

EdisonLearning and eSchoolware Roles

This document outlines the primary roles and capabilities within eSchoolware. The sections below are meant to be generic as our internal system terminology may differ from those used within your district or school. For example, we use the term advisor, which could be interchanged with mentor or counselor. If you have any questions about the roles within eSchoolware, please work with your dedicated customer success manager or email customer.success@edisonlearning.com.

Legend

- View Access
- Edit Access
- Create Access

Enrollment Actions

	Student	Parent	Teacher	Teacher Observer	Advisor	Liaison	Advisor Admin	Student Observer	Admission Staff	System Admin*	Institution Admin
Student accounts											
Student course details											
Student information											
Student details page											
Student attendance data											
Student advisor assignments											
Non-student user accounts											
Student notes											

Student Grade Book Actions

	Student	Parent	Teacher	Teacher Observer	Advisor	Liaison	Advisor Admin	Student Observer	Admission Staff	System Admin*	Institution Admin
Student gradebook											
Enter final course grade											
Submit grades for approval											
Approve final grades											
Class gradebook											

*The System Administrator role is reserved for EdisonLearning employees.

EdisonLearning and eSchoolware Roles Continued

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Legend

View Access

Edit Access

Create Access

Course Content Actions

	Student	Parent	Teacher	Teacher Observer	Advisor	Liaison	Advisor Admin	Student Observer	Admission Observer	System Staff	System Admin*	Institution Admin
Access course materials												
Submit assignments												
Upload files												
Access all linked students												
Course forums												
Course announcements												

Institution-Wide Actions

	Student	Parent	Teacher	Teacher Observer	Advisor	Liaison	Advisor Admin	Student Observer	Admission Observer	System Staff	System Admin*	Institution Admin
Message students												
Message teachers												
Message advisors												
Message administrators												
Import data into eSW												
Institution settings												
Set up applications												
Demographics												
Role-specific reports												

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