

The mission of Grade Results is to improve student learning outcomes by providing highquality, empowering, and enriching online learning experiences that are responsive to each student's individual needs.

Student Guide

2014-2015 School Year

www.graderesults.com

Support Available 24/7

Student Username: _____

Student Password:

Grade Results, Inc. 1316 Newport Dr. Carrollton, TX 75006 Phone 800.928.5570 Fax 866.937.8871 Email <u>support@graderesults.com</u>



Welcome to Grade Results!

Grade Results is an online provider of courses with instructional support by a live instructor. Support is available 7 days a week, 24 hours a day. The courses assigned and system setup functions are based upon your school's specifications and your plan of study. Please review this guide to understand how to use Grade Results.

Thank you and best of luck working on the course(s) activities and the successful completion of your course(s).

Technical Requirements

<u>Hardware</u>

Memory/ Disk Space: The application is viewed in a web browser, so no additional RAM or disk space is required, beyond that required by the browser.

<u>Software</u>

Operating Systems:

- Windows 7/8, VISTA, Windows XP
- Apple: Macintosh OS X

Browsers

- Windows: IE 8 or above, Mozilla/Firefox 10 or higher Windows XP does not support IE beyond version 8, so XP users should use Chrome or Firefox.
- Apple: Safari 1.x or higher, Firefox
- Google Chrome

Mobile Devices

- Content has been tested with iPads, iPhones, and smart phones/tablets running Android 4 or better.
- Viewing content on most smart phones and tablets is supported. No" App" is required.
- Content can be viewed with most mobile-device web browsers.
- Android 4 or higher operating system.

Programs or Apps Required for the Whiteboard Interface

(Please download the appropriate file or App according to the type of device.)

- Desktop: WIZIQ <u>http://www.wiziq.com/desktop/</u>
 <u>OR</u>
 Adobe Flash plug in installed in the browser (Free download at <u>www.adobe.com</u>)
- iPad and tablet: WIZIQ <u>http://www.wiziq.com/mobile/</u>
- iPhone: Puffin web browser Available on iTunes. Puffin App
 (Puffin web browser is needed for the whiteboard.) <u>www.puffinbrowser.com</u>



Student Agreement

The agreement includes guidelines for Internet Safety, Acceptable use of Grade Results and Technology, Academic Integrity, Network Etiquette, and How to Report Offenses. (This file is downloaded from the student homepage.)

Internet Safety for Grade Results Students

We want you to get the most from your learning experience and to enjoy the online learning environment. To do this, you also need to be aware of what is expected of you so that you can get the most from this experience. Internet access is required for students taking courses with Grade Results, and access must be used in a responsible, safe, ethical, and legal manner. While Grade Results understands that some internet sites contain illegal, defamatory, inaccurate, or offensive information, it is the responsibility of the user to use critical thinking skills to determine the validity, accuracy, and suitableness of the content for educational purposes.

Acceptable Use Policy for Grade Results

The completion of this lesson and the online agreement indicates that you have read the rules carefully and understand their significance.

The purpose of this Acceptable Use Policy is to set forth policies and guidelines for access to Grade Results Inc.'s online learning system. The online learning system (OLS) is defined as any electronic device or network accessible technology used to communicate or convey audio, text, or visual messages. In addition, this policy includes guidelines for acceptable and safe use of computer hardware, computer software and related access to the Grade Results site and to the Internet. Grade Results Inc. uses the Internet as a teaching and learning tool. We see the Internet and technology as a valuable resource, but acknowledge they must be used responsibly. Since any information on the network can be viewed by others at all times, general school rules for behavior and communications apply.

Student Internet Safety and Acceptable Use of Technology

Grade Results Inc. has developed the following guidelines for student Internet safety and acceptable use of technology:

- Posting anonymous messages is not permitted unless authorized by the teacher of the online course.
- Impersonating another person is also strictly prohibited.
- Inappropriate behavior including insults or attacks of any kind against another person, use of obscene, degrading, or profane language, harassment (continually posting unwelcome messages to another person), or posting material that is obscene or defamatory or which is intended to annoy, harass, bully, or intimidate another person will not be tolerated. All sessions are monitored and recorded for the safety of the students and instructors, any threats, or inappropriate behaviors will be reported to the instructor/facilitator and the school.
- Use only your own user name and password, but do not share these with anyone.
- Do not interfere with other users' ability to access Grade Results or disclose anyone's password to others or allow them to use another user's account. You are responsible for all activity that is associated with your username and password.
- Do not publicly post your personal contact information (address and phone number) or anyone else's.
- Do not publicly post any messages that were sent to you privately.
- Do not upload or post any software that is not specifically required and approved for your assignments.
- E-mail transmitted via Grade Results instructional computing resources is not private and may be monitored.
- Any intimidating or upsetting material should be reported to a teacher or submitted to the Grade Results Inc. staff immediately.
- Academic integrity and netiquette policies should be followed at all times.



Academic Integrity

Academic Integrity at Grade Results means that students submit only their own original thoughts and work on all assignments at all times. The most common types of academic dishonesty include cheating, copying part or all of an assignment from another source (both from other students & from other sources), and failing to appropriately cite sources used during research.

When students fail to have academic integrity in all their submissions, they are plagiarizing their work. The definition of plagiarism is copying or imitating the language, ideas, and thoughts of another writer and passing them off as one's own original work. Specific examples of plagiarism that will not be tolerated are:

- Cheating in its various forms, whether copying another student's work, allowing your own work to be copied, using unauthorized aids on an assignment, essay, quiz, or test, having someone else complete an assignment, essay, quiz, or test for you, or submitting as your own another person's work.
- Plagiarizing (e.g., presenting as your own the words or ideas of another person), including inadequate documentation of sources (electronic, Internet, or print) and excessive dependence on the language of sources even when documented, relying on similar order of sentences while altering a few words or word order.
- Using copyrighted material without appropriate citation or copying software or media files (such as music, movies, etc.) without permission.
- Plagiarism will be reported to your school. School administration will decide what action should be taken.

Network Etiquette

Grade Results expects parents and students to follow the rules of network etiquette, or "netiquette." The word netiquette refers to common-sense guidelines for conversing with others online. Please abide by these standards.

- Avoid sarcasm, jargon, and slang. Use of profanity is unacceptable.
- Never use derogatory comments, including those regarding race, age, gender, sexual orientation, religion, ability, political persuasion, body type, physical or mental health, or access issues.
- Don't shout! Writing in all caps is considered SHOUTING. A word or two here and there to emphasize a point may occasionally be acceptable, but avoid sending messages in all capital letters.
- Proper grammar and usage should be used in all academic assignments.
- Focus your responses on the questions or issues being discussed, not on the individuals involved.
- Be constructive with your criticism, not hurtful.
- Review your messages before sending them. Remove easily misinterpreted language and proofread for typos.

Reporting Offenses

In order to protect yourself there are several steps you should take if someone offends you online or if content used is inappropriate.

- Do not respond to the person.
- Save the offensive post by taking a screen shot or copying it.
- Report it to school authorities and Grade Results staff if it involves anything found on the Grade Results website, forums, or lessons.
- You can make a report by sending an email to reportingissues@graderesults.com



Login Instructions

Grade Results Username Login Steps The Best of Online Learning ... with proven RESULTS! Password Live Instructors - Real Results 1. Enter your Username SOLUTIONS WHY GRADE RESULTS **OCULUMICOURSES ONUME INSTRUCTORS** 2. Enter your Password Remediation 3. Click "Login" Maintaining a 1:1 student /teacher ratio Get Results With Grade Results™! Grade Results provides online courses and a comprehensive set of credit recovery, credit acceleration, remediation, alternative and special education services to public, private, charter and alternative schools, as well as community colleges and universities. Grade Results is research based and offers an extensive, personalized and ever-expanding curriculum powered by a cutting-edge, one-to-one delivery system College K-12 Workforce **Product Videos** Student Overview K-12 Student Overview College Performance Intro to Writing Lab 90% graduation rate The unique Grade Results solution is Whiteboard Overview 56% gains in student available 24 hours a day, seven days a week performance and right at your fingertips. Sample Live Sessions Request a Demo 800.928.5570 iNACOL Silver Member

Go to Grade Results website: <u>www.graderesults.com</u>

IMPORTANT - - Remember your user name and password are CASE SENSTIVE.



Homepage Overview

After you login, all courses your child is enrolled in are displayed under **My Progress**.

This provides a snapshot of your child's academic progress by course.

The course completion mastery % is displayed. The percentage is determined by your child's school. In this example; 70% or above is considered a passing score.

The following percentages are provided for each course:

- Percent Completed
- Percent Scored

The **Student Agreement** document (Includes guidelines for Internet Safety, Acceptable use of Grade Results and Technology, Academic Integrity, Network Etiquette, and How to Report Offenses

Toolbar			Menu b
¥	My Messages	My Announcements My P	Calendar
	REQUEST INSTRUCTOR	🕺 🖬 🖬 🛒	Jul 29, 10:10:50 AM CST brownm67
	Home	My Progress	Mastery: 70%
Welcome to Grade Results!		Algebra I	mastery. rove
The courses assigned to you are based upon your school's spe	cifications and your plan of study.		0 34% 0 6%
Your courses can be found by clicking on the "My Courses" tab on the top and current score for all of you courses on the home page dashboard. If you Please review the student agreement document. It is important you unde technology, academic integrity, network etiquette, and reporting offenses. Thank you and good luck with your courses! Reference File: Student-Agreement.pdf If you have any questions or problems, don't hesitate to email us at info@grad	have questions or want to send a message, please go to My Messages. rstand the guidelines for internet safety, acceptable use of Grade Result	S English I	0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0% 0%
July 2014	My Messages		
Dividing Polynomials Lesson completed on 07/25/2014	Pending Activities as of today You have the following activities need to be completed as of	tor	Percent Scored
Determine an Explicit Expression, a Recursive Process, or Steps Lesson completed on 07/25/2014	Greetings from Grade Results! Instruct You need to achieve 60% in all enrolled course(s) to	tor	
Interpret the Structure of Expressions Project completed on 07/25/2014	Welcome to Grade ResultsI Instruct CongratulationsI You have been enrolled by Success High School	tor	
Application of Solving System of Equations Project completed on 07/257 Calendar with Pacing Boy or Guide/Course Activities	My Messages (Sent To or From the Student)		
Box an Guide/Course Activities	· · · · · · · · · · · · · · · · · · ·		

Dashboard Shows Percent Completed and Score for Courses

Toolbar provides navigation to:

- Home
- My Courses
- My Activities
- Request Instructor
- My Messages and Announcements
- Menu bar includes these selections:
 - My ILP
 - Avatar
 - My Profile
 - My Usage
- Pacing Guides
- My Messages
- Change Password
- Logout



Homepage

Description/Function of the Icons and Hyperlinks on the Toolbar

Title	Icon /Hyperlink	Description / Function
Home		This tab will take go back to the homepage.
My Courses	My Courses	This tab will go to the courses.
My Activities	My Activities	This tab will go to My Test Scores, My Submissions or My Forum. (These are optional components depending on school implementation and courses.
Request Instructor	REQUEST INSTRUCTOR	This tab will go to the whiteboard where a live instructor will provide instructional support.
My Messages		This tab will go to My Messages. Messages will be sent from Grade Results instructors or classroom teachers. Messages can also be sent to Grade Results.
Announcements		This tab will go to My Announcement. Occasionally your school or Grade Results will send special announcements or important information.
Calendar		This tab will go to the Calendar. This is an optional feature.
		If the school has implemented this feature, the calendar will include course actives to provide assistance for the successful completion of the course lessons and other assignments.



Homepage

Description of the Selections on the Menu Bar

(This is a drop down selection menu found on the right side of the homepage)

Menu Selection	Title	Activity
Jul 30, 3:07:06 AM CST brownm67	My Course Progress	Displays course completion by lesson and scores
My Course Progress Avatar My Profile	Avatar	A personalized Avatar can be created. The avatar will deliver messages about lesson resets and performance information
ğ≣ My Usage ğ≣ Pacing Guide	My Profile	Displays course information and system setup functions.
My Messages	My Usage	Displays the amount of time spent working in courses.
Help Change Password	Pacing Guide	Displays course pacing guides.
Logout	My Messages	This will provide the capability to receive and send messages.
	Help	This section provides an overview of the system and helpful information.
	Change Password	The password can be changed.
	Logout	This will log user out of the system.

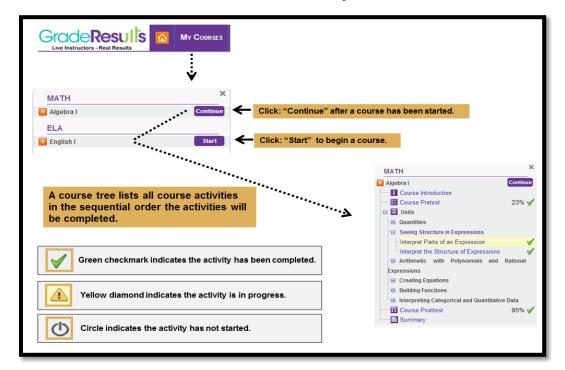


My Courses

Courses include content and materials that have been aligned to the state standards specified by your State Department of Education. Course activities are listed in sequential order. They are displayed in a course tree, on the drop down menu.

Click on the "My Course" hyperlink on the toolbar.

- Courses are listed in alphabetical order by subject.
- Click the "Start button" to begin a course.
- After a course has been started, click the "Continue button"
- The course tree lists all course lessons with a status symbol and the score



Courses include the Following Activities:

- Introduction
- Course Pretest
- Lessons:
 - \rightarrow Introduction
 - \rightarrow Objective of Lesson
 - \rightarrow Vocabulary Words Introduced in the Lesson
 - \rightarrow Lesson Pretest (2 MCQ's questions)
 - \rightarrow Lesson Content; videos, interactives
 - \rightarrow Summary
 - \rightarrow Lesson Posttest or Unit Test (5 MCQ's and 2 OEQ's constructed response)
 - \rightarrow Projects(Optional activity)
 - \rightarrow Forum (Optional activity)
- Course Posttest



My Courses - Course Navigation

Course completion % and score % bar is at the top of the page.

This is the same information found on the homepage dashboard.

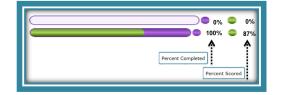
- The score is calculated based upon district/school defined grade weightages for the average lesson score, average project score, and the posttest score.
- As the course is successfully completed, both the completion and score % will increase.

Instructional Tools:

- **Calculator** link that will go to three calculators: Normal, Scientific and Graphing
- Add Notes to the Lesson
- Print Lesson Notes
- Read to and text highlighter
 - Reading Speed can be adjusted to slow, moderate or fast
 - Languages include English, Spanish or French

Lesson Navigation:

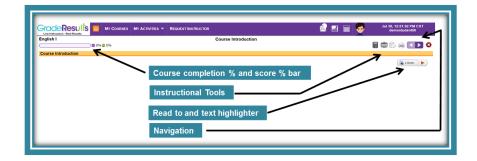
- Go to previous lesson page
- Go to the next lesson page
- Close











Lesson Notes

- Information can be entered in the lesson notes pop-up widow, and can then be printed.
- Information can be typed or copied and pasted in the Lesson Notes window.



My Courses - Course Navigation

The Steps to Use the Lesson Notes

- 1. Click the Lesson Notes Activity Button
- 2. Enter the information in the pop-up window.
- 3. Click: "Save"
- 4. Click: Print."



Incorporation of Read To and Text Highlighter (bimodal presentation)

- The text is read so students will hear the lesson content. (This is great for auditory learners, and learners who struggle with reading.)
- The words (and or sentences) are highlighted at the same time, such as when using text-to speech software with integrated highlighting.
 (This is great for visual learners who struggle with reading.)

The vascular bundles contain xylem and phloem. The xylem conducts water and the phloem conducts food. The vascular bundles are arranged in the form of a broken ring.

- Text can be read in English, Spanish or French.
- When the language is changed, the text also changes to the selected language.
- Reading speed can be selected for slow, moderate or fast reader.

How to use the Read To and Text Highlighter

- To start the Read To and Text Highlighter, click the "Listen button."
- To pause, stop or close, click the appropriate button.







- Reading speed can be adjusted to slow, moderate or fast
- Languages include English, Spanish or French (Text is also changed to selected language)

The Steps:

- 1. Click: "Listen" and the selection box will appear.
- 2. Click the "wheel" for the pop up Settings window.
- 3. Scroll down to the Reading section
- 4. Select desired option.



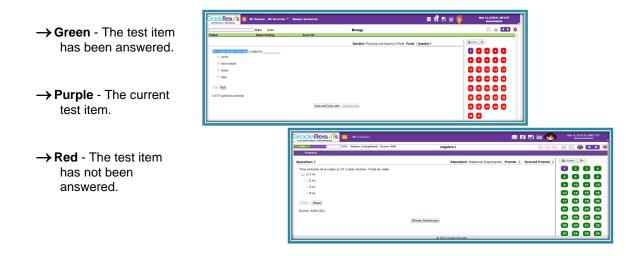


My Courses - Course Pretest

 Before the pretest begins, an overview is provided. All standards, with the number of test items per standard, are displayed

	0% 0%	Biology					
+st	Status: Not Started	Score: NA					
Instructions							
This is not a timed test and you will have enough time to read and answer all the questions. Gave this test you best effort. Some questions will be easy, and others will be more difficult. You cannot get all the answers correct, but hat is dealy if you ready do not how the answer to a question, try to eliminate some answer choices, and then choose the best answ answers.							
Total Questions:	37						
Total Points: 53	Standard	# Questions					
1	Cell Organelles	3					
2	Cell Cycle	3					
3	Cellular Respiration	3					
4	Genetic Disorders	3					
5	Mendelian Genetics	3					
6	GeneticInformation& NucleicAcids	3					
7	Physiology and Anatomy of Plants	3					
8	Plant Reproduction	3					
9	Plant Classification	3					
10	Photosynthesis	3					
11	Homeostasis	3					
12	Immune System and Vaccines	1					
13	Transcription and Translation	3					
Click the Compl	ete Test button given in the test page to Submit v	our answers. Test will be submitted automatically if the time is expired.					

• The item numbers are color coded and represents:

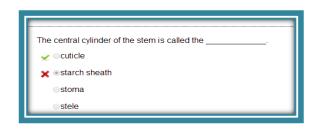


• After the test has been completed, the test can be reviewed.

The responses with the correct and incorrect answers are identified.

(This is an optional feature and setup according to the school specifications.)

- \rightarrow Green \checkmark represents the correct answer.
- \rightarrow Red x represents the incorrect answer.





My Courses - Course Lessons

Lesson Icons and Completion Status

The lesson activity icons are directly below the lesson name.

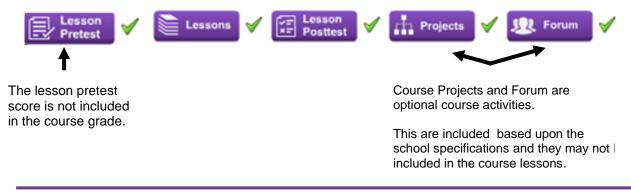
The icons provide information regarding which activity is being worked on for each lesson:

- Lesson Pretest (Includes 2 questions. The lesson pretest score does not count in the course grade.)
- Lesson (Includes the content
- Lesson Posttest
- Project (Optional activity)
- Forum (Optional activity)

Lesson Name	
Lesson Activities	
Gracie Results 🙆 Mr Coup - Request Instruction	Aug 3, 7:01:51 PM CST demostudent1
Biology Archaebacteria	🖩 🗊 🚔 💶 😣
Lesson Pretest	
Standard: Archaebacteria, Points: 0, Scored Points: 0 Question 1	👔 Listen 🕨 🕨
A microbiologist finds a culture of bacteria that are highly stable to heat. The bacteria must be	12
× + mesophile	
arophies	
✓ ○thermophiles	
Alophies	
Previous Question Next Question	
Score: 0%	

•	A box around the activity means this is the activity being worked on.	
		✓
٠	A green checkmark means the activity was successfully completed.	
•	A yellow triangle means this is the activity being worked on.	<u> </u>
•	A red X means the activity was not completed successfully.	×

This is an example when all activities are completed successfully.





My Courses - Course Lessons

Grade Results' courseware includes a series of slides which are easily navigated by using the navigation arrows.

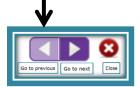




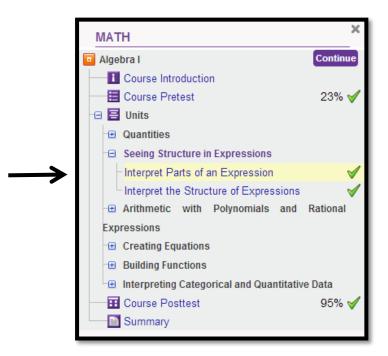


My Courses - Course Lessons When a previous lesson needs to be reviewed again:

• Click on the back navigation arrow.



• Click on the lesson name in the course tree.





My Courses - Lesson Posttest

All course lessons include a lesson posttest at the end of each lesson. If the questions are not answered correctly, the questions can be reset to provide additional opportunities to successfully achieve mastery.

- The lesson posttest includes seven (7) questions, consisting of five (5) multiple choice questions and two (2) open-end/ constructed response questions.
- The mastery percent score is defined by the school. The student must achieve that mastery percent score on the multiple choice questions before accessing the open-ended questions.

Multiple Choice Questions (5 questions)

- Full credit/points will be calculated immediately for the multiple choice questions that are answered correctly.
- If all five (5) multiple choice questions are not answered correctly, the system will reset the questions and the personalized Avatar will pop-up with a message regarding the test reset.



Resets are represented with numbered circles that go from 5 down to 1.

In this example five (5) resets are allowed. The number of resets, allowed per lesson, is based upon the school specifications.

• After a reset has been used, one numbered circle will be removed.

Algebra l tesson Posttest Cuestion 1 Standard: Use Units as a Way to Understand Problems and to Guide the Solution, Points: 2, Scored Points: 2 Linda has a typing speed of 20 words/ minute. She typed 300 words. Calculate the time taken. 30 minutes 20 minutes 20 minutes 10 minutes Prev Next Score: 71% (C) Show Summary	Grade Results My Con	URSES MY ACTIVITIES - REQUEST INSTRUCTOR	🖂 🚺 🔜 🔽 🥪 Jul 31, 5:55:25 PM CST
Question 1 Standard: Use Units as a Way to Understand Problems and to Guide the Solution, Points: 2, Scored Points: 2 Image: Content of C			
Linda has a typing speed of 20 words/ minute. She typed 300 words. Calculate the time taken. 1 2 3 30 minutes ● 30 minutes 4 5 6 20 minutes 0 minutes 7 7 10 minutes Prev< Next Score: 71% (C) 1	Lesson Posttest	Status: C	completed Score: 71%
● 30 minutes 4 6 6 7 ● 15 minutes 7 7 7 ● 10 minutes 7 7 7 Prev Next 5 5 7 Score: 71% (C) 5 6 7 7	Question 1	Standard: Use Units as a Way to Understand Problems and to	o Guide the Solution, Points: 2, Scored Points: 2
	Linda has a typing speed of 20 words/	minute. She typed 300 words. Calculate the time taken.	
Image: Second	30 minutes		0.0.0
10 minutes Trev Next Score: 71% (C)	🛫 💿15 minutes		
Prev Next Score: 71% (C)	20 minutes		7
Score: 71% (C)	10 minutes		
	Prev Next		
Show Summary	Score: 71% (C)		
		Show Summary	
© 2014 Grade Results		© 2014 Grade Result	

 If more than 5 resets are setup per lesson the Reset(s) will show the number of resets remaining with total number of resets allowed.



 In this example: 1 reset was used, so there are 14 resets remaining out of the 15.



My Courses - Lesson Posttest

Open-End / Constructed Response Questions (2 questions)

These questions will be available after the multiple choice questions have been answered successfully and meet the specified mastery percent.

- Open-ended questions are graded by live instructors. Questions will be graded, and the score will be posted within 24 to 48 hours. This may result in a slight delay in the setting of the Posttest for a student if the school has selected the automated posttest setup option.
- The incorporation of open-ended questions at the end of lessons is a user-defined feature. If a school decides to not include OEQ's, then only MCQ's will be used.

	My Courses My Activities	REQUEST INSTRUCTOR	🖂 👔 🔜 🚃 🧔 May 12, 3:21:11 PM CST demostudent
• 30%	•1%	Photosynthesis	5 4 3 2 1 o 🗊 🚔 💶 😣
Lesson Posttest Statu	s: Pending Score	: NA	A
Question 6			Standard: Photosynthesis, Points: 5
What are the differences between	en dicot stem and monocot s	tem?	
			4 6 6
Save Answer			
Prev Next			
5 of 7 questions answered			
	Save and Finish Later	Complete Auto Graded Questions Complete	Test
			Grade Results



My Courses - Course Projects

Projects are included in the course. Projects could be individual or group project, depending on the school specifications

The guidelines and instructions should be carefully reviewed, the project completed and named according to the specifications.

- The file can be saved on your computer (if allowed by the school) or in Dropbox. <u>www.dropbox.com</u>
- Projects are reviewed and graded by instructors.
- The project will be returned with comments and the score will be posted within 24 hours.

The steps to submit a project:

1. Click: "Submit Project" at the top of the project page. This will go to the project submission page.

MY COURSES MY ACTIVITIES - Request Instruction		🖂 🖬 🖬 🚭	Aug 1, 9:31:13 PM CST brownm67
ebra l 00% © 71%	Box and Whisker Plots		🖩 🖨 🕼 🚔 💶 😣
	Submit Project		
Contents ▼ Next ► Page 1 of 3			
Direction			Listen to the page
To represent data with plots on the real number line using dot plot, histogram and box plots.			
Key Concepts			
Dot plot is a statistical chart consisting of group of data points plotted on a simple scale.			On this Page
A histogram is a graph like a bar chart that organizes data into ranges or intervals.			A
Box and whisker plot are helpful in interpreting the distribution of data using quartiles.			Direction
Project Guidance			Key Concepts
Dot Plot			Project Guidance

2. Click: Browse and the file will be uploaded.

The following files can be uploaded:

doc, docx, odt, txt, rtf, mpga, mp2, mp4, wav ,avi, ppt, pwz, pot, ppa, pps, ppz, pdf, wcm, wdb, wks, wps, pptx, xls and xlsx

Algebra I	Me	asures of Central Ten	dency (Mean, Median,	and Mode)				
• 100% • 71%								🗎 🕼 🖶 💶 🕨
Project			Status: Completed		Sco	ore: 75%		
Instructions								🛃 Listen
 Complete the project following the gui 	idelines below							
Name the file using this format: Lesso								
 Click browse to locate the file on your 								
 Click the "Submit Project" button. 								
Submitted Essays								
Submitted Essays No. Filename	Status	Submitted on	Reviewed on	Duration	Rating			
		Submitted on 07/25/2014 02:54 PM	Reviewed on 07/25/2014 02:59 PM					
No. Filename 1 Projec19.docx								
No. Filename 1 Projec19.docx Choose File to Upload *	Reviewed	07/25/2014 02:54 PM						
No. Filename 1 Projec19.docx Choose File to Upload * 400.docs.odd. trff.mpga.mp2.mp4.mav.avi.ppt.pvz.p	Reviewed	07/25/2014 02:54 PM						
No. Filename 1 Projec19.docx Choose File to Upload *	Reviewed	07/25/2014 02:54 PM						
No. Filename 1 Projec19.docx Choose File to Upload * 400.docs.odt. Iff. mpga.mp2.mp4.mav.avi.ppt.pvz.p	Reviewed	07/25/2014 02:54 PM						
No. Filename 1 Projec19.docx Choose File to Upload * 400.doc.odt.tmt.mpga.mp2.mp4, wav.avi.ppt.pwz.p	Reviewed	07/25/2014 02:54 PM	07/25/2014 02:59 PM					
No. Filename 1 Projec19.docx Choose File to Upload * 400.doc.odt.tmt.mpga.mp2.mp4, wav.avi.ppt.pwz.p	Reviewed	07/25/2014 02:54 PM						



My Course Progress

Detailed course progress information can be viewed and printed by selecting My Course Progress on the menu bar on the top right side of the homepage.

	Jul 29, 8:47:54 AM CST brownm67	
🛍 My Cou	rse Progress	

All activities by course are displayed on the screen. Additional information can be viewed by clicking the appropriate link.

- The first level shows course completion Click the "**Details**" hyperlink under the course name to view the completion status by unit/lesson.
- The second level shows unit/lesson completion Click on the unit/lesson name hyperlink.
- The third level shows all lesson activities and scores for lesson pretest, lesson posttest, project and forum.

It is important to note that the course grade does not include the lesson pretest scores.

GradeResults My Courses Request In			🖂 🖬 🖬 🥌	Aug 3, 7:58:35 PM CST brownm67
		My Course Progress		
Brown, Mary (brownm67) Success High School Lesson Nastery: 60% Course Nastery: 60% Allowed Number of Attempts: 3 Grading Scale 91% - 100%, & 81% - 90%, B, 71% - 80%, C 08/03/2014 (Previous Login: 08/03/2014 06:10 PM)	. 61% - 70% D, 0% - 60% F			
Algebra I @ Details			100% completed 10 of 10 lessons completed Do this next	-
				Aug 3, 7:68:36 PM CST
Live Instructors - Real Results	RUCTOR		🖂 🖬 🔜 🔤 🙅	brownm67
		My Course Progress		
Brown, Mary (brownm87) Success High School Lesson Mastery: 60% Course Mastery: 60% Allowed Number of Attempts : Grading Scale: 01% - 100% At yis - 90%; B 71% - 80%; C, 08/03/2014 (Previous Logint A/2014 06:10 PM)	31% - 70%: D , 0% - 60%: F			
Algebra 1 IE Details Started: 07/23/2014 07:42 PM Time spent on course: see (mmuse) Final Score: 71% Final Grade: C Course Pretest: 23% (Start Date 07/23/2014 07:16 P Course Pretest: 23% (Start Date 07/25/2014 03:49)			100% completed 10 of 10 lessons completed Do this next	
Course Postes Source Or Section Course Pretest	Lesson Posttest	Lesson Forum	Project	Course Posttest
Completed 23%	10/10 Completed 83%	10/10 Completed 83%	10/10 Completed 82%	Completed 95%
07/23/2014 06:42 PM	08/02/2014 12:09 PM	08/02/2014 10:28 AM	08/02/2014 11:28 AM	07/25/2014 02:54 PM
Unit: Quantities Unit: Seeing Structure in Expressions	_	Completed: 07/25/2014 03:21 PM Completed: 07/25/2014 03:18 PM		
Use Units as a Way to Understand Problems and to Guid	e the Solution (N-Q.1)	Completed: 07/25/2014 03:21 PM	1	
Lesson Pretest		Completed: 07/25/2014 12:34 PM		
Lesson Posttest		Completed: 07/25/2014 11:37 AM	Score	
Project		Completed: 07/25/2014 11:39 AM	Score	
Forum		Completed: 07/25/2014 03:21 PM	Score	: 90% # Posts: 1

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Calendar

The Calendar feature is optional and will be available, if the school has implemented this feature.

The calendar incorporates a course pacing guide, which lists the dates course activities should be completed. If activities are not completed by the due date, a message will be sent to the student.

Course activities are presented by a month, week or day view.

The Steps to View Activities in the Calendar:

1. To view the calendar, click: "More" on the homepage under the calendar component or click the calendar icon on the toolbar.

lay 2014	
Rational Exponents Les	son die on 05/14/2014
Exponential Growth and	Decay esson due on 05/17/2014
Nature of Exponential F	unctions esson due on 05/20/2014
	More



- 2. To view by course activity, click the desired option
- 3. To view by day or week, click the desired option.

Course Activ	vities				View by da	ay, week or i	nonth
	/					\	
Grade Results	S 🙆 My Courses				× 1	H II 🧒	Apr 8, 9:42:08 AM CST demostudent
All V	April 2014 Sunday	Monday	Tuesday	Wednesday	Thursday	Day	Week Month 🔶 🚔
Pretest	30	31	1	2	3	4	5
Lesson				Biology Pretest \$1%	Algebra I Pretest: 64%	Cell Organelles	Add & Subtract the Polynomia Is: 31%
 Unit Test 							A. 51 W
Posttest							
 Submission 							
Forum							
Session	6	7 Operations on Radicals: 36% Esponential Growth and Deca y 50% Esponential Growth and Deca y 50% Esponency Writing - 27% Esponency Writing - 27% Esponency Writing - 27% Esponency Writing - 27% Esponency - 27% Esponency - 27% Esponency - 27% Mailing Inference and Conduct on: 71% Call Cycle This am y find Forum reply	0 English I Pretest: 64%	9 Multiplying Polynomials Callular Respiration: 100%	10 Feabland of Oranae	11 Dividing Polynomials & Genetic Divides: 71%	12
	13	14	15	16	17	18	19
			© 2014 Gra	ide Results			



Request Instructor

A live instructor is available to provide instructional support 24 hours a day, 7 days a week.

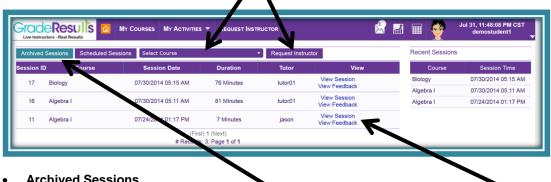
The instructor can be accessed by clicking: "Request Instructor" on the toolbar.

These are the selection options:

Request Instructor

Select the course and click the: "Request Instructor" button. This will go to a whiteboard where the instructor will provide instructional support in a chat environment.

See the next page for explanation of the whiteboard controls and tools.



Archived Sessions

Previous sessions can be viewed. Click the: "Archived Sessions" button" then click the "View Session" by the course and data.

- The system will retrieve the session. _
- _ After the system retrieves the session, click on "Play" to begin the playback of the session in slightly faster time than in real-time.
- Schedule a Session

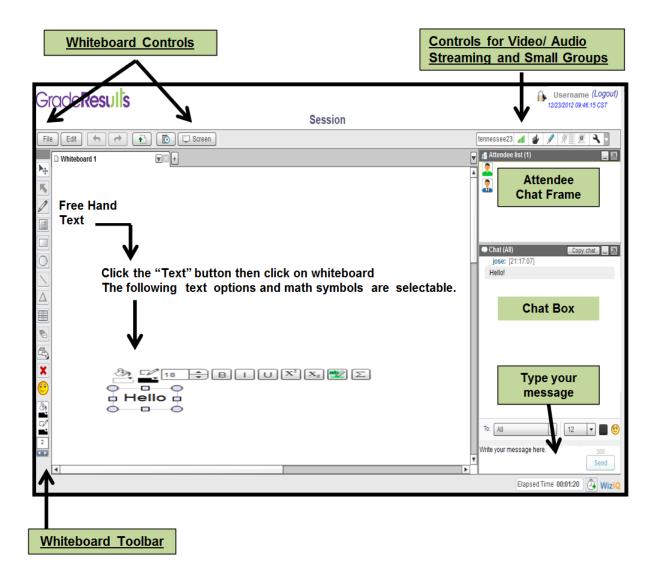
Click the: "Schedule Session button." Click the plus sign "+". A pop window will appear. Complete all information and click the: "Schedule Session" button.

S My Courses My Activities - Request Instruction	*	🖾 🖬 🖻 🖩 👳	Aug 1, 12:11:42 PM brownm67
cheduled Bessions Select Course	Request instructor A	Recent Sessions	
	No scheduled session		No recent session
	*		
Schedule Session			* 1
	<u></u>		
Course *	Title *		
Select Course •			
About the Class			
Session Date *	Session Time *	Duration *	
Select Date (MM-DD-YYYY)	You are requested to schedule after one day from now Select Time •	Hour(s) Select Duration	•
Class Type *			
Chat	Audio	Video	
Choose File to Upload			
odf, dec. deck, bit and rtf only Choose File No file chosen	Reset		
Choose File No file Chosen			
	Schedule Session Cancel		
-			
	4.		



Overview of the Whiteboard

- A whiteboard overview video can be found on the bottom-left side of Grade Results' homepage.
- After you are connected to the whiteboard, the following screen will be displayed.
- Key functions are identified below.





My Messages

Grade Results' instructors will send messages to you and you can also send messages to course instructors. This works like email, however messages are only sent to and from instructors using Grade Results.

If you have new messages a number will appear in the envelope on the top toolbar. Click on the envelop icon.

A short summary of the messages will be displayed.



To go to the My Message page click: on the "More" hyperlink.

Questions can be submitted to instructors. The messaging only works from your homepage and is sent to the subject area instructors.

- The purpose of the messaging is to allow you to ask questions, receive answers, and get comments back from instructors on the course performance.
- Messages about progress on lessons are also sent to you.



My Messages - Continued

This functions like an email to enable communication between the student and Grade Results.

There are three areas to My Messages:

- **Compose** Messages are created and sent to Grade Results instructors.
- **Inbox** New messages can be viewed here.
- Sent Messages previously sent are stored here.

		My Messages	
		Show Filter Q 😂	
Compose			
Inbox(2)	Read 1 to 3 of 3 🧼		
Sent	Instructor	Pending Activities as of today You have the following activities need to be completed as of	07/24/2014 05:55 AM
	Instructor	Greetings from Grade Results! - You need to achieve 60% in all enrolled course(s) to	07/24/2014 05:55 AM
	Instructor	Welcome to Grade Results! - Congratulations! You have been enrolled by Success High School	07/24/2014 05:55 AM

Compose a Message - A message is submitted to Grade Results' instructors.

The types of messages could pertain to: quick help for instructional support, reset lesson, schedule a session or other questions.