# Daily Checklist for Student Success



### Completion

#### WHAT DOES MY STUDENT NEED TO DO TO EARN CREDIT FOR THIS COURSE?

**Example:** 100% complete with coursework, 60% grade on completed work

#### WHAT IS YOUR DEFINITION OF COMPLETION?

## HOW DO YOU ENSURE STUDENT SUCCESS?

- ✓ Set accurate start/target dates
- ✓ Complete your daily activities

First Name	Course	Grade	Start Date	Target Date	First Grade	Last Gra
Erin	SSLC Geometry S1 - CC	82.5%	8/17/2015	12/17/2015	8/14/2015	3/8/201
Emerson	Psychology - EL2084	88.5%	1/1/2016	4/4/2016	1/3/2016	3/13/20
John	Language Arts 11 S2 - CC	74.8%	6/12/2015	9/13/2015	6/27/2015	1/31/20
Milo	Language Arts 10 S1 - CC	86.3%	9/11/2015	1/12/2016	9/17/2015	1/6/201
Caitlin	Language Arts 11 S2 - CC	81.9%	5/22/2015	8/23/2015	5/29/2015	8/5/201
Olivia	Language Arts 9 S2 - CC	89.1%	6/29/2015	9/30/2015	7/16/2015	10/19/2

## Daily Activity

#### MONITOR DASHBOARD

Your one-stop shop for important data

- ✓ Check Student Progress
- ✓ Check Overall Grade





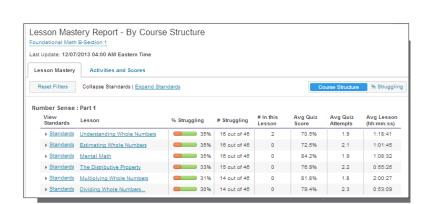
## Supporting Questions

#### STUDENT PROGRESS

- Is student progress displayed in red?
- Why are they falling behind?
  - Check the attendance log (see below).

#### **OVERALL GRADE**

- Is the overall grade below your expectations?
  - Look at the Lesson Mastery Report for skills that may be problematic for your students.



8/17/2015

8/15/2015

5/6/2015

6/4/2015

Days Since

Target Completion

100%

100%

100%

0%

**Progress** 

99.3%

OPTIONS DISPLAY

5/4/2015

5/4/2015

5/4/2015

5/4/2015

Grade Start Date Target Date First Grade Last Grade

Status: Active x ]

68%

75.1% 5/4/2015 6/4/2015

81.8% 5/4/2015 6/4/2015

5/3/2015 N/A

#### ATTENDANCE LOG

- Are students completing 5-6 activities for every 60-90 minutes they are logged on?
- Is the idle time more than 15% of their time logged onto Edgenuity?
  - Check the session log for an individual student to see how they are spending their time.

Session	Time	Activities Completed	
Week 1: 3/30/2014 - 4/5/2014	5 Hrs 40 Mins		
Tuesday 4/1/2014	1 Hr 41 Mins	12	
1:41 PM-3:22 PM	1 Hr 41 Mins	12	
Language Arts 11 - ELA3011 CR B Idle Time	1 Hr 26 Mins 15 Mins	12	
Wednesday 4/2/2014	3 Hrs 59 Mins	27	
1:01 PM-5:00 PM	3 Hrs 59 Mins	27	

- Is there an assessment after every 90 minutes?
  - Look at the gradebook to see if they are struggling on a quiz, test, or exam.
  - Review the lesson mastery report.



Set up regular conferences with your students, and come prepared with this data so you can help keep your students on track for graduation.

