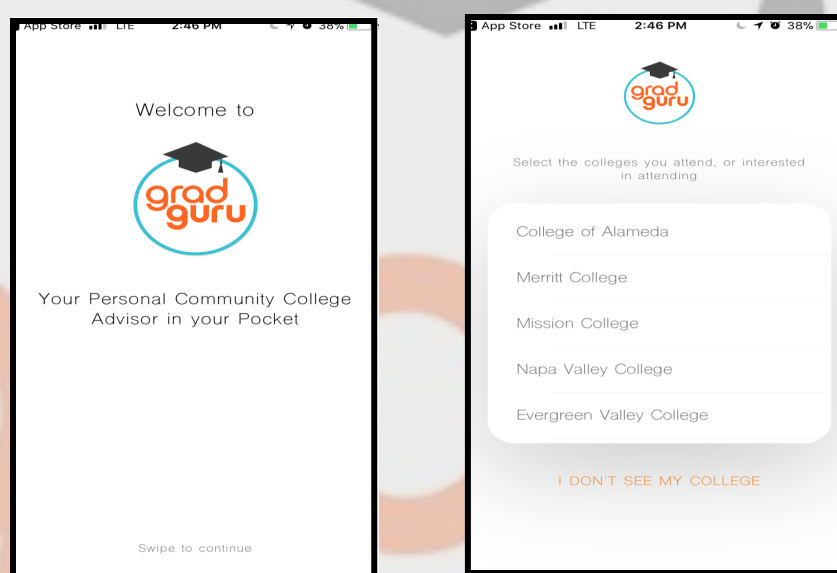# Guide to Using GradGuru

Stay on track by downloading GradGuru! GradGuru is an app that will remind you of important deadlines, events, and workshops taking place on campus.
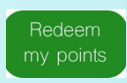
How to get started

- Go to your **app store** and **google play** download the GradGuru app
- Once downloaded, open the app on your phone
- Input **your** information into the app (college campus, age, and reason for attending community college)
- Make sure to pick **College of Alameda** as your campus

Navigation

- Once you have plugged in your information you will be able to see a list of upcoming **Dates and Events**
- If you tap on the **Tip** button you will see a list of tips to help you stay on track
- If you tap on the **calendar** icon located on the top left hand corner of the screen you will be able to see a full Calendar
- To change or edit personal information tap on the person icon on the top of the right hand corner

Badges: Earn points by completing academic markers to redeem for a prize!

- To earn academic badges first tap on the **crown icon** in the top right corner of the screen
- **Create an account** by logging in with your Facebook or email
- Click on badges and answer the question to earn points
- Once you earn 95 points tap on **Redeem my points** on the top right hand corner of screen
- You will be redirected to an email, once there plug in address and email and email **rewards@gradguru.org** to claim your reward