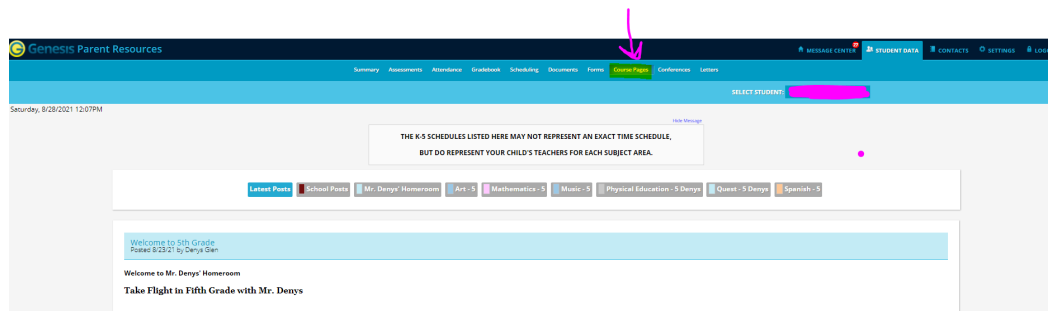


## Teacher Websites - Course Pages

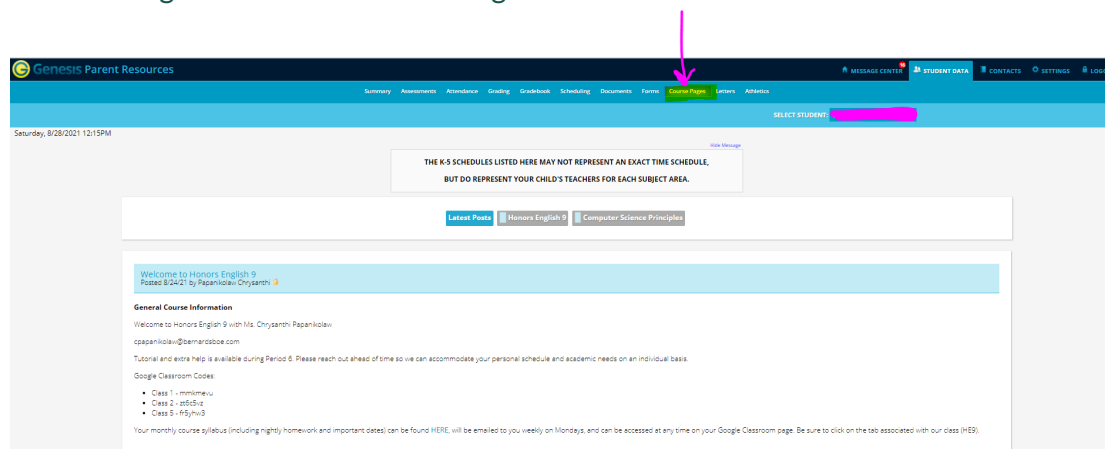
All teacher and staff websites will now be found via the Genesis Parent and Student Portal.

Teacher websites in Genesis are called **Course Pages**. There is one course page for every course a student is enrolled in.

Here is what a 5th-grade student's Course Page tab looks like in the Genesis Portal:



Here is what a 9th-grade student's Course Page tab looks like in the Genesis Portal:



There are several different types of Course Pages:

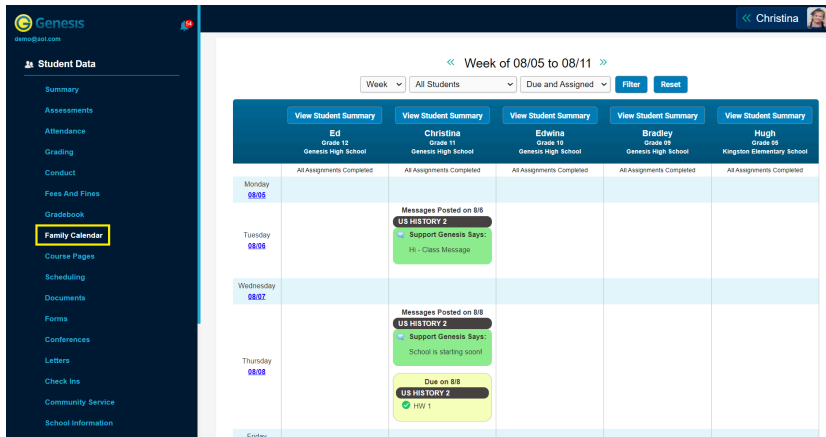
1. Each student will have a "School" page. This page will be used by the principal to share information with families and will include a link to the school's website.
2. Each student will have a "Counselor" page. This will be your child's school counselor's page and will be used for the counselor to share information with all of their students, as well as a link to their own website.
3. **Each student will have a Course Page for each course your child is enrolled. This will include the following information:**
  - a. Teacher contact information (email, extension)
  - b. Course information and Expectations
    - i. Overview of course content
    - ii. Required materials (textbook, etc.)
    - iii. Grading Policies (including late policies)
    - iv. Classroom expectations
    - v. Where applicable, the teacher's schedule
      1. For K-5 students, this will include the special area weekly schedule,
      2. For 6-12 students, this will include the teachers' availability for extra help/tutorial.
4. The **"Latest Post"** tab will include the most recent posting from all of the students' Course Pages in chronological order.

## The Family Calendar

### What is The Family Calendar Screen?

A "Family Calendar" has been added to the Parent/Student Web Access portal. This calendar displays all Course Links, Gradebook Assignments assigned or due for every student attached to the account, as well as "Messages" entered by the teacher for the express purpose of appearing on a specified date on the Family Calendar.

- All students assigned to the parent account are displayed on this screen.
- Course Links are included under the student name and links to a teachers' "learning plan" and includes significant dates, homework/assignment/assessment due dates. This will be shared by teachers with either links to the Genesis Assignments tab or a link to a separate document or google site where this information is maintained.
- Assignments are included when they are assigned, due and when they have not been completed.
- Class Messages will also be able to be sent to this screen by teachers from the Gradebook or the Lesson Planner. The primary purpose for this is to allow teachers to send quick reminders to parents and students.



This is how the Family Calendar appears in the Student and Parent Portal.

**Assignments appear on the Family Calendar in yellow and Class/Course Messages appear in green.**

**Course Links appear under the students' name.**

### What is on the Family Calendar?

The Family Calendar, by default, shows all Assignments and all Messages for every member of all students attached to the parent / student account for 1 week. It can optionally display Messages and Assignments for just one day or for an entire month.

Each student's Messages and Assignments are shown in their own column. The screen by default shows all students on the account at once but can be focused down to a single student.

### Gradebook Assignment Display on the Family Calendar

Assignments set to display in the Parent/Student Web Access Portal appear on their "Assigned" date until their "Due date" and remain visible unless unshared by the teacher.

### Assignment Status on the Family Calendar: Completed vs Not Completed

All assignments that are ungraded or past their due date appear with the status "Not Completed". All assignments that are graded or marked "collected" appear with the status "Completed". "Not Completed" and "Completed" are the only two status' that appear on the Family Calendar screen.

If an assignment is marked by the teacher as "Collected" without giving the student a grade, the Assignment's status on the Family Calendar is changed from "Not Completed" to "Completed". The Assignment's status also changes to "Completed" once you grade the student.

### Class / Course Messages and Message Display

"Class Messages" from the Gradebook, called "Course Messages" in the Lesson Planner, are a new feature added to the system with the Family Calendar screen. Messages are entered for a specific course section or subject either in the Gradebook directly or in the Lesson Planner. Messages are a separate item separate from both Gradebook Assignments and Daily Lesson Plans (or Unit Plans).