

# Harris Digital Learning: Middle School

**Speaker** Hi. Let's learn how to use our Harris Digital Learning course. Today, you will learn how to launch your course, communicate, understand your dashboard, navigate and submit your work, view your gradebook and finally how to get help in your course. First, we will need to launch our course from our genius dashboard. It is important to note that your icon card in genius will take twenty four hours to update after completing coursework. Please make sure that you click launch for each course individually, as you may have courses with multiple platforms. Your course is in a platform called eSchoolware and your course vendor is called Harris Digital Learning. It is important to know these terms as your teacher or school may refer to them. In eSchoolware you will have both announcements and messages. It is important to check both daily. Announcements are for the entire class, while messages are between you and your teacher. You can view your announcements on the right hand side or by clicking the megaphone at the top. We have no new announcements, so let's take a look at past announcements. More will allow us to view the full content of the message. Messages are accessed through the top envelope icon. We can see that we have three unread messages. From here you can view your messages, reply to a message, or compose a new message. To return to your dashboard, click the home icon at the top navigation bar. On your dashboard, you will have a few options under other information. You will only use ESW help, ISS teacher directory, My grades, and tutoring hours. ESW help will bring you to the Harris Digital Learning Help desk. From here you'll select I'm a student or parent. This will bring you in to tip sheets and resources to remind you how to function in the course. The ISS teacher directory will allow you to look up your teachers contact information for additional support if you're having trouble in the course. The My Grades function will allow you to view a quick snapshot of your progress and current grade within your courses. Tutoring hours will allow you to see when live synchronous tutoring sessions are available. To join a tutoring session, simply click the Join Here link under the Zoom Link column. Your course icon card has several pieces of important information you can view your progress, your grades, message your teacher, and finally access your course. To access your course, you will click part one. Now that you understand your dashboard, it's time to navigate in your course. Make sure that you take your time and read each lesson carefully. It will always start you back where you last left off in the course. First, click on the lesson video to begin your lesson. All lessons will follow the same typical format of a video, your text lesson, a workbook activity, and finally your assessment or assignment. When you are done with the video and ready to move on to the next page, make sure you click the check mark in the top right before moving on. That will bring you to your actual lesson content. Within your lesson, there are several things you can do to change your learning experience. You can take notes on the notepad on the screen. However, it is important to note that this will clear once you've left the page. You can print your lesson to use for notes and studying as you navigate through your course. And finally, clicking the text to speech will allow you to access the Speech Stream toolbar. This toolbar has many functions to improve the accessibility of your course. Clicking the pointer icon and then clicking a word will begin. You can pause text to speech or click the box to stop speech playback. Click the pointer icon again to ensure that you're not going to restart text to speech. Highlighting a word and then clicking the translate feature will bring a translate dropdown so that you can see that word in

many different languages. You can do the same to bring up the dictionary definition or the picture dictionary. Screen Masking allows you to keep your place within your lesson as you're reading through. The magnifying glass will enlarge the text as text to speech is being read aloud. Clicking this and then clicking where you want it to begin. To turn this off, first click the magnifying glass and then the pointer icon. Under settings, you can adjust how fast or slow the voice for text to speech is what the text magnifier size is. What text highlight you want. And then under translation, you can translate from English into many different languages. Any language that has the audio icon can be translated for text to speech as well. On the left you have some tools to help you in your course as well. You have a calculator which will be handy if you're working through a math course. The eye icon will change your lesson into traditional view. This is helpful with low or slow internet connection. Please note that you cannot submit your work from this view, and you will have to wait until you have better internet connection to submit your work in the My Day view. You can message your teacher right from the course, and access ESW help. When you are finished with all of your activities, select done and then it's time for the most important step submitting our work. For lesson assessments you can choose to complete your work in either game form or non-game form. When you are finished with your assessment, click submit. For writing assignments. You will want to first review the instructions. This rubric will be used to grade your assessment. Reviewing the rubric will allow you to understand what your teacher is going to be looking for when they are grading your work. When you are sure that you are submitting the proper document and that you follow the instructions carefully, you may click the paperclip button to upload your document. If you accidentally upload the wrong document, you can click the trash can icon beside the upload. Then click the paperclip and find the correct document. When you are certain you've completed your work carefully and you've uploaded the correct document, click submit. Most assignments will have a retry available. Let's learn how to get back to an assignment to retry. First, click the course map and then click the assignment that you need to retry. From there, click Lesson Assessment and then you can select if you would like to retry this in the game or non-game format, and then click retry. From there, you'll complete your assessment and submit it for a grade the same way you would when you're first starting out. Now that we've submitted our homework, it's time to monitor our grades via the gradebook, the gradebook, and any school where updates as you work know twenty four hour delay here. This is the best place to check the most up to date information for your grades in your course. You can access your gradebook a couple of ways. First, you can access it within your course by clicking the grade button, and this will open your gradebook. Or you can navigate to your home screen by clicking the home icon, and then the blue box that indicates your grade. Your gradebook has several pieces of important information. The Non-running total is the grade that you will receive in the course. If you do not complete your work, and you take zeros for all remaining assignments. The grade to date is the current grade that you have in the course. Based off the work that you've submitted, the study planner will give you suggested due dates based on your assignments and your start and end dates to make sure that you do complete your course on time. However, you should always refer to the pacing that's provided to you by your school. Weighting indicates how much of your grade each assignment type is worth. By each completed assignment, you can see your total score, your possible score, the grade that you received, how many attempts that you've used and how many are available, and your

submission date. An exclamation point means that the assignment has been submitted and is pending a teacher grade. If you see grades that have this E icon, that means you've been exempted from that assignment. You can review your lesson assessments by clicking on the percentage score. You can review what questions you got correct and what questions you got incorrect. It may be helpful to create flashcards based on these questions to study for your exam. Congratulations! You now know how to be successful in your Harris Digital Learning course. Some days things won't work perfectly, and that's okay as long as you know how to get help for course content that's not loading or working, you'll want to submit a ticket to your support team. If you do not know who this is, ask your advisor or your counselor at your school. If you are having trouble understanding your lesson or assignment, let your teacher know. Finally, have fun and do your best.