

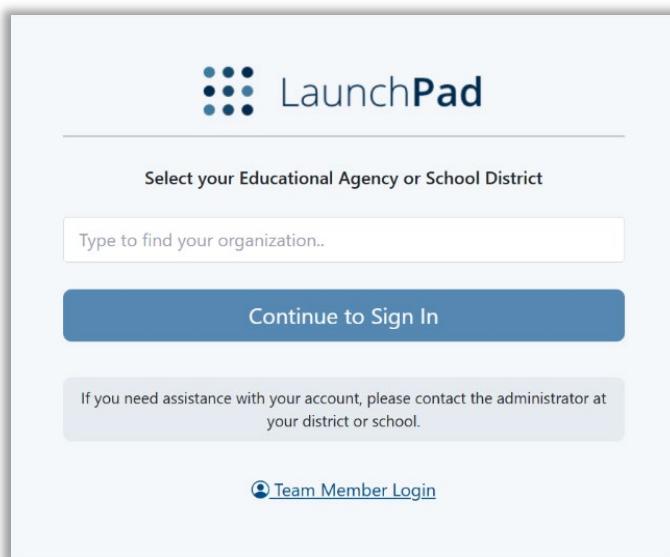
Quick Guide for WriteUp! Access

This guide provides step-by-step instructions for District Administrators, Site Admin/School Coordinators, Teachers, and Students to log in to WriteUp! It includes directions for generating and printing QR codes for students in grades 3–5 and outlines separate login processes for students in grades 3–5 (QR code access) and grades 6–12 (username/password access).

WriteUp! is configured to teacher and student roles; however, those with administrator or coordinator roles will have view access to the platform as noted.

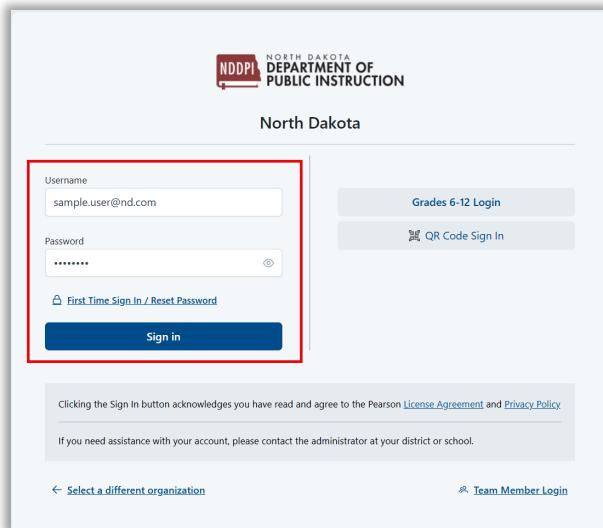
Steps for District Administrators and Site Admin/School Coordinators to Log in to WriteUp!

1. Go to Pearson's LaunchPad single sign on site at: launchpad.pearson.com.
2. Begin typing in **North Dakota** in the text box. Do not enter your district or school name.
 - Note: If you have previously visited this login page, this step may not be necessary because the selection will be saved.



3. Enter your Username and Password.

- Note: If you do not know your credentials, click the blue "First Time Sign In / Reset Password link".



ND DPI NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION

North Dakota

Username: sample.user@nd.com

Password:

[First Time Sign In / Reset Password](#)

Sign in

Clicking the Sign in button acknowledges you have read and agree to the Pearson [License Agreement](#) and [Privacy Policy](#)

If you need assistance with your account, please contact the administrator at your district or school.

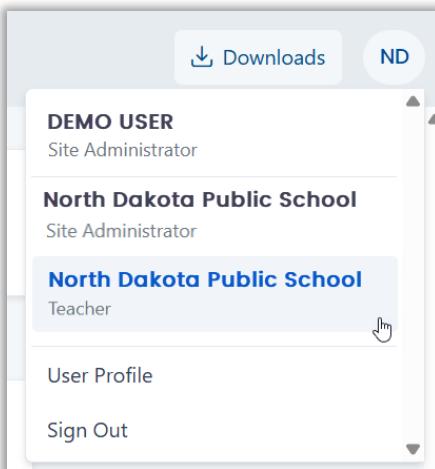
[Select a different organization](#)

[Team Member Login](#)

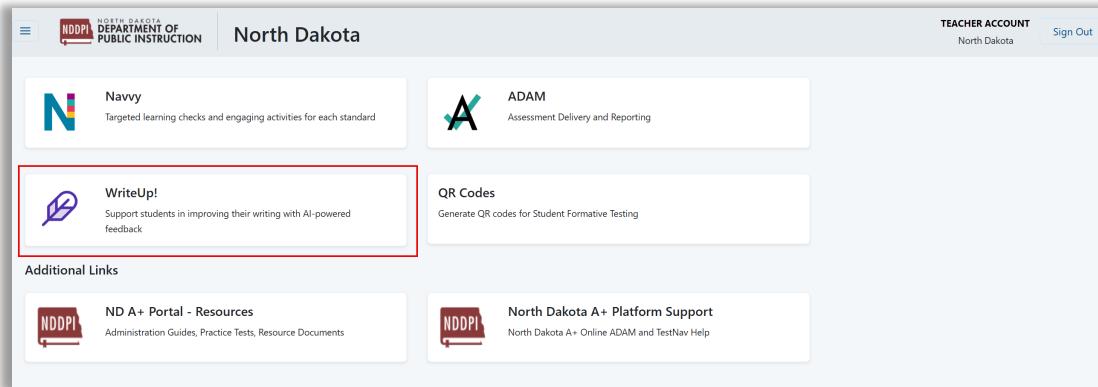
4. The LaunchPad homepage will appear.

5. If you are a District Administrator or Site Admin/School Coordinator who also has a Teacher account, you may need to first toggle to your teacher account.

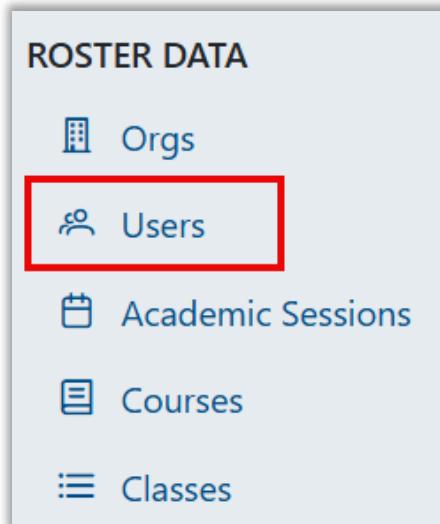
- Do this by clicking your profile icon at the top right and selecting your teacher account from the dropdown.



- Once in your teacher account, you will be able to see the WriteUp! tile. Select the **WriteUp!** tile to access the platform (connected directly to your teacher account in LaunchPad).



- If you are a District Administrator or Site Admin/School Coordinator only, you will have view access to WriteUp! through an existing teacher account.
 - WriteUp! is configured for teacher and student account use only.
 - After logging in, click on "Users" in the left navigation panel under "Roster Data."



- From the Users page, click “Non-Students” and filter “Role” on “Teacher.” Click on a teacher row to enter the user account page.

Last Name	First Name	Role	Email	Organization Name
[Redacted]	[Redacted]	Site Admin, Site Admin + Login As	[Redacted]	[Redacted]
[Redacted]	[Redacted]	Teacher	[Redacted]	[Redacted]
[Redacted]	[Redacted]	Teacher	[Redacted]	[Redacted]
[Redacted]	[Redacted]	Teacher	[Redacted]	[Redacted]

- From the teacher account page, click “Actions” in the upper right corner of the screen, then select “Sign In As User” to log in as that teacher.

Actions

→ Sign In As User

↗ Send Welcome Email

- The teacher LaunchPad homepage will appear. Select the WriteUp! tile to access the platform directly (connected to the teacher account in LaunchPad).

N

Navvy
Targeted learning checks and engaging activities for each standard

A

ADAM
Assessment Delivery and Reporting

W

WriteUp!
Support students in improving their writing with AI-powered feedback

QR Codes
Generate QR codes for Student Formative Testing

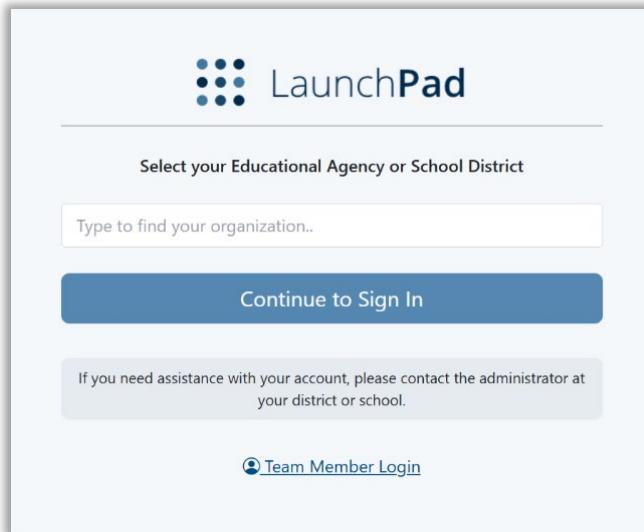
TEACHER ACCOUNT
North Dakota Sign Out

ND A+ Portal - Resources
Administration Guides, Practice Tests, Resource Documents

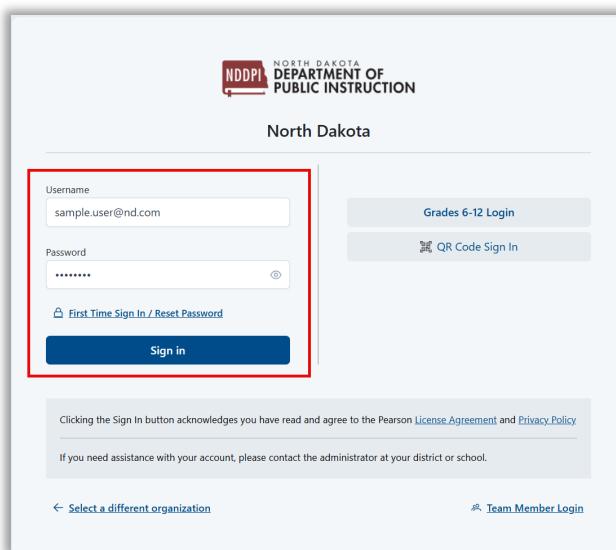
North Dakota A+ Platform Support
North Dakota A+ Online ADAM and TestNav Help

Steps for Teachers to Log in to WriteUp!

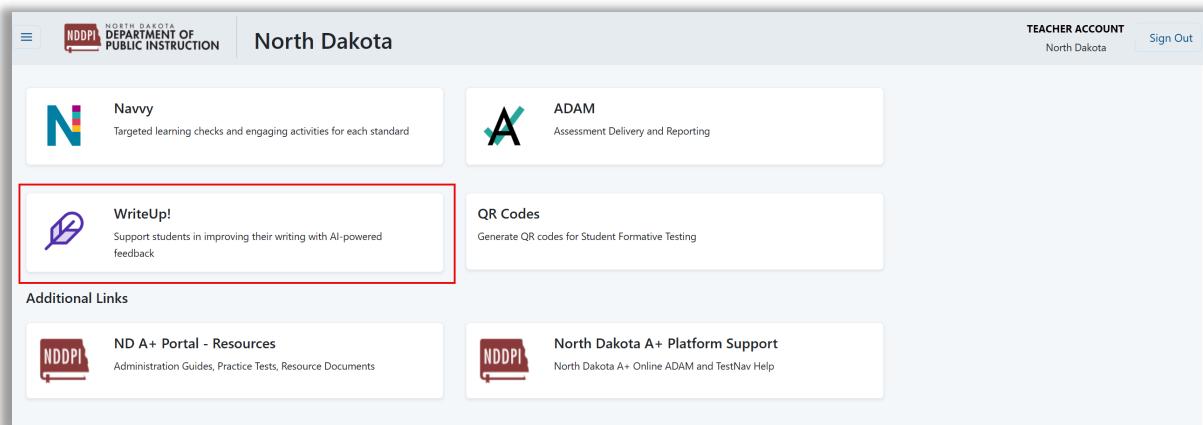
1. Go to Pearson's LaunchPad single sign on site at: launchpad.pearson.com.
2. Begin typing in **North Dakota** in the text box. Do not enter your district or school name.
 - Note: If you have previously visited this login page, this step may not be necessary because the selection will be saved.



3. Enter your Username and Password.
 - Note: If you do not know your credentials, click the blue "First Time Sign In / Reset Password link".



4. The LaunchPad homepage will appear. Select the **WriteUp!** tile.

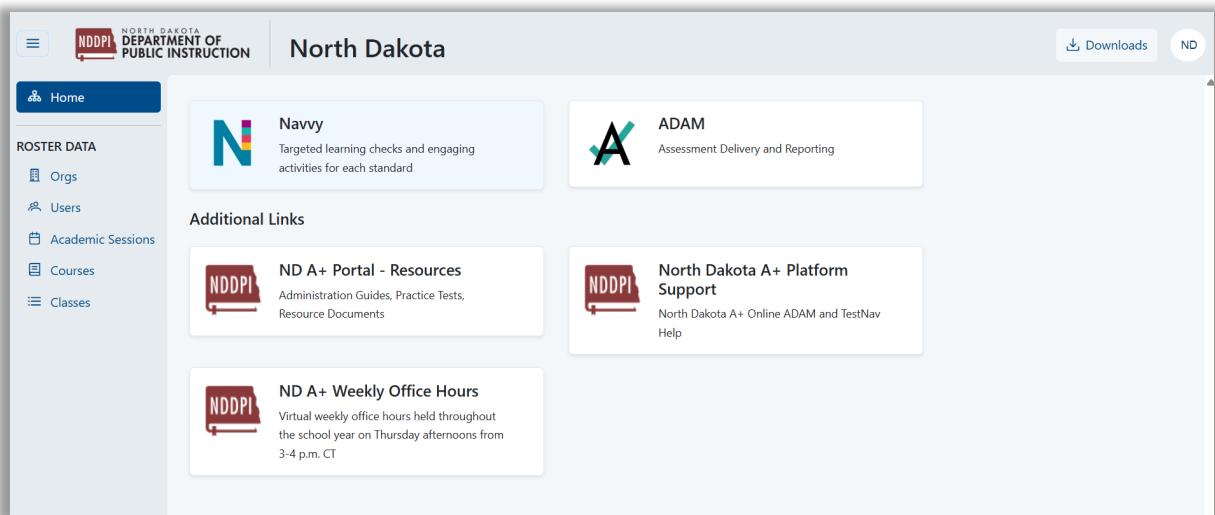


The screenshot shows the North Dakota LaunchPad homepage. At the top, there is a header with the NDDPI logo, the text "North Dakota", and "TEACHER ACCOUNT North Dakota" with a "Sign Out" link. Below the header are several tiles. The "WriteUp!" tile, which features a purple leaf icon and the text "Support students in improving their writing with AI-powered feedback", is highlighted with a red box. Other tiles include "Navvy" (a blue 'N' icon, "Targeted learning checks and engaging activities for each standard"), "ADAM" (a green 'A' icon, "Assessment Delivery and Reporting"), "QR Codes" (a blue 'A' icon, "Generate QR codes for Student Formative Testing"), and "Additional Links" which includes "ND A+ Portal - Resources" (a red 'N' icon, "Administration Guides, Practice Tests, Resource Documents") and "North Dakota A+ Platform Support" (a red 'N' icon, "North Dakota A+ Online ADAM and TestNav Help").

Steps for District Administrators and Site Admin/School Coordinators to Generate and Print QR Codes for Students in Grades 3-5

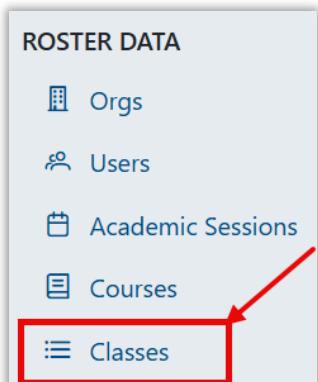
Note: The following steps show how to create QR codes for student LaunchPad access and are also in the Navvy Access Guide. Generally, once a QR code has been generated for a student, they can log in to LaunchPad and access all available apps, including Navvy and WriteUp! If you have already done this for Navvy, you do not need to do it again.

1. When District Administrators and Site Admin/School Coordinators sign into LaunchPad, the LaunchPad homepage will appear.



The screenshot shows the North Dakota LaunchPad homepage. At the top, there is a navigation bar with the NDDPI logo, the text "NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION", the word "North Dakota", a "Downloads" button, and a "ND" button. Below the navigation bar, there is a "Home" button in a blue box. To the left, a vertical navigation panel titled "ROSTER DATA" lists "Orgs", "Users", "Academic Sessions", "Courses", and "Classes". The "Classes" button is highlighted with a red box. The main content area features several cards: "Navvy" (Targeted learning checks and engaging activities for each standard), "ADAM" (Assessment Delivery and Reporting), "Additional Links" (including "ND A+ Portal - Resources" and "North Dakota A+ Platform Support"), and "ND A+ Weekly Office Hours" (Virtual weekly office hours held throughout the school year on Thursday afternoons from 3-4 p.m. CT).

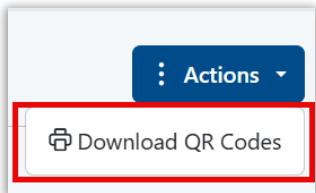
2. In the left navigation panel, under "Roster Data", click "Classes".



The screenshot shows the "ROSTER DATA" navigation panel. It lists "Orgs", "Users", "Academic Sessions", "Courses", and "Classes". A red box highlights the "Classes" button, and a red arrow points to it from the bottom right.

3. Find the relevant class in the list and click on that row to open the class record.

4. Click “Actions” in the upper right corner of the screen, and then select “Download QR Codes”.



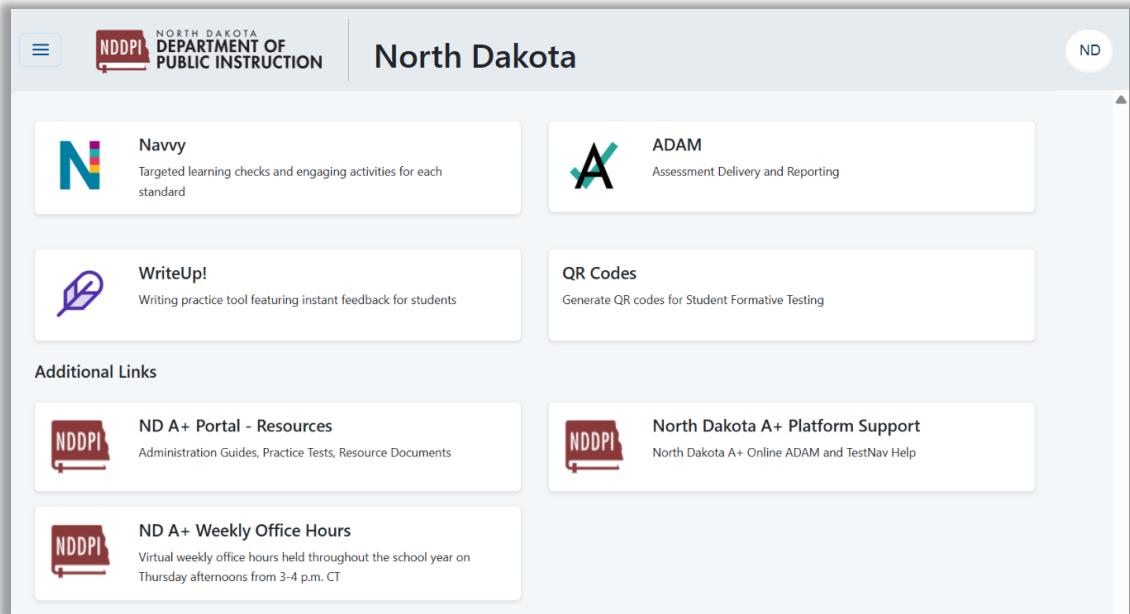
5. A file will be downloaded that includes QR codes for each student in the selected class.

NOTE: This feature is available only for grades 3-5.

Steps for Teachers to Generate and Print QR Codes for Students in Grades 3-5

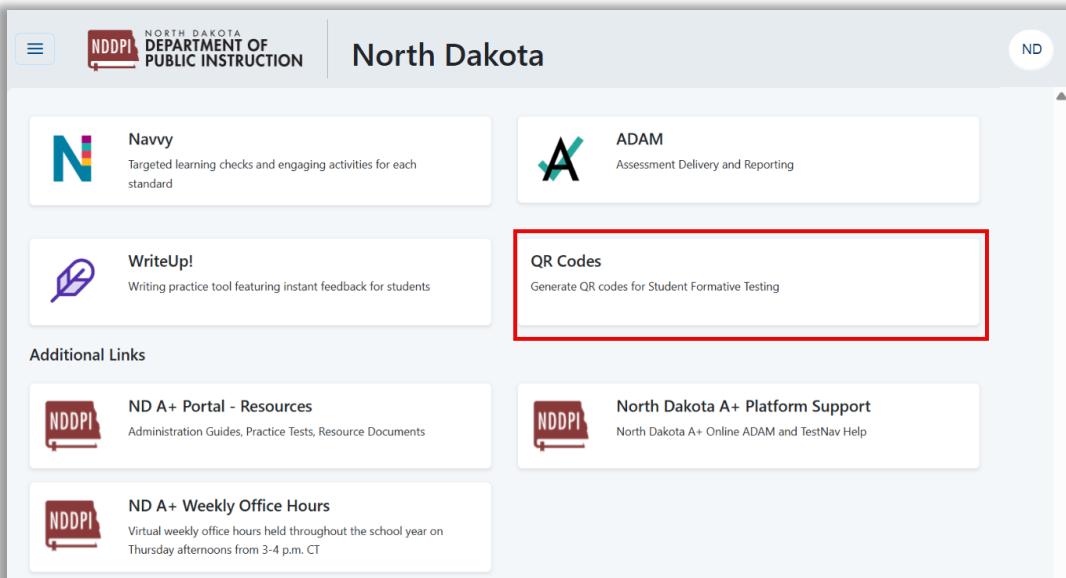
Note: The following steps show how to create QR codes for student LaunchPad access and are also in the Navy Access Guide. Generally, once a QR code has been generated for a student, they can log in to LaunchPad and access all available apps, including Navy and WriteUp! If you have already done this for Navy, you do not need to do it again.

1. When teachers sign into LaunchPad, the LaunchPad homepage will appear.



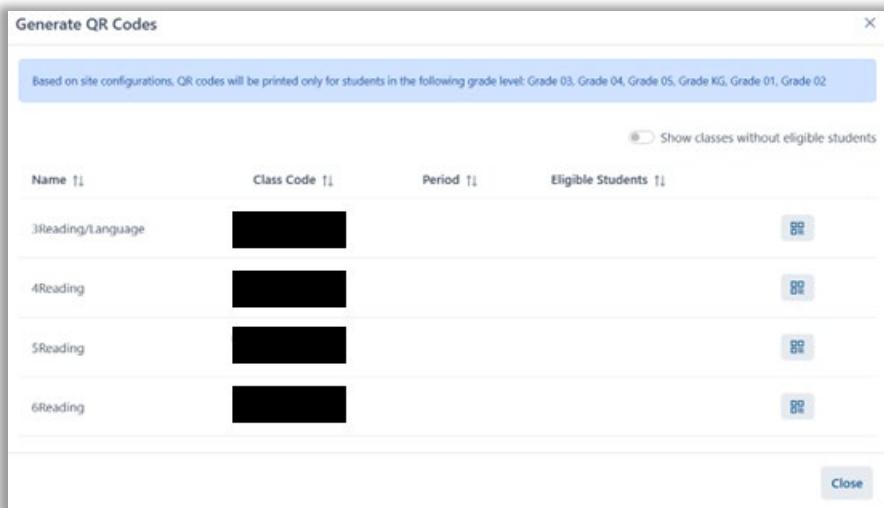
The screenshot shows the North Dakota LaunchPad homepage. The top navigation bar includes the NDDPI logo, a menu icon, the text "North Dakota", and a "ND" icon. The main content area features several tiles: "Navvy" (targeted learning checks and engaging activities for each standard), "ADAM" (Assessment Delivery and Reporting), "WriteUp!" (writing practice tool featuring instant feedback for students), and "QR Codes" (Generate QR codes for Student Formative Testing). Below these are "Additional Links" for "ND A+ Portal - Resources" and "North Dakota A+ Platform Support", and a "ND A+ Weekly Office Hours" section.

2. Click the QR Codes tile.



The screenshot shows the same North Dakota LaunchPad homepage as above, but with the "QR Codes" tile highlighted by a red border. The other tiles and links are visible but not highlighted.

3. The teacher's rostered class (es) will appear.

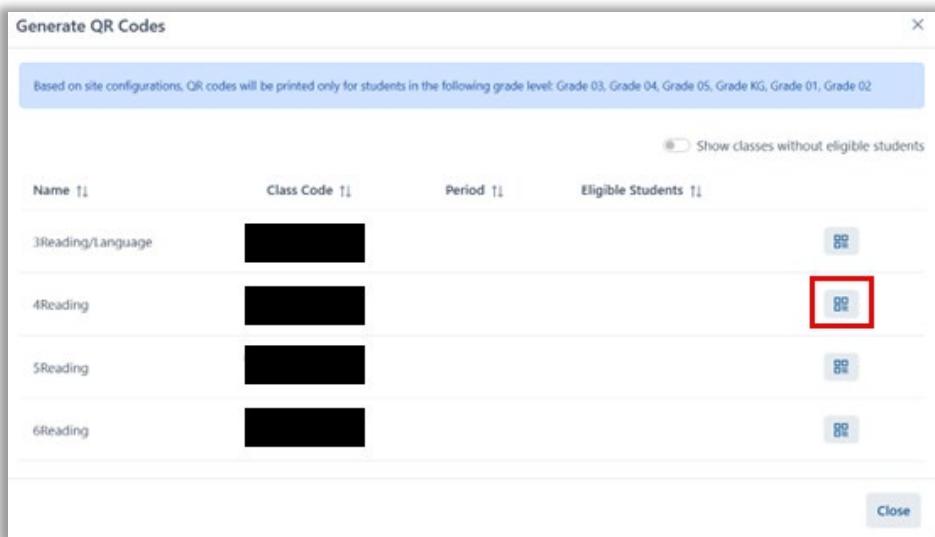


The screenshot shows a dialog box titled 'Generate QR Codes'. At the top, a message states: 'Based on site configurations, QR codes will be printed only for students in the following grade level: Grade 03, Grade 04, Grade 05, Grade KG, Grade 01, Grade 02'. Below this is a checkbox labeled 'Show classes without eligible students'. The main area is a table with four columns: 'Name', 'Class Code', 'Period', and 'Eligible Students'. The data is as follows:

Name	Class Code	Period	Eligible Students
3Reading/Language	[REDACTED]		80
4Reading	[REDACTED]		80
5Reading	[REDACTED]		80
6Reading	[REDACTED]		80

At the bottom right of the dialog is a 'Close' button.

4. Click the QR code icon associated with the desired class roster. This will generate a file download that includes QR codes for all students in that class.

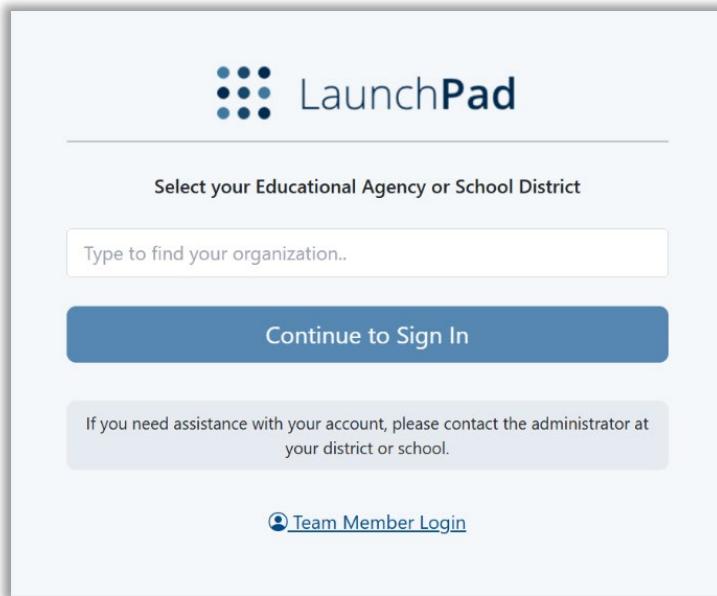


This screenshot is identical to the one above, showing the 'Generate QR Codes' dialog box. The data in the table is the same. However, the QR code icon for the '4Reading' class is highlighted with a red box, indicating it is the selected item.

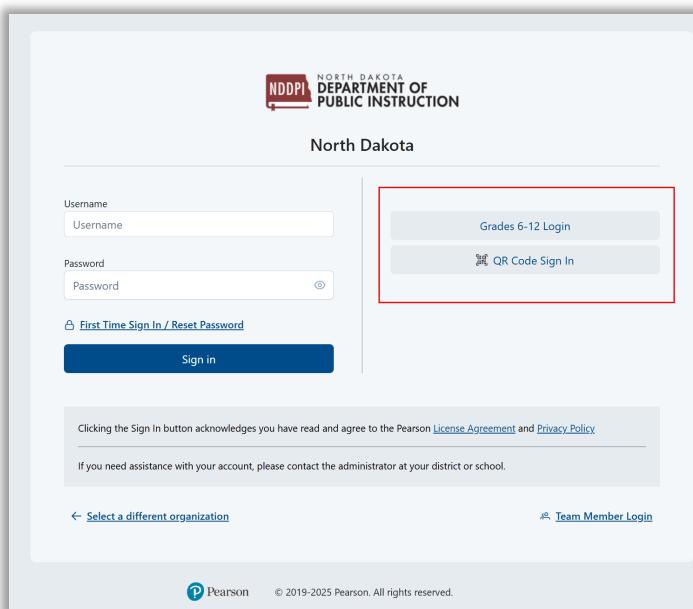
NOTE: This feature is only for grades 3-5. Selecting a class in grades 6-12 will result in a blank page when downloading QR Codes.

Steps for Students to Log in to WriteUp!

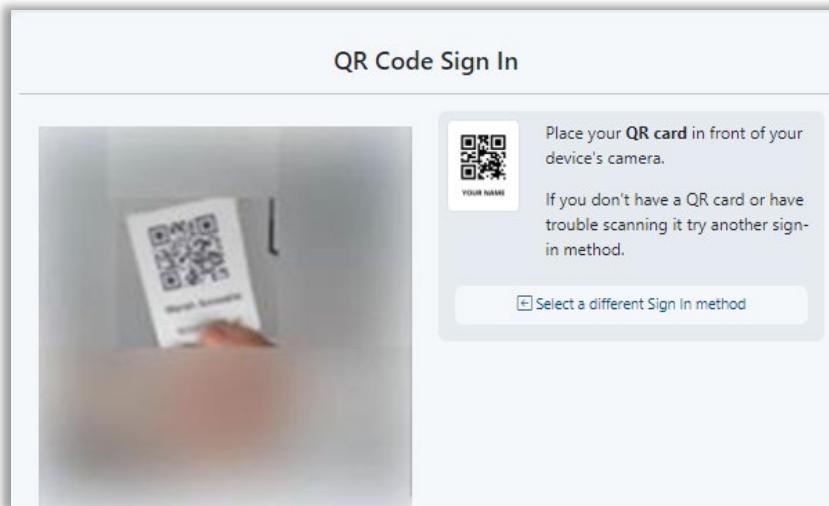
1. Go to Pearson's LaunchPad single sign on site at: launchpad.pearson.com.
2. Begin typing in **North Dakota** in the text box. Do not enter your district or school name.
 - Note: If you have previously visited this login page, this step may not be necessary because the selection will be saved.



3. Sign into using the student login options on the right side of the screen.



- If you are in grades 3-5, click on “QR Code Sign In.” Hold up your printed QR code to your device camera. Upon detecting the QR code, you will be logged into LaunchPad.



- If you are in grade 6 or above, click “Student Sign In.” Select/enter your unique login credentials, as shown here.

A screenshot of the Student Sign In interface. At the top, it features the NDDPI logo and the text "NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION". Below that is the text "North Dakota". The form consists of several input fields: "Select your District" (dropdown menu with "Select" option), "Select your School" (dropdown menu with "Select" option), "Enter Your Student ID" (text input field), "Enter Your First Name" (text input field), and a "Sign In" button at the bottom.

4. Select the WriteUp! tile.

