GETTING STARTED

LEANSpark for Universities

Stand up your class and run the whole semester on evidence — a step-by-step setup

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Set up your class

Your portal's provisioned — create your first class in three fields and one permanent choice.

CHAPTER 1

Set up your class

You run the room; LEANSpark runs the mechanics. This guide takes you from your portal link to a running class in an afternoon — create the class, bring your students in, watch them work, and grade what they actually learned. (A note on wording: because your account is set to *University*, the portal labels your groups **"Classes"**; everything below uses that word.)

Start at your portal

Your **organization** — your program's home in LEANSpark — is provisioned for you when your account is set up; there's no self-serve "create an org" step. You'll get a link to your dashboard at **leanspark.ai/{your-program}/dashboard**. That's your cockpit. The first time you open it you'll see **"Welcome to {your program}"** and a **setup checklist** — this guide walks that checklist.

> **Add your co-instructors first.** Anyone who needs the same view you have — a co-teacher, a TA — goes in as an **Admin** (left nav → **Admins**). Mentors who only advise students get the lighter **Coaches** role. Do this now so nobody's locked out later.

Create your first class

In the left nav, click **Classes**. The empty state opens straight to the create form — **"Create your first Class."** Two decisions:

1. **Name** it for the term — e.g. *Entrepreneurship 301 · Fall*. (There are no start/end dates; you archive a class when the term ends.)
2. **Funding** — how each student's credits work. This is a **one-time, permanent** choice:
    - **Per-founder allowance** — each student gets their own bankable wallet that never expires and nobody else can spend. *This is the one you want for a class:* it maps cleanly to "each student has their budget for the term."
    - **Shared class budget** — one pool, refilled monthly, that everyone draws from.

Click **Create Class.** Every class is **founder-led** — each student owns a private workspace and their own idea. You see across all of them; they see only theirs. (That's also what makes the scores gradeable: the work is unmistakably each student's.)

> **The funding choice is locked.** You can't change a class's funding model after you create it. For a semester course, **Per-founder allowance** is almost always right — pick it deliberately.

CHAPTER 2

Bring your students in

One domain-locked link drops your whole roster into their own workspaces — then fund them.

CHAPTER 2

Bring your students in

The fastest way: a self-serve join link

For a per-founder class, open the class and find **Self-serve join link.** Set two fields:

1. **Seat cap** — how many students can join (your enrollment).
2. **Email domain** — e.g. `stetson.edu`. Only addresses on that domain can use the link.

Click **Enable join link**, copy the link, and drop it in your syllabus or LMS. Each student clicks it, registers with their school email, verifies, and lands in their own workspace inside your class — no logins for you to manage. The panel shows **"{used} / {cap} seats used"** so you can watch the class fill. Need to shut it off? **Rotate link** or **Disable.**

Or invite a known roster by email

Left nav → **Invitations** → **Invite people.** Paste emails (one per line) or **import a CSV** (one `email` column), optionally pick the class and a per-student credit amount, and click **Send Invitations.** Students get an email, accept, and are provisioned into your class. The pending table lets you **Resend** or **Revoke** any invite.

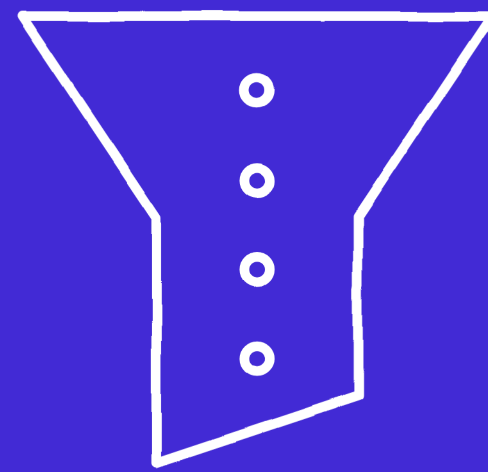
> **One gotcha at the door.** A student who already pays for a personal LEANSpark subscription can't be dropped into a funded seat until they cancel it — you'll see them flagged. Rare for a class, but worth knowing.

Fund the work

Students spend **credits** on the AI-assisted work — canvas help, interview synthesis, assessments — from three places:

- **Credits** (left nav) — your **credit pool** and a **runway** read: *"~N months left at current burn."* It turns amber under four months, red under two. Your budget's fuel gauge.
- **Student wallets** — on the class roster, each student shows *"{n} credits left · {n} used this cycle,"* with an **Add credits** button when someone runs low.
- **The credit-request queue** — when a student runs dry they can request more; you'll see **"{n} pending credit requests"** at the top of the class, each with a reason and **Approve** / **Decline** in one click.

> **Grants draw from the pool.** Adding credits to a student pulls from your program's pool; if it's empty you'll be prompted to top up first. Topping up the pool itself runs through your LEANSpark account rep, not this page.



CHAPTER 3

Run the class

Read each student's baseline, watch the cadence, and let the dashboard tell you who needs you this week.

CHAPTER 3

Run the class

Read the baseline before you meet them

Once a student scores their canvas, LEANSpark builds their **Validation Profile** — the seven dimensions (**Clarity, Desirability, Viability, Feasibility, Defensibility, Timing, Mission**; the first four are the **core**) mapped across five journey stages, with a quiet **Validation Index / 100**. Open it from any student's page → the **Validation** tab.

You don't run this — the *student* triggers their own scoring, so a profile is **empty until they've scored at least once.** Once it fills, you walk into the session already knowing each student's weakest link and where they're stuck — and spend the hour on the conversation, not the read-up.

Watch the cadence

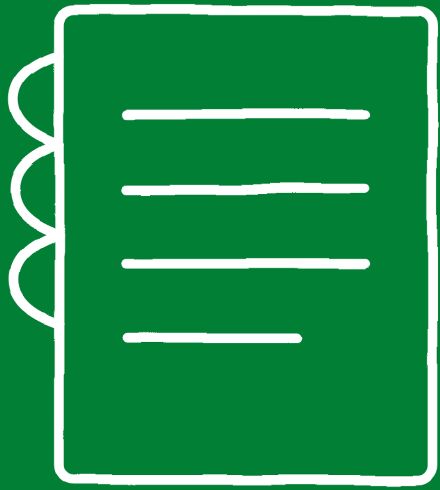
Students work in **14-day experiment cycles** — plan, do, check, act. There's nothing for you to configure; the rhythm runs on the student side. What you see is the **sprint heat strip** on each student's row — the intensity of their activity per sprint, a **"Sprint {n}"** marker when a cycle's in flight, or a soft **"Not started" / "Between cycles"** when it isn't. It's your at-a-glance read on who's actually moving.

Let the dashboard triage for you

This is the leverage. Your **Dashboard** opens to **Needs attention** by default — students who are stalled or slipping sorted to the top, the ones running fine left alone. Across the top: counts for **at risk**, **quiet**, and **pending invites**. A **"Worth your attention this week"** band reads out **▲{n} advanced a stage · ▼{n} slipped · ●{n} need a nudge.**

Switch views with the chips — **Needs attention · Recently active · Recently enrolled** — and if you run more than one class, each class card shows its own **"{n} need a nudge"** or **"All on track."** Click any student to drill in — **Canvas, Metrics, Insights, Validation, Experiments, Journal** — a read-only mirror of their work, so you never have to ask for a status update.

> **Triage, not surveillance.** The point isn't to watch everyone equally — it's to find the three students a conversation would change this week, and trust the class to run itself for the rest. Coach by need, not by calendar.



CHAPTER 4

Grade it & report up

Grade the decision and the evidence — not the polish — and export the proof.

CHAPTER 4

Grade it & report up

Grade what they learned, not the pitch

A confident deck and a real validated insight look identical on demo day. The **Validation Profile** lets you tell them apart. Grade from it:

— **The score trajectory** — where the model started and where it landed, on the same seven axes for every student.

— **The evidence underneath** — the **Insights** and Customer Forces Stories (proof they talked to real people and heard real forces, not compliments), the **Experiments** they ran, and the commitments anyone actually made.

— **The pivots** — the times a student changed their mind *because* of evidence, visible in their **Journal**. That's the highest-order skill, and now it's on the record.

You're grading a defensible thing: *not* "I liked this idea," but "desirability moved from 2 to 4 on eight interviews and three commitments."

Report up

Your department and accreditors want evidence of learning outcomes. From the Dashboard or any class, click **Export CSV** — one row per student: **stage, score, health, last active, credits allocated and used** — for the whole program or a single class. For a deeper artifact on a standout venture, the Validation Profile board is the screenshot that shows the journey.

Go deeper

You now have a class that runs on evidence and a dashboard that tells you where you're needed. The mechanics are here; the craft — exposing the one constraint, holding the cadence, the hard feedback a student is paying *not* to hear from a chatbot — is **The AI-Native Coach's Playbook** (No. 2 in this series). Read that next.

Your class is live. Set up your program at leanspark.ai.

LEANSpark

A companion to The AI-Native Coach's Playbook. This is the hands-on setup — from your first class to final grades — on the LEANSpark org portal.

leanspark.ai