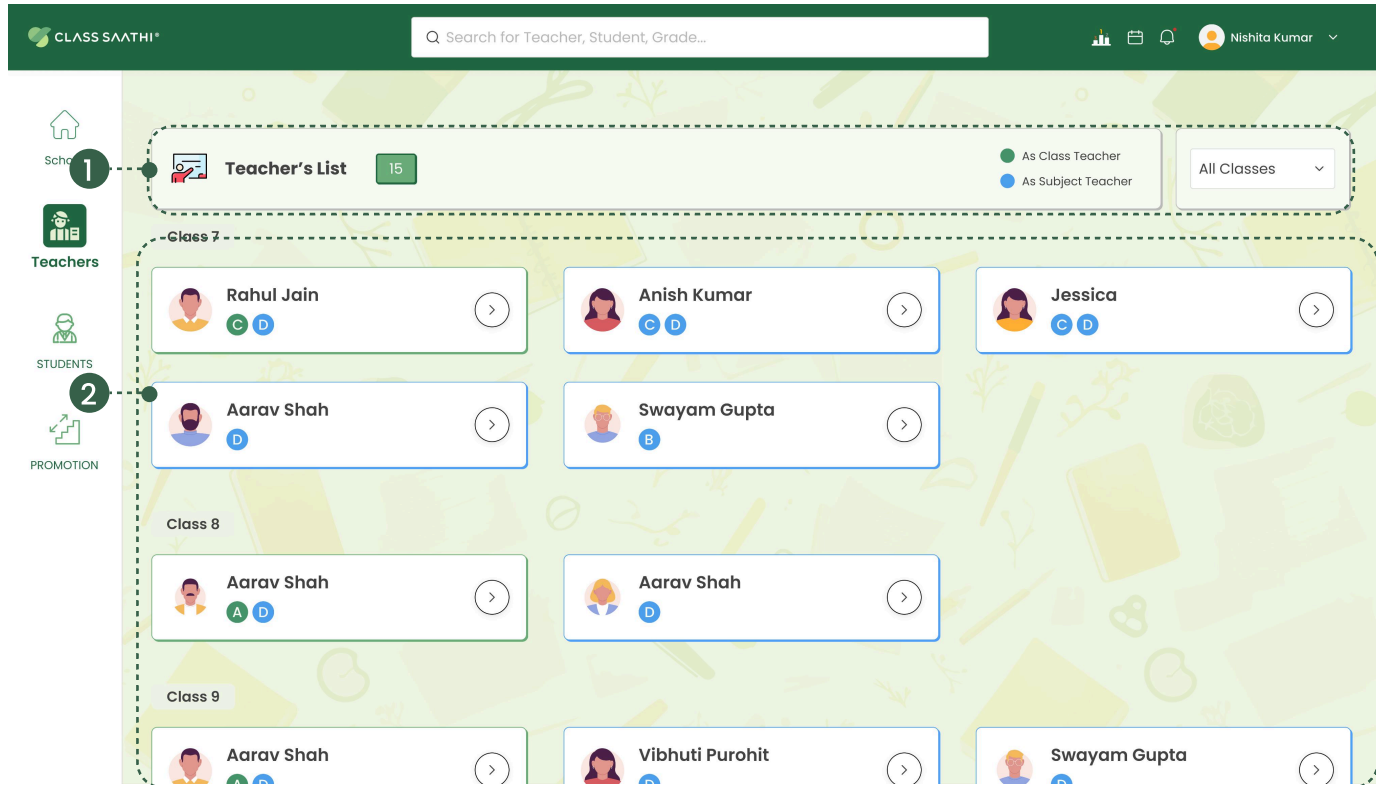
Compare data from previous months to track improvements and see which students are performing well

4 Download Report

Download PDF-based class reports to share during parent-teacher meetings



03 Teachers



The screenshot shows the CLASS SAATHI interface. At the top, there's a green header with the CLASS SAATHI logo, a search bar, and user information (Nishita Kumar). On the left, a sidebar contains icons for School, Teachers, Students, and Promotion. The main content area is titled 'Teacher's List' with a count of 15. It features a filter for 'As Class Teacher' (green dot) and 'As Subject Teacher' (blue dot), and a dropdown for 'All Classes'. The list is organized by class: Class 7, Class 8, and Class 9. Each class section displays teacher profiles with their names, subject teacher status (C or D), and a right arrow icon.

Class	Teacher Name	As Class Teacher	As Subject Teacher
Class 7	Rahul Jain	Yes	No
	Anish Kumar	No	Yes
	Jessica	No	Yes
Class 8	Aarav Shah	Yes	No
	Aarav Shah	No	Yes
Class 9	Aarav Shah	Yes	No
	Vibhuti Purohit	No	Yes
	Swayam Gupta	No	Yes

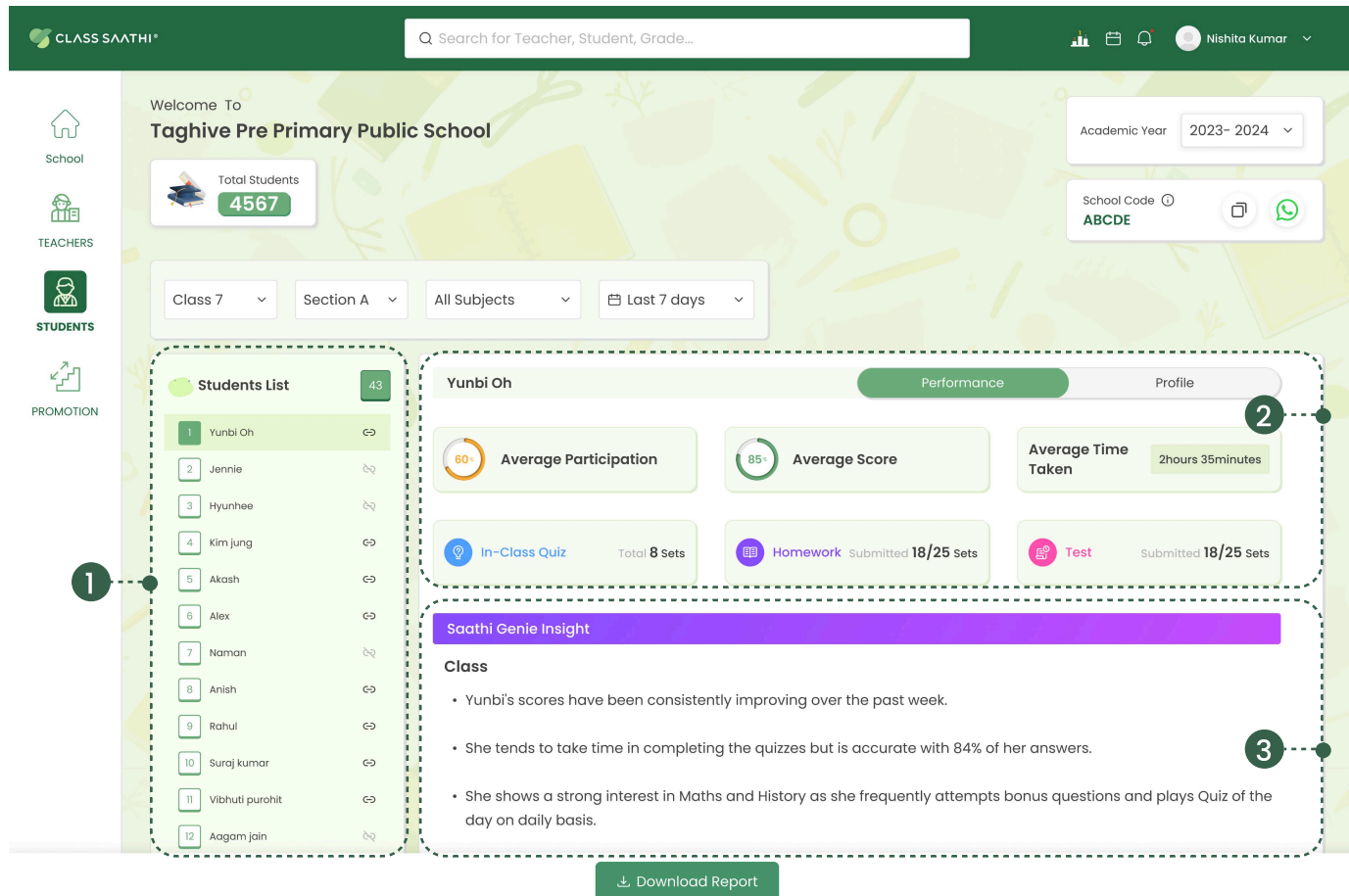
1 Teacher List

View the total number of teachers and the breakdown between class and subject teachers, you can also filter by class

2 Class Detail

See which teachers are handling what classes along with their leaderboard rankings

04 Students



The screenshot displays the CLASS SAATHI interface for Taghive Pre Primary Public School. The top navigation bar includes a search bar, user profile (Nishita Kumar), and navigation icons for School, Teachers, Students, and Promotion. The main content area shows a welcome message and filters for Class 7, Section A, All Subjects, and Last 7 days. A 'Students List' table on the left lists 12 students, with 'Yunbi Oh' selected. The right panel shows the 'Performance' tab for Yunbi Oh, displaying metrics: Average Participation (60%), Average Score (85%), and Average Time Taken (2 hours 35 minutes). Below these are sections for In-Class Quiz (Total 8 Sets), Homework (Submitted 18/25 Sets), and Test (Submitted 18/25 Sets). A 'Saathi Genie Insight' section provides a class overview and specific insights for Yunbi Oh, such as her improving scores and interest in Maths and History. A 'Download Report' button is at the bottom.

1 Students List

2 Student Performance & Profile

3 Genie Insights

1 Student List

View the list of students based on the applied filters. Click on any student's name to view detailed data

2 Student Performance & Profile

In the performance tab, view the student's in-class data and scores. In the profile tab, access basic details such as name, gender, and more

3 Genie Insights

Use Genie to analyze student performance. It will help you identify their strengths and weaknesses

05 Promotion

CLASS SAATHI[®]

Q Search for Teacher, Student, Grade...

📅 🔔 👤 Nishita Kumar ▾

School

TEACHERS

STUDENTS

Promotion

< Students Promotion

Promote the students from selecting the appropriate grade and section on your right.

👤 Promote (From)

2023-24 ▾ Class 8 ▾ Section A ▾ Yunbi Oh

No.	☐	Name	Saathi ID
01	☐	Atharv Agarwal	Saathi - 3DYE7D
02	☐	Naman Jain	Saathi - 3DYE7D
03	☐	Naman Jain	Saathi - 3DYE7D
04	☐	Naman Jain	Saathi - 3DYE7D
05	☐	Naman Jain	Saathi - 3DYE7D
06	☐	Naman Jain	Saathi - 3DYE7D
07	☐	Naman Jain	Saathi - 3DYE7D
08	☐	Naman Jain	Saathi - 3DYE7D
09	☐	Naman Jain	Saathi - 3DYE7D

👤 Promote (To)

2024-25 Class Section Class Teacher

1

2

Promote

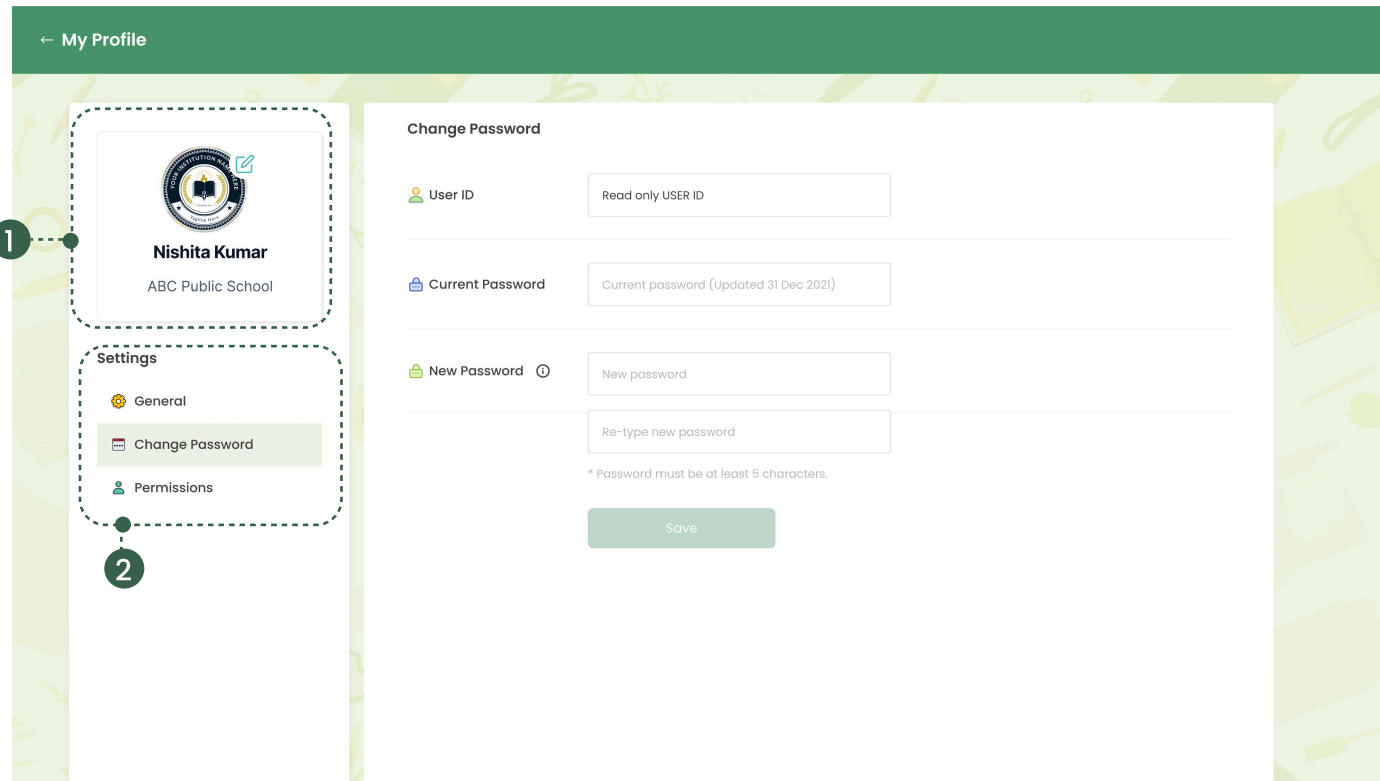
1 Promoting From

Filter the class and section you wish to promote. Use checkboxes to select students from the left panel

2 Promoting To

After clicking 'Promote', selected students will move to the next grade and section. You may also skip promotion for specific students if needed

06 Profile



← My Profile

1

Nishita Kumar
ABC Public School

Settings

- General
- Change Password**
- Permissions

2

Change Password

User ID: Read only USER ID

Current Password: Current password (Updated 31 Dec 2021)

New Password: New password

Re-type new password

* Password must be at least 5 characters.

Save

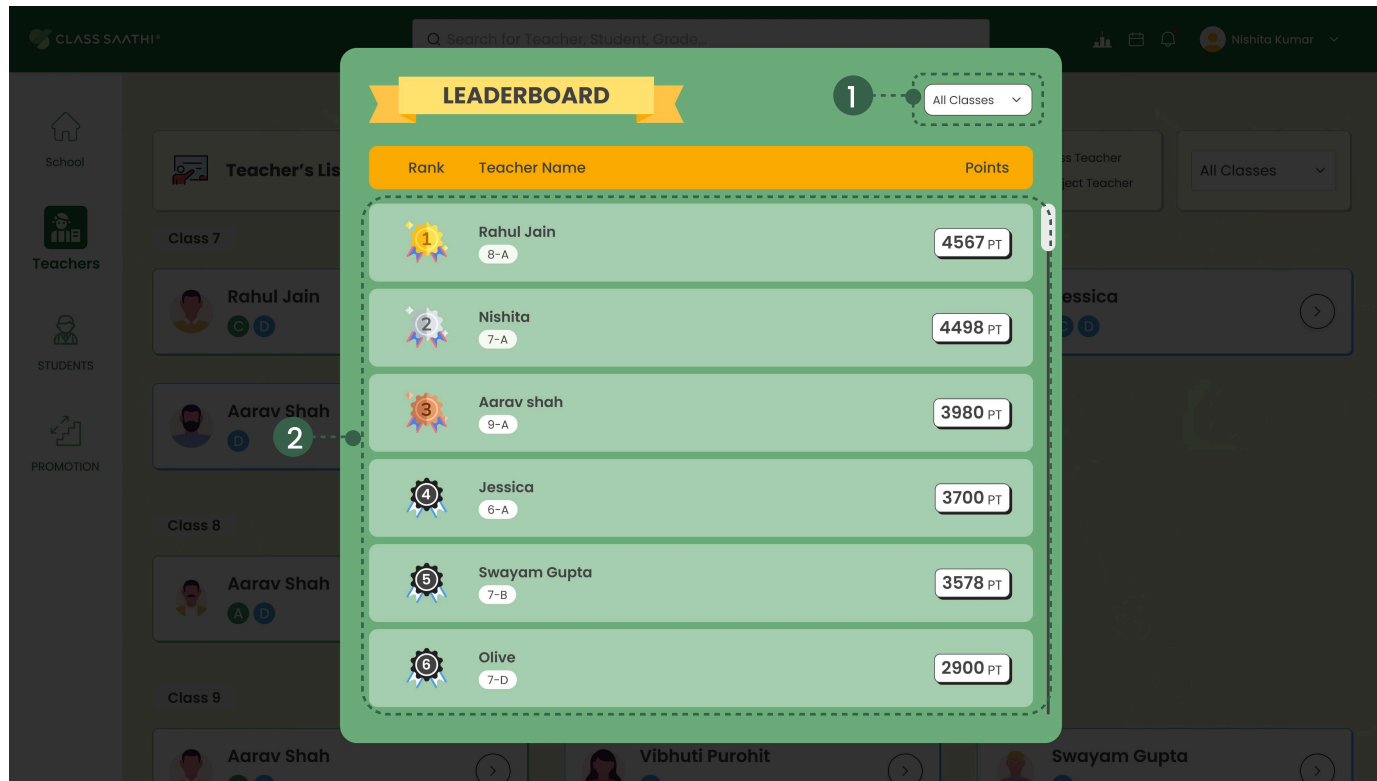
1 Edit Profile

View and edit your admin details and school name. For fields that are non-editable, please contact the Saathi Team for help

2 Settings

Access General Settings to view or share basic school info. You can also change your password here

07 Leaderboard



1 Class Filter

Users can sort the leaderboard according to classes and view teachers' rank list for that class

2 Ranking

Teachers rank are sorted as per the points they earn by doing various activities on their teacher app

LET'S MAKE CLASSROOMS SMARTER WITH CLASS SAATHI!

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