ren.

Student Guide

Pilot Session

A step-by-step guide to ren.: join your class, hand in your work, read your feedback and find your class materials.

CONTENTS

What's inside

How ren. works . . . 3

START HERE . . . 4
Sign in . . . 4
Join your class: invite email . . . 5
Join your class: class code . . . 6
Your dashboard . . . 7
Find your way around . . . 8

1. HAND IN WORK . . . 9
Open an assignment . . . 10
Upload your work . . . 11
Upload from your phone . . . 12
After you hand in . . . 13
Hand in extra work . . . 14

2. READ YOUR FEEDBACK . . . 15
Open your feedback . . . 16
Your work, annotated . . . 17
The Overall tab . . . 18

3. CLASS MATERIALS . . . 19
Class resources . . . 20
Class lessons . . . 21

HELP . . . 22
Something not working? . . . 22
Get help . . . 23

WELCOME

How ren. works

- Your teacher sets assignments in ren.
- You hand in your work: a file from your computer, or photos from your phone.
- When your teacher starts marking, ren. marks your work first. Your teacher then checks every mark.
- You get paragraph-by-paragraph feedback tied to your teacher's marking criteria, not just a score.

The three stages

1 **Hand in work**
Open an assignment and upload your work. p. 9

2 **Read your feedback**
See your marks and comments once your teacher releases them. p. 15

3 **Class materials**
Files and lessons your teacher has shared. p. 19

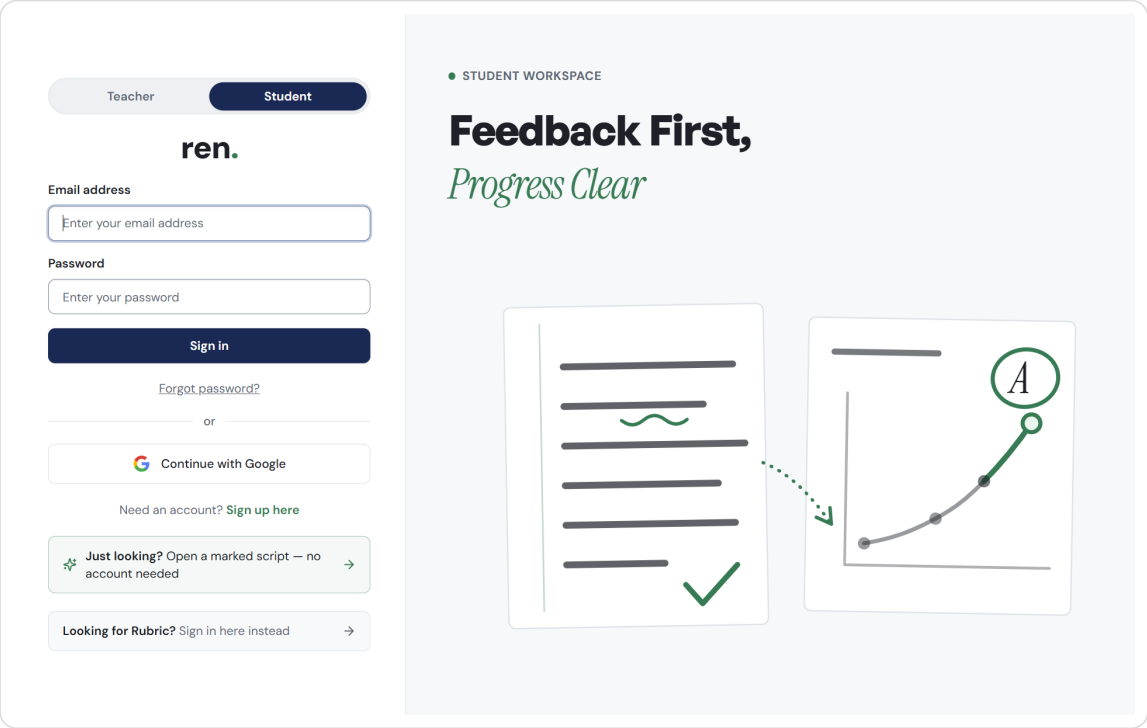
Your teacher has the final say. ren. marks your work first; your teacher checks and finalises every mark and comment before you see it.

You need: an invite email or a class code from your teacher, and a school email or Google account to sign up with.

START HERE

Sign in

1. Go to **renlearn.app/student/sign-in**.
2. Check that the **Student** tab at the top is selected, not **Teacher**.
3. Type your email and password, then click **Sign in**. Or click **Continue with Google**.



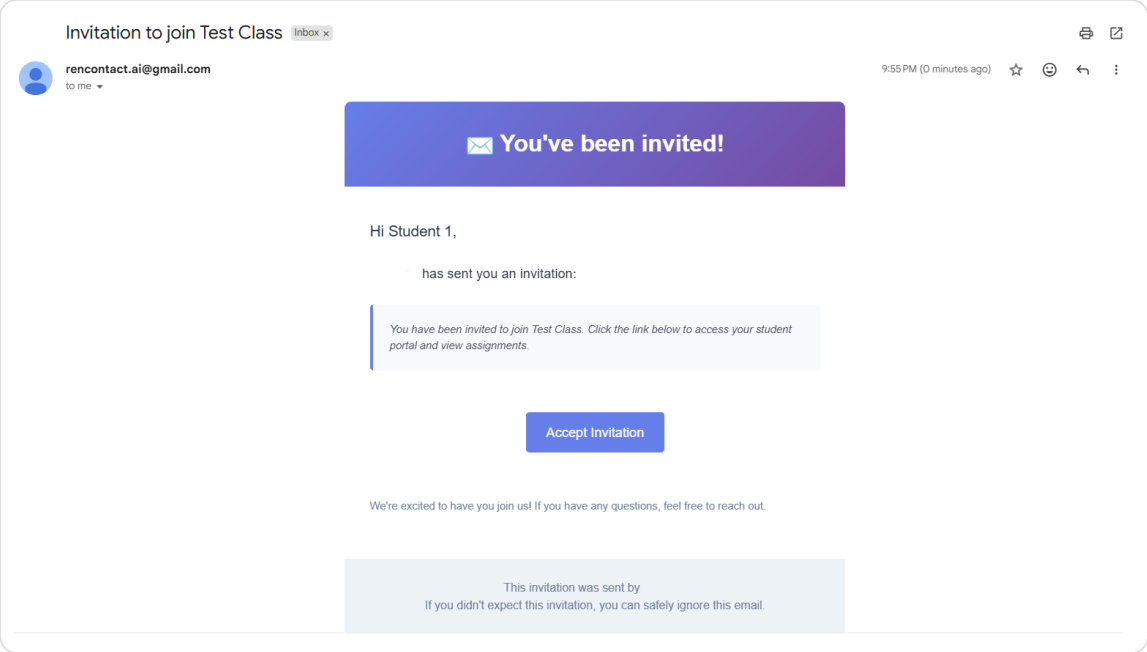
- **New here?** Click **Need an account? Sign up here**.
- **Forgot your password?** Click **Forgot password?** under the **Sign in** button.
- **Using Rubric?** Click **Looking for Rubric? Sign in here instead** at the bottom.

START HERE

Join your class: invite email

Your teacher adds you in one of two ways: an invite email, or a class code (next page).

1. Open the email from ren. and click **Accept invitation**.
2. Sign up with your school email or Google account. Already have a student account? Sign in instead.
3. You are added to the class automatically.

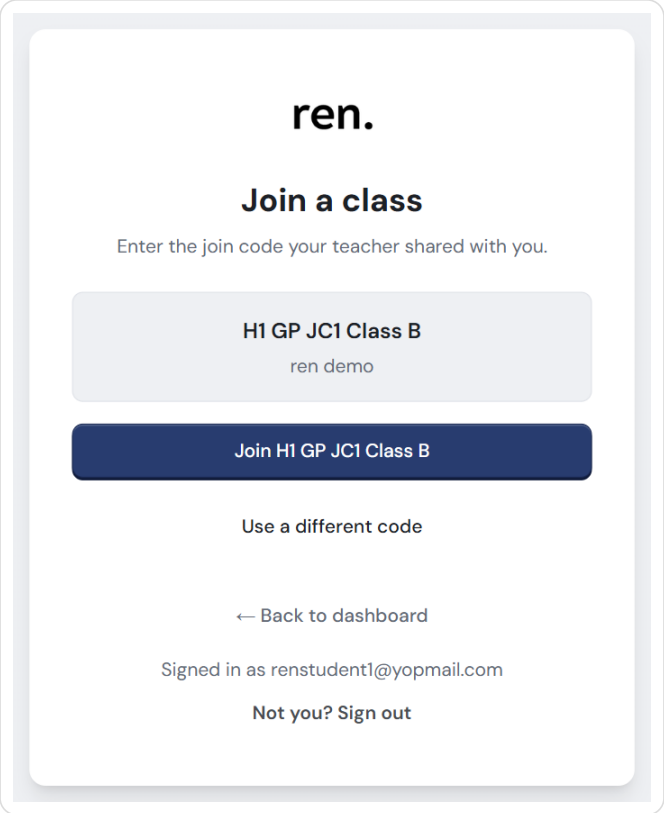


Good to know: Can't find the email? Check your junk folder. School mail filters sometimes block invites; if so, ask your teacher for the class code.

START HERE

Join your class: class code

1. Click **Classes** on the left to open **My Classes**.
2. Click **Join another class**.
3. Type the code your teacher gave you, then click **Continue**.
4. Check the class and teacher names, then click **Join [Class Name]**.

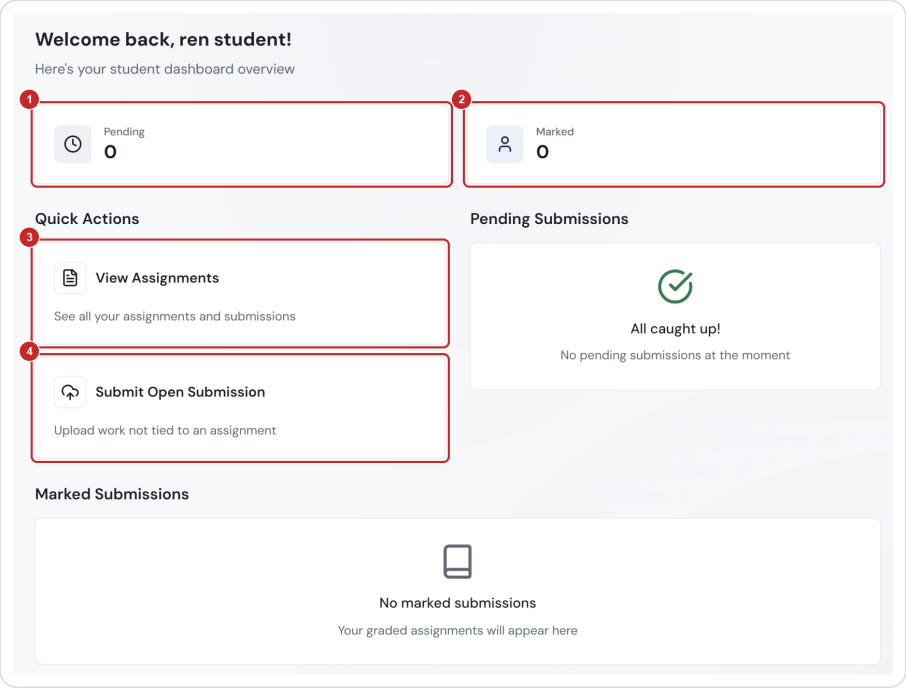


Typed the wrong code? Click **Use a different code** to try again.

START HERE

Your dashboard

This is the first page you see each time you sign in.



1. **Pending**: assignments you haven't handed in yet.
2. **Marked**: work whose results your teacher has released.
3. **View Assignments**: every assignment from all your classes, on one page.
4. **Submit Open Submission**: hand in practice work that isn't a set assignment. You only see it if your school has turned it on.

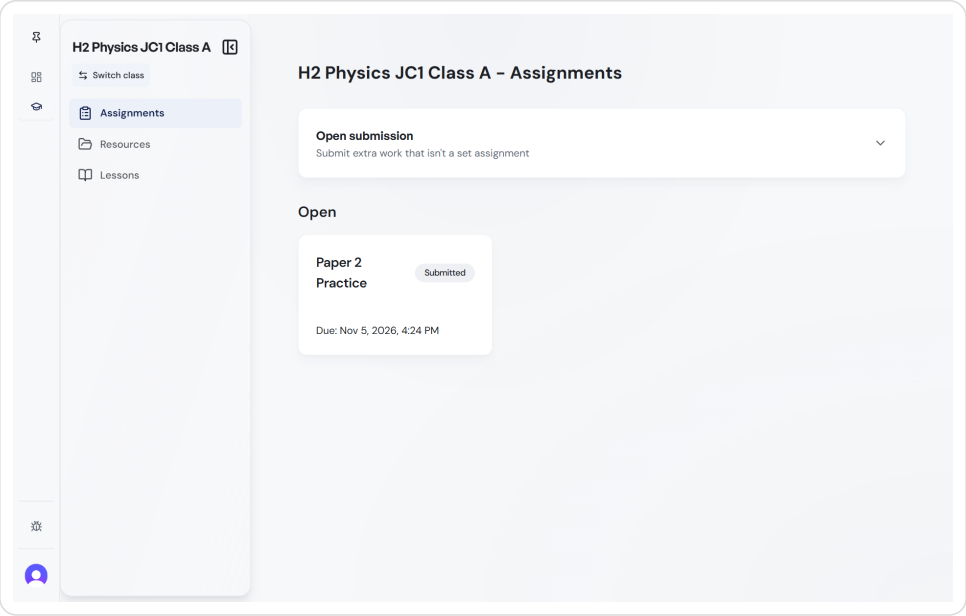
Below these, **Pending Submissions** lists work still to hand in (the due date turns red if it's overdue), and **Marked Submissions** lists your released results. Click a row to open it.

START HERE

Find your way around

Use the thin icon bar on the left. Hover over it to see the labels, or click the pin (**Keep sidebar open**) to keep it open.

- **Dashboard**: your assignments and feedback.
- **Classes**: your **My Classes** page, with a card for each class. Open a class to see its menu: **Assignments**, **Resources** and **Lessons**.
- **Report Bug**: tell the Ren team something isn't working.
- **Your name** (at the bottom): **Manage account** or **Sign out**.



In more than one class? Click **Switch class** under the class name. **Short on space?** Click the arrow icon next to the class name to hide the class menu.

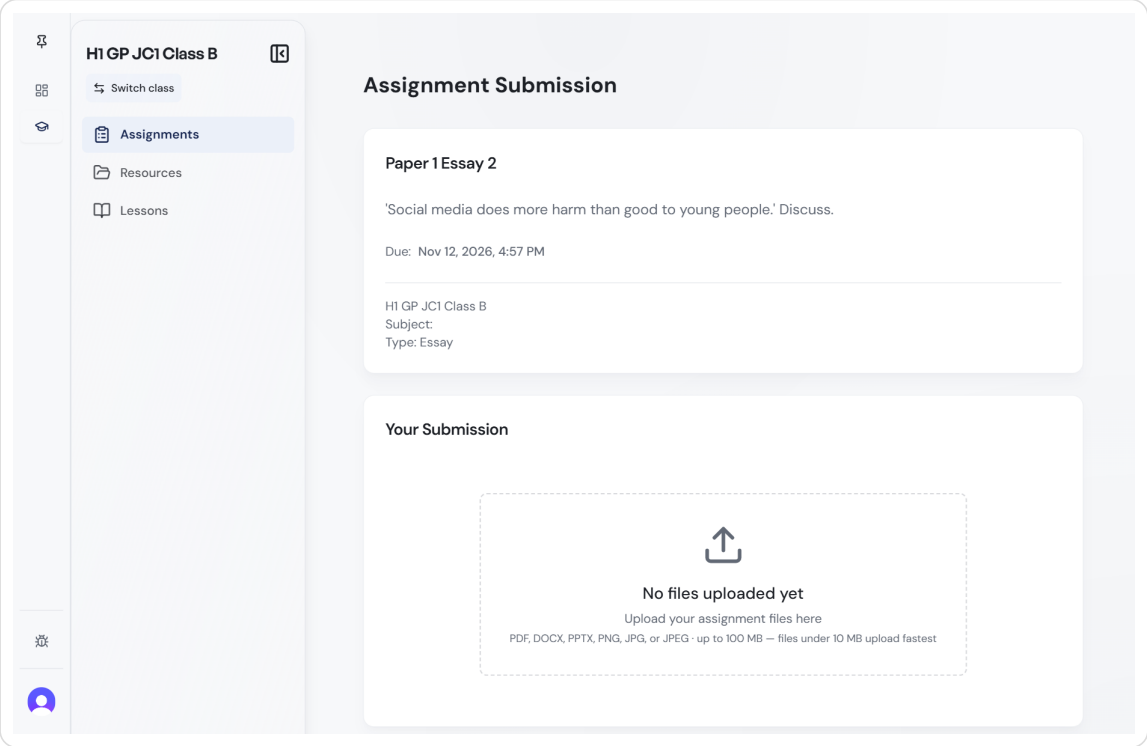
1. HAND IN WORK

STAGE 1

Open an assignment

New assignments appear in **Pending Submissions** on your dashboard, and under the class on the left.

1. Click the assignment on your dashboard. Or click **Classes**, open your class, then **Assignments**.
2. The **Assignment Submission** page opens. It shows the title, description, due date, class and your submission status.

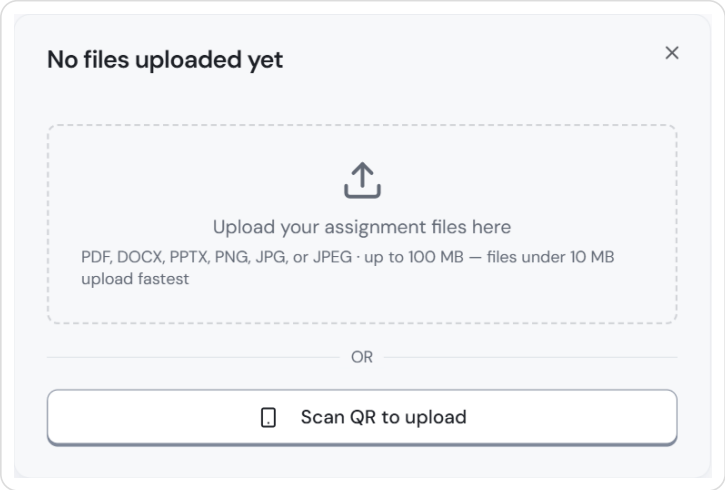


Handing in usually takes under a minute.

STAGE 1

Upload your work

1. In the **Your Submission** box, click **No files uploaded yet**.
2. Drag your file into the box, or click to pick it.
3. Want to add more later? Click the upload icon (**Upload more files**) under your files.



- **File types:** PDF, Word, PowerPoint, PNG and JPG. Word and PowerPoint files are turned into PDFs.
- **Size:** up to 100 MB per file, and up to 70 pages per PDF.
- Upload one combined PDF or several files; they all go into the same submission.

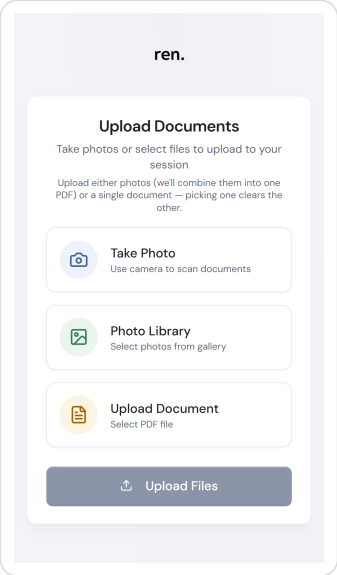
Careful: Check your files before your teacher starts marking. After that you can't add, replace or delete files, and the page says *Your teacher has started marking this work.* Uploaded the wrong file? Ask your teacher.

STAGE 1

Upload from your phone

Handwritten work? Photograph it with your phone.

1. On your computer, click **Scan QR to upload** in the upload box. Keep this box open.
2. Scan the QR code with your phone camera. The **Upload Documents** page opens.
3. Tap **Take Photo** for each page, or **Photo Library** for photos you already have. Or tap **Upload Document** for a PDF.
4. Tap **Upload *N* pages**. ren. combines your photos into one PDF.
5. Your phone shows **Upload Complete**. On your computer you see **File uploaded successfully**.



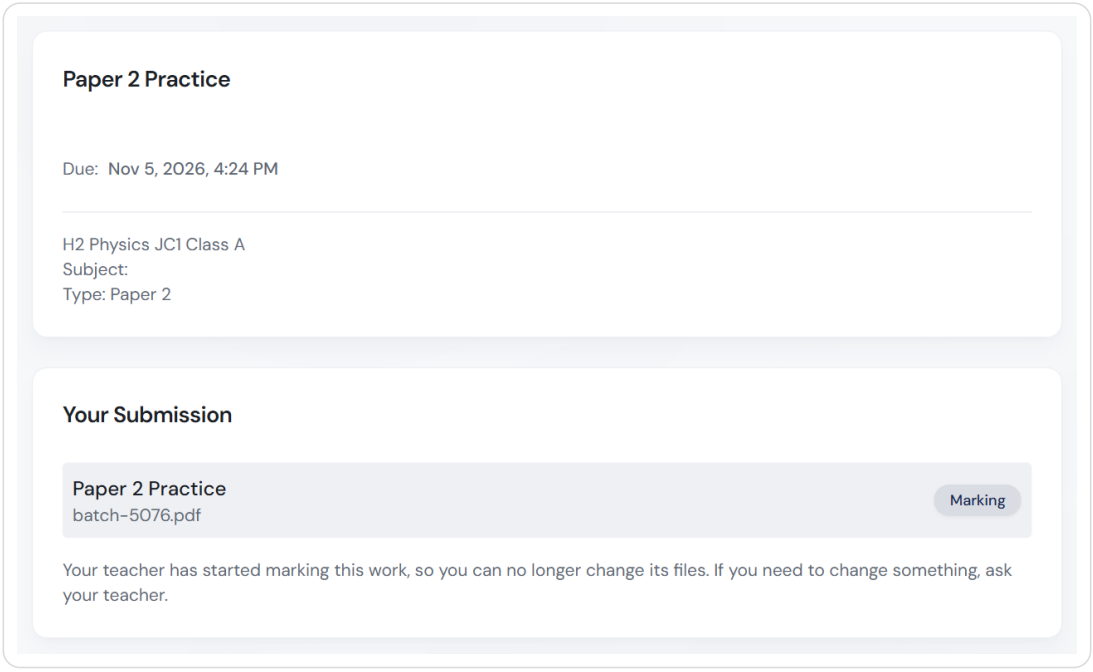
Good to know: Use good light, lay the page flat, keep the whole page in frame, and take one photo per page, in order. Already on your phone? Open the assignment there and tap **Take photos of your work**.

Careful: Your computer only picks up the upload while the QR code is open. Closed it by mistake and the file is missing? Upload again.

STAGE 1

After you hand in

Your file appears under **Your Submission** with a status badge. It goes to your teacher automatically.



- **Marking**: ren. is marking your work, then your teacher checks it.
- **Being graded**: your teacher has finished and ren. is getting your feedback ready. This is short.
- **Finalised** (green): your results are released. Your score shows next to it, unless your teacher has hidden scores.

When will I see my marks? Only after your teacher releases results. Until then your work shows **Marking**, even if marking has finished. This is normal.

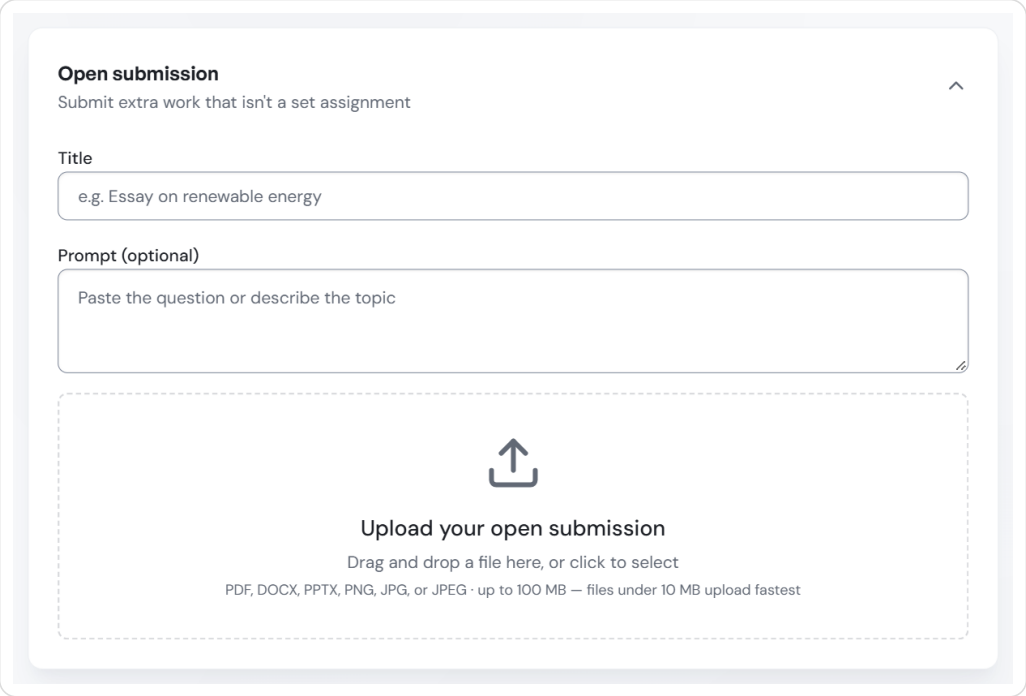
Rejected? A **Rejected** badge (for example, wrong file type or a blank page) comes with a short reason. Think it's a mistake? Ask your teacher; they can upload your work for you.

STAGE 1

Hand in extra work

Want feedback on a practice essay that isn't a set assignment? Use **Open submission**. You only see it if your school has turned it on.

1. Open your class's **Assignments** page.
2. Click **Open submission** to expand it.
3. Type a **Title**. Optionally, add the question or topic under **Prompt (optional)**.
4. Click **Upload your open submission** and add one file.



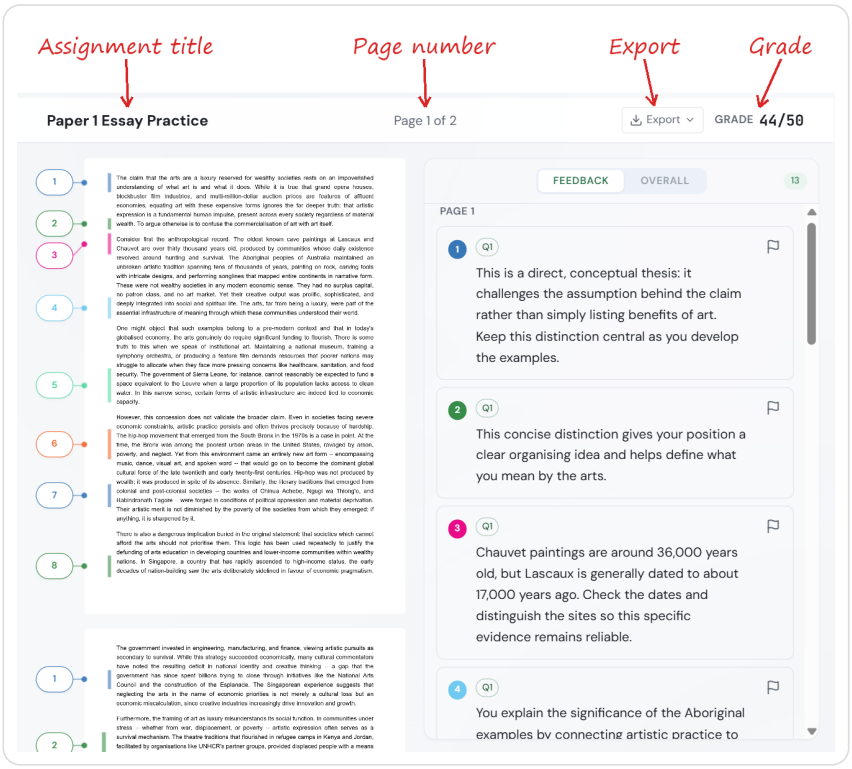
You see **Open submission sent!** When your feedback is ready, it appears in **Marked Submissions** on your dashboard.

2. READ YOUR FEEDBACK

STAGE 2

Open your feedback

1. On your dashboard, find the assignment in **Marked Submissions**. It shows a green **Marked** tick.
2. Click it. Your work opens on the left and the feedback on the right.



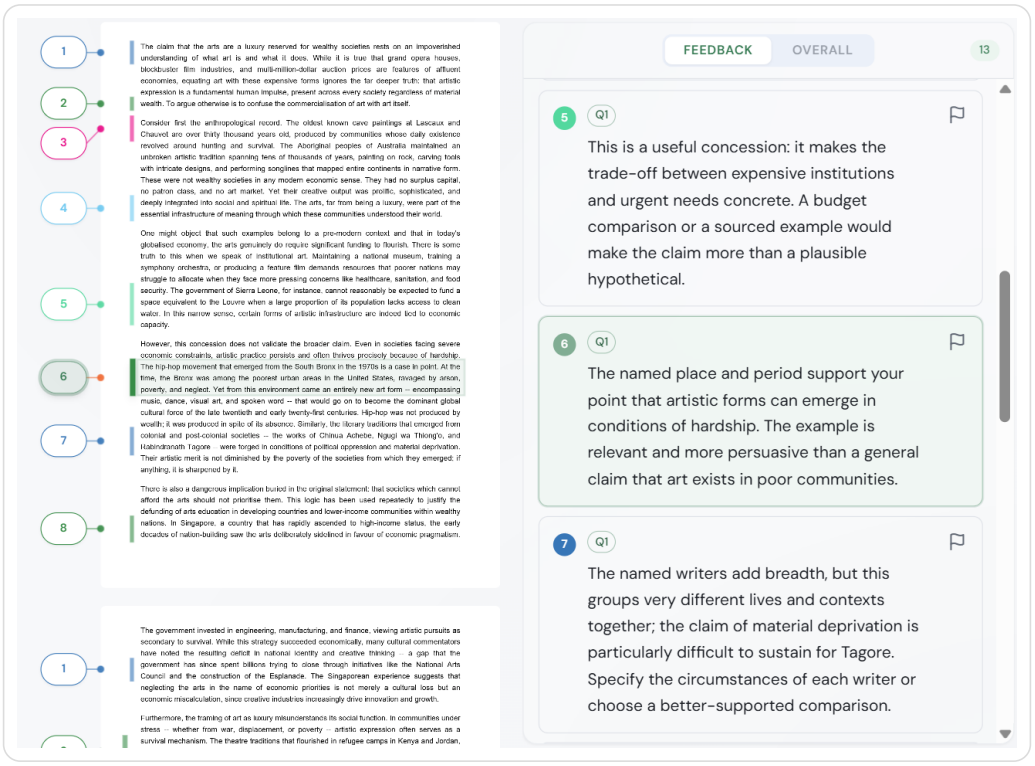
- The top bar shows the page you're on and your **Grade**.
- Click **Export** to download a PDF of your marked work, or **Export without Score**.
- Pages scroll one after another. Prefer one at a time? Open **Export** and choose **One page** under **Page view**.
- Handed in more than one file? Use the **File 1 of 2** arrows at the top.

STAGE 2

Your work, annotated

Numbers in the margin of your work point to coloured bars beside the parts ren. and your teacher commented on.

1. Click a number. That part of your work lights up.
2. The panel on the right jumps to its comment.
3. Or click a comment card to find its place in your work.



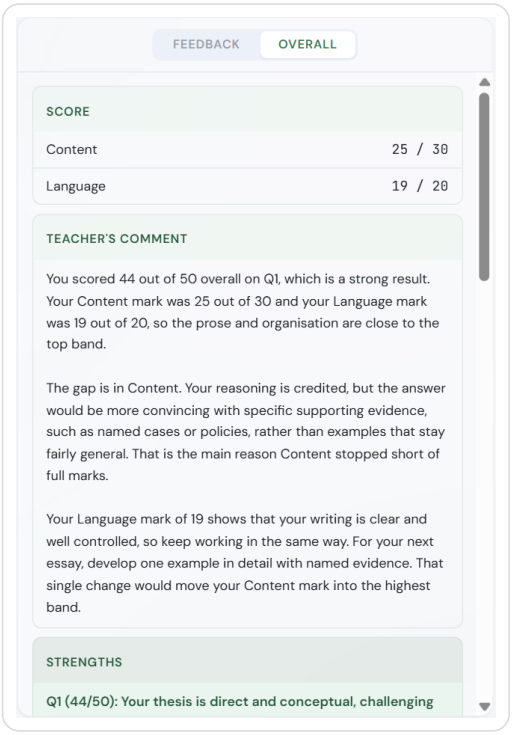
The **Feedback** tab lists every comment, grouped by page. Each one is labelled by question, for example `Q1`, or `Q1(a)(i)` in question-and-answer papers, which also show the marks each comment gave (for example `+2`).

STAGE 2

The Overall tab

Click **Overall** for feedback on your whole piece of work. Depending on what your teacher added, you see:

- **Score**: your marks for each part of the marking criteria.
- **Teacher's Comment**: your teacher's own note to you.
- **Strengths** (green): what you did well.
- **Areas for Improvement** (amber): where you lost marks, and why.
- **Action Steps** (blue): what to try next time.



Scores hidden? Your teacher can choose not to show scores. You still see every comment and the Overall feedback, but no marks; your dashboard says **Graded** instead of a percentage.

Good to know: Does a comment not match your work? Click the flag icon on its card (**Report a problem with this comment**) and pick a reason. Only the Ren team reads this.

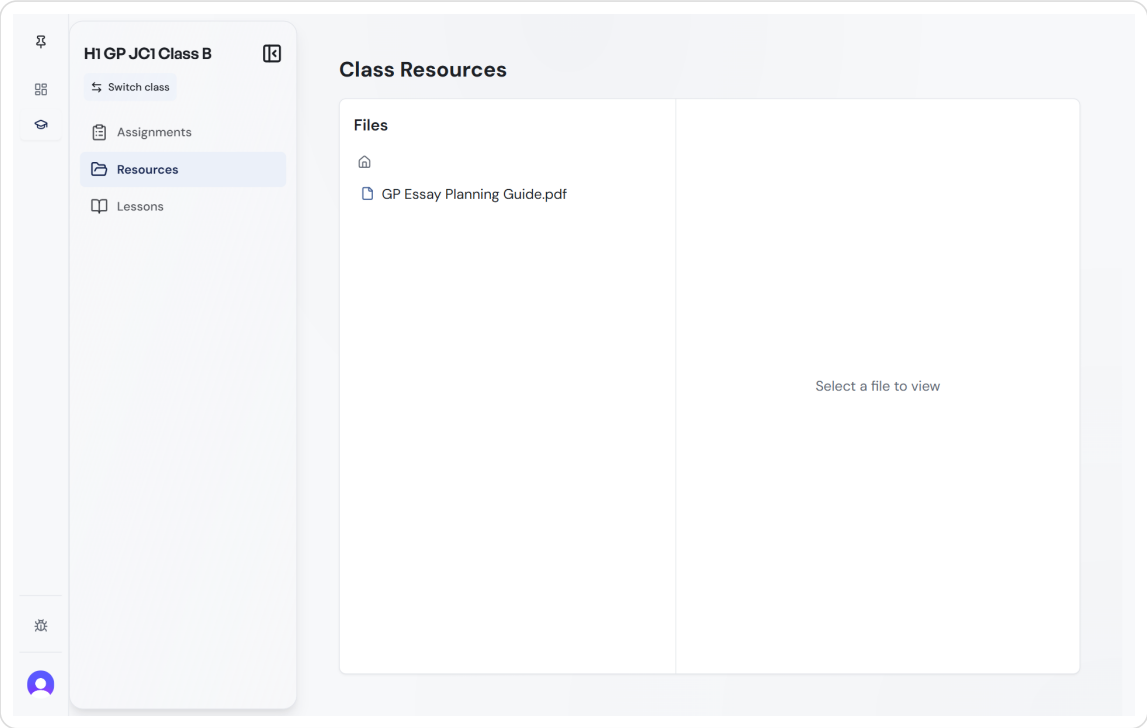
3. CLASS MATERIALS

STAGE 3

Class resources

Every file your teacher has shared with your class.

1. Click **Classes**, open your class, then click **Resources**.
2. Open a folder, or click the home icon to go back to the top.
3. Click a file to preview it on the page.
4. Zoom in or out, or click the download icon to save it. Click **All files** to go back.



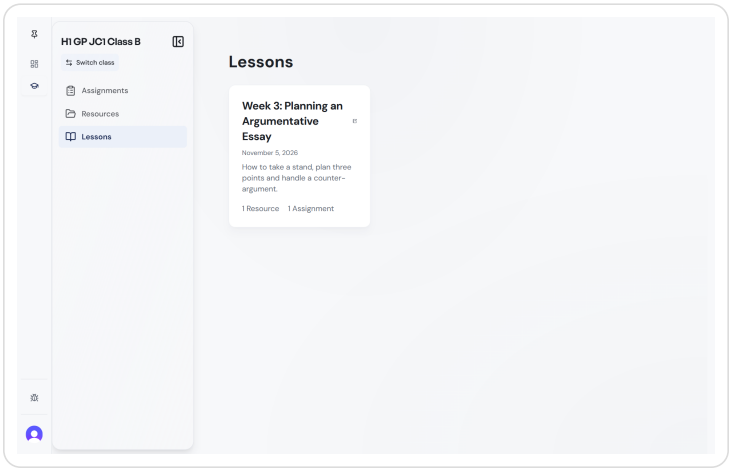
Good to know: Your teacher can schedule files to appear later, for example revision notes after a topic is taught.

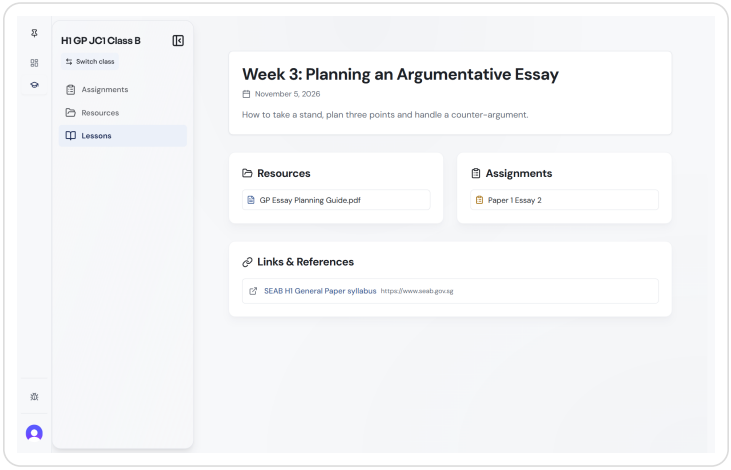
STAGE 3

Class lessons

A lesson groups the assignments and files for one topic. Great for revision.

1. Click **Classes**, open your class, then click **Lessons**.
2. Each card shows the title, date, a short description, and how many resources and assignments it has. Click one.
3. Inside, you see its **assignments**, **resources** and any **Links & References** from your teacher.





HELP

Something not working?

I didn't get an invite email

Check your junk folder. Still nothing? Ask your teacher for the class code (p. 6).

My class code doesn't work

Check you typed it exactly, then click **Use a different code** and try again. If it still fails, your teacher may have turned off joining by code; ask them.

My upload failed or was rejected

Check the file type and size (p. 11), then upload again. If it says **Rejected**, read the reason and ask your teacher.

I uploaded the wrong file

Delete it with the bin icon and upload the right one. Can't? Your teacher has started marking; ask them to change it.

I can't see my marks

Your teacher hasn't released results yet. Your work shows **Marking** until they do.

A comment or mark looks wrong

Tell your teacher which assignment. To flag one comment, click the flag icon on its card (p. 18).

HELP

Get help

Your **teacher** is your first point of contact for marks, assignments and class codes.

For a technical problem, click **Report Bug** on the left in ren., or email us.

Email hello@reneducation.com

What to tell us

- Your **class** and **assignment** name.
- What you did just before the problem.
- A **screenshot** of the screen.

The help website has more detail on everything in this guide, and is always the most up to date.