

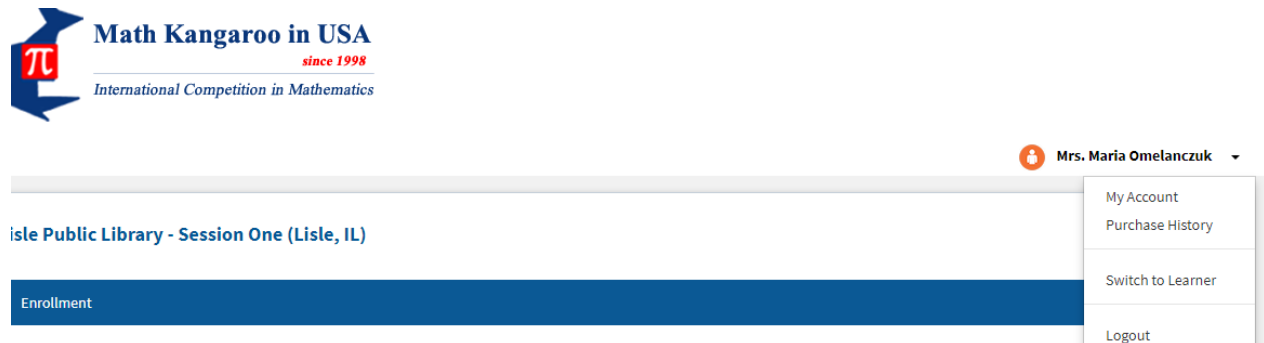
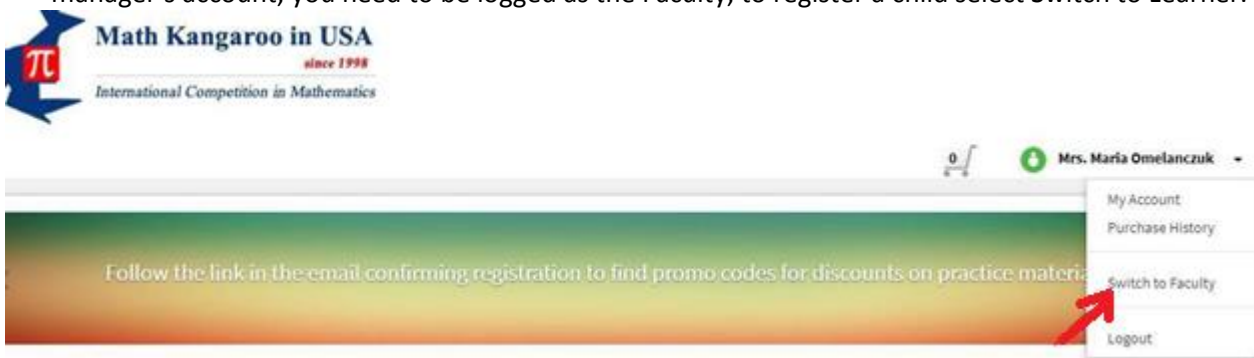
Math Kangaroo Faculty Account Manual

- [Log in information](#)
- [Invitation Code, Capacity Change, Enrollment Status \(Private/Public\)](#)
- [Download your students list](#)
- [Invitation for MK registration from Managers to Parents](#)

Log in information

Log in to your account here: <https://mathkangaroo.oasis-lms.com/Public/Catalog/Home.aspx>

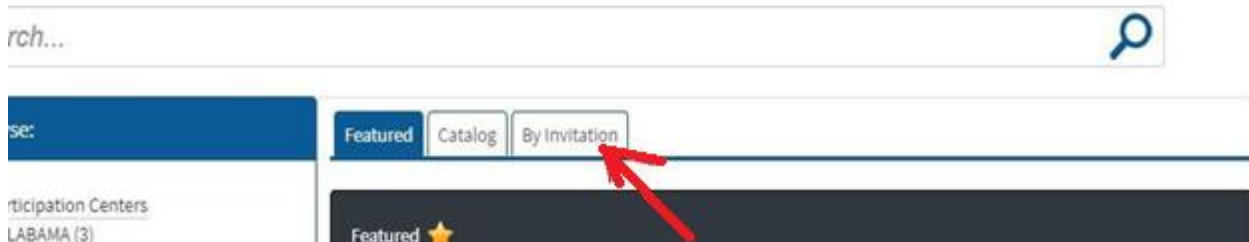
Please notice that you can be logged either as a manager (a Faculty) or as a user (a Learner). To make sure you are operating in a proper mode, please unfold an arrow located next to your name on the upper right corner. You will see either Switch to Faculty or Switch to Learner option. To access your manager's account, you need to be logged as the Faculty, to register a child select Switch to Learner.



Invitation Code, Capacity and Enrollment Status Changes

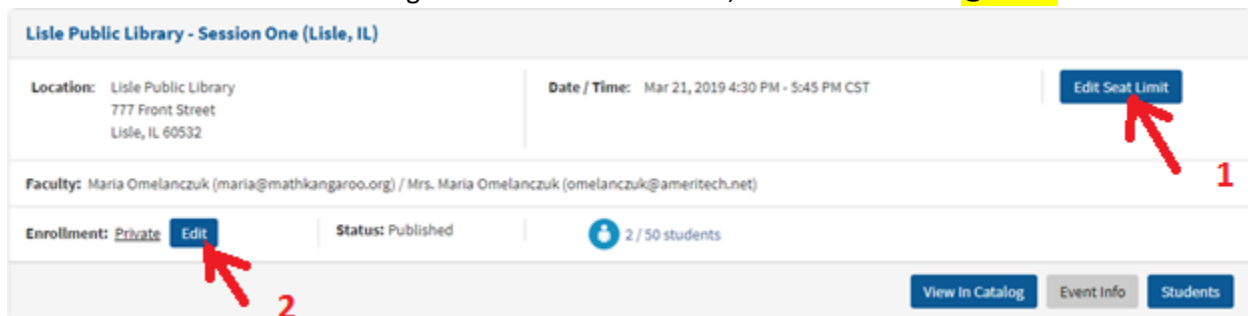
Some centers chose to have a Private enrollment which means the center is invisible on the catalog, and nobody (even you, when logged as the learner) can search for the center to register for it.

The only way to access and to register for the Private center, still being logged as the Learner, is selecting the By Invitation tab on the main screen and providing the Invitation Code.



The Invitation Code is set up for every Private center and you can find it on your Faculty account where you see your course(s) information. In Order to see it, **click Private or Edit as it is indicated in the screenshot below with the arrow and 2.**

. If no Invitation code is set up for your Private center yet, feel free to do it by yourself. Usually it is the center code with additional sign and numbers at the end, i.e. ILLisle0007876@19MK



On the same screen you can edit your MK Center capacity and change the Enrollment status Private/Public. Use **Edit Seat Limit** button (**1**) to update capacity and **Enrollment** (**2**) to switch between Private and Public status at any time.

Make sure that after making any changes, you use the Update or Confirm button.

How to download the list of registered students

If you are managing the center which has two or more sessions, you can download the list of your students separately for each session or one list of all students registered to your center, see instruction below:



A screenshot of the "My Registrations" page in the Math Kangaroo system. At the top right, there is a user profile icon and the text "YOUR NAME". Below this, the "My Registrations" section contains a search bar and three tabs: "Published (2)", "Retired (1)", and "Download All Students". A red box highlights the "Download All Students" tab with the text: "Select this tab to download the list of all students registered to your center (all sessions).". Below the tabs, there are two registration cards. The first card is for "Your Center Name - Session One" with a date of "Mar 21, 2019 9:30". It shows "Enrollment: Private" and "Status: Published" with "1 / 5 students". At the bottom of this card are three buttons: "View In Catalog", "Event Info", and "Students". The second card is for "Your Center Name - Session Two" with a date of "Mar 21, 2019 4:30 PM - 5:45 PM CST". It shows "Enrollment: Public" and "Status: Published" with "6 / 20 students". At the bottom of this card are three buttons: "View In Catalog", "Event Info", and "Students". A red box highlights these three buttons with the text: "Select these tabs to download the list of participants for each session separately.".

Feel free to contact us at info@mathkangaroo.org with any question.

For promo codes information write to finance@mathkangaroo.org.

[Back to the top](#)