

Engagemo.AI Quick Start Guide

Teacher Flow

1) Sign-Up

Sign up

Sign up to enjoy the Engagemo

Your Name

Role

Country

School Name

Email

Password

Sign up

As you sign up to Engagemo.ai, it is important to choose your role correctly. Please choose “Teacher” to prepare activities and give feedback.

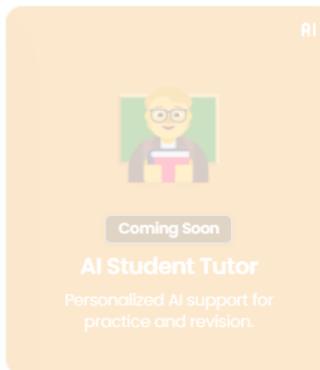
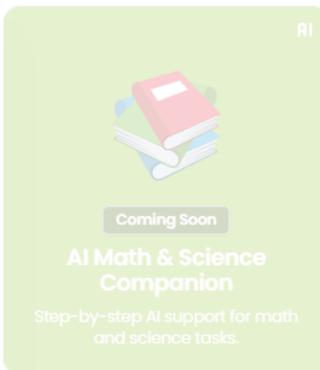
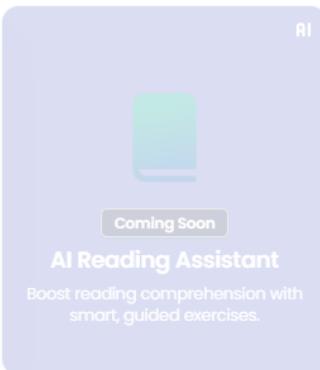
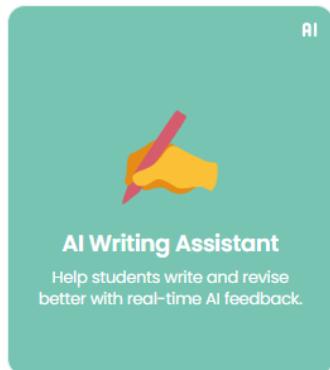
Step 1: Create a Class



 Upgrade Now

 Engagemo Teacher

Engagemo AI tools



My Classes

Active Students: 0

Search for a class



No classes found

+ Create Class

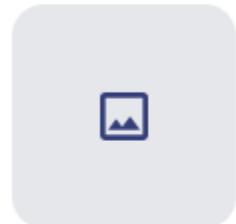
To start using Engagemo.AI, including our first tool, the AI Writing Assistant, you need to create a class first. Click this button and follow the steps.

Class Details

Create a New Class

X

Enter Class Details



Upload image here

Class Name*

A light gray rounded rectangular input field with the placeholder text "Enter class name here".

Start Date

A light gray rounded rectangular input field for a date, showing "mm/dd/yyyy".X

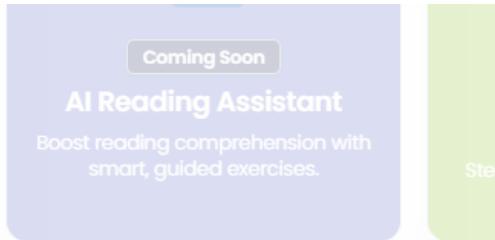
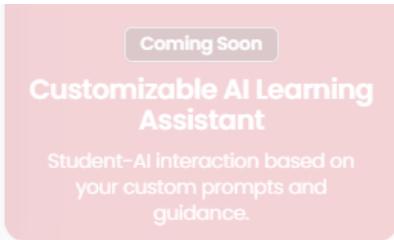
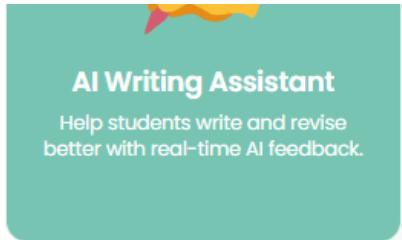
End Date

A light gray rounded rectangular input field for a date, showing "mm/dd/yyyy".X

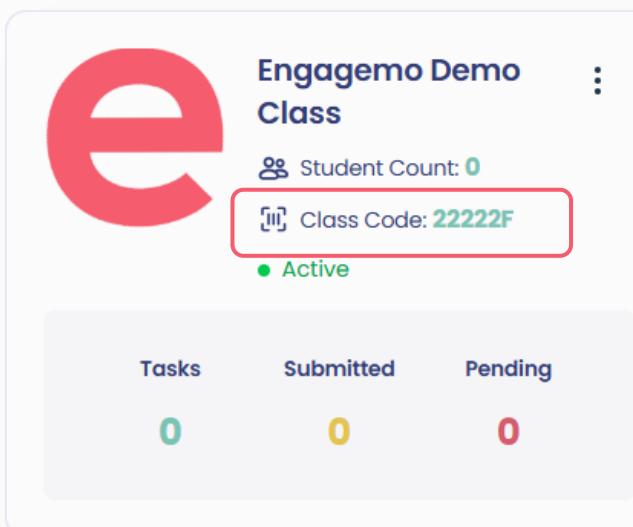
Create Class

Enter the class details as seen here.
Start Date is the start date of your
class, and the End Date is when your
class will stop accepting submissions.

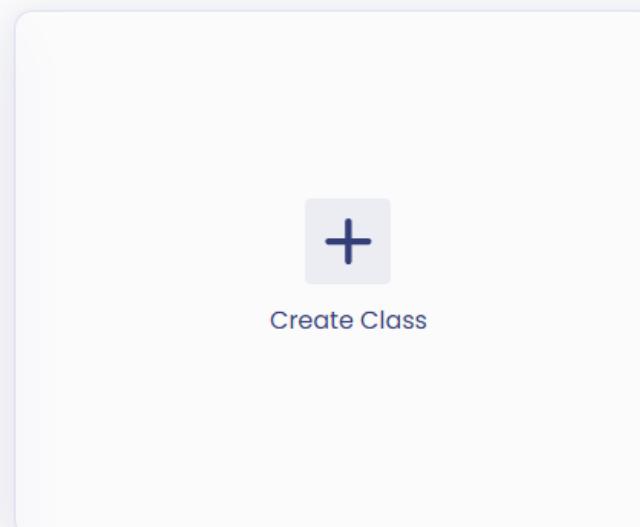
Class Details



My Classes

A card for the 'Engagemo Demo Class'. It features a large red 'e' icon, the class name 'Engagemo Demo Class', a student count of '0', a class code '22222F' (highlighted with a red border), and a status 'Active'. Below the card, there are three buttons: 'Tasks' (0), 'Submitted' (0), and 'Pending' (0).

Tasks	Submitted	Pending
0	0	0

A card with a large blue plus sign icon and the text 'Create Class' below it.

Your dashboard will show your new class as seen here. You need to give the class code to your students so that they can join your class.

Step 2: Create Your First Assignment

[Go to Dashboard](#)[Upgrade Now](#)

Engagemo Teacher ▾

Engagemo Demo Class

Class Code: **22222F**Active Students: **0**

No tasks assigned yet



Class Forum

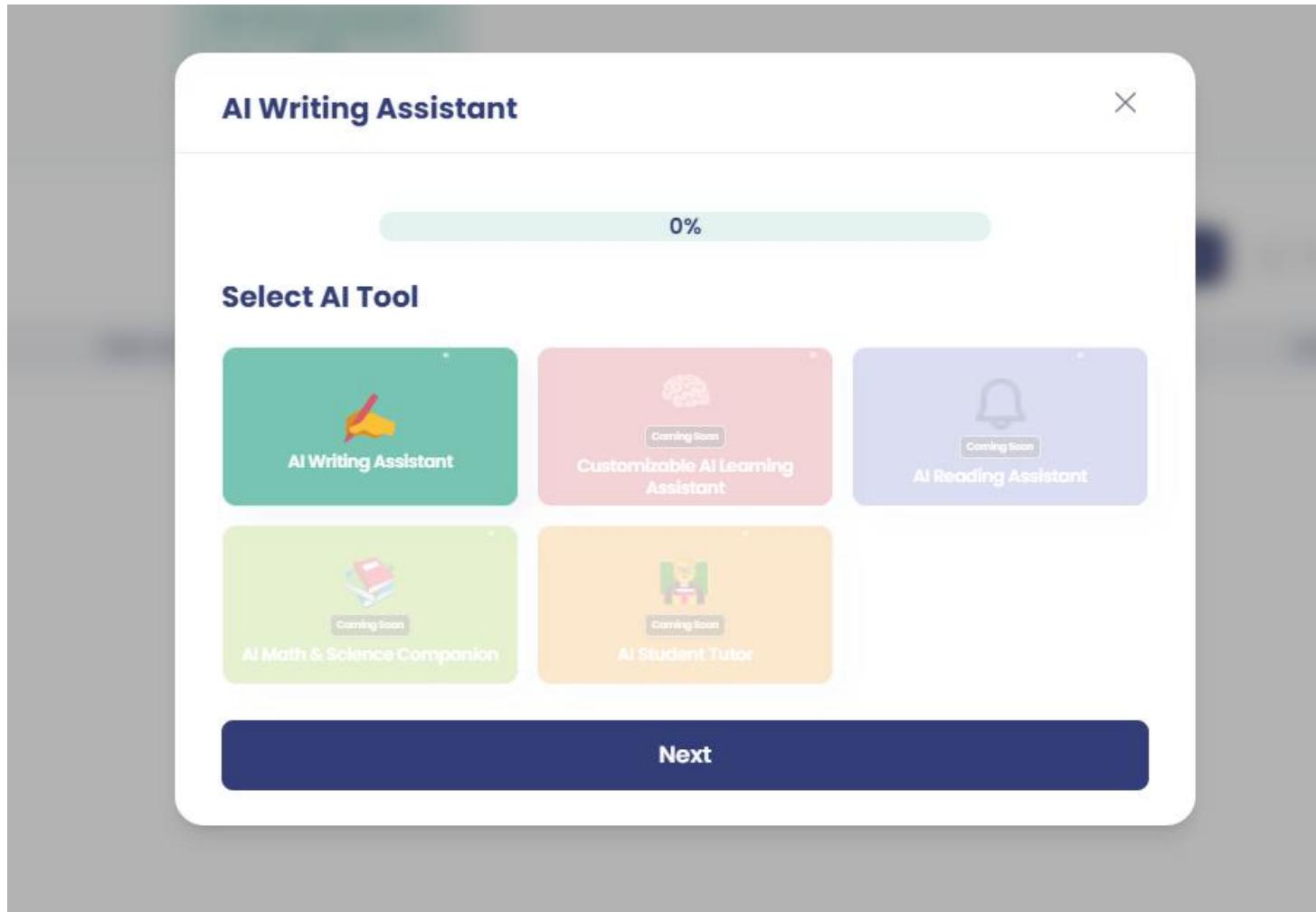
Task List

[+ Create New Task](#) Search tasks

Task Name	Date Assigned	Due Date	Feedback Sent	Action
-----------	---------------	----------	---------------	--------

Once you click on your new class, you will see the main dashboard for your class as shown above. Here, you create your first task by clicking on the “Create New Task” button.

Create New Task



You need to select the relevant tool here. For the time being, the AI Writing Assistant is the only available tool.

Create New Task

Enter Task Details

25%

Enter Task Details

Task Name

Select Class

Start Date

End Date

Due Time (Optional - defaults to 11:59 PM)

[Back](#) [Next](#)

You need to enter the task details in this window. The start date and end date indicate the period during which the assignment will be open to student submissions. You may also select a due time, but this is an optional setting.

Create New Task

Essay Details X

50%

Enter your question here in detail

Genre

Select genre from dropdown...

- Select genre from dropdown...
- Essay (Argumentative / Expository / Narrative)
- Research Paper / Literature Review
- Lab Report / Scientific Report
- Technical / Professional Writing
- Summary / Paraphrase
- Reflective / Personal Response
- Creative Writing (Poetry, Short Story, etc.)
- Formal Letter / Email
- Case Study
- Proposal
- Process Writing

The next page is where we set the parameters for AI. First, we need to select the Genre. We will tell AI what type of text we expect our students to produce.

Create New Task

Essay Details

X

50%

Enter your question here in detail

Genre

Essay (Argumentative / Expository / Narrative)

Question in detail

Write a cause and effect essay that explores the main reasons behind traffic congestion in large urban areas. The essay should discuss at least three major causes of traffic jams (e.g., overpopulation, poor urban planning, insufficient public transportation, etc.) and explain how each contributes to the problem. Use clear topic sentences, supporting details, and transitions. The essay should aim to inform, not argue, and follow a logical structure suitable for academic writing at the intermediate to upper-intermediate level.

530/2000 characters

Back

Next

Next, we need to enter the details for the question. Provide a clear and complete task prompt for the AI to understand it well. Include what the essay should focus on (e.g., causes of traffic congestion in big cities). Mention the number of ideas required, any examples, and the desired structure. Keep it informative, student-friendly, and aligned with the academic level of your learners.

Create New Task

AI Writing Assistant

X

75%

AI Writing Assistant

Select the tools that you want to use in the AI writing assistant

Check Grammar

Check Vocabulary

Check Task Response

Check Text Organization

Give overall feedback

My Expectations from AI (Optional)

Enter your expectation here

 Upload File

Max 20 pages (PDF, TXT) (Optional)

Back

Create

In this part, we define what kind of AI support students will get while writing. AI can help them with Grammar, Vocabulary, Task Response and/or Text Organization. If you want to receive raw student responses without any AI support, you may leave all the tools unchecked.

The “My Expectations from AI” text box and “Upload File” are optional areas. You may define further expectations from AI (e.g., focus on relative clauses, etc.) or you may upload a sample, a reference material or grading rubric so that AI can align its feedback accordingly.

Assigning Tasks

[Go to Dashboard](#)

Engagemo Student

Engagemo Demo Cl...

Active Students: 1

Total Assignments: 1

Completed: 0

Pending: 1

[Class Forum](#)[Pending](#)[Completed](#)

Pending Assignment List

 Search

Task Name	Assigned Date	Due Date	Action
 Causes Of Traffic Jams In Big Cities	Sep 01, 2025	 2 Days left	Start Assignment

Once you create a task, it is automatically assigned to the students in your class. This is how they see the assigned tasks. They work on the task with AI assistance (if enabled) and submit their finished work to you for teacher feedback.

Step 3: Generate AI-Assisted Feedback

Submitted Pending In Review

Submitted

All Submissions Feedback Sent Pending Feedback

Search by student name or email... 

Generate Bulk AI Feedback

Student Name	Student Email	Feedback Status	Action
yavuz	yavuzalp863@gmail.com	 Pending	
Engagemo Student	engagemotest@gmail.com	 Pending	

You may see student submissions under each task, categorized as “Submitted”, “Pending” and “In Review”. Here, we have two submissions we have not checked yet. You may click on each submission one by one and generate feedback for each, or you may choose multiple submissions and generate bulk feedback. For demonstrative purposes, we will see how bulk feedback works.

Generate AI-Assisted Feedback

Select Submissions for Bulk AI Feedback X

Select submissions to generate AI feedback for (2 available):

Select All (2 submissions)

yavuz
Submitted: 01/09/2025 submitted

Engagemo Student
Submitted: 01/09/2025 submitted

2 of 2 submissions selected

Cancel Continue with 2 submissions

Select which submissions will receive bulk feedback and click “Continue”.

Generate AI-Assisted Feedback

AI Feedback

AI Tools:

- Check Grammar 2
- Check Vocabulary 2
- Check Content 2
- Check Organisation 2
- Give overall feedback

Feedback Tone:

Give feedback by using a constructive tone. Make sure that you focus more on strengths rather than weaknesses.

Upload File:

(Optional)

You may upload rubrics, sample responses, or other reference files to support AI-assisted feedback.

Choose the tools you will use to provide feedback. Optionally, you may set the tone and clarify your expectations in detail. You can also upload a rubric, sample response, or other supporting materials for AI as a reference.

When you click “Generate Bulk AI Feedback”, feedback generation process will start.

Generate AI-Assisted Feedback

In Review

Submitted

Pending

In Review

Search by student name or email...



Bulk Submit Feedback

<input type="checkbox"/> Student Name	Student Email	Feedback Status	Action
<input type="checkbox"/> yavuz	yavuzalp863@gmail.com	 In Review	<input type="button" value="Open"/>
<input type="checkbox"/> Engagemo Student	engagemotest@gmail.com	 In Review	<input type="button" value="Open"/>

When feedback generation is complete, the submissions will be transferred to the “In Review” tab. Here, you may review feedback and manually make changes if necessary. If you do not wish to make any changes, you may select the papers and click “Bulk Submit Feedback”.

Step 3: Submit Feedback

Task Name: Causes of Traffic Jams in Big Cities

yavuz 1/2

Causes About Traffic Congestion in Big Cities

Traffic is big problem in many cities now. Many peoples get stuck in jam for hours everyday. It makes people late and feel angry. In this essay I will telling about three reasons why traffic happen: too many peoples, bad city design and no enough buses.

Too Much People Live in Cities

One cause is that cities has so much people. More peoples means more cars on the road. In some place like Cairo or Mexico, every person want drive their own car to go somewhere. This is make road too crowded. Also, people live far from city center because rent is high. So, they drive long time every morning and night. This is more traffic. If cities have less people, traffic will be gone maybe.

Bad Planning of Roads and Cities

Another reason is that some cities don't plan good. Some roads are very small or it have holes. There are no traffic lights or signs sometimes. And some roads go to same place, so cars are all together and can't move. Also, no parking places. So, people stop in street and wait, that make other cars wait too. Some cities forget to build good roads before people come to live.

Review & Edit AI Feedback

Review the AI-generated feedback below and make any necessary edits before submitting.

Review AI Feedback Reviewing AI Feedback

Grammar Analysis:
Your writing demonstrates a solid understanding of basic grammar, but there are several areas for improvement. For instance, "peoples" should be corrected to "people," and "this is make road too crowded" should be revised to "this makes the roads too crowded." Additionally, consider using more varied sentence structures to enhance the flow of your writing.

Vocabulary Analysis:

Submit

This is a sample AI feedback view before sending it to the student.

Submit Feedback

Task Name: Causes of Traffic Jams in Big Cities

yavuz 1/2

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Bad Planning of Roads and Cities

Another reason is that some cities don't plan good. Some roads are very small or it have holes. There are no traffic lights or signs sometimes. And some roads go to same place, so cars are all together and can't move. Also,

Teacher Feedback:

Grammar Analysis:

Your writing demonstrates a solid understanding of basic grammar, but there are several areas for improvement. For instance, "peoples" should be corrected to "people," and "this is make road too crowded" should be revised to "this makes the roads too crowded." Additionally, consider using more varied sentence structures to enhance the flow of your writing.

Vocabulary Analysis:

Your vocabulary is generally appropriate for the topic, but there are opportunities to enhance precision and variety. For example, instead of "big problem," you might use "significant issue" or "major challenge." Additionally, incorporating more academic terminology, such as "urban congestion" instead of "traffic," could elevate your writing.

Content Analysis:

Your essay effectively addresses the assignment by discussing three major causes of traffic congestion in big cities. However, consider providing more specific examples or data to support your points, which would strengthen your argument and provide a clearer picture of the issues at hand.

This is a sample AI feedback view after sending it to the student.



We wish you success in your teaching journey!
Feel free to contact us at support@engagemo.ai if
you need any assistance.