

# Reflectivity team admin quickstart guide

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## What is Swivl?

Swivl makes reflective tools to help educators collaborate through reflection by sharing their thinking, building dynamic communities, and motivating team growth.

Reflectivity provides a simple and flexible reflection experience, allowing educators to go into a level of depth that's best suits them. Leadership can utilize shared reflections, discussions, and groups to facilitate real time professional learning to meet the needs of teachers.

## What can a Reflectivity team admin do?

- ✓ Review usage data and statistics
- ✓ Manage team security and sharing settings
- ✓ Add and remove team members
- ✓ Manage Groups, rubrics, and video tags
- ✓ View videos created by team members and provide support through coaching and feedback

## Get started

- ✓ Log into your Reflectivity account at [cloud.swivl.com](https://cloud.swivl.com)
- ✓ Learn how to [navigate the admin portal](#)
- ✓ [Add or remove team members](#)
- ✓ Learn more about using Swivl tools at the [eLearning Center](#)

## Get help

For tech support, explore the [Help Center](#). Chat with a Product Expert by using the "Help" icon, or call 1-888-837-6209.

For implementation support, email the Customer Success team at [success@swivl.com](mailto:success@swivl.com).