

Instructional Services K-5 Implementation Process



Edgenuity®
**Instructional
Services**

Agenda

Partnering with Instructional Services

Pre-Implementation Discussion

- School Background
- Enrollment Procedure
- Gradebook Preferences
- Completion Procedure

Partner Resources

Next Steps

Objectives

Partners will be able to:

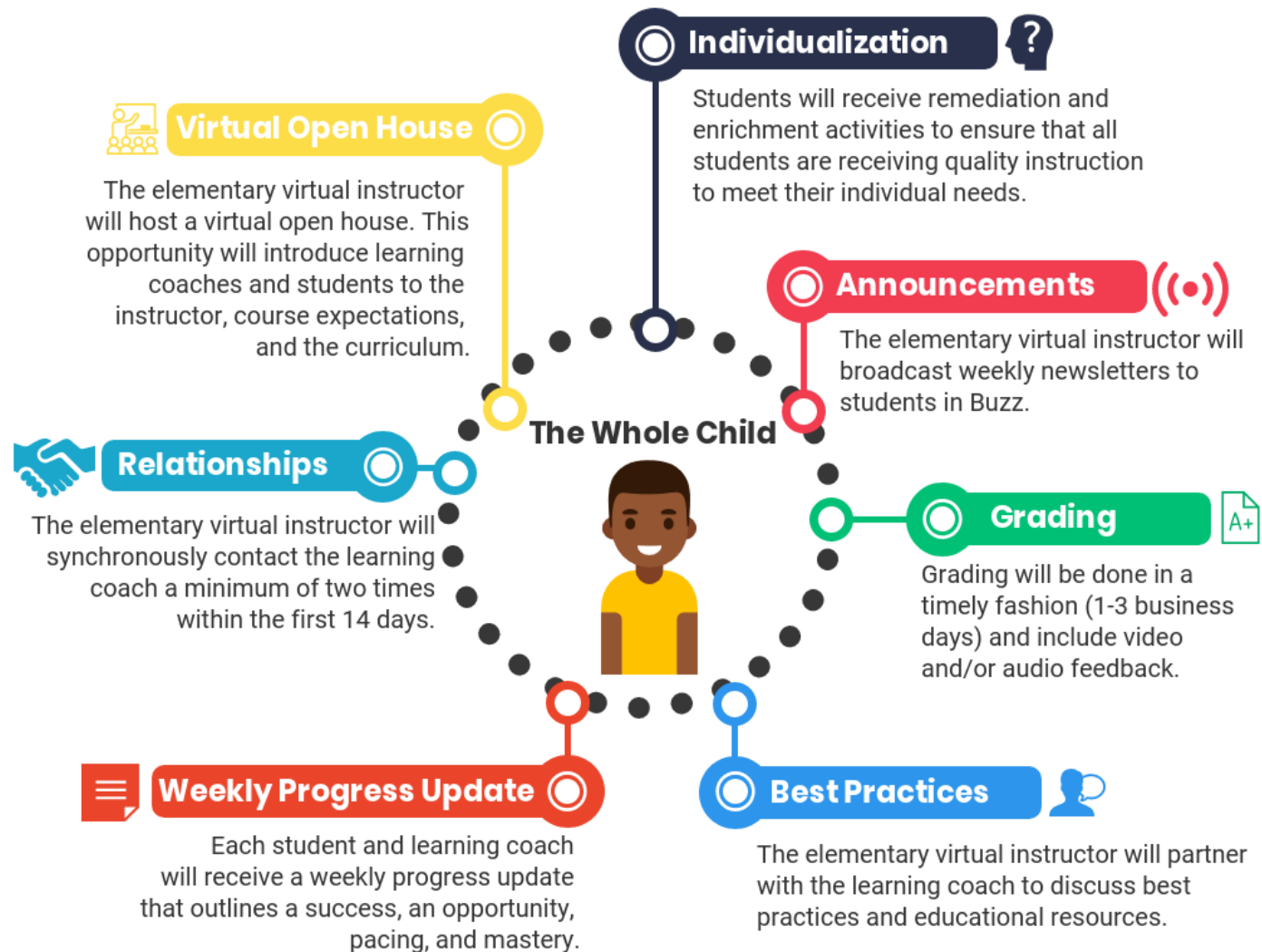
- Understand the Partnership with Edgenuity
- Identify a Learning Coach for students
- Identify a Mentor for students
- Complete the Pre-Implementation Form
- Understand available resources
- Understand the next steps of Implementation Process

Partnering with Instructional Services: K-5



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Services**

Whole Child Planning: Elementary



Learning Coach



Engaging a Learning Coach



Expectations

Outline the role and expectations for a learning coach



Training

Explain the curriculum and learning coach best practices.



Virtual Open House

Host a virtual open house to discuss teacher expectations.



Resources

Share resources such as learning coach guides, learning coach website, and instructional support.



Relationships

Frequently communicate with weekly updates and synchronous sessions that focus on student achievement.

Role of a School District's Mentor

REACH

The District/School should assign the Mentor Role to the school personnel that will be proactive daily with the students, parent/guardian, Learning Coach, leadership, and Edgenuity teachers. Mentors are intended to be the main connection between Edgenuity instructors and your students. **Please identify the mentors prior to the Implementation Meeting.**



Video: <https://www.edgenuity.com/video-library/?vid=5443981669001>

Pre-Implementation Form

Pre-Implementation Form

Pre-Implementation form link:

<https://app.smartsheet.com/b/form/d66d2653a6004bec82ffa89df78cac20>

Workbooks

Workbook ordering (options include shipped in bulk for distribution by the district or shipped directly to the students address with a 2-3 weeks turnaround). Workbook pages can be found electronically embedded in the courses.

[Elementary workbook order process](#)



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Technology

Recommended technology:



```
graph TD; A[Recommended technology:] --- B[Headphones or earbuds]; A --- C[A computer with high speed internet access]; A --- D[A webcam]; A --- E[Microphone]; A --- F[Scanner/printer];
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Headphones or earbuds

A computer with high speed internet access

A webcam

Microphone

Scanner/printer

80% Completion Rule

80% Completion Justification

- In standard classrooms, teachers often do not get through entire textbooks. Since our courses are set up similarly to textbooks, the 80% complete standard takes this into account.

Enrollment Options

Public Course Request Site for students, parents & school staff

- District-specific approval process provides checks & balances
- Students are auto-enrolled & auto e-mailed login information

Manual account creation & enrollment by school staff

- Turnaround time is immediate
- [How to Add Student](#)
- [How to do Individual and Bulk Enrollments](#)

Edgenuity Assisted Enrollment (Paid Service)

- Turnaround time is 3-4 days
- Attached are the instructions and the template
- Course enrollments assigned by the school

Custom Method (District/Consortium Internal Process)

Please review the video about the enrollment options.

- <https://www.edgenuity.com/video-library/?vid=5443985054001>

White List (Installation & Permissions REQUIRED)

White List

List district provides to the IT Department.

Contains all websites **required** for Edgenuity's platforms function correctly.

White List for Edgenuity Content

- <https://www.edgenuity.com/techsupportdocs/Edgenuity-WhiteList.pdf>
- eDynamic Learning courses:
<https://www.edgenuity.com/support/technical-requirements/>



Resources for YOU

There's a lot to remember – we are here for you!

- **General Questions?**
 - Regional IS Administrator
- **Billing?**
 - Account Executive
- **Grading + Assessments?**
 - Virtual Instructor
- **Customer Support?**
 - 877-202-0338 ext 3
 - customersupport@Edgenuity.com
- **Resource Center?**
 - <http://www.virtualschoolresourcecenter.com/virtual-training/k-5-teacher-training/>
 - <http://www.virtualschoolresourcecenter.com/resources/>
 - <https://www.edgenuity.com/video-library>
 - Orange Tab in Genius SIS
- **White List for Edgenuity Content**
 - <https://www.edgenuity.com/techsupportdocs/Edgenuity-WhiteList.pdf>
- **Mentor Video**
 - <https://www.edgenuity.com/video-library/?vid=5443981669001>
- **Enrollment Options**
 - <https://www.edgenuity.com/video-library/?vid=5443985054001>
- **Ipad Troubleshooting**
 - In March of this year, Apple implemented a couple of new settings which cause trouble for iPads.
 - Settings -> Safari -> Privacy & Security -> Block All Cookies MUST BE OFF
 - Settings -> Safari -> Privacy & Security -> Prevent Cross-Site Tracking MUST BE OFF





Next
Steps

NEXT STEPS

Implementation Meeting

- Regional IS Admin will contact you to discuss the Pre-Implementation Form Responses
- Provide additional details for the Implementation Process
- Provide clarification for Enrollment Process
- Address any questions, concerns, or comments
- Provide ISPD Schedule Update

Enrollment Process

- Student Enrollment Import Sheet
- Section/Course Enrollment Import Sheet
- Public Course Request Site
- Manual Enrollment
- Custom Method

ISPD Training

- SIS Training
- Elementary Webinars (if purchased)

Thanks for Viewing!





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877.7CLICKS

