

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 Grad
Erin	SSLC Geometry S1 - CC	82.5%	8/17/2015	12/17/2015	8/14/2015	3/8/2016
Emerson	Psychology - EL2084	88.5%	1/1/2016	4/4/2016	1/3/2016	3/13/2016
John	Language Arts 11 S2 - CC	74.8%	6/12/2015	9/13/2015	6/27/2015	1/31/2016
Milo	Language Arts 10 S1 - CC	86.3%	9/11/2015	1/12/2016	9/17/2015	1/6/2016
Caitlin	Language Arts 11 S2 - CC	81.9%	5/22/2015	8/23/2015	5/29/2015	8/5/2015
Olivia	Language Arts 9 S2 - CC	89.1%	6/29/2015	9/30/2015	7/16/2015	10/19/2015

Daily Activity

MONITOR DASHBOARD

Your one-stop shop for important data

- ✓ Check Student Progress
- ✓ Check Overall Grade

Grade	Start Date	Target Date	First Grade	Last Grade	Days Since Last Action	Target Completion	Progress
31.3%	9/24/2015	9/24/2015	9/30/2015	10/29/2015	138	0%	16.2%
74.8%	9/4/2014	9/4/2014	9/4/2014	11/20/2014	481	0%	32.1%
73.9%	10/27/2015	6/10/2016	11/30/2015	3/1/2016	14	61.7%	100%
71%	10/6/2015	10/6/2015	10/7/2015	3/14/2016	1	0%	39.5%

Supporting Questions

STUDENT PROGRESS

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

Grade	Start Date	Target Date	First Grade	Last Grade	Days Since Last Action	Target Completion	Progress
56.1%	5/3/2015	6/4/2015	5/4/2015	8/17/2015	210	100%	87.3%
75.1%	5/4/2015	6/4/2015	5/4/2015	8/15/2015	212	100%	36.9%
81.8%	5/4/2015	6/4/2015	5/4/2015	5/6/2015	314	100%	95.8%
68%	5/3/2015	N/A	5/4/2015	6/4/2015	285	0%	99.3%

OVERALL GRADE

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

View Standards	Lesson	% Struggling	# Struggling	# In this Lesson	Avg Quiz Score	Avg Quiz Attempts	Avg Lesson (hh:mm:ss)
Standards	Understanding Whole Numbers	35%	16 out of 46	2	70.5%	1.9	1:18:41
Standards	Estimating Whole Numbers	35%	16 out of 46	0	72.5%	2.1	1:01:45
Standards	Mental Math	35%	16 out of 46	0	84.2%	1.9	1:08:32
Standards	The Distributive Property	33%	15 out of 46	0	76.9%	2.2	0:55:25
Standards	Multiplying Whole Numbers	31%	14 out of 46	0	81.8%	1.8	2:00:27
Standards	Dividing Whole Numbers...	30%	14 out of 46	0	79.4%	2.3	0:53:09

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.
- 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.

Session	Time	Activities Completed
Week 1: 3/30/2014 - 4/5/2014	5 Hrs 40 Mins	39
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	1 Hr 26 Mins	12
Idle Time	15 Mins	
Wednesday 4/2/2014	3 Hrs 59 Mins	27
1:01 PM-5:00 PM	3 Hrs 59 Mins	27



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