

# EdgeEX Quick Start Guide for Administrators

*Welcome to EdgeEX, a brand-new Imagine Edgenuity experience!*

To set your staff and students up for success, there are a few steps you'll need to take. This guide will give you a basic overview of the major differences between EdgeEX and heritage Edgenuity courses, as well as how to get your district or school started by setting up courses, creating sections, and enrolling students.

## How is EdgeEX different from heritage Edgenuity?

EdgeEX lives within the Edgenuity platform—which means that users don't need new usernames and passwords to access it. Basic LMS functionality like communication and managing users is the same, but EdgeEX has a host of new functionality related to the courses themselves.

For students, EdgeEX courses feature:

- a new look and feel in both the Course Map and the content itself
- unit-level progress bars so students can set manageable goals and celebrate successes
- fillable Guided Notes for all four core subjects (heritage has only math and ELA)
- personalized study plans after students take practice assessments, with direct links to review lessons a student struggled with
- the ability to submit work directly from Google Drive or capture an image of offline work
- improved translation for English language learners
- full WCAG 2.1 AA compliance for accessibility

For educators, EdgeEX courses feature:

- the new Educator Launchpad (allows teachers to manage alerts for students who are out of retakes or need assessments unlocked, and see the activities they need to grade)
- an improved, easy-to-use gradebook for individual students (note that a course-level gradebook is not yet available in EdgeEX)
- a new Course Hub interface (puts all the info/actions for a single course in one place)
- additional course options, including the ability to set all options differently by assessment type, ability to allow students to increase video playback speed, and the ability to cap the maximum number of assessment attempts teachers can give students
- self-service course provisioning from the new Imagine Edgenuity Catalog
- the ability to customize course content and options at the district/school level and push changes to all sections and enrollments

For more information on EdgeEX features, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/13966818541207-EdgeEX-Current-functionality-and-releases> and <https://help.imagineedgenuity.com/hc/en-us/articles/22375493237271-EdgeEX-Popular-feature-requests-now-available>



### Differences between Heritage Imagine Edgenuity and EdgeEX

	In Heritage Edgenuity	In EdgeEX
Provisioning Courses	Courses are provisioned to the Course Management School (CMS), where educators can customize the content and options and add them to their schools. Once the courses are added to schools, any changes made in the CMS version cannot be applied to all school builds.	EdgeEX courses do not appear in the CMS. Instead, they appear in the Imagine Edgenuity Catalog, a permissioned page where educators can preview courses (including course descriptions, syllabi, scope and sequence documents, and Guided Notes) and add them to their District or School Catalogs to customize the content and options.  In the District or School Catalog, educators (usually admins) can create and manage Sections assigned to each teacher. Educators can always make changes in the Catalog version (via the Course Hub) and apply the changes to the Sections in their district.
Managing Courses	The Manage Courses page provides action buttons that can be applied to one or more courses.	EdgeEX Sections also appear on the Manage Courses page. From here, users can access the EdgeEX Section Hub and manage course options and content for that section.
Previewing Course Content	Educators can preview content in the Course Structure page or by enrolling their linked student demo account in the course and logging in as a student.	Educators can preview content exactly the way a student would see it by launching activities from the Course Hub --> Content --> Course Structure. Expand the activity with the "Expand" icon in the top right corner to work through it the way a student would. (Note that students would not have access to the Show Answers toggle.) fg
Accommodations and Modifications for Students	The following are set as course options: <ul style="list-style-type: none"> <li>• Hide assessment timer</li> <li>• Reduce items on assessments</li> <li>• Reduce number of answer choices on multiple-choice items</li> </ul>	For EdgeEX, these accommodations and modifications are student profile settings. <ul style="list-style-type: none"> <li>• Unlimited assessment time</li> <li>• Reduce number items on assessments</li> </ul> When these accommodations and modifications are checked in a student's profile, they will automatically be respected for <u>all</u> EdgeEX enrollments.  Note that the option to reduce the number of answer choices on multiple-choice items will not be available in EdgeEX until BTS 2025.



Grouping Students	Use Classes and User Groups to group students. To create sections, copy the course and assign a teacher.	Although users can still group students in EdgeEX with Classes and User Groups, Sections are more useful.  A section is a group of students enrolled in one course with one or more teachers. Sections control which teachers can view and act on which students, allowing teachers to easily customize content and course options for each group of students they manage.
Managing Alerts	Alerts (review required, out of retakes, work needs grading) appear on the Dashboard. Teachers can click into each alert one at a time to resolve it or to access the student's gradebook.	Alerts for EdgeEX courses do not appear on the Dashboard. Instead, they appear in the Educator Launchpad, which is a set of interactive widgets on the teacher home page. These widgets alert teachers assigned to EdgeEX courses when they need to unlock assessments, which students are out of retakes, or when there is new student work to grade. The widgets are pre-filtered to only show students assigned to each teacher's section(s) and they allow for bulk-actions (e.g., give retakes to multiple students at a time) as well as take action on one student at a time.
Reviewing Student Work	From a student's course list, select a course and click the Grades option to view a student's individual gradebook. From there, you can access student work, as well as information and actions (e.g., reset, bypass, change scores).	EdgeEX features a newly redesigned individual student Grades page, where you can view activity statuses, due dates, submission dates, active time, and all attempt scores (even after resetting an activity). While viewing student work (including their eNotes), you can change an activity score and reset an activity.  The EdgeEX student Grades page can be accessed from the student's course list or from Manage Enrollments.
Accessing Resources	Resources for a course live in different places: Guided Notes in the Help Center, rubrics and teacher's guides in the course documents, alignments on the Standards Alignments page, required materials in various places.	Resources are available in the following places. <ul style="list-style-type: none"><li>• Course descriptions, syllabi, scope and sequence documents, and Guided Notes are available in the Course Hub and Section Hub. When courses require outside materials, those will also display in the Course Hub and Section Hub (coming later in 2024).</li><li>• Standards Alignments are available when previewing content and when customizing.</li><li>• Rubrics and teacher's guides are presented to the teacher at point of use when grading activities.</li></ul>



### How do I get started with EdgeEX courses?

In the heritage Edgenuity product, Imagine Learning adds courses to your Course Management School (CMS). In EdgeEX, you can add them yourself from the Imagine Edgenuity Catalog. From the Courses menu, simply choose Imagine Edgenuity Catalog and add any EdgeEX courses you want to your District Catalog. Once they are in your District Catalog you can customize them, change course options, and add the courses to your School Catalog where they will be available for further customization or for you to make sections.

**PRO TIP: The Catalog allows you to view key statistics for all available versions of a course, including estimated completion time, number of lessons, and amount of teacher grading.**

For more help, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/10958471423127-EdgeEX-Getting-started-for-administrators><sup>1</sup>

### How do I manage EdgeEX courses?

In heritage Edgenuity, all information about and actions on courses is available from the Manage Courses page. In EdgeEX, you can manage EdgeEX sections from the Manage Courses page, but you will manage the parent courses from the District and School Catalog. Use these Catalogs to customize courses, modify course information, and configure course options—and then apply your changes to ALL sections across your district or school. Use the “View” button in the Catalog to access the Course Hub—your one-stop shop to manage almost anything for a particular course:

- View/modify the course information (title, description, grade level, available student tools, customization permissions)
- View/customize course content
- Configure course options
- Access course resources (syllabus, scope and sequence, Guided Notes)
- View/update active sections in each school

**PRO TIP: To push changes to ALL instances of a course, make the changes in the District Catalog version of the course. To push changes to only the Sections at a particular school, make the changes in the School Catalog version of the course.**

For more help, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/10542812778519-EdgeEX-Course-Hub-overview> and <https://help.imagineedgenuity.com/hc/en-us/articles/10572610905367-EdgeEX-Course-options-overview>

### What are sections in EdgeEX, and how do I use them?

A section is the intersection of course content & options with one or more teachers and one or more students. Sections generally represent meaningful groups of students in a course (e.g., Mrs. Channing’s Algebra I Period 2). You must create sections in order to enroll students in EdgeEX; you can do so from the School Catalog. Once created, EdgeEX sections will appear on the Manage Courses page just like heritage courses do and you will be able to manage options for those

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<sup>1</sup> To view Help Center links, make sure you first log into Imagine Edgenuity and then authenticate into the Help Center (click the circle with your initials at the top right and choose the Help Center link).



sections within the EdgeEX Section Hub. Teachers will only be able to see and manage the student enrollments in their own sections.

**PRO TIP: To find your EdgeEX sections more quickly on the Manage Courses page, use the Series filter!**

For more help, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/12215340061591-EdgeEX-Sections-overview>

### How do I enroll students in EdgeEX?

You can enroll students from the Manage Students page. Simply select the students you wish to enroll in a course, select them with the checkboxes next to their names, and click Enroll in Courses. Then select the EdgeEX section in which you wish to enroll those students. Remember! You are enrolling students in specific course sections. You will need to create these sections from the School Catalog before you can enroll students in EdgeEX.

**PRO TIP: To find your EdgeEX sections more quickly, use the Series filter!**

For more help, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/12267272836375-EdgeEX-Enrolling-students-in-a-Section>

### Which reports are and are not available in EdgeEX?

Enrollment-level metrics (progress, course grades, and active time) are available inside EdgeEX pages and in Edge LMS reports (e.g., Progress Report, Group Progress Report, Manage Enrollments, and Admin Reports). The Course Gradebook and Lesson Mastery Report are NOT available in EdgeEX. And EdgeEX has its own Attendance Log and Session Log.

**PRO TIP: If your implementation relies on the reports that are not yet available for EdgeEX, consider delaying your EdgeEX start to Summer 2024.**

For more information on functionality currently available, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/13966818541207-EdgeEX-Current-functionality-and-releases>

### How does customization work in EdgeEX?

In EdgeEX, you can customize at the district, school, section, or enrollment level—and push changes to any lower level. Customization in EdgeEX includes several new capabilities:

- Customize in flight at any level—even after students have started the course.
- Preview content while you customize.
- View standards alignments for each unit and lesson while you customize.

Customization functionality in EdgeEX currently includes the ability to hide/unhide and reorder content. Adding lessons from another course will be available in the Summer of 2024, and authoring original activities will be available in late 2024 or early 2025.

**PRO TIP: To customize a course for all sections in the district or school, you can customize from the District Catalog or School Catalog.**



For more help, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/22703829296919-EdgeEX-Customizing-courses-overview>

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### How should I roll out EdgeEX to my staff?

EdgeEX represents a big and exciting change in how teachers manage their students and review their work. As such, we strongly encourage districts planning to adopt EdgeEX to take advantage of Imagine Learning's talented professional development specialists. PD is essential to a successful implementation of any educational initiative, and EdgeEX is no different.

#### PRO TIPS

- Consider a Fall pilot with a small number of interested teachers who can then serve as champions and mentors for a broader roll-out in the spring.
- If possible, allow teachers to opt in at first, to increase buy-in and success.
- Provide adequate time for teachers to learn and explore the new product before they are expected to facilitate learning in EdgeEX for students.

To support teachers getting started with EdgeEX, visit: <https://help.imagineedgenuity.com/hc/en-us/articles/11577145148567-EdgeEX-Getting-started-for-teachers>

And for a comprehensive EdgeEX Help experience, visit: <https://help.imagineedgenuity.com/hc/en-us/categories/10238163705879-EdgeEX>