

Kahoot! ACADEMY

How to create and list a course

Information

The steps illustrated in this document show how to create and list a course on Kahoot!'s Marketplace.



Before you start

Please note that all courses which you create for Kahoot!'s marketplace need to have:

- at least 2 preview images
- at least **1 kahoot**
- a detailed description





(1) Create your course



Step 1 Log in to Kahoot!

Go to https://create.kahoot.it and log in

Log in	
Jsername or email	
	10
Password	
	₽ ◎
Forgot password? <u>Reset your pa</u>	assword
Login	



K EDU

E Library Πn Reports RAR Groups

Marketplace

Share Create udio My Kahoots Kahoot Step 2: Click on **Create** 16 Questions Science_ 138.5k plays Anatomy and Physiology of the Science_by 2.8k plays **Biology: Cellular** Respiration Science_b 54.9k plays See all (231)







Math by Kristine kristine_jo	Course sessions Courses Collections
Plan: Kahoot! EDU for school & district (annual bill Member of: Kahoot My interests Add interests	Welcome to Courses! When a course is created, you can create a course session, to assign it to learners and start the course! Create course
Verified profile	What's new
on marketplace, for review by the Kahoot! Team. View profile Add content	New) Practice playful pedagogy this school year! Main takeaways from Kahoot! EDU Meetup: Fall edition
Challenges evention:	New) Maximize student engagement with the new Kahoot! Courses! - for the entire class session! Now with Courses, educators can design full class sessions by combining different
No deadline October Ambassador & 3	New) Foster and strengthen students' collaboration skills with Kahootl's new team mode option Collaboration is one of the key 21st century skills. To help you bring students together
Finds in 1 day Math for all	Join the Kahoot! EDU Meetup: Fall edition for insightful PD sessions focused on playful pedagogy Reserve your free seat on September 22 at 10:00am PDT for our PD event where you'll

🝷 Ends in 2 days Geographic trivia 23



K EDU



RAR Groups





Add an activity

70

Exit

Step 5 : Click the 'settings' icon to enter basic course information

∷ ©



\odot	Course	settings
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Basic Information Description Design Describe your course in a few sentences. 500 Add description here... Resources **Biology basics for kids (12-14yr)** Visibility Topics Language Set the language of your course. Add topics that best describe your course. Español V Add topics Step 6: Put key info in the description field such as age/grade, topics, purpose, alignment, but also #hashtags (e.g. keywords you would use to search for your course, like #biology, #grade5-8, etc.)



500

Basic Information

Description

Describe your course in a few sentences.

Add description here...

Design

Resources

Visibility



Language

Set the language of your course.

Español

 \sim

✓ Saved to: Drafts



500

Basic Information

Design

Resources

Visibility

Description

Describe your course in a few sentences.

Add description here...

Topics

Add topics that best describe your course.

Add topics

Language Set the language of your course. English < Step 8: Select the language of your course



Basic Information Description Describe your course in a few sentences. Design 500 Add description here... Resou es Visibil Step 9: Click **Design** Topics Language Add topics that best describe your course. Set the language of your course. English V Add topics

Basic Information

Design

Resources

Visibility

Images

Add up to 5 preview images and set a cover image. You'll need to add **at least 2 images** to list this course on the marketplace.

Click "Add" or drop your images here



Basic Information

Design

Resources

Visibility





































Basic Information

Design

Visibility

Course image

Images

Previe

Add o

1.

Course details page preview



Campaign page thumbnail



Discover page thumbnail



Cancel

Save

Step 12: Here you can see how the uploaded image looks on the different parts of the Kahoot! platform. Click Crop if you want to adjust them



Basic Information

Design

Resources

Visibility

Crop image



St zc us bel

Step 13: You can zoom in or out using the scale below the image. You can also change the image section by moving the mouse over the image, pressing the left button, and moving the mouse accordingly. Click **Save** to return to the previous page

Basic Information

Design	
Resources	

Visibility

Course image

Images

Previe

Add c

Course details page preview



Campaign page thumbnail



Discover page thumbnail





Step 14: Select **Add** to add the image to your course

✓ Saved to: Drafts

Done

Course settings

Basic Information

Design

Resources

Visibility

Images

Add up to 5 preview images and set a cover image. You'll need to add **at least 2 images** to list this course on the marketplace.



Step 15: Add between 2 and 5 preview images. Preview images will help buyers know more about what this course is about.

✓ Saved to: Drafts

Course settings

Basic Information

Design

Resources

Visibility

Images

Add up to 5 preview images and set a cover image. You'll need to add **at least 2 images** to list this course on the marketplace.



Step 16: You can always change an image or set it as the cover image by clicking on the 3 dots

✓ Saved to: Drafts

Course settings

Basic Information

Design

Resources

Visibility

Images

Add up to 5 preview images and set a cover image. You'll need to add **at least 2 images** to list this course on the marketplace.



We recommend to include a **course preview image** in your course. This will help buyers to better understand the details of your course.

You can find templates here: <u>Course Preview Template</u>

Basic Information



Attached documents

Add documents that you think might be useful in running the course. E.g. Glossary, Students worksheets etc. Upload max. 10 PDF files. Max. file size: 10MB.



No resources added...yet.



Add resources that you think might be useful in running the course. Note that these resources are downloadable and printable.



✓ Saved to: Drafts



Basic Information Design Resources Visibility Only visible to you. Public Visible to everyone on the Discover page. Unlisted Step 17: Click Visibility

✓ Saved to: Drafts





Unlisted Only people with a direct link can view this course. Step 18: Set your course visibility and click **Done**. Your course must be set to **Public** for it to be viewed on the marketplace.



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Kahoot

Kahoot Culture and trad...

Kahoot

Kahoot

Mexican food

Wild animals fro...

Geography of M...



BACKGROUND

Land and Climate Area (sq. mi.): 758,449 Area (sq. km.): 1.964.375

Mexico is a little smaller than Saudi Arabia, or about three times the size of Texas. It shares its northern border with the United States and its southern border with Guatemala and Belize. Mexico is rich in natural resources, including oil, natural gas, gold, silver, and coal. Temperatures and rainfall vary with elevation and region. The north is generally dry and

Popocatepetl

Volcano

Acapulco

• Oaxaca

the last great empire, conquered by the Spanish in 1521. While the Spanish assimilated some aspects of the native cultures, the destruction of these civilizations was widespread. Spaniards brought Christianity to the land and ruled until the 19th century.

Independence

Mexico was one of the first countries to revolt against Spain. Led by a priest named Miguel Hidalgo, the drive for independence began in September 1810 and ended in 1821. A constitution was adopted in 1824 and a republic was established. However, Antonio López de Santa Ana took power in 1833 and ruled as a dictator. During his regime, Mexico diminished in size as it lost territory comprising











Best practices guide: Include a facilitation or resource guide

A lesson plan or teacher guide explains everything an educator needs to know to successfully implement the activity with a group of learners, including recommended Kahoot! game settings. *Feel free to use these optional resource guides in purple, blue, green or red!*

Kahoot! **Resource guide Resource title** Objective(s) or learning goal(s) Suggestions on how to use this resource Descriptive yet catchy! Ex. Ex. 'At the end of this course, 'Multiplication Mania' or 'Can You learners will be able to...' or 'In Ex. 'This is a collection of kahoots **Guess These Animals?** this course, learners will work that can be done in separate towards...' sittings or all at one time.' Ex. 'This is a full course that is meant to be completed all during one class period.' Ex. 'All the content **Teaching duration** in this course builds on each other versus you can pick and choose activities in no specific Ex. 1 class period or 3 30-minute order. sessions or 4 hours total Other materials Ex. Counters, Unifix cubes Target audience

Ex. Grades K-2 or Ages 5-15

KEDU

Culture and trad...

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Mexican food



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Exit

Step 23: Click

Save

Save



Resources		Pages	Size	Download	
	Mexican Food and Culture	3	0.1MB	Ŧ	
	mexico_2014.pdf	9	2.6MB	Ŧ	

Discover Mexico

General Knowledge History Geography

With high mountains and deep canyons in the center of the country, sweeping deserts in the north, and dense rain forests in the south and east Mexico is located partway between the Equator and the Arctic Circle. Known as a refuge for animals fleeing extreme cold in the north and intense heat in the south, Mexico is rich in natural resources and culture. Let's learn more about this beautiful country!



Start

Best practices guide: Content recommendations

Definitely

- Use descriptive but also catchy titles and descriptions
- Put key info in the description field such as age/grade, topics, purpose, alignment, etc.
- Use high quality images and GIFs (e.g. Getty Images, Giphy)

Maybe

- Use YouTube or Vimeo videos in your kahoots
- Add a facilitator's resource guide if it would support the experience you have designed

Don't

- Don't have unrelated topics in one course / collection make it easy for users to understand what it is about
- Don't use protected content from someone else, be sure to respect 3rd party copyrights





(2) List your course for sale





K EDU





RAR Groups

nn Reports

Rea Groups

Create







Personal info

Name kristine_jo Email kristine@kahoot.com

Add more

Primary language 🕜

English		

Social media profiles



Verified profile info

Short page title 🕜

Learn with Kristine

Intro 🕜

Limits & Continuity, including how to solve every kind of limit problem, and how to fin This information is needed to pay out your royalty fees.

Street address



Preview

Learn more about Kahoot! Marketplace







Create



Preview Verified profile page Add course Personal info Q **Profile photo** Short page title 🕜 Search courses... kristine_jo Step 8: Select the course(s) **Discover** Mexico 0 Personal website you want to list on the 11 activities marketplace Add external link Learning step by step about everything 5 activities Banner Biology basics for higher secondary biology 3 activities Awesome kahoots **Upload** picture 1 activity hola Y Add Cancel About **Plants** Geography **Geography 2** Short page title 🕜 Add course



Preview Verified profile page Add course Personal info Q Profile photo Short page title 🕜 Search courses... kristine_jo **Discover** Mexico 0 Personal website 11 activities Add external link Learning step by step about everything 5 activities Banner Biology basics for higher secondary biology 3 activities Awesome kahoots **Upload** picture 1 activity hola Y Step 9: Click on Cancel Add Add About Plants Geography **Geography 2** Short page title 🕜 Add course

Information: What if I get an error message



You might not be able to add your course to the marketplace. This might be because:

- Your course only has 1 cover image, but marketplace courses require at least 2 preview images
- A **detailed description** is **missing** in your kahoot

You can make the required edits by clicking **Edit course**

Best practice sharing: What are good preview images?



How many should I have?

We recommend adding between 2 and 5 preview images to your course. They will help buyers understand what the course is about since all the details will only be visible after purchase

How should it look?

Make sure that all images are of high quality, relevant for the course and cropped correctly. You can always edit or change the images by clicking on the 3 dots

Shall I only add images?

Images are great, but we also recommend adding a course preview image as your second image to explain in more detail what is included in the course. You can find a template **here**

K!



Reports 8 Groups



Verified profile page



Confirm your rights to use this content

By uploading the selected material I confirm that I have read and agree to Kahoot!s Terms and Conditions.

898 Groups

I hereby confirm that:

Add course

n Reports

- I have all rights necessary to upload the selected material to
- the selected material is in line with Kahoot!s Acceptable Use Policy and Editorial Guidelines and does not violate any laws or the intellectual property rights, publicity, privacy or any other rights of others.

I understand that I am solely responsible for lawfulness and correctness of the selected material I upload to Kahoot.

> Confirm & add Cancel

> > Geography



Verified pr	ofile page		View Save
Personal info		Marketplace	
Profile photo	Short page title 👔	Listed courses 🔞	Add course
G	kristine_jo Co review	ourses added to marketplace are olace will sho ved by Kahoot! before they're listed, all the kahoo	ow here. Its in it will be set to public. You can still edit listed courses, but not delete
	Personal website ? You'll	receive a notification when it's done.	The equiped is now peopling final
	Add external link	Pending review	approval. You can either add more
Banner Cover image	к жжжж		courses or click Confirm & save. Now the submission is completed + Add cou
	Upload picture	C3.08	Confirm the use of this content
	$\overset{}{}{}{}{}{}{}{$	Page content	By uploading content on Kahoot! Marketplace you confirm that you have the necessary right to upload the selected material to Kahoot and that you comply with Kahoot!'s <u>Acceptable Use Policy</u> and <u>Editorial Guidelines</u>
		Top kahoots 🔞	Cancel Confirm & save
About			
Short page title	0		AND
Learn with Kris	tine		

Verified p	rofile page	View Save
Personal info		Marketplace
Profile photo	Short page title 🕖	Listed courses 👔
G	kristine_jo	Courses added to marketplace are ewed by Kahoot! before they're listed, all the kaboots in it will be set to public. You can still edit listed courses, but not delete
	Personal website 😮 Yo	Il receive a notification when it's done.
	Add external link	Approved
Banner Cover image	Upload picture	See if your course is approved here.
	$\mathbb{R} \times \times \times \times \times$	Page content
		Top kahoots 🕜
About		
Short page title	0	
Learn with Kris	stine	

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