



Edgenuity
**Instructional
Services**

K–5 Student Guide

Contents

TECHNICAL REQUIREMENTS	1
Logging In	2
My Dashboard Tools and Features	3
Communicating With Your Teachers.....	5
Accessing Your Courseware	6
BUZZ HOME PAGE AND MAIN MENU.....	7
Buzz Home Page	7
To Do List	8
Activity Stream	8
Customize Your Buzz Experience.....	9
Main Menu.....	11
Calendar.....	12
INSIDE A COURSE	13
Course Home Page.....	13
Viewing Activities	14
Turning in Assignments	15
Completing a Self-Assessment	17
Previewing “For Me” Activities.....	18
Taking Notes in a Course	18
VIEWING COURSE PERFORMANCE	19
Viewing Your Performance Across all Courses	19
View Your Performance in an Individual Course	21
STUDENT TOOLS	22

Technical Requirements

To ensure that you can log in and begin working, first verify that your computer meets the technical requirements of the program. Visit our [Technical Requirements page](#) for more information.

SUPPORTED DEVICES

- Desktop computers
- iPad
- Surface tablet
- Chromebook
- Android tablet

SUPPORTED OPERATING SYSTEMS

Windows

Windows 10
Windows 8
Windows 7

Apple

Apple Mac OS X 10.11 (El Capitan)
Apple Mac OS X 10.10 (Yosemite)
Apple Mac OS X 10.9 (Mavericks)
iOS version 13.3+ *

Other

Android version 6.0+
Marshmallow

SYSTEM REQUIREMENTS

- Resolution: 1024 x 768 (minimum)
- Internet Connection: High Speed (Broadband)
- Audio: Speakers and Microphone
- Printer and means to digitally submit a file or ability to digitally edit PDF files

REQUIRED SOFTWARE

- Word Processing software (Word, Excel, Powerpoint)
 - [Microsoft Office](#)
 - Free options: [Open Office](#) and [Google Docs](#)
- [Audacity](#) or [Vocaroo](#) ^

PREFERRED BROWSERS

- [Firefox](#)
- [Chrome](#)
- Ensure JavaScript is [enabled](#)
- Accept third-party cookies ([Directions](#))
- Disable pop-up blockers:
 - [Firefox](#)
 - [Chrome](#)

PLUG-INS

- [Adobe Acrobat Reader](#)

*A small set of Accelerate Education courses require students record their voice and submit audio files to their teacher.

*A small set of Accelerate Education courses, specifically computer programming courses, may require students to download additional free, software.

*Whitelist URLs are available via the following: [Accelerate Education Whitelist URLs.xlsx](#)

Course specific technical requirements, equipment, or materials are shared in the course syllabus and may be found at: <https://accelerate.education>

Logging In

Begin by logging into the system. Once on the login page, use your username and password to gain access to your online courses. Please visit the URL below:

<https://www.edgenuity.com/SIS-login>

Write your username and password here for future reference:

Login: _____ Password: _____

The screenshot shows the Edgenuity website's login interface. At the top left is the Edgenuity logo with the tagline "where learning clicks". To the right are links for "Request more information", "Search", "Jobs", "Blog", and a "Login" button. A "Share" icon is also present. Below this is a dark blue navigation bar with links: "The Difference", "Curriculum + Research", "Solutions", "The Experience", "Support", and "News + Reviews". The main content area features a white box titled "Student Information System" containing a login form with fields for "Login:" and "Password:", an "Enter" button, and a link for "Forgot your login and/or password?". To the right of the form is a video player thumbnail with the text "Watch the orientation video". The footer is a grey bar with four columns: "Navigate" (listing site sections), "Leadership" (listing roles), "Resources" (listing content types), and "About Edgenuity" (a short company description).

My Dashboard Tools and Features

The main page in the Edgenuity SIS is known as the Dashboard. The Dashboard provides access to your courses, progress and grade reports, and the messaging center. Think of the Dashboard as the central hub that contains all of your student information and tools to support you while enrolled in the program. Let's review some of the key tools and features you will use in the SIS.

The *Main Dashboard* features the following tools on the front page of the SIS as soon as you login:

- Academic Snapshot
- Upcoming Events
- Activity
- Messages
- Course Requirements
- Admission Status

The screenshot shows the Edgenuity dashboard interface. At the top left is the Edgenuity logo and 'Elementary Demo' text. A navigation sidebar on the left includes links for Dashboard, Messages (3), Mentor Information, Course Information, Academic Snapshot, Student Activity, Edit Account, Add Guardian, School Calendar, and External Links. The main dashboard area is titled 'DASHBOARD' and contains several widgets:

- Academic Snapshot:** A table showing the student's progress in 7 courses.

Course	Grade	Percentage Complete	Pacing
Art Development Level 3 - AE 18-19		7.32%	Behind
Language Arts 4 A - AE 18-19	13.65%	15.25%	Behind
Math 4 A - AE 18-19	89.58%	12.16%	Ahead
Science 4 A - AE 18-19		0%	Behind
Social Studies 4 A - AE 18-19	18.47%	8.89%	Behind
1 A Language Arts - 19-20 DEMO	40.91%	4.41%	Behind
1 A Physical Education - 19-20 DEMO		2.74%	Behind
- Upcoming Events:** Shows one event: 'Jun 26, 2020 - Final' with a link to 'See more events...'.
- Activity:** A table showing the latest activities for the student.

Section	Time	Minutes
1 A Language Arts - 19-20 DEMO	6/9/2020 2:50:34 PM	0
Language Arts 4 A - AE 18-19	6/9/2020 2:48:57 PM	2
Language Arts 4 A - AE 18-19	6/9/2020 2:48:47 PM	0
Language Arts 4 A - AE 18-19	6/9/2020 2:47:49 PM	0
1 A Language Arts - 19-20 DEMO	6/9/2020 12:59:29 PM	0
- Messages:** Indicates 'You have 2 new message(s)' with a link to 'See your messages...'.
- Course Requests:** States 'There are no courses requested by this student.'
- Admission Status:** States 'This student is currently ACTIVE. The enrollment status is -1.'

Academic Snapshot



This student is currently enrolled in 7 courses:

Course	Grade	Percentage Complete	Pacing
Art Development Level 3 - AE 18-19		7.32%	Behind
Language Arts 4 A - AE 18-19	13.65%	15.25%	Behind
Math 4 A - AE 18-19	89.58%	12.16%	Ahead
Science 4 A - AE 18-19		0%	Behind
Social Studies 4 A - AE 18-19	18.47%	8.89%	Behind
1 A Language Arts - 19-20 DEMO	40.91%	4.41%	Behind
1 A Physical Education - 19-20 DEMO		2.74%	Behind

The Academic Snapshot area lists the course(s) in which you are enrolled. Grade and progress information are included. Clicking on any one of the course names will log you into your online course, where you will complete your course assignments.

Upcoming Events



[Jun 26, 2020 - Final](#)

[See more events...](#)

The Upcoming Events area allows your teachers to set reminders of important events or deadlines for assignments. You may also use the calendar to set your own reminders.

Activity



These are the latest activities for this student:

Section	Time	Minutes
1 A Language Arts - 19-20 DEMO	6/9/2020 2:50:34 PM	0
Language Arts 4 A - AE 18-19	6/9/2020 2:48:57 PM	2
Language Arts 4 A - AE 18-19	6/9/2020 2:48:47 PM	0
Language Arts 4 A - AE 18-19	6/9/2020 2:47:49 PM	0
1 A Language Arts - 19-20 DEMO	6/9/2020 12:59:29 PM	0

When you work in your course(s), the time you spend is logged. The Activity area shows the course names, dates, and number of minutes spent in each course while completing assignments.

Messages

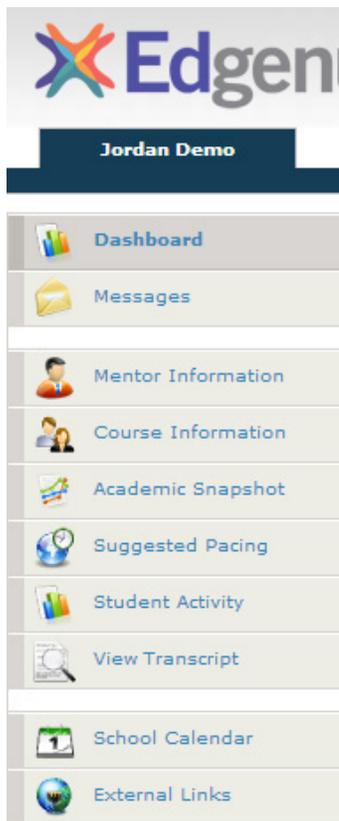


You have **1** new message(s).

[See your message...](#)

Your Message Center is an inbox for important communications from your teacher(s). Be sure to check this inbox often.

The Sidebar contains the following tools:



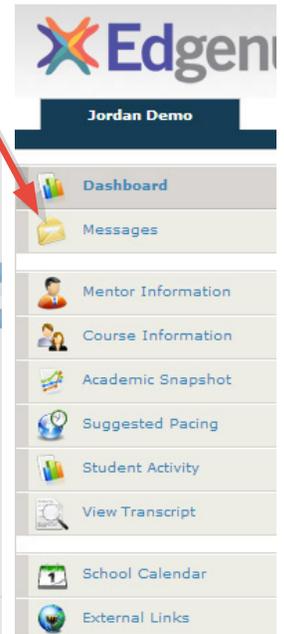
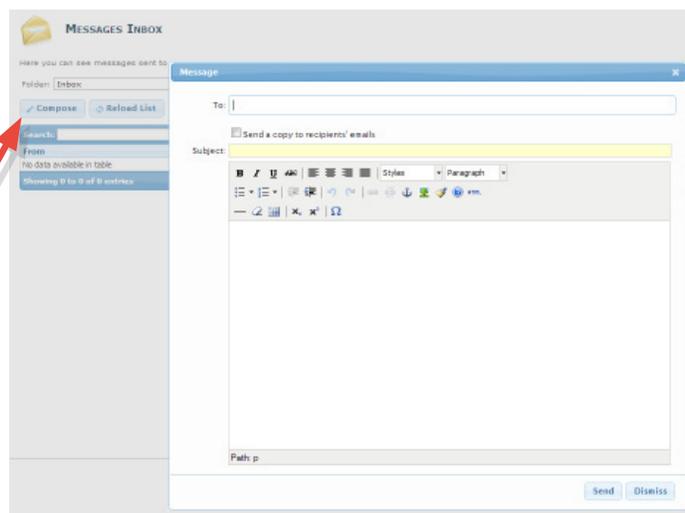
- Dashboard:** Main page in the SIS; provides a quick snapshot of your progress and grades
- Messages:** View e-mail messages from your teachers and reply and create new messages
- Mentor Information:** View your assigned mentor's information
- Course Information:** View your courses, course description, credit amount, and teacher contact information
- Academic Snapshot:** Provides an overall progress bar for all courses and specific progress bars for each class you are enrolled in
- Suggested Pacing:** A progress bar and weekly assignment goals to keep you on track with your targeted completion date
- Student Activity:** A tally of the total number of assignments you have completed each day in your course(s)
- Course Plan:** A plan that puts you on track for graduation
- View Transcript:** A record of your current grades and credit(s) earned
- School Calendar:** A calendar of current appointments or conferences
- External Links:** Links to popular and helpful resources when navigating your online classroom

Communicating With Your Teachers

Communicating is one of the most important contributions to your success in the online classroom. Be sure to reach out to your instructor(s) at any time if you need help. To send a message, click on the Messages link from the left-hand menu when in the Dashboard:

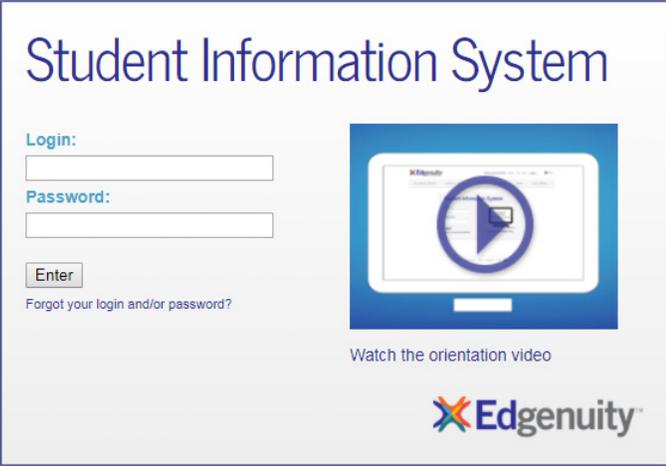
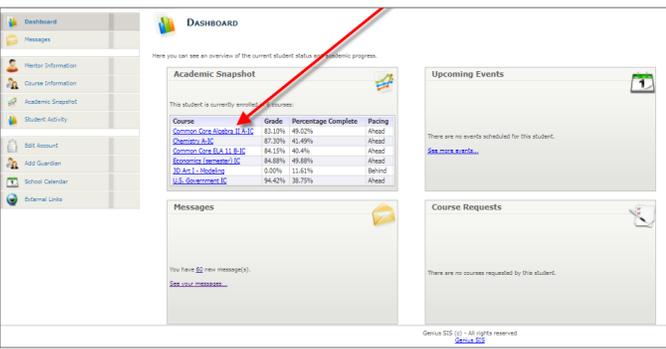
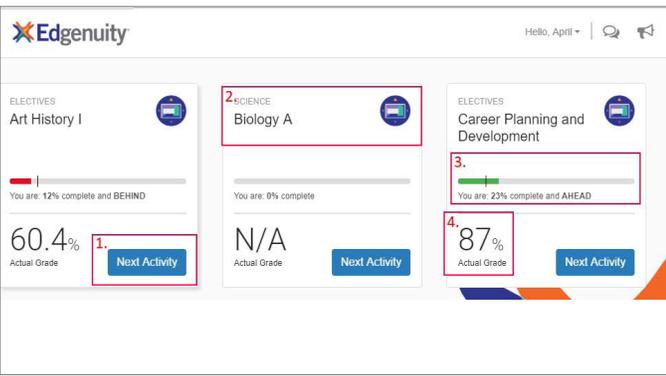
Once inside the Message Center, you will see a log of recent messages. You can reply to or delete messages. You also have the ability to send e-mail messages using a template.

Click on "Compose" to begin a message.



We are excited to have you as part of the Edgenuity family. We hope you will find the Edgenuity Student Information System a valuable tool for monitoring and maintaining your progress in the online classroom. Do not hesitate to reach out to your instructor or coach/mentors should you need help navigating your course(s).

Accessing Your Courseware

Screen	Steps
	<ol style="list-style-type: none">1 Navigate to https://www.edgenuity.com/SIS-login.<ul style="list-style-type: none">Enter the username and password that you were given.Click the Enter button.
	<ol style="list-style-type: none">2 From the Main Dashboard, click on the name of a course to enter it.
	<ol style="list-style-type: none">3 After clicking on the course name, you will automatically be taken to the classroom lobby. You can see a quick snapshot of your classes.<ol style="list-style-type: none">1. Use the “Next Activity” button in each class to begin working where you left off.2. Clicking on the “Course Card” will take you to the course map for the course. You can find your assignment information, grades, and pacing information here.3. The pacing bar shows you where you are in the class. The vertical line indicates where you should be in the class, the colored bar indicates where you currently are.4. Your grade. This can display your actual or overall grade.

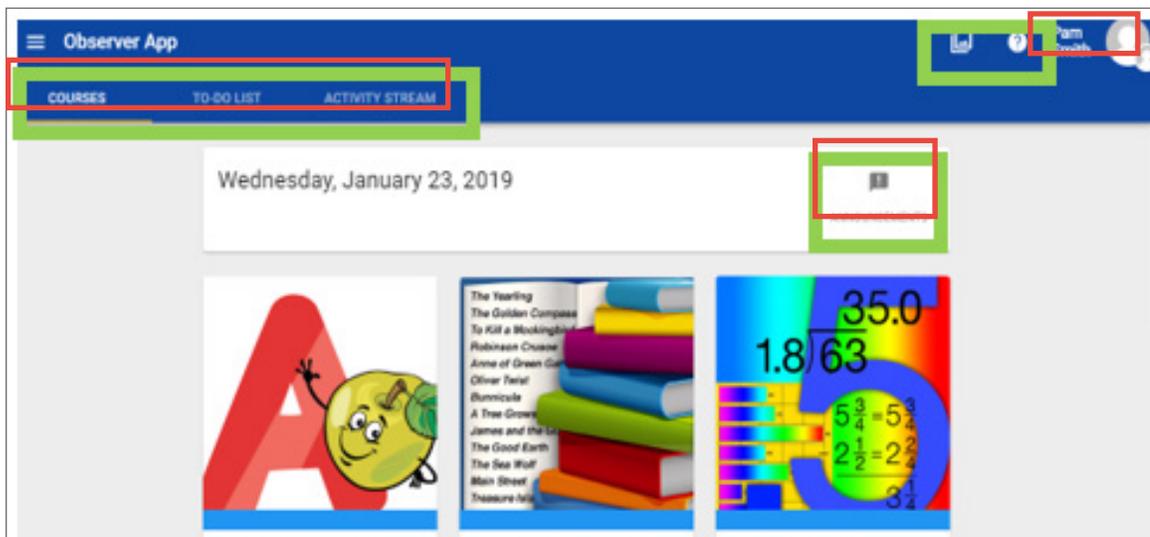
Buzz Home Page and Main Menu

Buzz Home Page

Buzz's landing page is the starting point for navigating the student app. This screen gives you an overview of what's happening in all the student's current courses.

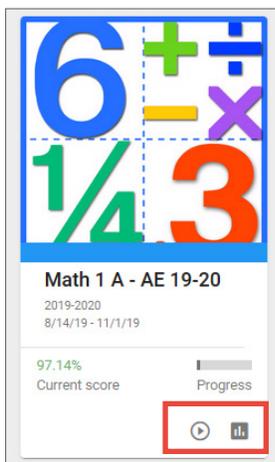
On this screen, you can:

1. Access **Courses**
2. View your **To-Do List**
3. Check the **Activity Stream** to see your activity and your teacher's activity.
4. Access **Help**.
5. Review **Announcements**.



Use **Course Cards** to:

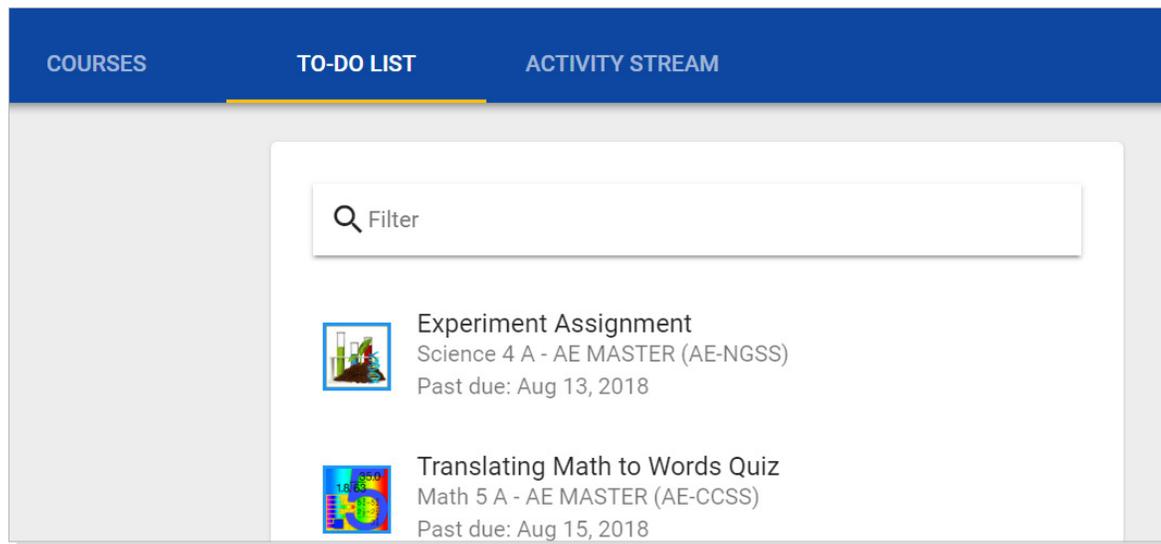
- Review scores and course progress (indicates how many of the gradable activities you have completed).
- Access the course **Activities** and **Grades** tools.
- Track how much time is left in the course; they will show an alarm clock icon when courses are about to expire.



To Do List

The **To-do List** includes upcoming and past-due activities. By default, the **To-do List** displays activities with due dates coming up within seven days. This To-do List only shows graded items, that is why it is recommend that students work on the To-do List and assignments that are available to retake from within the courses.

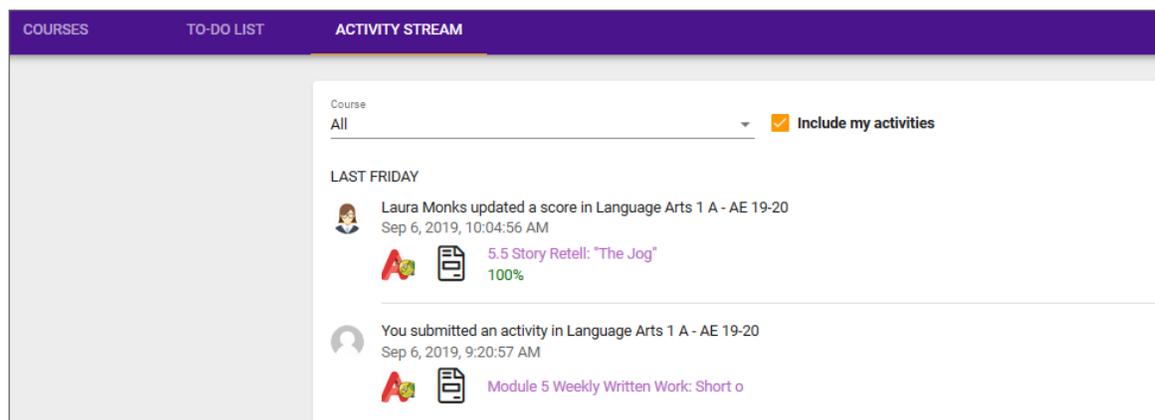
Click on the activities to open them. Because only graded activities are listed in the To Do List, there may be other non-graded activities within the course that need to be completed before gaining access to the item listed.



The screenshot shows the 'TO-DO LIST' tab selected in a blue header. Below the header is a search bar with a magnifying glass icon and the text 'Filter'. Below the search bar are two activity cards. The first card has a science icon, the title 'Experiment Assignment', the course 'Science 4 A - AE MASTER (AE-NGSS)', and the status 'Past due: Aug 13, 2018'. The second card has a math icon, the title 'Translating Math to Words Quiz', the course 'Math 5 A - AE MASTER (AE-CCSS)', and the status 'Past due: Aug 15, 2018'.

Activity Stream

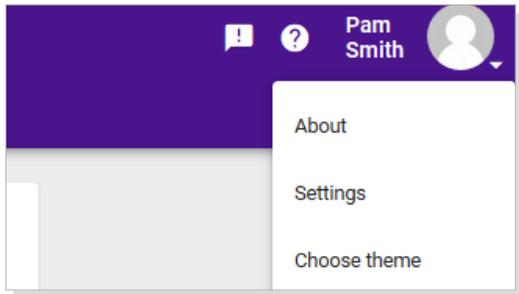
The Activity Stream lists recent student and teacher activity, such as when a student submits an activity or a teacher returns a graded activity. Students need to look for feedback provided by the teacher. A returned item with feedback will have the “sticky note” icon. Students can also see if the teacher has provided a retake.



The screenshot shows the 'ACTIVITY STREAM' tab selected in a purple header. Below the header is a course filter dropdown set to 'All' and a checkbox for 'Include my activities' which is checked. Below this is a section titled 'LAST FRIDAY'. The first activity shows a teacher icon, the text 'Laura Monks updated a score in Language Arts 1 A - AE 19-20', the timestamp 'Sep 6, 2019, 10:04:56 AM', a sticky note icon, a document icon, the title '5.5 Story Retell: "The Jog"', and the score '100%'. The second activity shows a student icon, the text 'You submitted an activity in Language Arts 1 A - AE 19-20', the timestamp 'Sep 6, 2019, 9:20:57 AM', a sticky note icon, a document icon, and the title 'Module 5 Weekly Written Work: Short o'.

Customize Your Buzz Experience

You can add a profile picture, customize the look of Buzz and set settings by clicking on the user menu by your name to see your options.



HOW DO I CHANGE MY INTERFACE COLORS?

To access your interface color controls:

1. Open the **User Menu** in the top, right corner.
2. Select **Choose theme**.
3. Select the color you want.
4. **Save**.

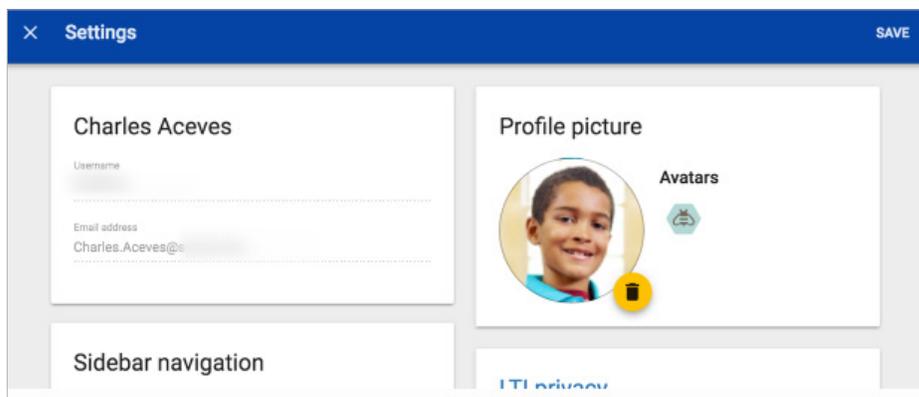


HOW DO I ADD A PROFILE PICTURE?

The ability to change your profile picture in Buzz is controlled by app administrators. If you are unable to find the options described in the following directions, your administrators have not enabled them for you.

To change your profile picture:

1. Open your user menu by clicking your name or picture in the top, right corner.
2. Select **Settings**; if you are allowed to change your picture, Settings includes a Profile picture card where you can:
 - Choose a profile picture from a library of pre-approved avatars.
 - Click the garbage can (delete) icon next to an existing profile picture and click the plus sign that replaces it to browse and choose a profile picture from your device (if allowed in your organization).
 - ◆ **Recommended file type:** PNG or JPG (Buzz converts all files into PNGs)
 - ◆ **Ideal size:** 300px x 300px (Buzz automatically resizes images, so uploading images smaller than 300px x 300px may reduce quality)



HOW DO I CHANGE MY USER SETTINGS?

To access your user settings, click the **User Menu**, and select **Settings**.

From here, you can edit:

- Your **Username** (if allowed).
- The **Email Address** you want to use (if allowed).
- Your **Profile Picture** (if allowed).
- **LTI (Learning Tools Interoperability) Privacy**. Some course authors use LTI to integrate external applications, like Turnitin.com, to enhance your experience. You can choose to hide your email and/or name from these external websites by checking the appropriate boxes.
- **Other** by choosing to:
 - Turn on additional visual indicators if color indicators are not effective for you.
 - **Hide scores in sidebar navigation and activity stream**. When this box is checked, Buzz displays a checkmark next to completed activities instead of the score. Check this box if you want to hide your scores when working in public spaces.
 - **Hide excused items**. Use to control the visibility of excused items.
- **Notification Preferences**. Provide your phone number and **Carrier** if you want to receive an SMS notification on your phone.
- **Scores and feedback** notifications. Indicate what you want to be notified about and how you want to receive notifications:
 - By **SMS** and/or **Email**
 - **Daily** and/or **Weekly**

Settings SAVE

Pam Smith

Username
demostudent1

Email address
lauramonks1@gmail.com

Profile picture

No picture

LTI privacy

Hide my email address from external (LTI) websites

Hide my name from external (LTI) websites

Notifications preferences

Email
lauramonks1@gmail.com

Mobile number Carrier **AT&T**

* Notifications marked with an asterisk may contain grade data. If your email is not an institution email, or if you use your mobile number, sensitive information may be sent outside of your institution.

Other

Use visual indicators in addition to color (applies to below-passing scores, dashboard lights, etc.)

Hide scores in sidebar navigation and activity stream

Hide excused activities

Scores and feedback

Notify me when:

I submit an activity (digest only)

I receive a score or feedback*

I'm awarded a badge

My grade drops below passing

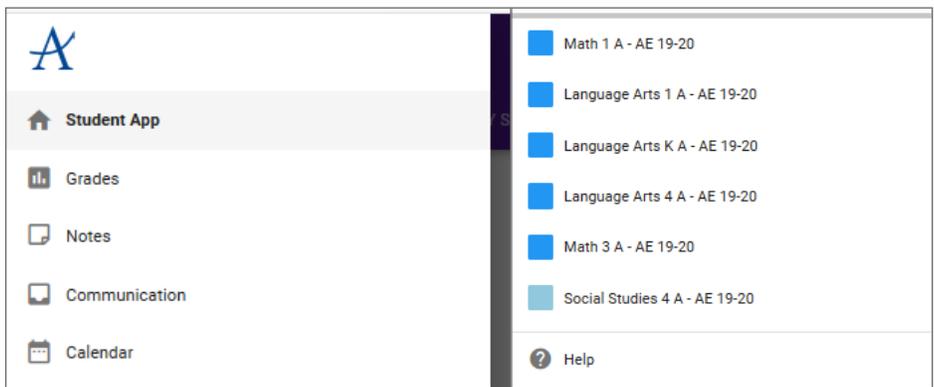
My enrollment status changes*

Main Menu

 The main menu is in the top left corner of your home page.

Open your **Main Menu** to navigate to any of the following tools:

- **Student App:** This takes you to Buzz’s landing page and starting point for navigating the app. It displays current announcements for all courses, the **To-Do List** for all courses, the student’s **Activity Stream**, and **Course Cards**. This tool gives you an overview of what’s happening in all the student’s current courses.
- **Grades:** The **Grades** tool enables you to track grades, activities, objective mastery, see For Me assignments, and badges you earned.
- **Communication:** Access course announcements using the **Communication** tool.
- **Calendar:** The **Calendar** displays due date notification for each course for which the student is enrolled. Select a date or view for a list of activities. The Calendar shows what is actually due in the course on the day it is due, so if a student is behind pace, the assignments listed on the current day would not be showing past due assignments.
To see past due assignments, have the student view their **To-Do List**.
- **Courses:** Select a course from the list of courses to view a course and its activities.
- **Help:** Click on help to find topics for which you may need more information.



Calendar

The Calendar displays the following types of information:

- Activity due dates and course-specific blackout dates. When selected, details appear in the list view; click to open the activity or blackout date.
- If the teacher has created an agenda, **Agenda** appears under that date in the list view. Click it to review the agenda.
- Note: The Calendar shows what is actually due that day, based on the pace of the course. If you are behind pace, or ahead of pace it is better to work from the To-Do List.

View your assignments that are due by opening the **Calendar**. Once you open the **Calendar** from the Main Menu, you can:

1. Filter the activities listed by:
 - **Day**, showing all activities due on the selected day.
 - **Week**, showing all activities due within the selected week.
 - **Month**, showing all activities due within the selected month.
 - **All**, showing all activities due starting on the selected day and after.
2. Easily review events across weeks and months using next and back buttons.
3. Automatically jump to the current day.
4. You can sync your calendar in the tool bar with an external calendar.
5. Hide (unchecked box) and show (checked box) deadlines from multiple courses at once.

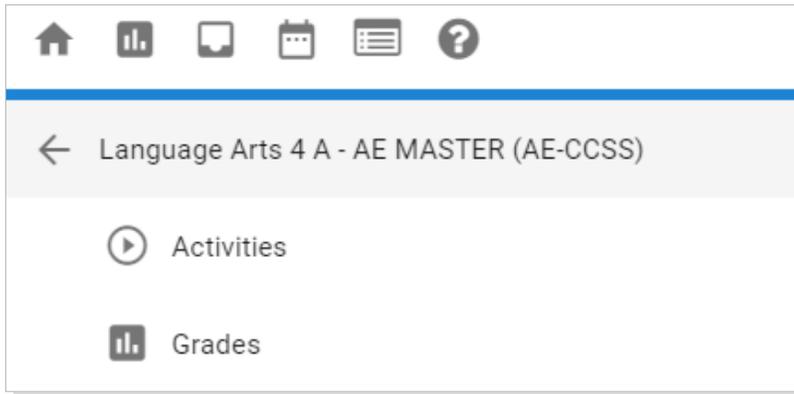
The screenshot shows the Edgenuity Calendar interface. At the top, there is a blue header with a hamburger menu icon, the word "Calendar", a filter dropdown set to "ALL", navigation arrows, a calendar icon, a refresh icon, a help icon, and the user's name "David Johnson" with a profile picture. Below the header, there are four yellow callout circles: 1 points to the filter dropdown, 2 points to the navigation arrows, 3 points to the calendar icon, and 4 points to the refresh icon. The main area is split into two panels. The left panel shows a calendar for July 2017 with days of the week (Su-Sa) and dates (25-31). The right panel shows a list of events for January 2018, with two entries: "Thu Jan 4, 2018" for "Agenda Marine BI..." and "Sat Jan 27, 2018" for "Agenda Geometry". Below the calendar is a "Courses" section with three entries: "5 Pillars of Personalized Learning" (unchecked), "Geometry" (checked), and "Marine Biology" (checked). A yellow callout circle with the number 5 points to the checkboxes in the "Courses" section.

Inside a Course

Course Home Page

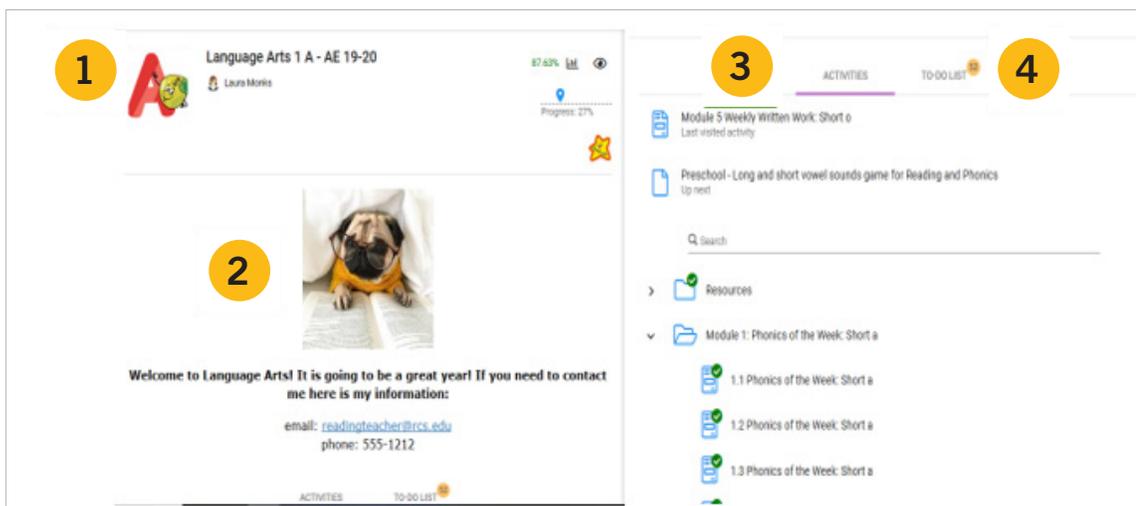
Each course has its own **Course Home** as part of the **Courses** tool; you can access it in one of the following ways:

- Select the course's **Course Card** from the **Home** page.
- Select the desired course from the **Main Menu** and click **Activities**.



On a **Course Home** page:

1. Across the top is the name of the course with the teacher(s) listed. To the right is the student's grade and progress.
2. The **Landing Page** below the course title will have any information the teacher chooses to put about the course, including contact information for the teacher.
3. Below the **Landing Page** you can see the last visited activity and what is up next. You can **Preview Activities** in the course that the you have done (completed activities will have a green check by them) or must do next. Click each folder to view the content inside, click on an activity to view the activity.
4. The **To-Do List** will have a number by it notifying you how many items that you need to work on. Click on the **To-Do List**, to see what you have past due, is due that day or is coming up. By default, the **To-Do List** displays assignments with due dates coming up within seven days.



Viewing Activities

To view activities in the course, scroll down to the folders showing the resources and modules in the course. Open a folder by clicking on it. This will show the activities and assignments in the module. You can click on an activity to view it. If there is a green checkmark, you have completed that activity or assignment. When you finish an activity, if the option to “mark this activity complete” is showing, be sure to click on it, so that it is marked complete.

The screenshot shows a user interface for viewing course activities. At the top, a progress indicator shows 'Progress: 70%' and '7 of 10 activities completed'. Below this is a folder icon and the title 'Module 5: Phonics of the Week: Short o - Activities'. A search bar is present. A list of activities follows, each with a document icon and a green checkmark indicating completion:

- 5.1 Phonics of the Week: Short o
- 5.2 Phonics of the Week: Short o
- 5.3 Phonics of the Week: Short o
- 5.4 Phonics of the Week: Short o
- 5.5 Phonics of the Week: Short o
- Module 5 Weekly Written Work: Short o
- 5.5 Story Retell: "The Jog"
- Module 5 Spelling Test

Below the list is a blue header for the selected activity 'Higher or Lesser' with a breadcrumb trail: 'Math 1 A - AE 19-20 / Module 2'. A 'Jump to:' section shows 'OBJECTIVES'. The main content area features a video player for 'Going Fishing' with the subtitle 'Can you help Ben find the fish?'. The video description reads: 'Ben is going fishing. If he goes where the most fish are, he has a better chance to catch fish. See if you can help him!'. The video thumbnail shows a butterfly and the text 'Which is bigger?'. A 'Table of Contents' sidebar is on the left, and a 'Learning Coach' sidebar is on the right. At the bottom left, a red-bordered button says 'MARK THIS ACTIVITY COMPLETE'. A yellow arrow points from the top of the page down to this button.

Turning in Assignments

You will submit assignments on the submission page.

1. **Add Comments** or an audio/video file using the text editor.
2. Click the plus sign to attach a file.
 - **Attach File** from your computer.
3. Click **Submit My Work**.

The screenshot shows a web interface for a 'Dropbox Assignment'. At the top, there is a purple header with a close button (X), a document icon, the title 'Dropbox Assignment', and navigation arrows. Below the header, there are icons for location, copy, and help, along with the user's name 'Charles Aceves' and a profile picture. A navigation bar below the header shows 'Jump to:' with links for 'SUBMISSION' and 'COURSE LINKS', and a due date of 'Due: 10/1/19'. The main content area has a heading 'Complete the assignment and submit it using the dropbox.' followed by a 'Submission' section with a 'VIEW GRADE DETAILS' link. Below this is a 'My comments' section with a large grey plus sign and a yellow circle with the number '1' next to it, and the text 'Add your comments here'. At the bottom right, there is a blue plus sign with a yellow circle with the number '2' next to it, and a blue button labeled 'SUBMIT MY WORK' with a yellow circle with the number '3' next to it.

Discussion Thread will be used in some courses. To post a Discussion Thread:

To start a new thread:

1. Open the discussion in the **Activities** tool and choose how you want the posts grouped (by Thread, Author, or Post date).
2. Review any directions from your teacher.
3. Click New Thread.
4. Enter your post in the text editor and add any relevant attachments.
5. Click **Post**.

To respond to another's post, click the reply arrow to the right of their post.

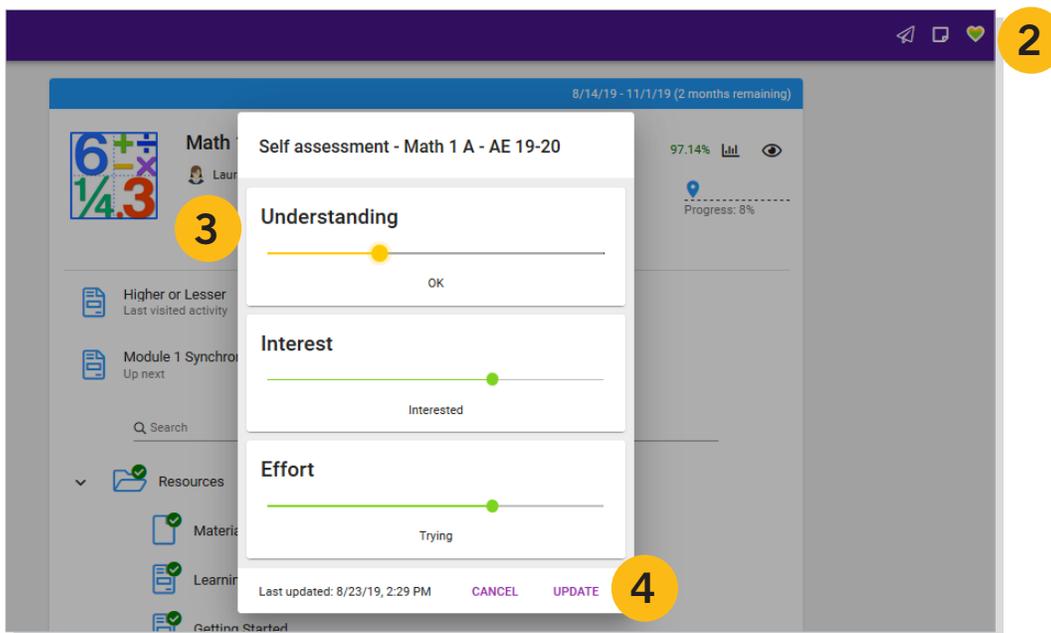
The screenshot shows a discussion activity interface. At the top, there is a purple header with a close button (X), a speech bubble icon, the title "Discussion Activity", and navigation arrows. Below the header, there is a "Jump to: COURSE LINKS" section. The main area features a toolbar with a "+ NEW THREAD" button (callout 3), a "Show new posts" toggle, and a "Group by Thread" dropdown menu (callout 1). Below the toolbar, there is a prompt "Discuss how well your group worked together." (callout 2) and a user profile for Charles Aceves. The text editor shows the text "I think we worked well together." (callout 4) with a rich text toolbar above it. At the bottom, there is an "Add attachment:" section with a "Choose File" button and "No file chosen" text. Finally, there are "DISCARD" and "POST" buttons (callout 5).

Completing a Self-Assessment

Buzz lets you evaluate your personal understanding, interest, and effort in a course and communicate the results easily to your teacher.

From the home page:

1. Select the desired course's **Course Card**.
2. Click the **Heart** button in the toolbar.
3. Assess yourself by sliding the slider to the appropriate color on the scale below each of the following areas:
 - **Understanding**
 - ♦ Red = Lost
 - ♦ Yellow = OK
 - ♦ Green = Competent
 - ♦ Blue = Expert
 - **Interest**
 - ♦ Red = Bored
 - ♦ Yellow = OK
 - ♦ Green = Interested
 - ♦ Blue = Very Interested
 - **Effort**
 - ♦ Red = Slacking
 - ♦ Yellow = OK
 - ♦ Green = Trying
 - ♦ Blue = 100%
4. Click **Update** to save and share your self-assessment with your teacher.



Previewing “For Me” Activities

A **For Me** activity is an activity a teacher assigns to a student or groups of students to provide extra remediation or enrichment.

The most direct way to access **For Me** activities is to:

1. Open the **Grades**  tool from the main menu or course card on the home page.
2. From the main menu, select the course you want and click on the **Grades** option.
3. Click on the **For Me** tab on the **Grades** screen. From **For Me**, select the title of the personalized activity you want to review.

GRADES	DASHBOARD	FOR ME	WHAT IF	ACTIVITY
Title				Name
 Words and Pictures–Fun with Phonics (Short A)				Smith, Pam

Taking Notes in a Course

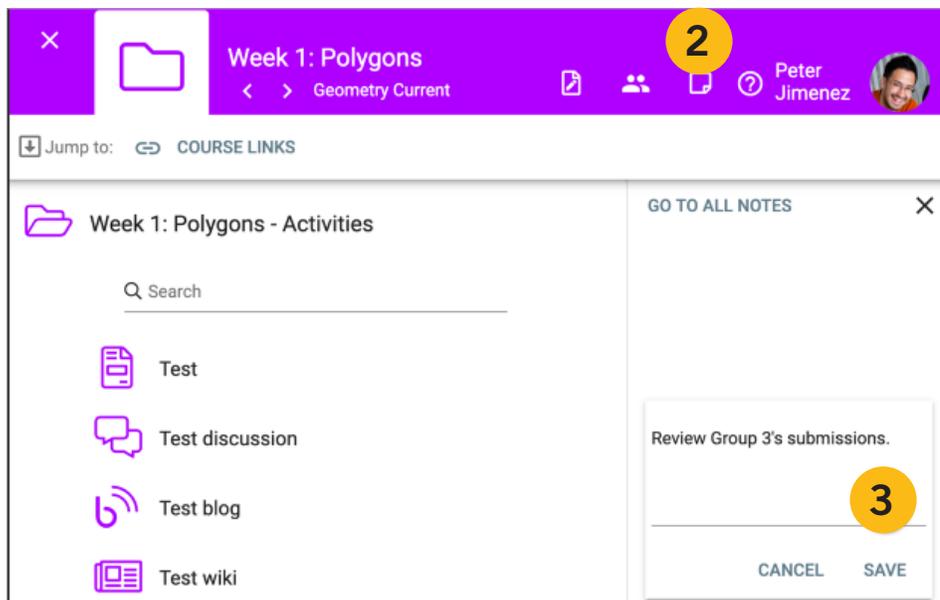
Buzz lets you create notes and attach them to courses, folders, and activities. After creating notes, you can return, review and edit them at any time. These notes are intended for personal use, and only you can access them.

To create a note:

1. Open the **Course Home** and select the folder or activity to which you want to attach the note. If you want to create a course note, don't select a folder or activity.
2. Click the **Notes** icon next to **Help**.
3. Click the plus (+) sign, enter the note as plain text in the window that appears, and **Save**. Use hashtags with terms that you want to be easily searched. For example, you could use #Marine Life to quickly find all notes related to that folder.

The note is saved and attached to the specific activity, folder, or course where it was created. In this example, it's attached to a folder called Week 1: Polygons.

To access the note later, you can reopen this activity or click **Go to all notes** and find it.



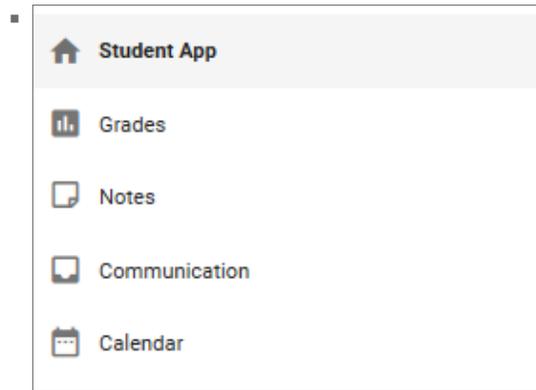
The screenshot shows a user interface for creating a note. At the top, there's a purple header with a folder icon, the title "Week 1: Polygons", and navigation arrows. Below the header, there's a "Jump to: COURSE LINKS" section. The main content area shows a folder named "Week 1: Polygons - Activities" with a search bar and a list of items: "Test", "Test discussion", "Test blog", and "Test wiki". A note creation window is open over the "Test" item, showing the text "Review Group 3's submissions." and a yellow circle with the number "3". The "SAVE" button is highlighted.

Viewing Course Performance

Viewing Your Performance Across all Courses

The **Grades** tool enables you to track grades, activities, objective mastery, and badges earned.

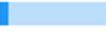
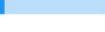
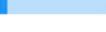
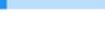
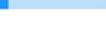
To view your progress, open the **Grades** tool from the top section of the **Main Menu**.



If you are enrolled in multiple courses, Buzz shows you an overview of your progress in all of your courses and past courses, including:

- Your self-assessment heart indicator for each course, filling this out notifies your teacher how you are feeling about the course.
- Your overall score.
- Your overall progress on completing gradable activities.
- Your overall progress on completing all activities.

A screenshot of the 'Grades' tool interface. The header is dark blue with a hamburger menu icon, the word 'Grades', and user information 'Pam Smith'. The table below has five columns: Course, Score, Teacher(s), Progress (gradable), and Progress (all activities). Each row represents a course with a corresponding icon, a heart indicator, a percentage score, the teacher's name, and two progress bars.

Course	Score	Teacher(s)	Progress (gradable)	Progress (all activities)
 Language Arts 1 A - AE MASTER (AE-CCSS)	 100%	Elementary Teacher	 1%	 5%
 Language Arts 4 A - AE MASTER (AE-CCSS)	 87.25%	Elementary Teacher	 7%	 9%
 Math 5 A - AE MASTER (AE-CCSS)	 80.83%	Elementary Teacher	 6%	 8%
 Science 4 A - AE MASTER (AE-NGSS)	 100%	Elementary Teacher	 5%	 8%
 Social Studies 5 A - AE MASTER (AE)	 78.57%	Elementary Teacher	 7%	 9%

The toolbar on this screen allows you to:

1. **Print** the summary.
2. Modify what is displayed in the table using **Options**; click the column headers to sort the data by that category. The column options include:
 - ♦ The course **Picture**
 - ♦ **Enrollment Start Date**
 - ♦ **Enrollment End Date**
 - ♦ **Days Left** in the course
 - ♦ **Self-Assessment**
 - ♦ **Score**
 - ♦ **Teacher(s)**
 - ♦ **Progress** on gradable activities
 - ♦ **Progress** on all activities

Course	Score	Teacher(s)	Progress (gradable)	Progress (all activities)
 Language Arts 1 A - AE MASTER (AE-CCSS)	 100%	Elementary Teacher	 1%	 5%
 Language Arts 4 A - AE MASTER (AE-CCSS)	 87.25%	Elementary Teacher	 7%	 9%
 Math 5 A - AE MASTER (AE-CCSS)	 80.83%	Elementary Teacher	 6%	 8%
 Science 4 A - AE MASTER (AE-NGSS)	 100%	Elementary Teacher	 5%	 8%
 Social Studies 5 A - AE MASTER (AE)	 78.57%	Elementary Teacher	 7%	 9%

View Your Performance in an Individual Course

To view detailed progress in a course, select the course from the **Main Menu** and click **Grades**. Here, you find:

- The **Grades** view displays detailed progress information. If the course uses periods and/or categories, you can choose to view the information organized by Periods and Categories or Syllabus Order. From this view, you can also print your grades. The detailed progress information includes:
 - The course’s teacher(s) (if set up to show it).
 - How many days are left in the course (and an alert when it’s almost over if set up for it).
 - Your overall percentage.
 - Your percentage of completed gradable activities, overall activities, and quizzes.
 - The due date, submission date, status, and your individual score on every graded activity.
- The **Dashboard** view shows the student info card.
- The **For Me** view, which displays any activities you’ve created or chosen for yourself as well as activities your teacher has created specifically for you.
- The **What If** view, which helps you calculate possible grade outcomes.
- The **Activity** view, which displays each activity you’ve worked in, when you started working on it, and how long you’ve spent in it.
- The **Objective Mastery** view, which displays each learning objective, each aligned activity, and how well you seem to be mastering those objectives.
 - Note: This tab does not appear if the course author has not defined objectives for the course. Contact your teacher if you should have access to this tab, but it doesn’t appear.
- The **Badges** view, which displays any awards you’ve earned.
- The **Settings** view (available only for continuous enrollment courses), which lets you change the course’s end date that Buzz uses to schedule activity due dates.

<
GRADES
DASHBOARD
FOR ME
WHAT IF
ACTIVITY
OBJECTIVE MASTERY

GRADING CATEGORIES
SYLLABUS ORDER

Score: 87.25%

Teachers: Elementary Teacher

Schedule: Jul 16, 2018 - Jul 16, 2019 (6 months remaining)

7.33% of gradable activities completed (8 of 109)

9.83% of all activities completed (18 of 183)

Participation 100%

Activity	Location	Score	Status	Submitted date	Target due date
About Me Quiz	Resources	100%	✓☐	⌚ Aug 12, 2018	Jul 20, 2018

Student Tools

The Speechstream tool shows up as a gray cross in the right side while in a lesson. This tool will provide the students with many tools to help them understand content.



Click the Arrow to expand or collapse the toolbar.



Touch/Click to Read aloud: Read text on command by simply clicking/touching on text to be read aloud.



Read aloud: Select text and hit play to read text aloud with dual color highlighting using natural- sounding male and female voices.



Pause: Pause read aloud of text.



Stop: Stop read aloud of text.



Translation: Allows single or multiple words to be translated and spoken in the translated language.



Dictionary: Provides definitions of words with read aloud option to improve comprehension.



Picture Dictionary: Displays images from Widgit® Symbols for selected words to help support fluency & understanding.



Screen masking: Helps maintain focus and reduces eyestrain. This is also helpful for students who need assistance with tracking.



Settings: Set the speed for text read aloud and select the language you want to translate to.



www.edgenuity.com