

Dear Parent/Guardian,

Your student has now been registered for online coursework through Odysseyware Academy. Congratulations!

**Now what?**

Your student should have received a Welcome email to their school email account. This email includes their login credentials. If your student has not yet received this email, please call **478-862-5690**.

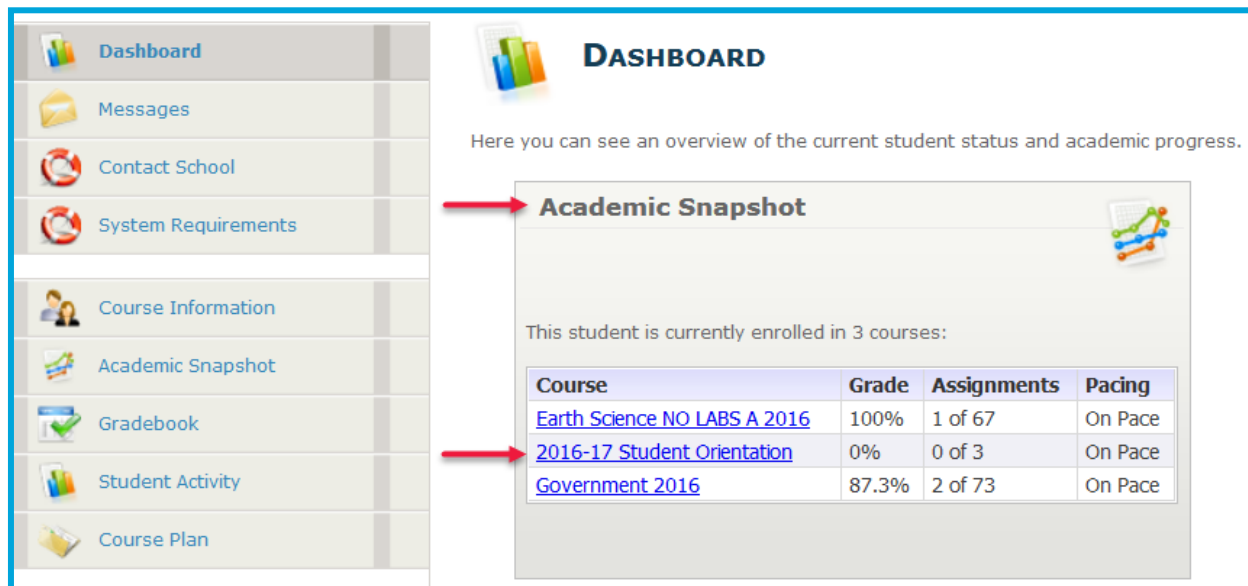
Student email is [lastname.firstname@taylorboe.org](mailto:lastname.firstname@taylorboe.org) password is school123

**What technology does my student need?**

Your student will need an Internet-connected computer. For best performance, Odysseyware Academy recommends the use of either Mozilla Firefox or Google Chrome.

**How does my student get started?**

Once your student logs in, they will arrive at the **Dashboard**. All courses in which your student is enrolled will be listed in the **Academic Snapshot** box.



The screenshot shows the Odysseyware Academy Dashboard. On the left is a navigation menu with items: Dashboard, Messages, Contact School, System Requirements, Course Information, Academic Snapshot, Gradebook, Student Activity, and Course Plan. The main content area is titled 'DASHBOARD' and includes a sub-header 'Academic Snapshot'. Below this is a table of enrolled courses. Red arrows point from the 'Academic Snapshot' header and the '2016-17 Student Orientation' row to their respective elements in the text above.





Course	Grade	Assignments	Pacing
<a href="#">Earth Science NO LABS A 2016</a>	100%	1 of 67	On Pace
<a href="#">2016-17 Student Orientation</a>	0%	0 of 3	On Pace
<a href="#">Government 2016</a>	87.3%	2 of 73	On Pace

Your student should begin by completing the Student Orientation course. This 30-minute course will introduce the program, show how to complete schoolwork, and identify where to get help. Once orientation is complete, your student may continue with his/her other courses.

**Can I see my student's progress?**

Absolutely, we would be happy to set up a Guardian account for you. All we will need is your name and a current email address. Please send this information to [mccants.meccia@taylorboe.org](mailto:mccants.meccia@taylorboe.org). Once your account has been set up, you will receive your own welcome email.

## What will I see with my Guardian account?

 Course Information	Learn about your student's courses and how to contact their virtual teachers.
 Academic Snapshot	Get a quick overview of your student's course grades, pacing, and activity.
 Gradebook	View comprehensive course assignment grades and due dates.
 Student Activity	See how much time your student is spending logged in.

## How will my student complete coursework?

Assignment Type	Passing	Attempts
Lesson	31%	3
Quizzes	32%	3
Tests	32%	3
Projects	5%	1

If your student does not meet the passing score on the first attempt, the system will automatically reassign the assignment up to the number of times listed above, or until the student meets the passing score.

### Tips for Success

- Students should log in regularly and stay on pace as indicated in the Gradebook.
- Frequently view the academic snapshot to identify areas of improvement.
- For extended responses (such as essays), it is recommended that the student type the response in a word processor file (such as Word or Google Docs) and then copy/paste the response in their assignment.
- Stay on task. Students will be timed out of an assignment if they do not click on anything "clickable" (such as a button, or question response) within 25 minutes.
- If you need help, ask for it!

### How do I or my student get help?

Students can send help requests to their teachers from within their assignments. Students and Guardians can also contact our Odysseyware Lab Support via email ([mccants.meccia@taylorboe.org](mailto:mccants.meccia@taylorboe.org)), phone (478-862-5690), or by participating in the Odysseyware teacher's online office hours (see Course Information or Gradebook for the link).

For technical support or other questions, call **888-399-4267**.

We strongly recommend reviewing the Odysseyware Academy Student/Guardian Handbook located at the following link: <https://goo.gl/vqDlZ0>

We know that support at home has a positive impact on student success. Thank you in advance for your support and feel free to contact us with any additional questions.

Sincerely,

Mrs. JoLynn Moncrief  
Principal

Taylor County Upper Elementary