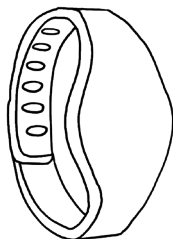




# Quickstart Guide

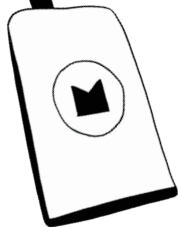
## The Moki Bands



Your Moki Bands contain a fresh CR-2032 coin cell battery which lasts up to 6 months so there's no need to charge them regularly, hooray!

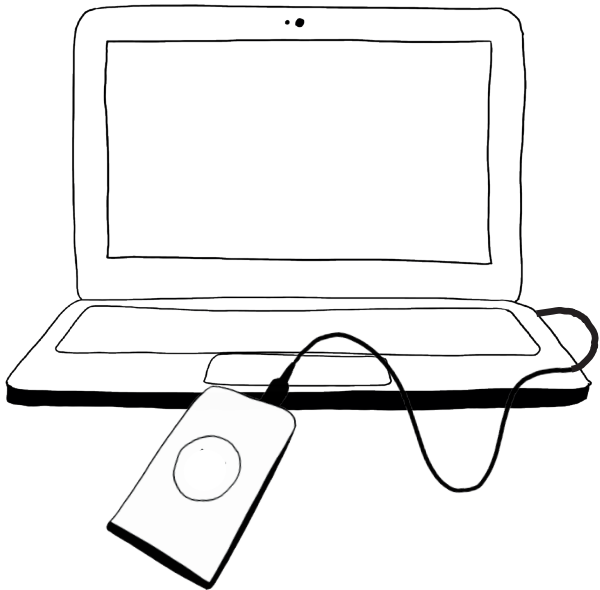
## The Moki Reader

The Moki Reader is connected to your computer via a USB cable. This also powers the Reader which is a nice bonus!



# Step 1

## Connect the Reader to your Computer



# Step 2

## Download the Moki App

Please enter the exact address below in your browser to ensure you get the right page!

**[www.moki.technology/download](http://www.moki.technology/download)**

Once the Moki App Installer is downloaded, double-click on the file and follow the on-screen instructions to install the Moki App and necessary software on your computer(s).

**IMPORTANT** - Please make sure you restart your computer(s) following installation of the Moki App. This step is necessary for the App and Reader to function correctly. Thanks!

# Step 3

## Login to the Moki app

When you launch the Moki App the first thing you'll see is the login screen. Use your Moki account details to log in. If you haven't created an account yet just click the **Sign Up** button at the bottom.

Your school can run the Moki App on as many computers as you like but you will need to use the same account login details on each one so that all your data is safely stored together in one place.

# Step 4

## Add Players to the App

A Player is anyone who is going to be wearing a Moki Band at any point.

Simply click **Players** at the bottom and then click **Add** in the top right. Fill out the Player information and then click **Done**. Repeat this process for every Player you'd like to add.

You can always **Edit** a Player at any time so don't worry if you need to add certain information later.

### Need to add lots of Players?

There is a bulk add feature located in the **Help & Settings** section which allows you to upload a CSV file to the Moki App to add Players rather than one at a time using the method above.

# Step 5

## Pair Bands with Players

Now that all your Players are in the app you need to assign or **Pair** them each to a Band. Once a Band is Paired to a Player it will remain theirs indefinitely until it is Paired with another Player.

From the **Players** screen click **Pair Bands** in the top left. Now you will see a list of available Players.

Click a Player from the list and you will see a small prompt under their name asking you to **Hold a Band on the Reader**. When the Pairing process has been successful the prompt will turn green and say **Last Paired: Just now**.

Simply repeat this process to Pair a Band with each Player.

# Step 6

## Sync Bands

Once a Band is Paired you must wait 30 minutes before attempting your first **Sync**.

After those 30 minutes have passed a Player can simply hold a Band on the Reader to Sync and their activity will be transferred to the App and stored. A Sync can be performed on any screen.

Players can Sync bands as often as they like. Please be aware that Moki Bands store a maximum of 7 days worth of activity data. If a Player fails to Sync their band within 7 days then any activity recorded before that time will be lost.

**IMPORTANT** - Please make sure you hold the Band on the Reader until you see confirmation on screen. Tapping too quickly can result in an incomplete data transfer and that's just no fun at all!



# Step 7

## Your Daily Routine

Once you have paired a Moki Band to each Player you have two choices:

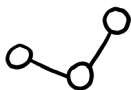
### **Fixed**

Players keep their Bands and wear them either just at school or at home too (you can always write their names on the Bands with a marker). They can Sync their Bands as often as they like but should do so at least once every 7 days.

### **Floating**

Players return their Bands at the end of the day after Syncing. The next morning Players can be Paired with a new Band for the day.

Don't worry, this is not a choice you have to stick with. You can always start off one way and then switch to the other.



## What is Moki measuring?



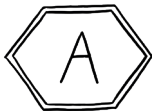
### Steps

Every significant movement made by a Player counts as a Step.



### MVPA

Moderate to Vigorous Physical Activity (MVPA) is a measure of activity intensity. The number of minutes a Player was engaged in activity that made them feel warmer and breathe faster.



### The Moki Grade

This is calculated based on both the Steps and MVPA performance compared to guidelines as well all the other schools using Moki.



## Player Daily Average

Steps, MVPA and the Moki Grade are displayed throughout the App as a **Player Daily Average** derived from the Player or Team selected for your specified date range.

### Why is this useful?

A class that has 30 Players will most likely have a lower sum total of activity than a class that has 35. They have 5 more Players! So comparing them isn't really fair, or useful. But the **Player Daily Average** calculation levels the playing field and allows you to quickly and easily compare two groups of any size to see which one is actually the more active.

Any Player days that report less than 30 steps are ignored for the purpose of the above calculation. This means a Player's Daily Average won't be negatively impacted if they are ill or absent.



## Teams

In Moki any group of Players is referred to as Team. This can be a Class, Year Group or even a whole School. Moki automatically creates a Team for your School and also for any Classes or Year Groups you have specified when adding Players.

In addition, you can also create custom Teams should you wish to group together any Players for a class Challenge or to view as a separate group in Reports. For example if your students are grouped into Harry Potter style houses you might want to add Teams for those. Maybe even create one for all the Teachers!

Simply click **Teams** at the bottom and then click **Add** in the top right. Enter a Team name, select the Players you wish to add and then click **Done**.



## Challenges

There are two different types of Challenges you can create in the Moki App.

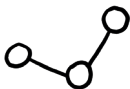
### **Player Challenge**

If you want to create a competition between individuals you can select a Player Challenge. Give it a name then select the Players you want involved and the steps target for the Challenge.

### **Team Challenge**

For a more inclusive and cooperative Challenge you can create a Team Challenge. It's the same as the above but for Teams instead of individual Players.

Challenges are a great opportunity to get creative with Moki. Why not pick an exotic destination and figure out how many steps it would take to get there? Set that as a target and go for it!



## Reports

**Reports** is where the Moki App analyses all your activity data and delivers useful insight into how and when your Players and Teams are active including:

- How active different groups in your school are (eg. Girls vs Boys or Year 5 vs Year 6)
- How levels of activity differ between students in the same class (you might be surprised!)
- Which day of the week is your most active

You can also save and print a PDF report for any Team (including Class, Year or School) using the **Export PDF** feature in Reports.

Every Moki school also has a dedicated **Live Report** web page that can be accessed from the **Help & Settings** section of the Moki App if you'd like to share your school's progress with the world!



## Help & Settings

It's worth taking a peek into the **Help & Settings** section of the Moki App. There are some useful features that allow you to tailor your Moki experience to suit your needs as well as manage (import and export) your data.

Some of these helpful features include:

- **Hide Totals at Sync**  
In case you want to hide each Player's totals
- **Read Band Battery Levels**  
For checking the battery level of any band
- **Download CSV Data**  
To play with your data in interesting ways!

Lastly there are also useful links to our **Help Centre** for resources, video tutorials and technical support.



A printed guide is all well and good but if at any point you need help, advice or run into technical issues please don't hesitate to contact us by visiting our **Help Centre** at the address below:

**[www.moki.technology/help](http://www.moki.technology/help)**