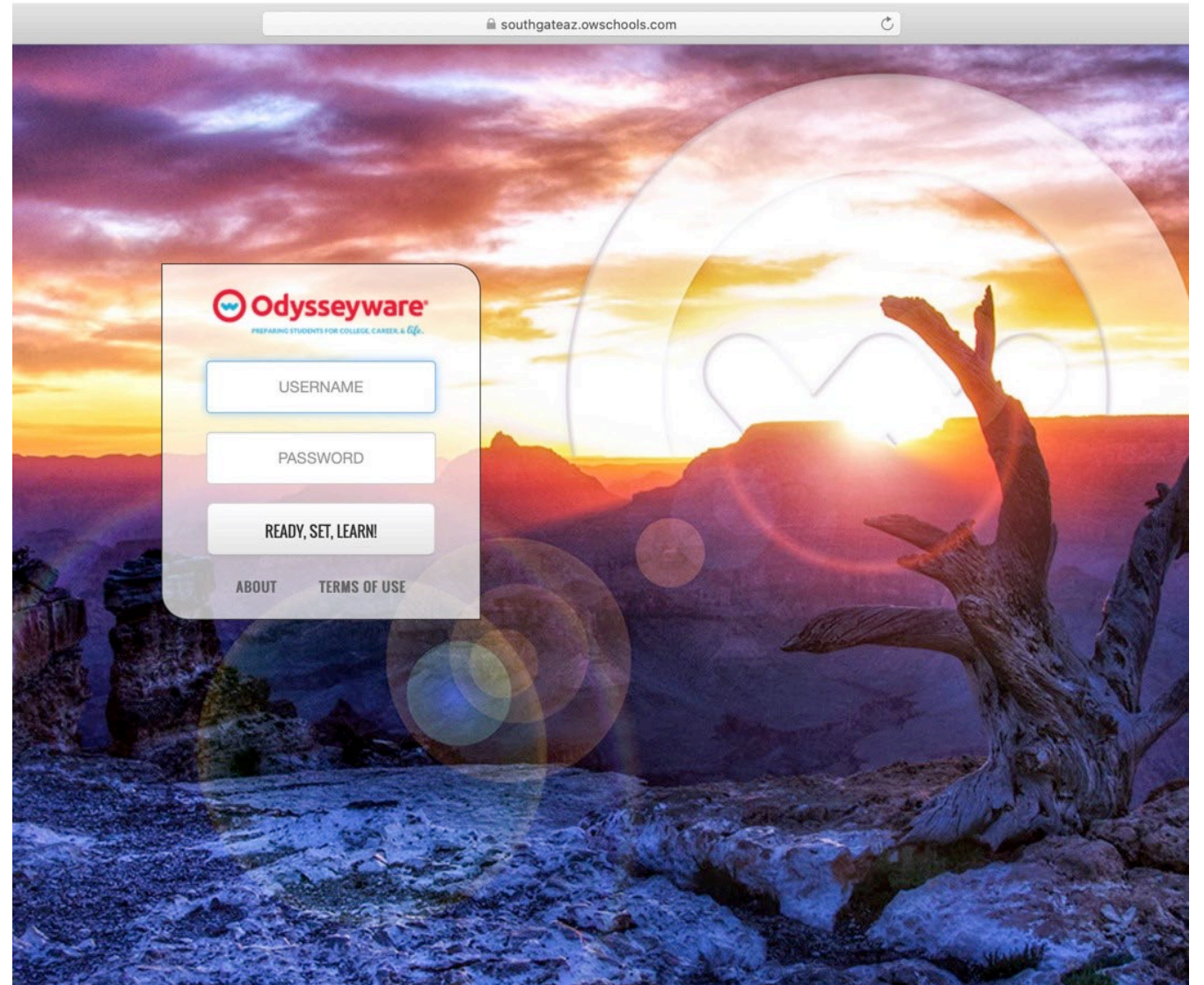


Odysseyware®

101 Guide to Navigate Odysseyware

Login Page



<https://southgateaz.owschools.com/owsoo/login/auth>

End User License Agreement

The screenshot shows a web application interface with a dark header and sidebar. A modal window titled "End User License Agreement" is centered on the screen. The modal contains the text "Odysseyware Legal Terms & Conditions" followed by a paragraph asking the user to read and accept the agreement. Below this is a longer paragraph explaining the terms of use. At the bottom of the modal, there are three buttons: "I DISAGREE", "I agree to these terms and conditions" (which has a checked checkbox and is circled in red), and "LET'S GET STARTED". A blue arrow points from the text "Agree to terms and click let's get started" below the modal to the "I agree to these terms and conditions" button. The background of the web application shows a table with columns for "ASSIGNMENTS" and "COURSES", and a row for "Art History" with dates ranging from 08/18/2014 to 09/16/2014.

Odysseyware®

ASSIGNMENTS COURSES

Art History

Due TTH

08/18/2014 Int

08/18/2014 Pre

08/20/2014 Pre

09/02/2014 Pre

09/08/2014 Pre

09/10/2014 Pre

09/16/2014 Pre

End User License Agreement

Odysseyware Legal Terms & Conditions

Please read this agreement and accept it by pressing the button at the bottom of the page.

By using or allowing others to use the software, curriculum, materials, and website associated with Odysseyware ("Service"), you (the "User") are agreeing to be bound by these legal terms and conditions ("Agreement"). If you do not agree to the terms and conditions of this Agreement, do not use this Service. Any person interacting with the Service in any way, including but not limited to students, teachers, administrators, and parents, are Users for the purposes of this Agreement. Certain terms of this Agreement may not apply to your use of the Service however all applicable terms are nonetheless binding. Odysseyware, Inc. ("OW") reserves the right to change or terminate the terms of this Agreement at any time and from time to time without any notice to you by posting said changes on the Odysseyware website. Any such changes are hereby incorporated into this Agreement by reference as though fully set forth herein.

A. General Provisions

I DISAGREE ☒ I agree to these terms and conditions LET'S GET STARTED

Agree to terms and click let's get started

Student Portal

1. Click the learn tab to display assignments and courses

Odysseyware®

LEARN

MESSAGE

HELP

SIGN OUT

ASSIGNMENTS

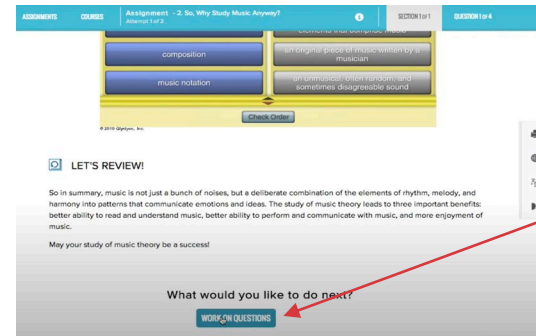
COURSES

Art History

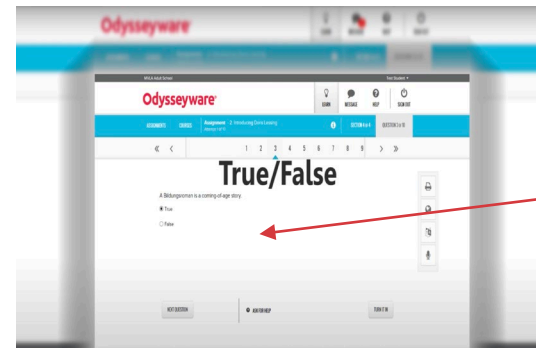
Due	Title	Score	Status	Info
08/18/2014	Introduction to Art History	–	Assigned	<div><div></div><div></div></div>
08/18/2014	Project: Introduction to Art History	–	Assigned	<div><div></div><div></div></div>
08/20/2014	Project: European Prehistoric Art	–	Assigned	<div><div></div><div></div></div>
09/02/2014	Project: Early Classical Greek Art	–	Assigned	<div><div></div><div></div></div>
09/08/2014	Project: Early Roman Art	–	Assigned	<div><div></div><div></div></div>
09/10/2014	Project: Early Christian Art	–	Assigned	<div><div></div><div></div></div>
09/16/2014	Project: Early Medieval Art	–	Assigned	<div><div></div><div></div></div>

2. Listed here are the due dates for each class. It is important to complete assignments on time and to not skip around since there are quizzes and test

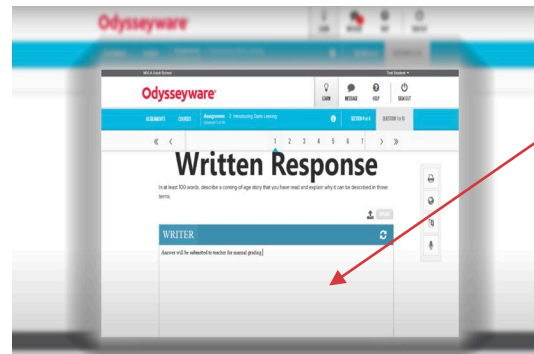
Student Assignments View



1. Once you've entered a specific assignment and have done the necessary note taking, reading or watched videos, there will be a work on questions button at the bottom of the page.

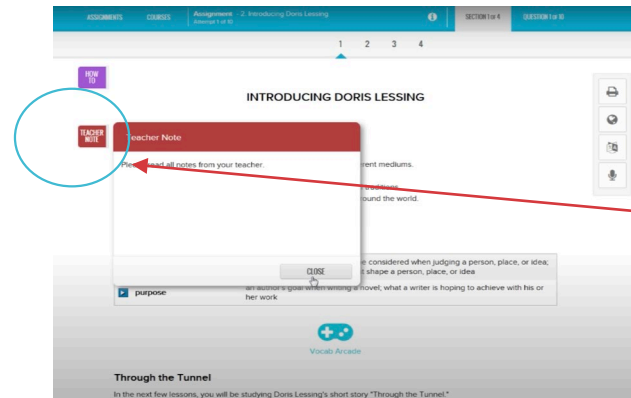


2. Some questions may be True/False

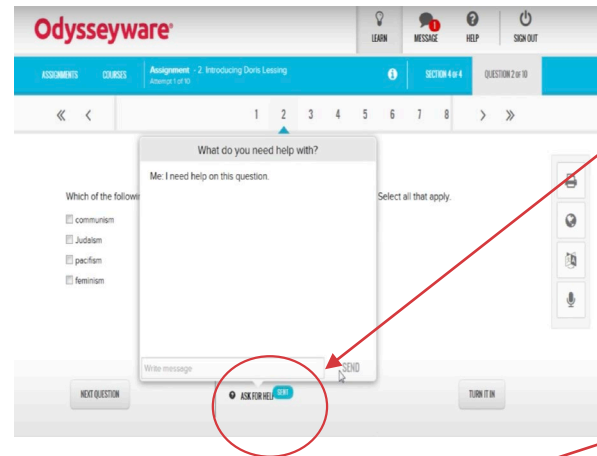


3. Written response answers will need to be typed in this box and then the student will click the turn it in button. Any response boxes left blank will result in no grade.

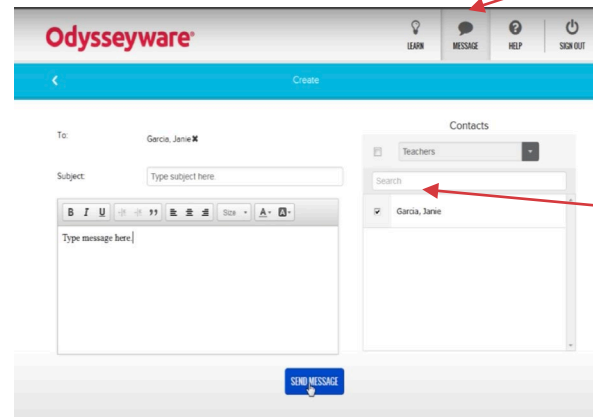
Assignment Help



1. The teacher may leave a specific note related to the assignment. Click on the teacher note tab.



2. To ask for help you can click on the ask for help option underneath the question.



3. You may message your teacher using the message icon at the top of the page.

*Please make sure the message is addressed to the right teacher.

#1 Logging in

#3 Home page

Odysseyware® v2.29 Parent User Guide

<https://southgateaz.owschools.com/owsoo/login/auth>

#4 To view assignment details click on the student's name

Parent User Guide

A step by step guide

Activity Stream tab

The Activity Stream tab contains the names of the students associated to your parent or guardian profile, the current courses for each student, their current overall progress in each course, including the percent complete, and their current cumulative score in each course.

- To view details about student courses, click the student's name (example A). See "View students' progress in courses" on page 11.
- To view details about student assignments, click the course title (example B). See "View students' progress in course assignments" on page 12.

The screenshot shows the 'Activity Stream' tab with two student profiles. Diane Cooper is listed with courses 'Civil War' and 'Algebra I', both at 0% progress. Brad Cooper is listed with courses 'Algebra I' (0% progress, 83.30 score), 'Integrated Physics and Chemistry' (0% progress, 83.30 score), and 'Civil War' (3% progress, 90.00 score). Callout A points to a student name, and callout B points to a course title.

Calendar tab

The **Calendar** tab displays the current month (by default) and it is where days are designated as school days and no school days for the entire school. Changing a school day to a "no school" day or a "no school" day to a school day affects the working days for school terms and assignments' pacing.

The screenshot shows the 'Calendar' tab for June 2016. It features a monthly grid with days of the week. Callout A points to a 'No School' indicator on Sunday, June 27. Callout B points to a yellow-colored day, Friday, June 24. Callout C points to the 'Forward and Back arrows' at the top right. Callout D points to the 'today' button at the top right.

Features and tools on the school calendar include:

Item	Feature/tool	Description
A	No School indicator	Shows days marked as "No School" days. By default, weekdays (Monday through Friday) are considered school days and weekend days (Saturday and Sunday) are automatically designated as "No School" days.
B	Yellow-colored day	Indicates the current day.
C	Forward and Back arrows	Click Forward to go to the next month; click Back to go back to the previous month.
D	today button	Click to return to the current month and day.

Your school's Odysseyware Administrator can set days as "No School" days.

#5 follow these instructions to use the calendar

Parent User Guide

A step by step guide

#6 To view student's progress follow these instructions

View Students' Progress In Courses and Assignments

You can view your assigned students' progress in courses and in individual assignments within those courses. Two tools on the main nav bar provide the access:



- Click **View Student Courses** to see your students' progress in courses. See ["View students' progress in courses" below](#).
- Click **View Student Assignments** to see your students' progress in individual assignments within courses. See ["View students' progress in course assignments" on the next page](#).

View students' progress in courses

You use the **View Student Courses** tab to see a detailed view of all courses and progress in a course for the selected student.

- On the main nav bar, click **View Student Courses** to open the **View Student Courses** tab.
- Course information shown includes the course title, teacher's name, progress percent, and course score.
- On the **View Student Courses** tab, you can:
- If you have more than one student assigned to you, click the **Students** drop-down list (example A) to select a different student. The tab refreshes to show the course information for the selected student.
 - Use the **Courses** and **Teacher** filters (example B) to filter the list and change the information displayed in it.
 - Type a course or subject in the **Course** field to filter the list by course or subject.
 - Type a teacher's first or last name in the **Teacher** to filter the list to only show courses for a specific teacher.
 - Click the **Print Student Courses** tool (example C) to run a detailed student course report for the selected student. See ["Run Student Progress Reports" on page 15](#).
 - Click the **Reset** tool (example D) to remove any filters and reset the information.
 - Click the paging controls (example E) to see all courses for the selected student.



Parent User Guide

A step by step guide

#7 To view student progress in course assignments follow these instructions

The screenshot shows the 'View Student Courses' interface. At the top, there is a header bar with the title 'View Student Courses'. Below the header, there is a form with several fields and buttons. A red box labeled 'A' highlights the 'Students' dropdown menu, which currently shows 'Brad Cooper (b_cooper)'. To the right of this dropdown is a blue button labeled 'A'. Another red box labeled 'C' highlights the 'Print Student Courses' button. Below these, there is a table with columns for 'Course', 'Teacher', 'Progress', and 'Score'. A red box labeled 'B' highlights the 'Course' dropdown menu, which currently shows 'Algebra I'. The table lists three courses: 'Algebra I', 'Integrated Physics and Chemistry', and 'Civil War'. The 'Progress' column shows percentages (0%, 0.0%, 3.0%) and the 'Score' column shows scores (0, 83.3, 90). At the bottom of the page, there is a footer bar with a red box labeled 'D' highlighting the 'Page 1 of 1' pagination controls and a red box labeled 'E' highlighting the 'View 1 - 3 of 3' link.

Course	Teacher	Progress	Score
Algebra I	Rita Jones	0%	0
Integrated Physics and Chemistry	Rita Jones	0.0%	83.3
Civil War	Rita Jones	3.0%	90

View students' progress in course assignments

You use the **View Student Course Assignments** tab to see detailed information about assignments and progress in those assignments for a selected course and student.

- On the main nav bar, click **View Student Course Assignments** to open the **View Student Course Assignments** tab.

At the top of the page, you see the teacher's name, the date the student started the course, and the scheduled end date for the course. Assignment information shown includes the title and type (test, lesson, quiz) of assignment, progress percent, assignment due and completion dates, assignment score, and status.

On the **View Student Course Assignments** tab, you can:

- Click the **Students** and **Courses** drop-down lists (example A) to select a student and, then select a course. The view refreshes to show the selected student and course.
- Click the **Print Student Course Assignments** tool (example B) to run a detailed student assignment report for the selected student and course. See ["Run Student Progress Reports" on page 15](#).
- Click the **Reset** tool (example C) to remove any filters and reset the information.
- Click the paging controls (example D) to page through the all the assignments for the selected course.

Parent User Guide

A step by step guide

#8 Here's a detailed view of the students' progress in course assignments

Odysseyware®

View students' progress in course assignments

View Student Course Assignments

Students: Brad Cooper (b_cooper) Courses: Civil War

A B Print Student Course Assignments

Civil War

Course Start Date: 07/17/2015 Course End Date: 08/31/2016
Teacher: Rita Jones Current Progress: 3.6% Current Score: 90

Unit#	Title	Type	Progress	Due Date	Completion Date	Score	Status
1	Development of Two Cultures-Part 1	LESSON	100%	07/17/2015	07/17/2015	81	Graded
1	Development of Two Cultures-Part 2	LESSON	100%	07/17/2015	07/17/2015	88.9	Graded
1	Life of a Slave	LESSON	100%	07/17/2015	07/17/2015	100	Graded
1	Project: The Art of Compromise	PROJECT	0%	07/20/2015		0	Assigned
1	Quiz: 1: Two Cultures in Conflict	QUIZ	0%	07/20/2015		0	Assigned
1	Political Compromises	LESSON	0%	07/20/2015		0	Not started
1	Kansas-Nebraska Act	LESSON	0%	07/21/2015		0	Not started
1	The Kansas Issue	LESSON	0%	07/21/2015		0	Not started

C Page 1 of 10 10 D View 1 - 10 of 96

Parent User Guide

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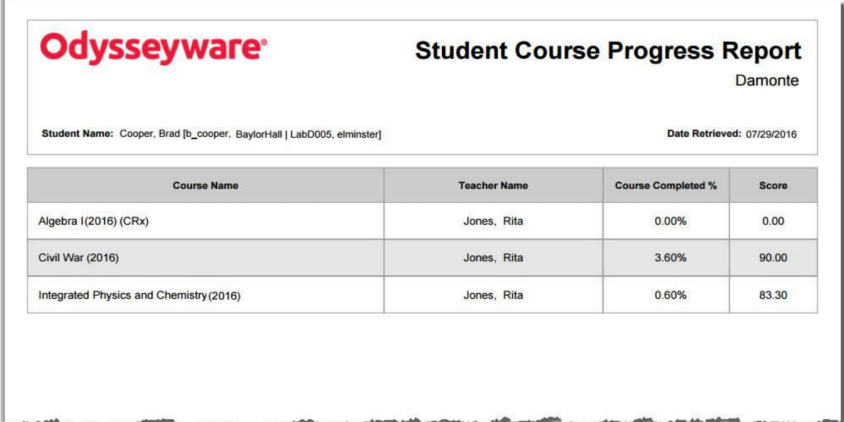
#9 To get a progress report for all classes, follow these instructions

Run Student Progress Reports

You can run a progress report containing information about a selected student's courses and assignments. The report generates as a PDF file that you can save and print. To generate the PDF, you must have Adobe Reader installed.

1. On the main nav bar, click **View Student Courses** or **View Student Assignments**.
2. If you have more than one student, from the **Students** list, select the student for the report.
3. If running a student assignment report, from the **Courses** list, select the course.
4. Click **Print Student Courses** or **Print Student Course Assignments**.
5. When the message appears, you can save the PDF file or open it.
 - If you selected to save the PDF, by default, the report downloads with the name StudentCourseProgress_[currentdate].pdf. You can open the report.
 - If you selected to open the PDF, the report appears in a new browser window. Click the Print tool to print the report.

The following shows an example of the student course progress report.



Odysseyware®		Student Course Progress Report	
		Damonte	
Student Name: Cooper, Brad [b_cooper, BaylorHall LabD005, elminster]		Date Retrieved: 07/29/2016	
Course Name	Teacher Name	Course Completed %	Score
Algebra I (2016) (CRx)	Jones, Rita	0.00%	0.00
Civil War (2016)	Jones, Rita	3.60%	90.00
Integrated Physics and Chemistry (2016)	Jones, Rita	0.60%	83.30

The following shows an example of the student assignment progress report.



Parent User Guide

A step by step guide

#10 Here's a look at a detailed progress report

Overall course score

Unit	Type	Assignment	Due Date	Completed Date	Score
1	LESSON	2. What is Science?	07/26/2016	07/26/2016	83.30
1	LESSON	3. The Scientific Method	07/26/2016		0.0*
1	PROJECT	4. Experiment: Making Observations	07/27/2016		0.0*
1	PROJECT	9. Experiment: Determining Volume	07/27/2016		0.0*
1	PROJECT	11. Experiment: Determining Density	07/28/2016		0.0*
Unit Score Summary for Unit - 1					83.30
Course Score					83.30

Technical Support

- For technical support you may use the contact information below

Phone: 877-251-6662

Days/Time: Mon-Fri 7am- 11pm (CT) and Sat/Sun 1pm-7PM (CT)

Go to: <http://www.odysseyware.com/support>

Email: support@odysseyware.com

- Also you may email your students' teacher by clicking on the Southgate Academy teacher contact list

[Southgate Teacher Contact List](#)