

## Video instructions

Our short videos will guide you step by step through the use of **profaxonline**. Comprehensive documentation can be found in the [manual](#) (German only).

### Create users

Administrators can create any number of teachers and students free of charge.

Find out how to create users and assign them the appropriate individual settings:

→ [more about Create users](#)

### Create and manage groups

Learn how to create:in groups as an administrator and organize users in groups:

→ [more about Create and manage groups](#)

### Acquire credit

You can purchase authorizations for the learning modules on **profaxonline** in exchange for credit (see [Assign authorizations](#)).

Order a credit of sFr. 50 or more (minimum invoice amount).

→ [more about Acquire credit](#)

### Assign authorizations

As soon as you have a positive balance or the “against invoice” function is activated (see [Acquire credit](#)), you can assign authorizations to use the learning modules at the touch of a button.

On **profaxonline** you will also find learning modules that are currently free of charge. This allows you to explore the functionalities of our platform in detail. The following tutorial shows you how to activate authorizations for learning modules:

→ [more about Assign authorizations](#)

### Use single sign-on

Students with Microsoft™ or Google™ logins do not need to remember any additional passwords. Use the email address registered there as the username for **profaxonline**. After initial authentication, you can log in to **profaxonline** by clicking on the Microsoft or Google icon.

Find out how your students can use single sign-on:

→ [more about Use single sign-on](#)

## Log in with camera - use QR code

Students scan their QR code with the camera and are logged in - without a password. Fits on address labels 70 x 37 mm.

If the user's device has an integrated camera, simplified registration on **profaxonline** is possible via QR code:

→ more about [Log in with camera - use QR code](#)

## Use learning status and work plans

Administrators or teachers can track the learning success of their students and create workspaces for them.

Learn how to create individual work plans and evaluate the work completed:

→ more about [Use learning status and work plans](#)

profaxonline  
selbstständig lernen: jederzeit & überall

### profax Verlag AG

Bahnstrasse 28  
9435 Heerbrugg  
Schweiz  
+41 44 500 60 10  
info@profax.ch  
www.profax.ch

profax