

CLICKABLE LINK

How do I post a "clickable link" for my course in Slate?

Use the markdown text box:

1. In slate, open your course.
2. Click on "Create a Post"
3. Insert a title
4. Click on "Markdown Text"
5. Format:
 1. [name of course—or what you want to show](URL)
So name is in straight brackets and the URL is inside "regular" brackets
6. Click Save

SECTIONS

Can a section that is no longer used be deleted?

NO. You can't remove or delete sections that were actually used. That causes lots of problems because students still have tasks and ratings that are connected to those sections. The workaround is to "archive" the section

How do I see an archived Section?

- Open Slate
- Select "Courses"
- In Filters section, use drop arrow to change TERM to "Archived Sections"
- Click "Apply Filters"
- The list will change to show all archived sections

TASKS

What order are tasks displayed in Slate?

Task ordering for students is specific and can be controlled through due dates.

- First is past due tasks that are in date order.
- Then, green tasks with due dates in date order.
- Then green tasks with no due date in no particular order.
- Then completed tasks in no particular order.

If all tasks are given a due date in the future (doesn't matter when or how far), you can order them exactly how you want. For example:

001 Task 1 - Due date 1/1/2025

002 Task 2 - Due date 1/2/2025

003 Task 3 - Due date 1/3/2025

etc

	As students' tasks are marked completed by the teacher, they essentially fall off the list.
<i>Can a task that is no longer used be deleted?</i>	No. As with deleting sections, problems are caused if a task has been completed and points or ratings given. The workaround is to "archive" the task.
<i>Can I change the PLP points assigned to a task?</i>	You can, but you <u>shouldn't</u>. Changing the number of points assigned to a task changes the points earned by ALL students that have completed the task (in the past as well as going forward). Instead, you should create a new task with the number of points you want to use and archive the old task.
<i>How do I archive a task?</i>	■ Open the Teacher Tasks Dashboard for the course ■ Click in the "Edit" button for the task you want to archive ■ Click on the "Archive Task" Button
<i>Will a student lose their PLP points if I archive a task?</i>	No.
<i>How do I see tasks that have been archived?</i>	■ Open the Teacher Tasks Dashboard for the course ■ At the bottom of the task list click the box next to "SHOW ARCHIVED TASKS" ■ If you want to unarchive the task, click on the "Edit" button for that task on click on the "Un-Archive Task" button ■ When finished, uncheck the "SHOW ARCHIVED TASKS" box
STUDENTS	
<i>Why can't a student access google?</i>	Access to google drive and apps is limited by the district (because West Ada is a "Microsoft district". The academies have "special" permission to use google (not all West Ada students can access google drive etc) When a student is added to an academy's active PowerSchool enrollment, a sync is done the following night which is supposed to give the student google access. Sometimes the sync does not happen correctly. Solution: call the tech help desk and ask them to give the student google access (explain that you are calling from an academy and the student needs google access)
<i>How do the "My Goals" work?</i>	Students click on the + and add a goal The goals only allow one goal at a time. (The thinking is that a true smart goal should be pretty substantial and you shouldn't

	have more than 2 or 3) Goals were designed to work with HOS and be for longer term goals that are worked on periodically
<i>How do students get notification of a shout-out?</i>	Slate can be set up so that students receive an email notification (Tom sets up) There is currently no feature that allows for students to receive notification within Slate, either at the time the shout out is created or the next time the student logs into Slate It is possible to send students text messages when they get a new shoutout using a service with a fee (such as Twilio that costs \$0.075 per text message).
<i>Do students get additional points when re-submitting a task?</i>	No. Students get points one time. The date those points are applied changes to the resubmit date. From Tom: the points of a task only ever count once what varies is the date those points are applied
<i>What is a student's password?</i>	For 21-22 school year, all three academies were having Slate passwords set to match the student's computer login passwords (the passwords found in Password Lookup Admin.
<i>How do I see a student's password?</i>	You can't (no one can). Slate will show the password as "Personal Password in effect"
<i>How does a student get their password reset?</i>	As of 3/8/22, the password email was NOT working. A password can be reset by anyone with Slate admin rights.
<i>Who has Slate admin rights?</i>	CA: Donell, Deborah, Tracy, Sharla, Chenin EA: James, Jill, Julia, Shelby, Chenin MA: Eian, Megan, Julia, Chenin
PARENTS	
<i>Can a parent have their own Slate account and if so what do they have access to?</i>	Yes, but none of the schools use this feature parents can see • Every course and the name of every student (this is why the schools don't use the feature. Tom says this does not violate FERPA and all of the other schools use parent invites, but WA schools have decided to be cautious • Their student's task dashboard • Their student's competency dashboard • They can NOT see their student's PLP
"OLD" SLATES (PREVIOUS INSTANCES)	
<i>How do I access previous instances of Slate? (Current instances of Slate were "created" in:</i>	Central - http://2018.wa-ca.slatepowered.net/

CA -- 2019-20; EA -- 2020-21; MA - 2020-21)	Eagle - http://2019.wa-ea.slatepowered.net/ Meridian - http://2019.wa-ma.slatepowered.net/
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