

# Educator Dashboard



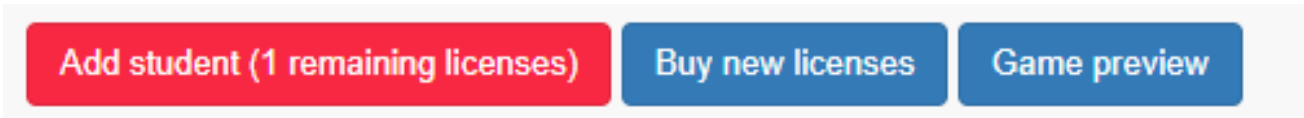
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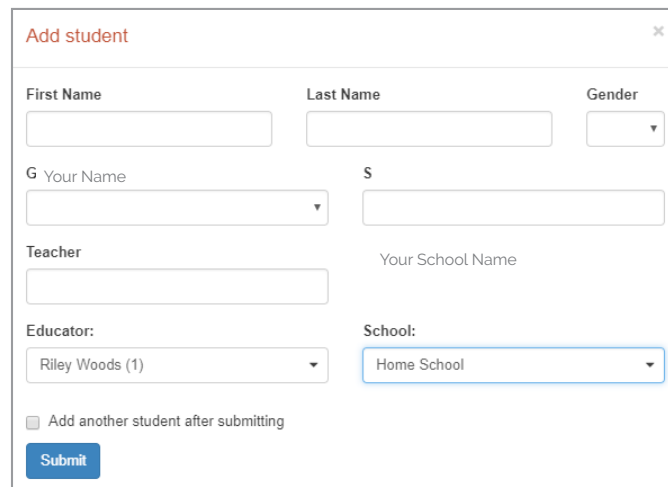
# Educator Dashboard

## Adding Students

Click on the “Add student” button near the top left of your screen, under the game logo.



Type student information into the field that pops up. Using students **real Student ID numbers** will prevent duplicate accounts being created for the same student within a school or district.

A screenshot of a web form titled "Add student" with a close button (X) in the top right corner. The form contains several input fields: "First Name" and "Last Name" are text boxes; "Gender" is a dropdown menu; "G Your Name" is a dropdown menu; "S" is a text box; "Teacher" is a text box; "Your School Name" is a text box; "Educator:" is a dropdown menu with "Riley Woods (1)" selected; "School:" is a dropdown menu with "Home School" selected. At the bottom, there is a checkbox labeled "Add another student after submitting" and a blue "Submit" button.

Your first student license will always be free. If you would like to use the game with more than that one student, click on the blue “Buy new licences” button to purchase for \$10 per student with a credit card or purchase order.
















(If you need a formal quote to generate a purchase order, or would like information about an **annual subscription plan**, email [sales@centervention.com](mailto:sales@centervention.com))



# Educator Dashboard

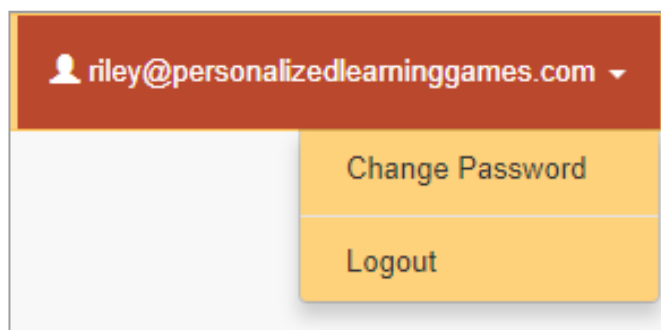
## usernames and passwords

Students log in on the same game site that you used to access your educator dashboard: [zoou.centervention.com](http://zoou.centervention.com), [hoh.centervention.com](http://hoh.centervention.com), or [ssgrin.centervention.com](http://ssgrin.centervention.com).

Student usernames are listed in the **username** column on your dashboard. Student passwords are identical to their usernames. For example, Sally's username is zooou.1001, so her password is zooou.1001.

<input type="checkbox"/>	#	Actions	Username	Name
<input type="checkbox"/>	1	  	zooou.1001	Sally Smith
<input type="checkbox"/>	2	  	zooou.1002	Darius Jones
<input type="checkbox"/>	3	  	zooou.1003	Leo Jordan
<input type="checkbox"/>	4	  	zooou.1004	Emily White
<input type="checkbox"/>	5	  	zooou.1005	Adam Brown

-  Reset students' passwords using the green key button next to their names.
-  Edit student information using the green pencil button. Once a student logs in, you will only be able to edit their grade level and teacher name.



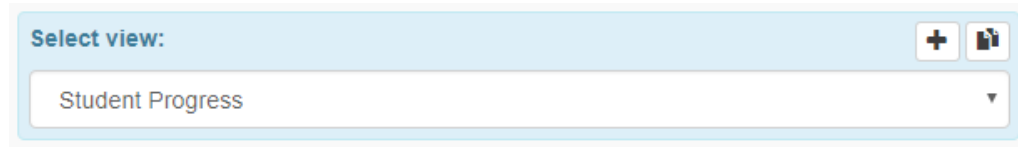
Change your educator password by clicking on your email address in the upper right corner and selecting "change password" from the drop down.

(email [support@centervention.com](mailto:support@centervention.com) if you lost your password and cannot log in to your educator account.)

# Educator Dashboard

## dashboard views

Use the "Select View" drop down menu to the right of your dashboard to switch between views.



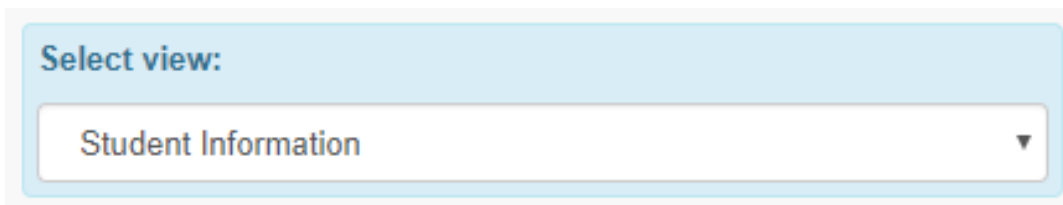
1. **Student Information:** This is where you'll add your student accounts and be able to see their full information. You'll need to be on this view to perform certain bulk actions.
2. **Student Progress:** This is where you'll see how much of the assessment and skill builder each student has completed. You can also download individual student reports.
3. **All Group Data:** See both assessment and skill builder data for all students in a spreadsheet view.
4. **Assessment Group Data:** See assessment data for all students in a spreadsheet view.
5. **Skill Builder Group Data:** See skill builder data for all students in a spreadsheet view.
6. **Archived Students:** See students you have previously archived, and unarchive them if needed.

# Educator Dashboard

## bulk actions - change grade level

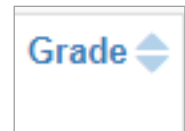
You can change the teacher and grade information for multiple students at once using the bulk action feature. This may be needed, for example, at the beginning of a new school year.








1. Start with the highest grade level you have. For example, if your oldest students were in 3<sup>rd</sup> grade last year and you're moving them to 4<sup>th</sup> grade, start with those students.
2. Make sure you're on the "Student Information" view.



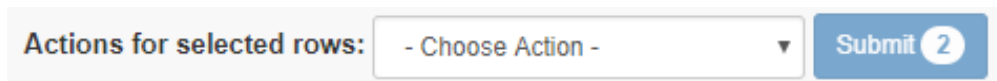
Select view:  
Student Information ▼

3. Sort your dashboard by grade level using these arrows at the top of the "Grade" column.
4. Select the check boxes next to all students in your highest grade level.

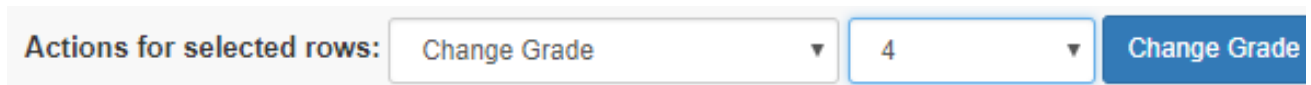


<input type="checkbox"/>	#	Actions
<input checked="" type="checkbox"/>	1	  
<input checked="" type="checkbox"/>	2	  
<input checked="" type="checkbox"/>	3	  
<input checked="" type="checkbox"/>	4	  
<input checked="" type="checkbox"/>	5	  

5. From the "choose action" drop down menu, select "change grade." Another drop down menu will appear for you to choose the new grade you want.



Actions for selected rows: - Choose Action - ▼ Submit 2



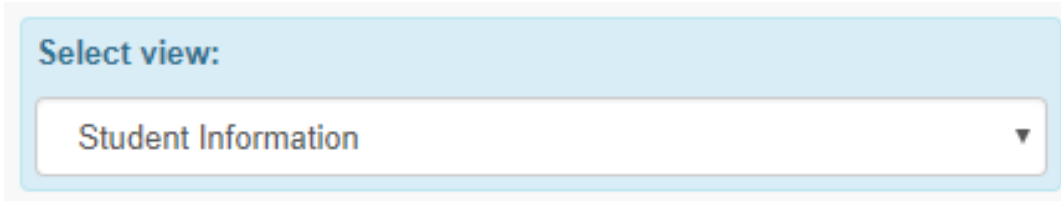
Actions for selected rows: Change Grade ▼ 4 ▼ Change Grade

6. Click the blue "Change Grade" button.

# Educator Dashboard


## bulk actions - change teacher

1. Make sure you're on the "Student Information" view.














Select view:  
Student Information ▼

2. Sort your dashboard by teacher using these arrows at the top of the "Teacher" column, or type the teacher's name into the filter box at the top of the column.

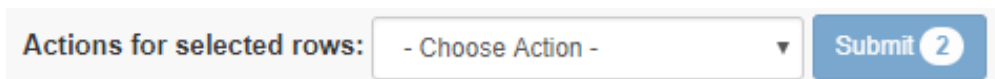


Teacher ▼

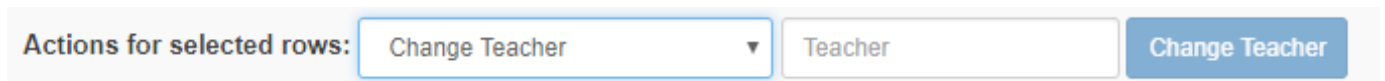
3. Select the check boxes next to all students that will have the same teacher this year.

<input type="checkbox"/>	#	Actions
<input checked="" type="checkbox"/>	1	  
<input checked="" type="checkbox"/>	2	  
<input checked="" type="checkbox"/>	3	  
<input checked="" type="checkbox"/>	4	  
<input checked="" type="checkbox"/>	5	  

4. From the "choose action" drop down menu, select "change teacher." A text field will appear for you to type in the name of the new teacher.



Actions for selected rows: - Choose Action - ▼ Submit 2



Actions for selected rows: Change Teacher ▼ Teacher Change Teacher

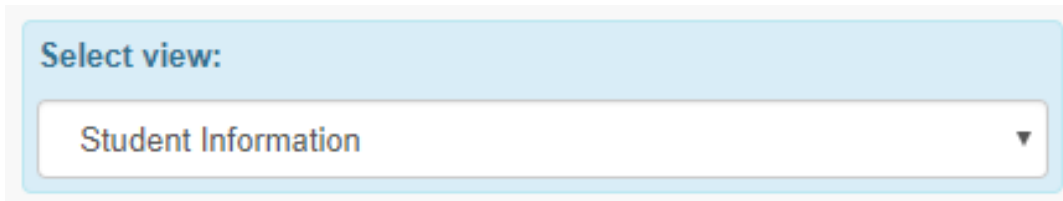
5. Click the blue "Change Teacher" button.

# Educator Dashboard











## bulk actions - archive students

The archive feature should be used if you no longer want to see certain students on your main dashboard. These could be students who left your school, or will no longer be playing the game for whatever reason.

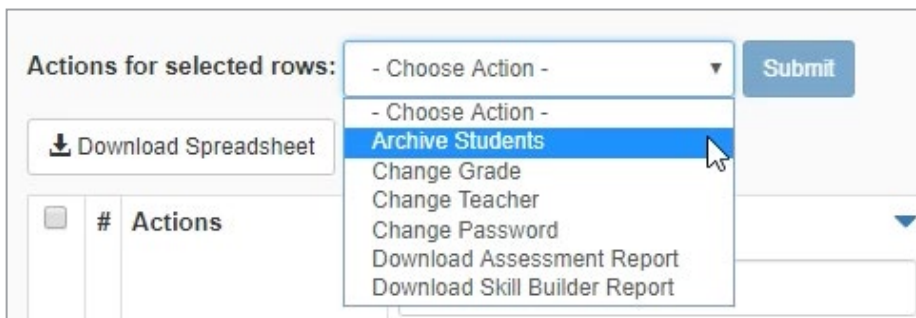
1. Make sure you're on the "Student Information" view.



2. Select the check boxes next to the students you would like to archive.

<input type="checkbox"/>	#	Actions
<input checked="" type="checkbox"/>	1	  
<input checked="" type="checkbox"/>	2	  
<input checked="" type="checkbox"/>	3	  
<input checked="" type="checkbox"/>	4	  
<input checked="" type="checkbox"/>	5	  

3. From the "choose action" drop down menu, select "archive students."



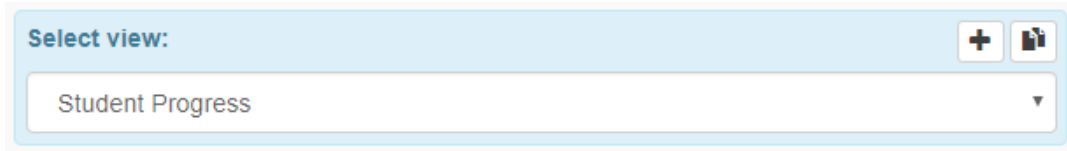
4. Click the blue "Submit" button.

# Educator Dashboard
















## bulk actions - downloading reports

Use this feature if you would like to download one PDF of multiple students' reports for easy printing.

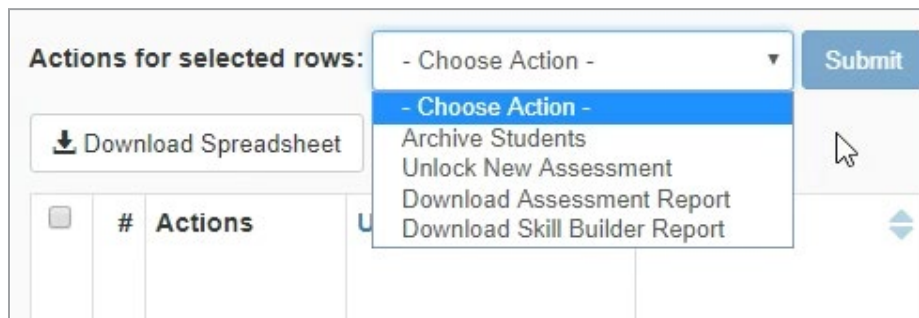
1. It's easiest to do this from the "Student Progress" view so you can see which students have reports available for download.



2. Select the check boxes next to the students for whom you would like reports.

<input type="checkbox"/>	#	Actions
<input checked="" type="checkbox"/>	1	  
<input checked="" type="checkbox"/>	2	  
<input checked="" type="checkbox"/>	3	  
<input checked="" type="checkbox"/>	4	  
<input checked="" type="checkbox"/>	5	  

3. From the "choose action" drop down menu, select either "Download Assessment Report" or "Download Skill Builder Report."



4. Click the blue "Submit" button.

**Note:** Selecting students who do not have a report available for download may prevent the PDF from downloading. Only select students who have that report available.

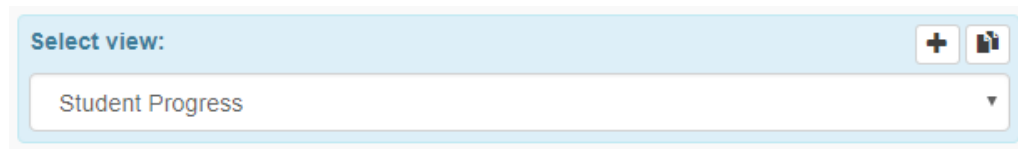


# Educator Dashboard

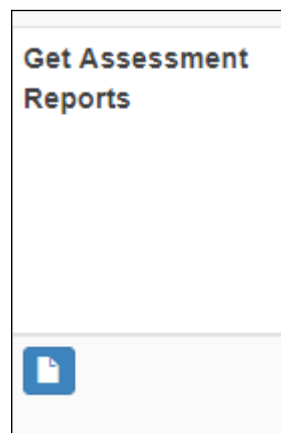
## downloading individual reports

Use this feature when you would like to download a report for one student.

1. Make sure you are on the "Student Progress" view.



2. If you would like the student's assessment report, click on the report icon in the student's row under "Get Assessment Report." If the student has skill builder reports available, click on the report icon in the student's row under "Get Skill Builder Report."



**Note:** SS GRIN does not have an assessment, so only a skill builder report will be available when the student completes the entire game.

Zoo U and Hall of Heroes assessment reports are available when the student has completed the first six scenes of the game.

Hall of Heroes skill builder reports are available when the student completes the entire game. Zoo U skill builder reports are available when the student has completed all five scenes of that skill.