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Genius: Student Portal Overview
Last Update: 2021.09.13

In the **Genius Student Information System**, students can access and view their messages and academic information through the student portal.

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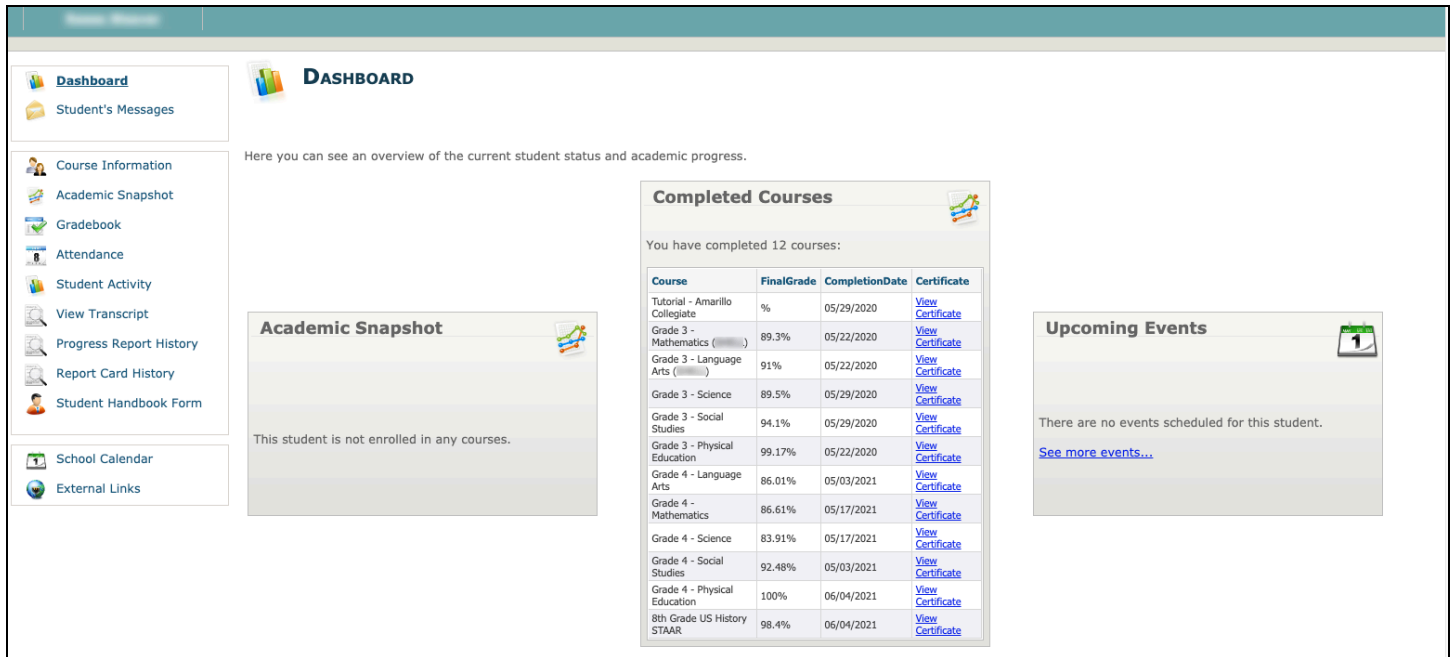
Accessing the Student Portal

Login to **Genius** at legacysis.responsiveed.com to navigate to the portal. The portal **Dashboard** will appear on the screen.

Student Portal Left Side Menu

The **Student Portal** provides a menu of links that access the features found on the portal.

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Dashboard
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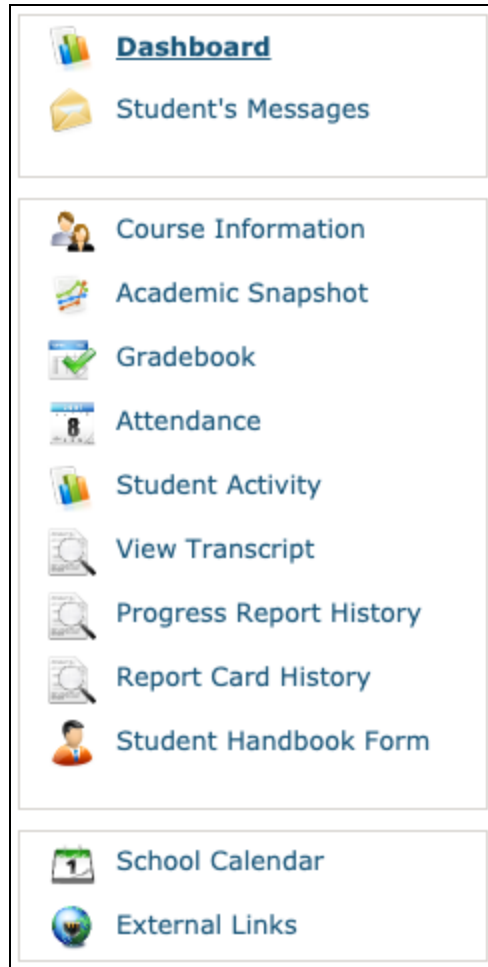
Dashboard

The student **Dashboard** provides an overview of the student's classes, course information, and progress.

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DASHBOARD

Here you can see an overview of the current student status and academic progress.

Academic Snapshot

This student is currently enrolled in 3 courses:

Course	Grade	Assignments	Pacing
Physics - A	77%	2 of 5	On Pace
Tutorial - Atascocita	%	0 of 0	On Pace
Aquatic Science - A	0%	0 of 5	On Pace

Completed Courses

You have not completed any courses yet.

Upcoming Events

There are no events scheduled for this student.

See more events...

Messages

You do not have any unread messages.

Activity

There is no activity logged for this student.

Course Requests

There are no courses requested by this student.

Admission Status

This student is currently **ACTIVE**.

The enrollment status is **WITHDRAWN**.

Student Information

Student ID:
Name:
Grade Level: 07

- The **Academic Snapshot** panel lists all courses in which the student is currently enrolled. Clicking on a course within this panel will take the student to **Bright Thinker**.

- The **Completed Courses** panel lists all courses completed by the student.

- The **Upcoming Events** panel will list any upcoming events for the student on the school's calendar.

- The **Messages** panel will display any unread messages.

- The **Activity** panel will display any student activity in regards to their coursework.

- The **Course Requests** panel will display courses requested by the guardian/student.

- The **Admission Status** panel displays the current status of the student in regards to admission and enrollment.

- The **Student Information** panel displays basic information for the student, such as the Genius **Student ID** number, the student first and last **Name**, the student **Grade Level**, and the student address.

Student's Messages Overview

The Student's Messages side menu option allows students to view any messages sent to them through the **Genius** system.

- Click **Student's Messages** on the left side menu to view any student messages.
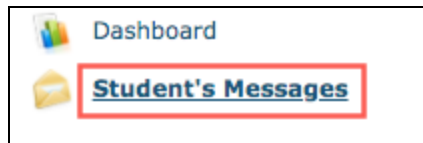
- The student's **Inbox** will appear on the **Messages** page. For more information on messages, see the [Viewing and Composing Messages Job Aid](#).

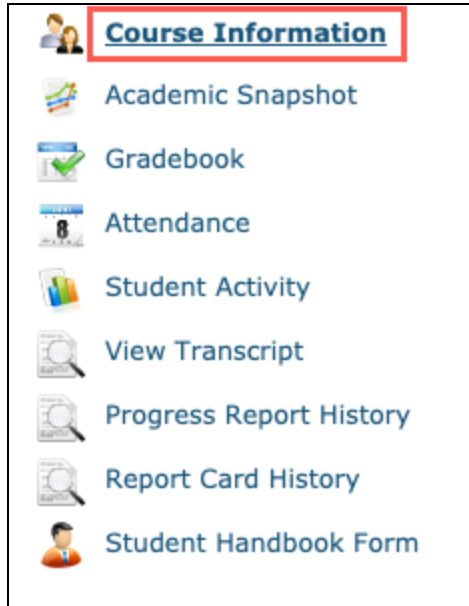### Course Information

The **Course Information** page provides general information about the courses in which the student is enrolled.

- Click on the **Course Information** option on the left side menu.

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- The **Course Information** page for a specific course will display on the screen.

Switching Between Courses

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- Use the green arrows to navigate between the student's courses. Users may also click on the blue course name at the top of the page to switch to that **Course Information** page.

Rating a Course

- To rate a course via the **Course Information** page, navigate to the desired course. Rate the course on a scale from one star to five stars, with five stars being the highest rating possible.
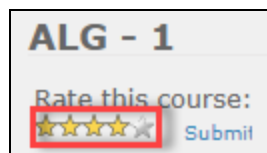
- After selecting the desired number of stars, click **Submit**.
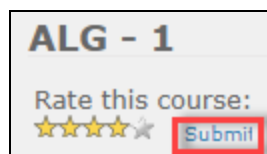
- Once submitted, the rating option will disappear from the **Course Information** page.

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ALG - 1

Description

Length and Credits
This course is worth 0.5 credits and the suggested duration is 18 weeks.

Teacher Information

Name: ▓▓▓▓▓▓

Upcoming Events

There are no events scheduled for this section.

Academic Snapshot

The **Academic Snapshot** page allows users to view a summary of the student's progress in a course.

● To navigate to the **Academic Snapshot** page, click on **Academic Snapshot** on the left side menu.

● The **Academic Snapshot** page will display on the screen.

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ACADEMIC SNAPSHOT

Here you can see the status and academic progress for the courses the student is enrolled in.
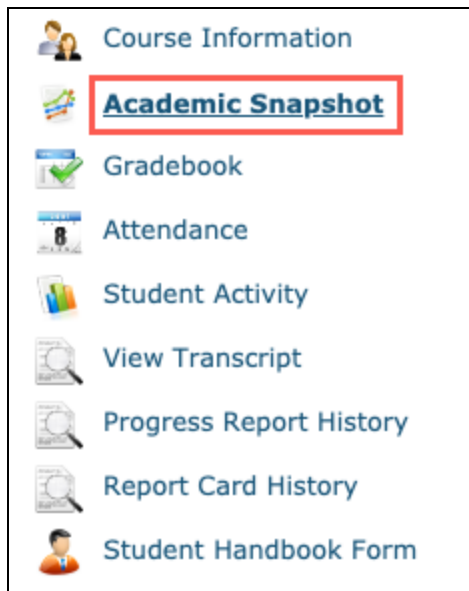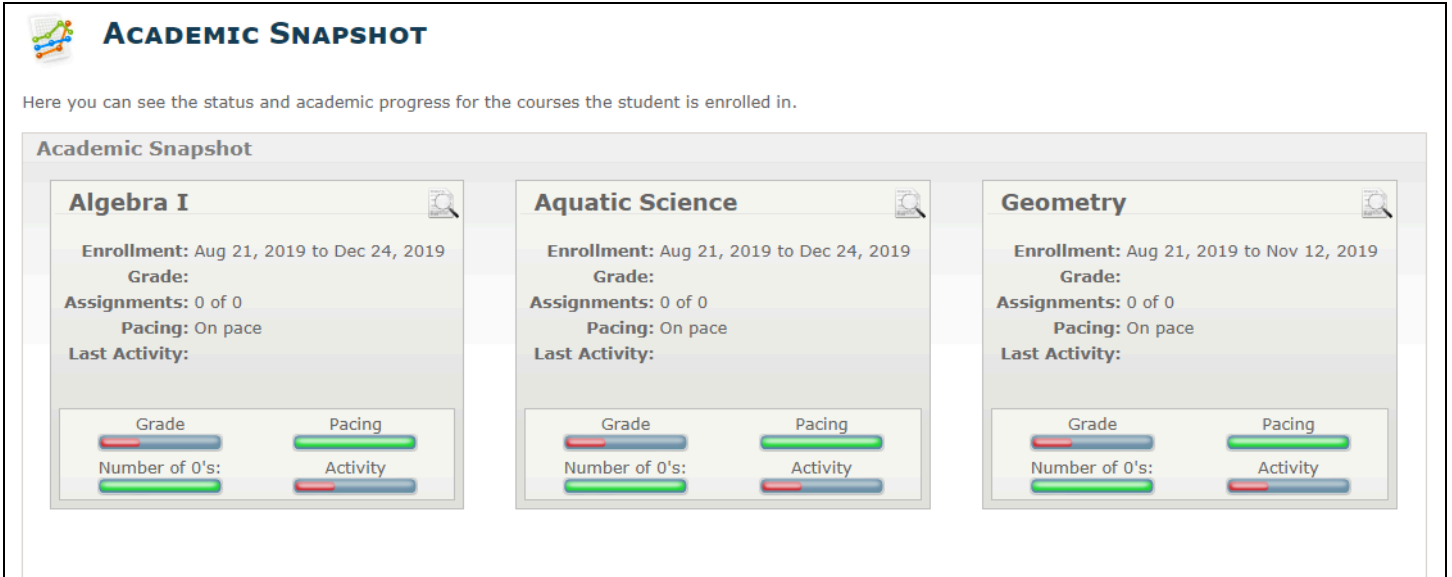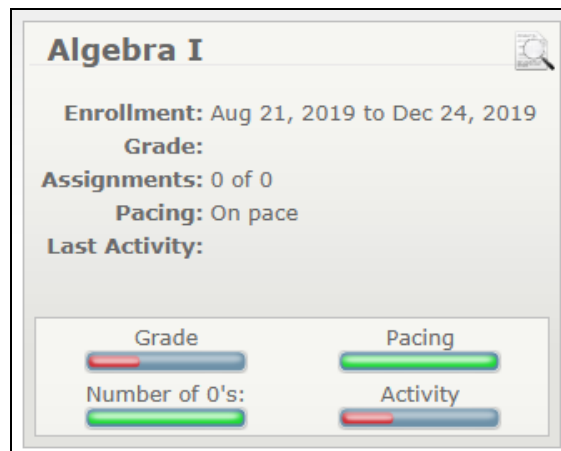
Academic Snapshot

Algebra I

Enrollment: Aug 21, 2019 to Dec 24, 2019
Grade:
Assignments: 0 of 0
Pacing: On pace
Last Activity:

| Grade | Pacing |
| Number of 0's: | Activity |

Aquatic Science

Enrollment: Aug 21, 2019 to Dec 24, 2019
Grade:
Assignments: 0 of 0
Pacing: On pace
Last Activity:

| Grade | Pacing |
| Number of 0's: | Activity |

Geometry

Enrollment: Aug 21, 2019 to Nov 12, 2019
Grade:
Assignments: 0 of 0
Pacing: On pace
Last Activity:

| Grade | Pacing |
| Number of 0's: | Activity |

- Each panel within the **Academic Snapshot** page displays information regarding a specific course in which the student is enrolled.

Algebra I

Enrollment: Aug 21, 2019 to Dec 24, 2019
Grade:
Assignments: 0 of 0
Pacing: On pace
Last Activity:

| Grade | Pacing |
| Number of 0's: | Activity |

- ○ **Enrollment** indicates the period during which the student is enrolled in the specific course.

- ○ **Grade** indicates the student's overall grade in the course.

- ○ **Assignments** shows how many assignments have been completed by the student.

- ○ **Pacing** indicates whether the student is ahead or behind pace based upon the number of assignments they have remaining in the course.

- ○ **Last Activity** indicates the last time the user was active in their course as recorded by the LMS.

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Note: If no data is available for any of the fields, they will appear blank on the **Academic Snapshot** page.

Gradebook

The **Gradebook** page provides information regarding student assignments and grades.

- Navigate to this page by clicking **Gradebook** on the left side menu.
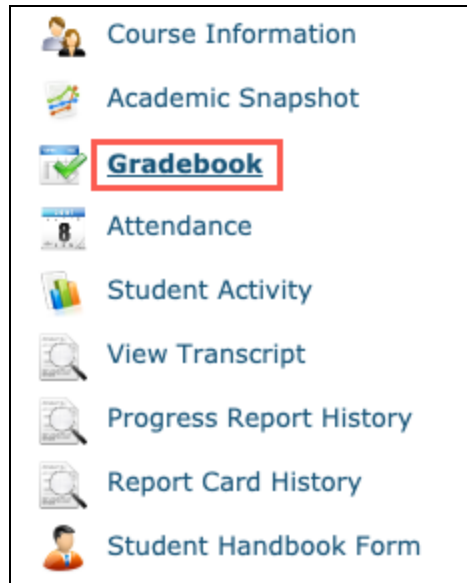
- The **Gradebook** page will display on the screen.

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Note: Once a grade is entered by a teacher in **Bright Thinker**, users must wait overnight in order to view the newly entered grade in **Genius**.

Changing Courses

- Select a course by clicking the **Select** button next to the course name and ID.

- A list of assignments, points, grades, and completion information for the selected course will appear below.

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Emailing a Teacher
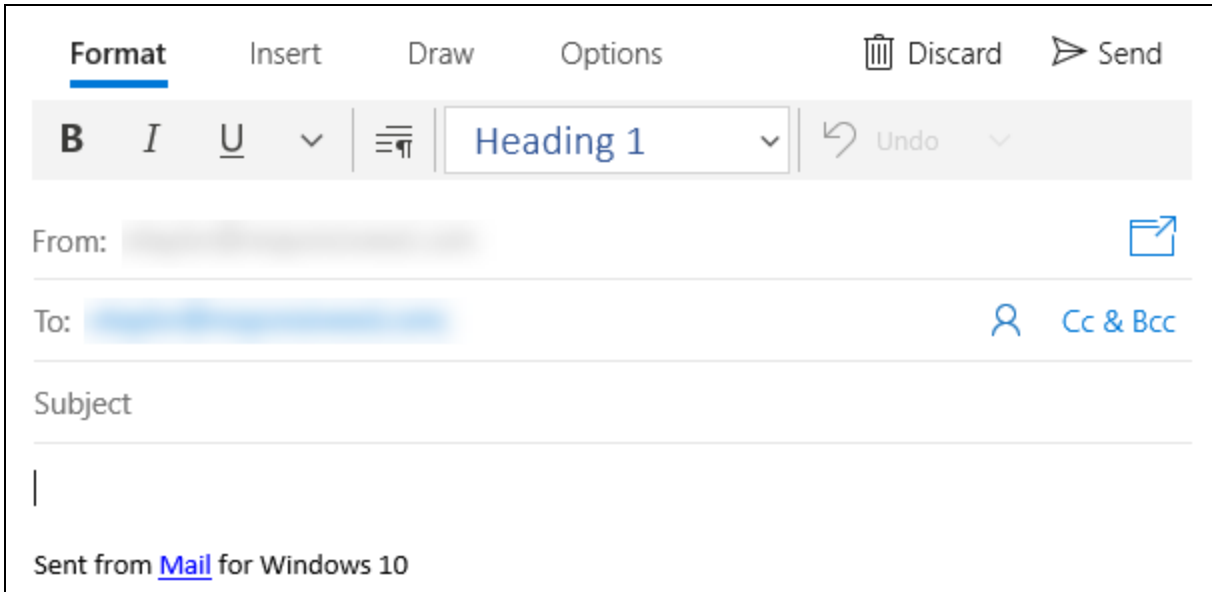
- Email a teacher by first selecting the desired course from the list of available courses (instructions given in the previous section). Then, click the **Email teacher** blue link.

- An email draft will automatically open with the teacher's address auto-filled in the **To** field of the email.

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Sent from Mail for Windows 10

Attendance

Attendance provides students with a view-only page of their attendance records.

- Navigate to this page by clicking **Attendance** on the left side menu.
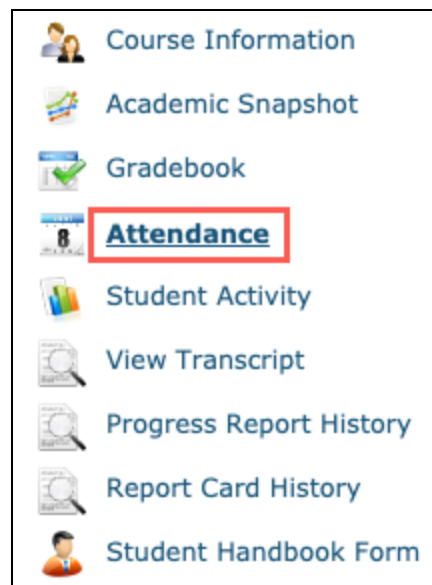
- The **Attendance** page will display.

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- The days in **Gray** indicate **Non-Instructional** days, while the days with **Red** text indicate days the student was **Absent** and the days with **Green** text indicate days the student was **Present**.

- The month displayed in the calendar can be changed two ways. The current month and year are used as the default **Attendance** calendar.

  ○ Click the **Month** drop-down menu to change the month displayed, and click in the year field to enter a different year.

May ⌄	2021

Student Activity

The **Student Activity** page provides personalized data regarding the amount of time the student spent in each course in the LMS.

- Navigate to this page by clicking **Student Activity** on the left side menu.

Course Information
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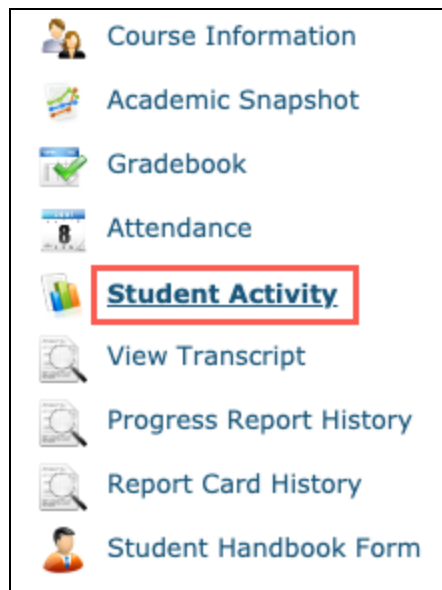
- The **Student Activity** page will display on the screen.

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STUDENT ACTIVITY

Here you can see how often the student is working on his/her courses.

Search criteria:

◉ Show activity in the last
[1 Week ▼]

◯ Show activity between the following dates:
[   ] and [   ]

[Get Data]

There are 8 days in the selected period:

Date	Total
Tue, Jul 16	0
Wed, Jul 17	0
Thu, Jul 18	0
Fri, Jul 19	0
Sat, Jul 20	0
Sun, Jul 21	0
Mon, Jul 22	0
Tue, Jul 23	0
Total	0 (0%)

- View only data during a certain time period by using the fields in the **Search criteria** panel to limit the results.

Search criteria:

◉ Show activity in the last
[1 Week ▼]

◯ Show activity between the following dates:
[   ] and [   ]

[Get Data]

- ○ Select a time period to view only activity during that time period in the **Show activity in the last** field.

Or

- ○ Specify a specific range of dates during which to view student activity in the **Show activity between the following dates** field.

- Click **Get Data** to view all student activity during the selected time period.

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Search criteria:

◉ Show activity in the last
   [1 Week ▼]

○ Show activity between the following dates:
   [   ]   and   [   ]

[Get Data]

- The data will display in a table below the **Search criteria** panel.

There are 8 days in the selected period:

Date	Total
Tue, Jul 16	0
Wed, Jul 17	0
Thu, Jul 18	0
Fri, Jul 19	0
Sat, Jul 20	0
Sun, Jul 21	0
Mon, Jul 22	0
Tue, Jul 23	0
Total	**0 (0%)**

View Transcript

The **View Transcript** link provides an unofficial copy of the student's transcripts.

- Navigate to this page by clicking **View Transcript** on the left side menu.

Course Information
Academic Snapshot
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- The **Student Transcript** will display.

Progress Report History

The **Progress Report History** page provides a view of all the progress reports that have been saved to the student's **Progress Report History**.

- Navigate to this page by clicking **Progress Report History** on the left side menu.

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- The **Progress Report History** page will display on the screen. Click the **Edit** button to download a **Progress Report**.

Progress Report History

There is 1 progress report history for this student:

Edit	Grade Level	School Year	Period	Comments	Date
⊕	3	2019-2020	08/13/2019		5/26/2020 2:10:45 PM

- The **Progress Report** will be downloaded to the local computer and can be viewed by clicking the downloaded pdf. The **Progress Report** can be viewed from within **Genius** by clicking the pdf located on the bottom left of the page.
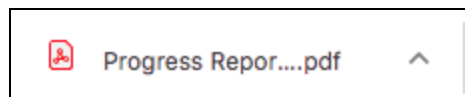
- After clicking on the report, the **Progress Report** will display on the screen.

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Campus Director: _____

Progress Report

Student Name:		School Year:	
Student ID:		Grading Period:	
Date of Birth:		Tutorial Teacher:	
Grade Level:		Data Printed:	
Enrollment Date:			

Course	Course Sequence	Current Grade	Credits	Course Unit Progress										Comments
ELA Grade 3	A-Non-High School Year Long Course	88.75	0	1 99%	2 93%	3 87%	4 96%	5 80%	6 79%	7 89%	8 87%	9	10	
ELA Grade 3	A-Non-High School Year Long Course	100.00	0	1 03/23	2 03/23	3 03/23	4 03/23	5 03/23	6 03/23	7 03/23	8 100% 04/03	9 03/23	10 100% 04/22	
Grade 3 - PE	A-Non-High School Year Long Course	98.75	0	1 100%	2 95%	3 100%	4 100%	5	6					
MATH Grade 3	A-Non-High School Year Long Course	91.88	0	1 100%	2 92%	3 70%	4 100%	5 100%	6 90%	7 87%	8 96%	9	10	
Math Grade 3	A-Non-High School Year Long Course	73.33	0	1 03/25	2 03/23	3 03/23	4 03/23	5 03/23	6 03/23	7 03/23	8 03/23	9 73.33% 04/03	10	
Science Grade 3	A-Non-High School Year Long Course	96.00	0	1 03/25	2 03/25	3 03/25	4 03/25	5 03/25	6 03/25	7 03/25	8 03/25	9 96% 04/01	10 96% 04/23	
Soc St Grade 3	A-Non-High School Year Long Course	96.00	0	1 03/25	2 03/25	3 03/25	4 03/25	5 03/25	6 03/25	7 03/25	8 03/25	9 96% 04/16	10 03/23	
	Total Credits:		**0**											

*On Pace = Green
Falling Behind Pace = Yellow
Behind Pace = Red

Grading Scale:
90-100   A
80-89   B
70-79   C
Below 70 F

General Comments:

Parent/Guardian Signature_____ Date_____

Report Card History

The **Report Card History** page provides a view of all the report cards that have been saved to the student's **Report Card History**.

- Navigate to this page by clicking **Report Card History** on the left side menu.

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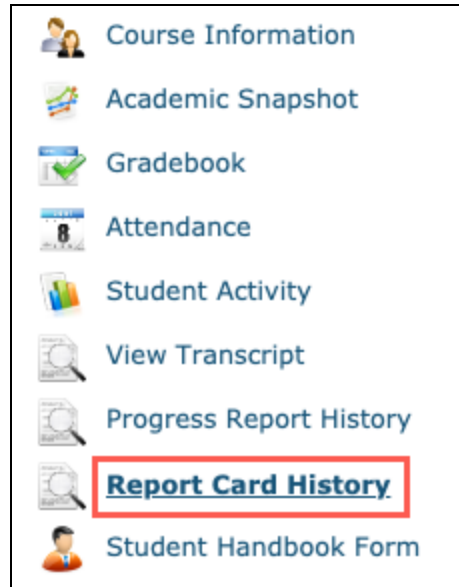
- The **Report Card History** page will display on the screen. Click the **Edit** button to download a **Report Card**.

- The **Report Card** will be downloaded to the local computer and can be viewed by clicking the downloaded pdf. The **Report Card** can be viewed from within **Genius** by clicking the pdf located on the bottom left of the page.
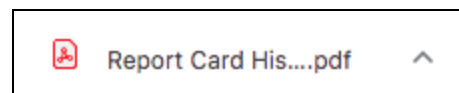
- After clicking on the report card, the **Report Card** will display on the screen.

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Report Card

Student Name:
Student ID:
Date of Birth:
Grade Level:
Enrollment Date:

School Year:
Grading Period:
Tutorial Teacher:
Data Printed:

Course	Course Sequence	Current Grade	Units Completed	Units Remaining	Credits Earned	Credits Remaining	Teacher Comments
ELA Grade 3	A-Non-High School Year Long Course	96.00 %	2	8		0	
Grade 3 - PE	A-Non-High School Year Long Course		0	6		0	
MATH Grade 3	A-Non-High School Year Long Course	96.00 %	2	8		0	
SC Grade 3	A-Non-High School Year Long Course	92.00 %	1	9		0	
Science Grade 3	A-Non-High School Year Long Course		0	10		0	
Soc St Grade 3	A-Non-High School Year Long Course		0	10		0	
SS Grade 3	A-Non-High School Year Long Course	96.00 %	1	9		0	
Totals:			6	60		0	

Absences: 1
Tardies: 0

General Comments:

*Legend for Units Complete:
5 Units Completed = 1/2 Course Credit
10 Units Completed = 1 Course Credit
Semester Expectation: 30 Units (10 Units per 6 Weeks)

Grading Scale:

90-100   A
80-89   B
70-79   C
Below 70 F

Parent/Guardian Signature_____ Date_____

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Student Handbook Form

The **Student Handbook Form** page provides a link to **ResponsiveEd's** current **Student Handbook**. All students will receive a notification from their schools to review the **Student Handbook** and sign a declaration that they have read, and agree to abide by, the provisions of the handbook.

- Navigate to this page by clicking **Student Handbook Form** on the left side menu.
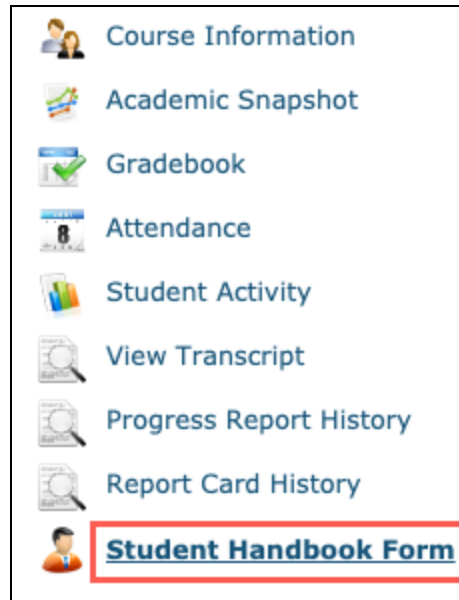
- The **Parent/Student Handbook** page displays. Click the handbook link to access the **Parent/Student Handbook**.

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Parent/Student Handbook

Utilize the link below to review the current Parent/Student Handbook.
https://responsiveed.com/information/parentstudent-handbook/

MY SIGNATURE INDICATES THAT I HAVE RECEIVED AND AGREE TO ABIDE BY THE PARENT/STUDENT HANDBOOK.
MY SIGNATURE FURTHER INDICATES THAT I UNDERSTAND THAT ANY CAMPUS HANDBOOK SUPPLEMENT I MAY RECEIVE IS DESIGNED TO BE IN HARMONY WITH THE PROVISIONS OF THIS PARENT/STUDENT HANDBOOK. AS SUCH, I UNDERSTAND THAT, IN THE EVENT OF A CONFLICT BETWEEN THIS PARENT/STUDENT HANDBOOK AND ANY PROVISION OF ANY CAMPUS HANDBOOK SUPPLEMENT, THIS PARENT/STUDENT HANDBOOK WILL BE FOLLOWED.

☐ I Agree*

Save and Submit

Student Handbook Form History

There are no student Handbook Form.

- When the **Parent/Student Handbook** has been reviewed, click the **I Agree** checkbox to indicate the student's willingness to abide by the provisions of the handbook. Then, the student signature must be typed in the **Student Signature** field. After clicking the **I Agree** checkbox and typing the student signature in the **Student Signature** field, click the **Save and Submit** button to submit the agreement to **ResponsiveEd**.

Note: For students 18 years of age and younger, the agreement signature should be signed by the student and the parent. For students older than 18 years of age, the agreement signature can be signed by the student only.

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Parent/Student Handbook

Utilize the link below to review the current Parent/Student Handbook.
https://responsiveed.com/information/parentstudent-handbook/

MY SIGNATURE INDICATES THAT I HAVE RECEIVED AND AGREE TO ABIDE BY THE
PARENT/STUDENT HANDBOOK.
MY SIGNATURE FURTHER INDICATES THAT I UNDERSTAND THAT ANY CAMPUS HANDBOOK
SUPPLEMENT I MAY RECEIVE IS DESIGNED TO BE IN HARMONY WITH THE PROVISIONS OF
THIS PARENT/STUDENT HANDBOOK. AS SUCH, I UNDERSTAND THAT, IN THE EVENT OF A
CONFLICT BETWEEN THIS PARENT/STUDENT HANDBOOK AND ANY PROVISION OF ANY
CAMPUS HANDBOOK SUPPLEMENT, THIS PARENT/STUDENT HANDBOOK WILL BE
FOLLOWED.

☑ I Agree*

Student Signature:

Save and Submit

- After submitting the agreement to **ResponsiveEd**, the submission will display in the **Student Handbook Form History** page. Click the download icon to the left of each entry in the **Student Handbook Form History** section to download the **Student Handbook Form**.

Student Handbook Form History

There is 1 student Handbook Form:

	Student	Grade Level	School Year	Date
🔍		10	25	08/05/2020

- A pdf of the **Student Handbook Form** downloads to the local computer and displays in the bottom left corner of the **Student Handbook Form** page.

Student Handb....pdf ^

- The **Student Handbook Form** pdf in the bottom left corner of the page can be clicked to open the form in **Genius**.

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RESPONSIVE EDUCATION SOLUTIONS

Parent/Student Handbook Acknowledgment for 2020-2021

**Acknowledgment Form and Agreement
to Abide by the Parent/Student Handbook**

Dear Parent,

The effective schools research tells us that a safe, orderly, school is essential to student learning. The importance of that kind of an environment has been a long-standing value of this school. That environment promotes a positive school climate and high expectations for both behavior and learning.

This Handbook is published to outline those expectations. We want to assure and protect the rights of all students to a safe, orderly, and educationally efficient environment. If we can free the school from disruptions that result from inappropriate behavior and appearance, we seek to do so. We solicit your support and cooperation in a partnership which provides the best possible learning environment for your student.

This Handbook, including the Student Code of Conduct, has been developed through the cooperative efforts of our school community. It is extremely important that all students are aware of the expectations that the school has for them and that each parent encourages their student to accept and follow the behavioral standards outlined in this Handbook.

Your signature is requested to acknowledge your receipt of this Handbook and your commitment to abide by the provisions contained herein.

MY SIGNATURE INDICATES THAT I HAVE RECEIVED AND AGREE TO ABIDE BY THE PARENT/STUDENT HANDBOOK, INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING PROVISIONS THEREOF:

1. STUDENT CODE OF CONDUCT (pp. 41–52);

2. COMPUTER RESOURCES, WEB LEARNING TOOLS, AND NETWORK SERVICES ACCEPTABLE USE GUIDELINES (pp. 57–60); AND

3. ELECTRONIC COMMUNICATION DEVICE COMMITMENT POLICY (p. 60).

MY SIGNATURE FURTHER INDICATES THAT I UNDERSTAND THAT ANY CAMPUS HANDBOOK SUPPLEMENT I MAY RECEIVE IS DESIGNED TO BE IN HARMONY WITH THE PROVISIONS OF THIS PARENT/STUDENT HANDBOOK. AS SUCH, I UNDERSTAND THAT, IN THE EVENT OF A CONFLICT BETWEEN THIS PARENT/STUDENT HANDBOOK AND ANY PROVISION OF ANY CAMPUS HANDBOOK SUPPLEMENT, THIS PARENT/STUDENT HANDBOOK WILL BE FOLLOWED.

Test Student		10
Student Name	School	Grade Level

Name	Name
Student Signature	Parent Signature

08/05/2020	_____@students.responsiveed.com
Date	Parent E-mail Address

Please remove/print this page, sign it, and return it to the school office.
Thank you for allowing our staff the opportunity to partner with you in the education of your child.
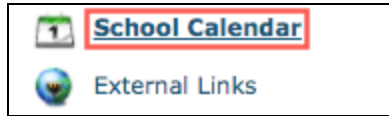
SCHOOL COPY

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School Calendar

The **School Calendar** page allows users to view any relevant upcoming events at the student's school.

- Navigate to this page by selecting **School Calendar** on the left side menu.

- The **School Calendar** will display on the screen.

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SCHOOL CALENDAR

Here you can see relevant events for the coming days and months.
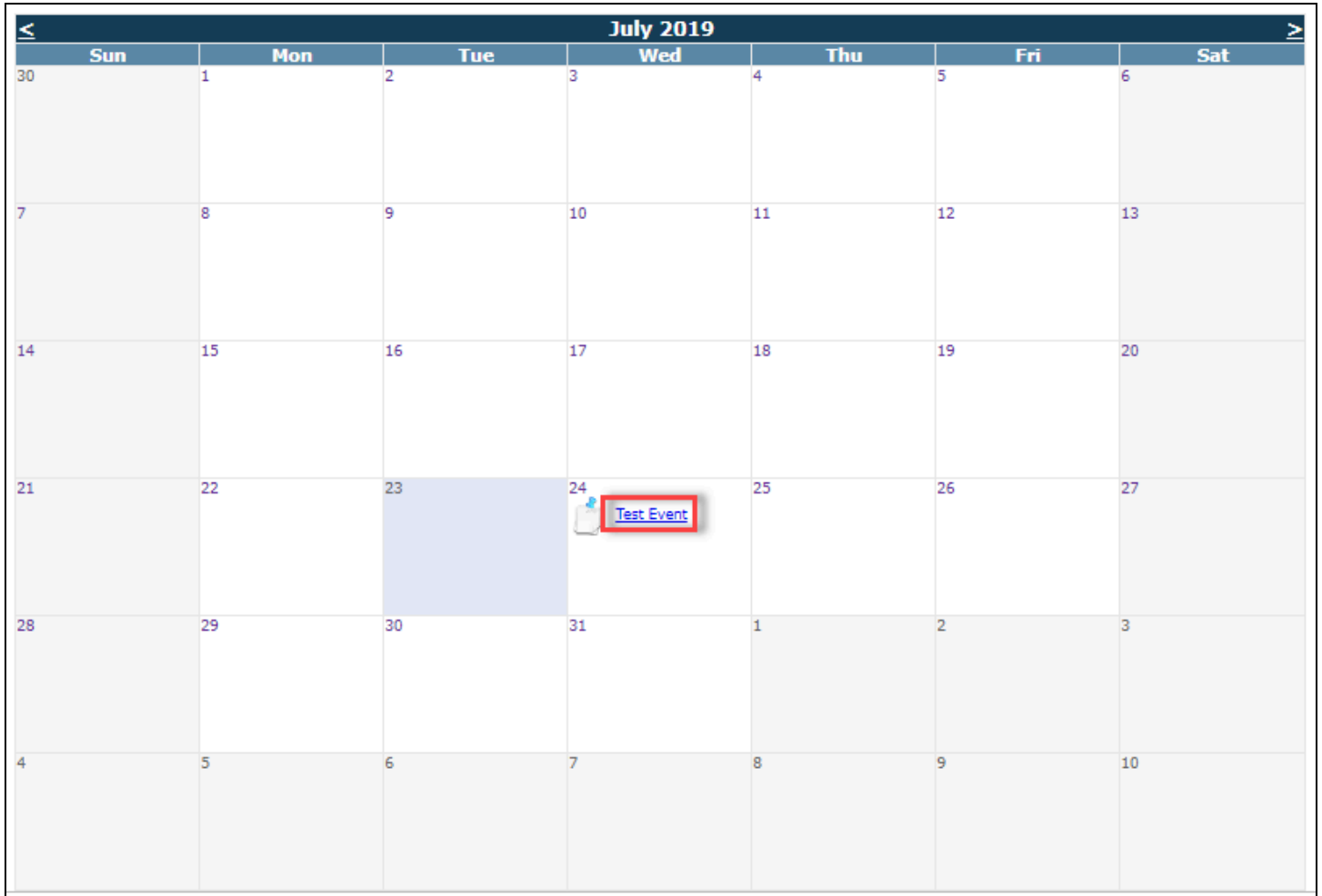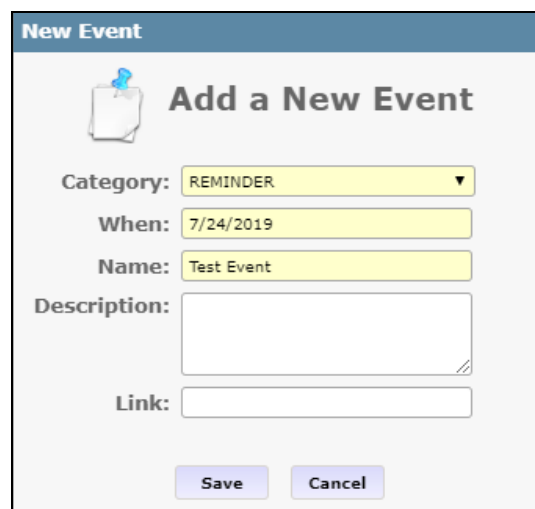
Add new event

Delete this event: Select.. ▼ **Delete**

July 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24 Test Event	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Viewing an Event

- To view an event, click on the blue link for the event on the calendar.
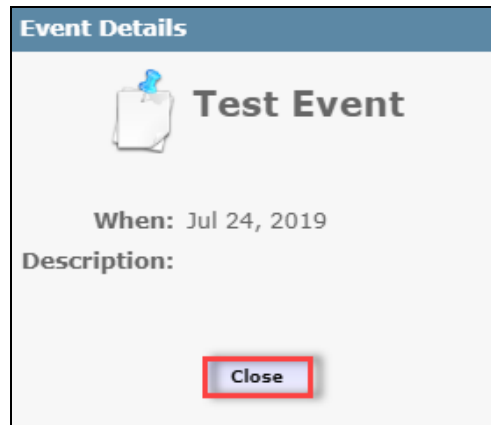
- An **Event Details** pop-up will appear.
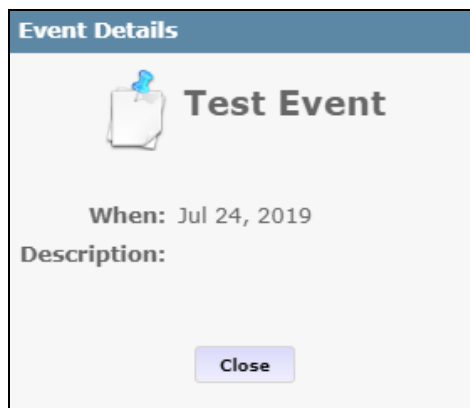
- Click **Close** to close the **Event Details** pop-up.

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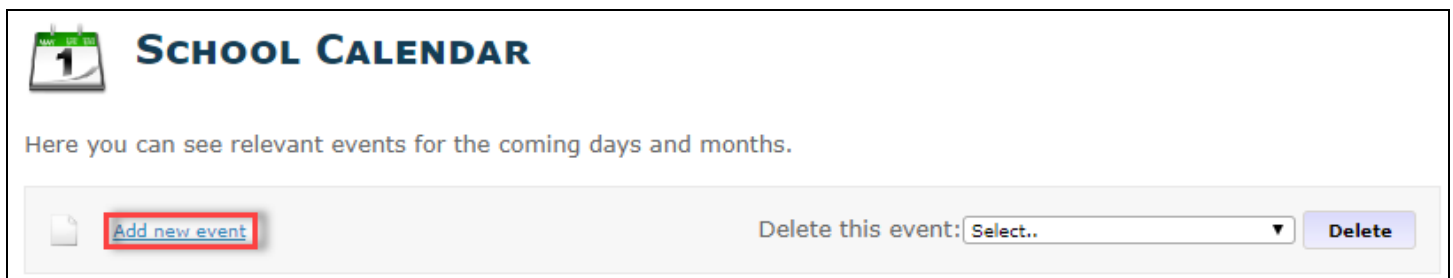
Adding an Event

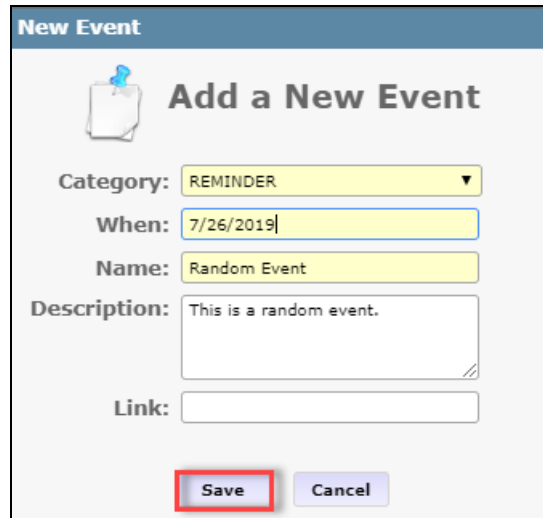- Click the blue **Add new events** link at the top of the page.

- A **New Event** pop-up will appear.

  ○ Select a **Category** or type of calendar event. *This is a required field.*

- ○ Select from the drop-down calendar **When** the event should occur. *This is a required field.*

- ○ Enter a **Name** for the event. *This is a required field.*

- ○ Enter an event **Description**.

- ○ Enter a **Link** for more details regarding the event.

- Click **Save** to add the event to the calendar.
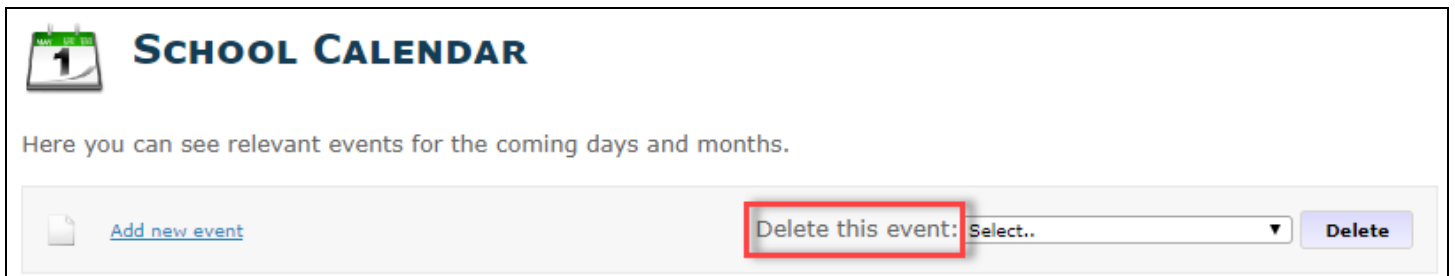

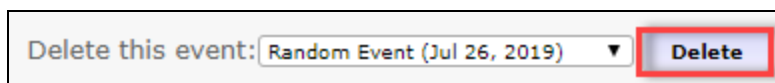- The new event will appear on the user's calendar.
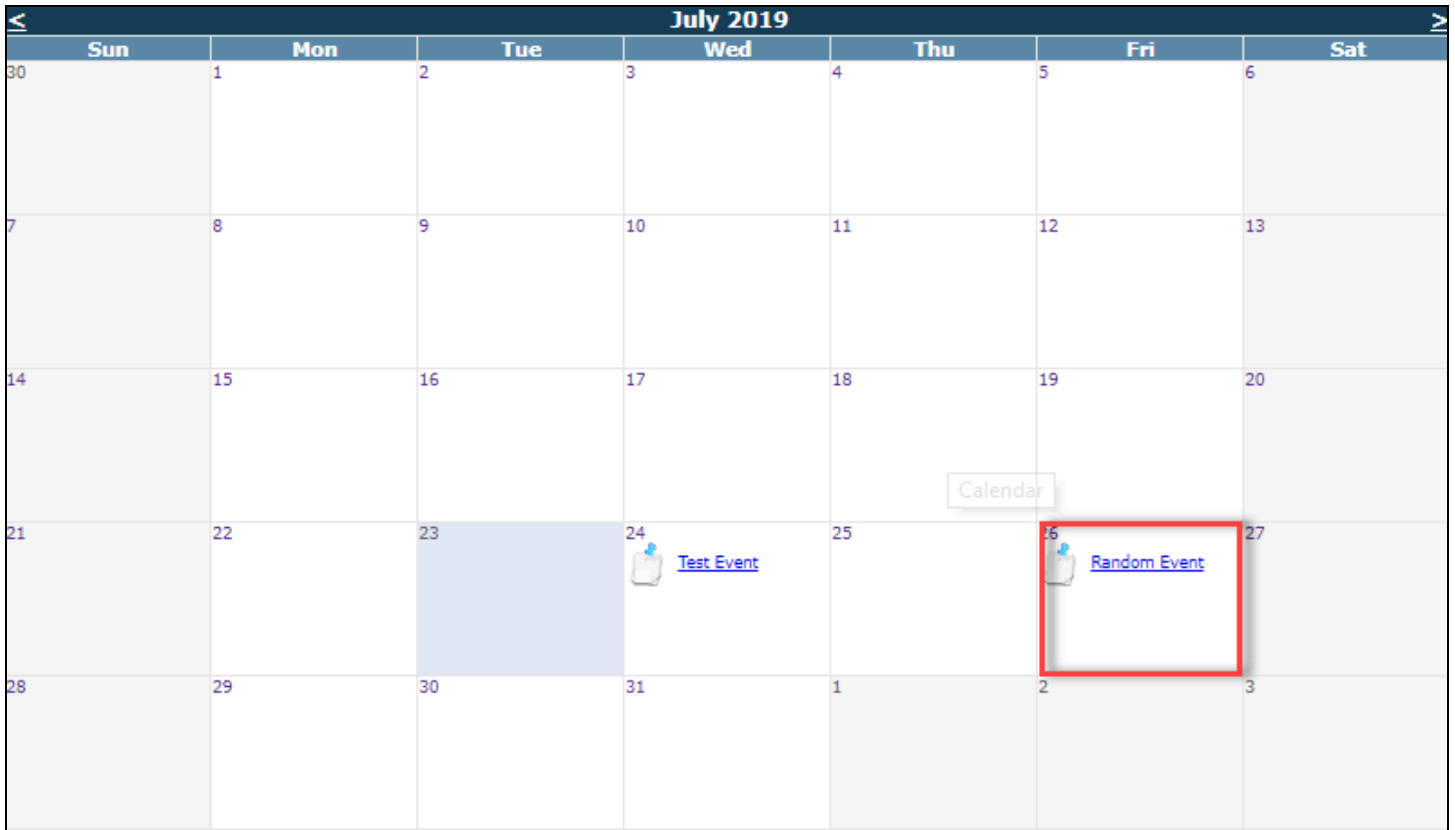
Note: Any event added by the student will also be added to their guardian's personal calendar.

Deleting an Event

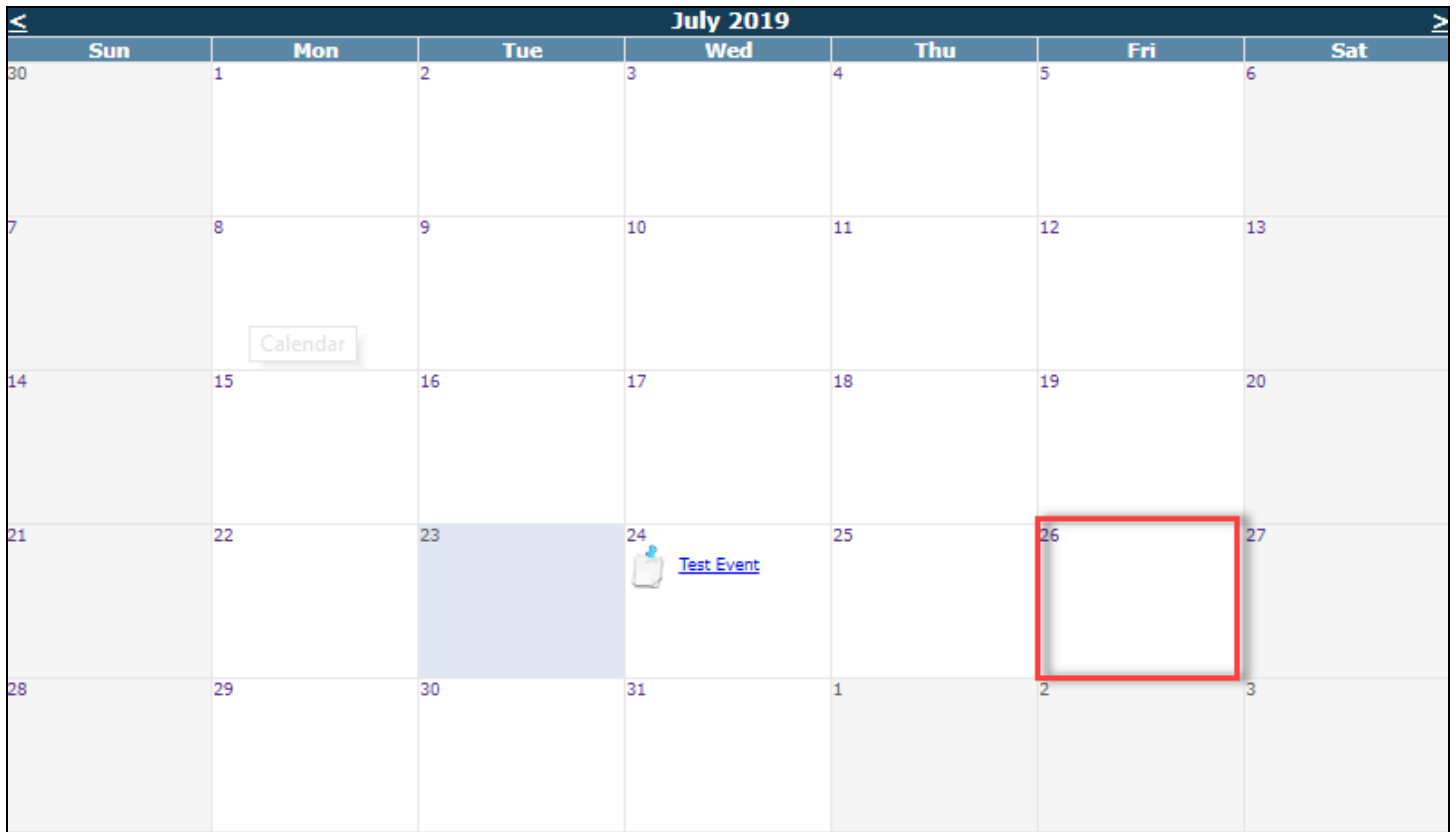● Select an available event from the **Delete this event** drop-down menu.
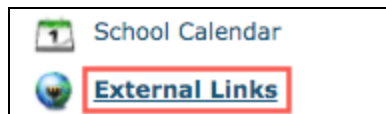

● Click **Delete**.

- The deleted event will no longer appear on the calendar.

External Links

The **External Links** page will display suggested links that may be helpful to the user.

- To access this page, click **External Links** on the left side menu.

- The **External Links** page will display on the screen.

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- Click on the blue title of a link to navigate to that page.

- The selected page will open in a new tab.

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