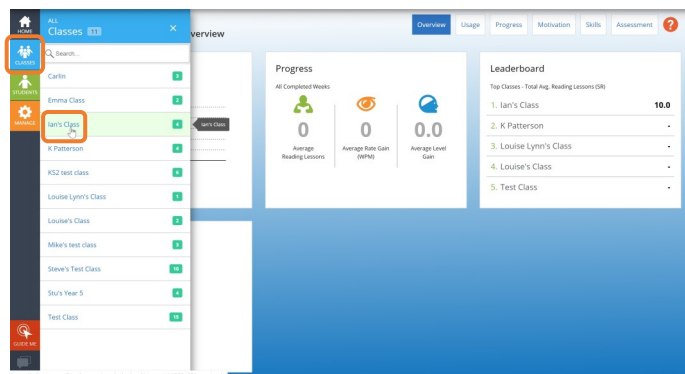


How to Print Level Certificates

Step One

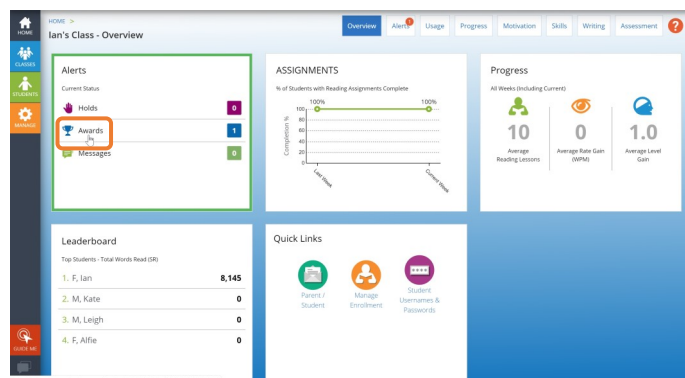
Login to the Educator site through login.readingplus.com using your username and password. Once you are logged in, select **Classes** and then your class.



Step Two

If there is a number next to **Awards** in the **Alerts Panel**, this means there are certificates ready to print out for the pupils. Pupils earn Awards when they unlock new Levels on Reading Plus®.

Click **Awards** to view the pupil or list of pupils who have earned awards.



Step Three

Simply click **Print Award** and remember to click **Send and Clear from List**. Certificates are great to display in the classroom, during assembly or to take home to show parents.

