

## **E-hallpassClass**

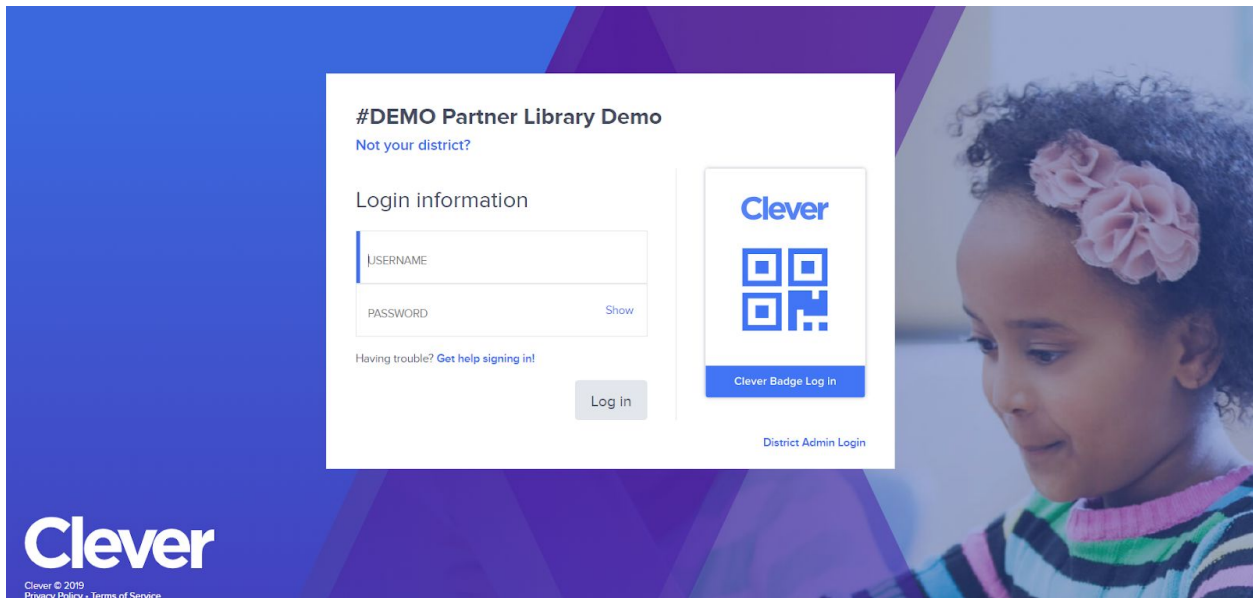
E-hallpassClass (EHP-C) is a standalone version of e-hallpass that is intended to allow individual teachers to install a limited version of e-hallpass for their classroom use for free. Currently EHP-C is only available in the Clever Library (a free application portal provided by Clever to member districts). Any teacher that has a Clever login and whose district participates in the Clever Library can install EHP-C at no cost.

E-hallpassClass is designed to provide basic digital hall pass functionality for a single classroom. Teachers can enjoy the benefits of paper-free hall passes and can use EHP-C to track student time out of the classroom. However, many of the other safety, security, accountability, and convenience features of the full version of e-hallpass are not available in EHP-C. For more information about the amazing features of e-hallpass, please see the full product information here:

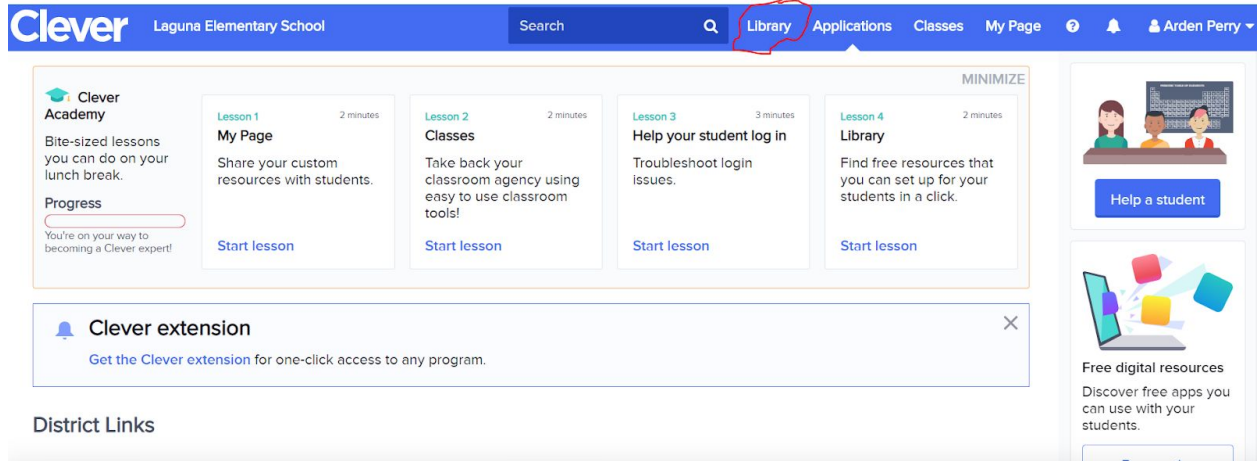
<https://www.eduspiresolutions.org/e-hallpass/>

## **e-hallpassClass Installation Guide**

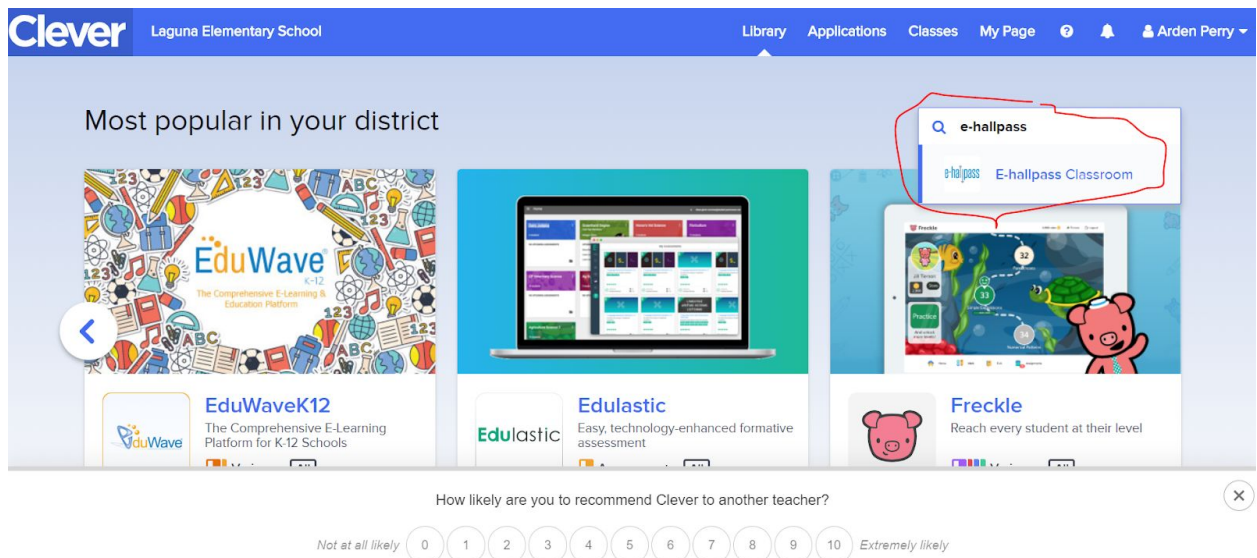
Log into the Clever Teacher Library. You should have a login link that shows your district name at the top of the screen and you will need to log in as a teacher:



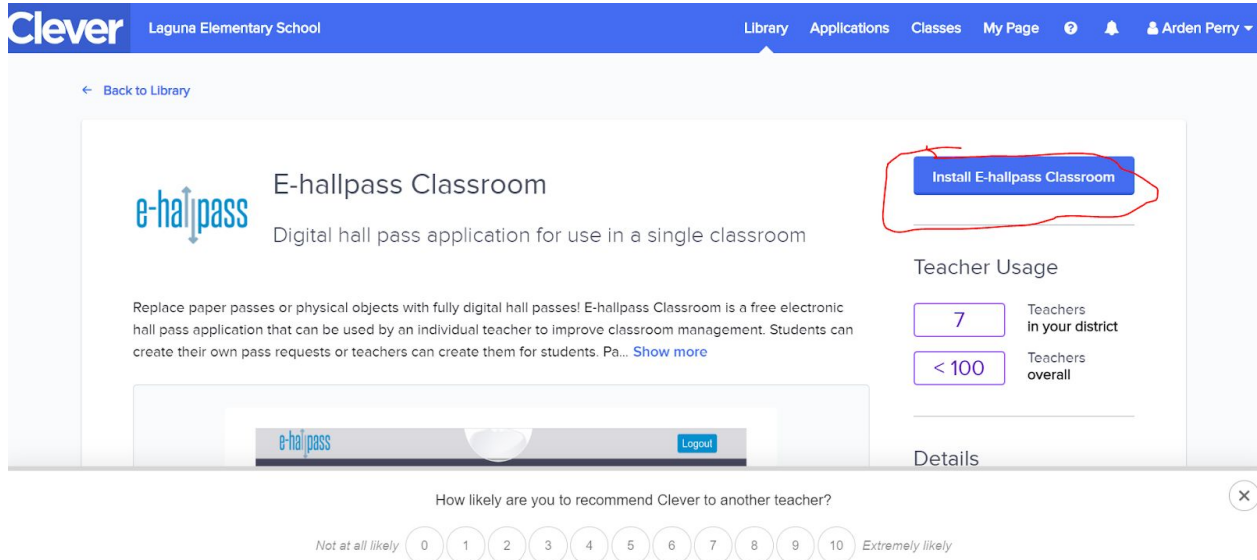
Once inside your login, navigate to the Library tab as shown:



Once in the Teacher Library, search for e-hallpassClass as shown below. This should be the only e-hallpass application visible in the Teacher Library. If you see another application called “e-hallpass” then you are not in the right section of Clever. (That is our premium app for building-wide use and it is not configured for self-serve setup nor is it free.)

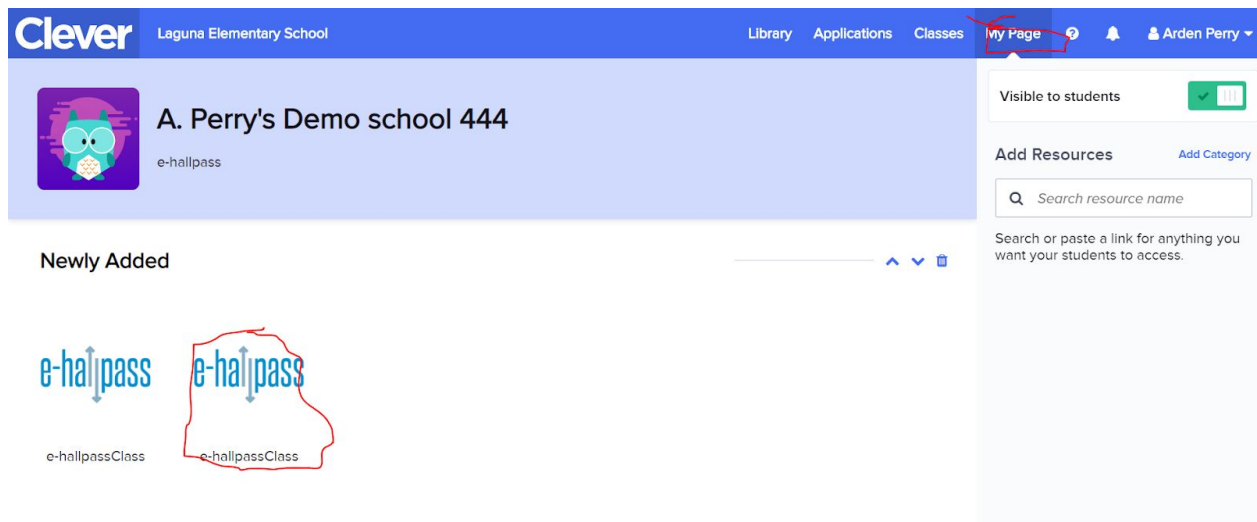


Once you have found the correct application, you can read the description and then click on the “Install” button:



After the Install button, you may get a pop-up requesting you to confirm the classroom rosters that you want to import into e-hallpassClass. You should select all those for which you want the students to be able to use our application. It will then provision those students automatically.

Once you have completed the installation, you can find it on the “My Page” of your Clever login (your students will also find the application in a similar location):



Clicking on this icon will launch the actual application and put you in the teacher dashboard page:

The screenshot shows the e-hallpass software interface. On the left is a navigation sidebar for 'Demo Schol 444' with menu items: My Profile, ProxyPass, Dashboard (highlighted), User Management, and Rooms. The main dashboard area displays three summary cards: 'My Passes 0/0', 'Building Passes 0/0', and 'Flagged Passes 0'. Below these are control buttons: 'Pause Update', 'AutoPass 1 Out of 2', and 'Only My Active' (with a toggle switch). There are also checkboxes for 'All Active' and 'Include Ended Passes'. A table header is visible with columns: Total, First Name Last Name, Out Time, In Time, Out Time, In Time, Type, and Comments. The table content is empty, showing 'No data available in table'. At the bottom, there are filter options for pass status: '05+ Awaiting Approval', 'Active Pass', '10 + Min', '30 + Min (Sys Ended)', '90 (Extended Passes)', and 'Ended Pass'. There are also radio buttons for pass types: 'Proxy Pass PRX', 'Appointment Pass APT', and 'Student Created Pass STU'.

There are video tutorials in the software (available at the bottom of the left-hand navigation panel) to learn how to use the basic features. If you have additional questions about how to utilize the software, or if you are interested in scheduling a demonstration of the full version of e-hallpass for your school or would like a free pilot of EHP, you can contact us here: <https://www.eduspiresolutions.org/contact-us/>