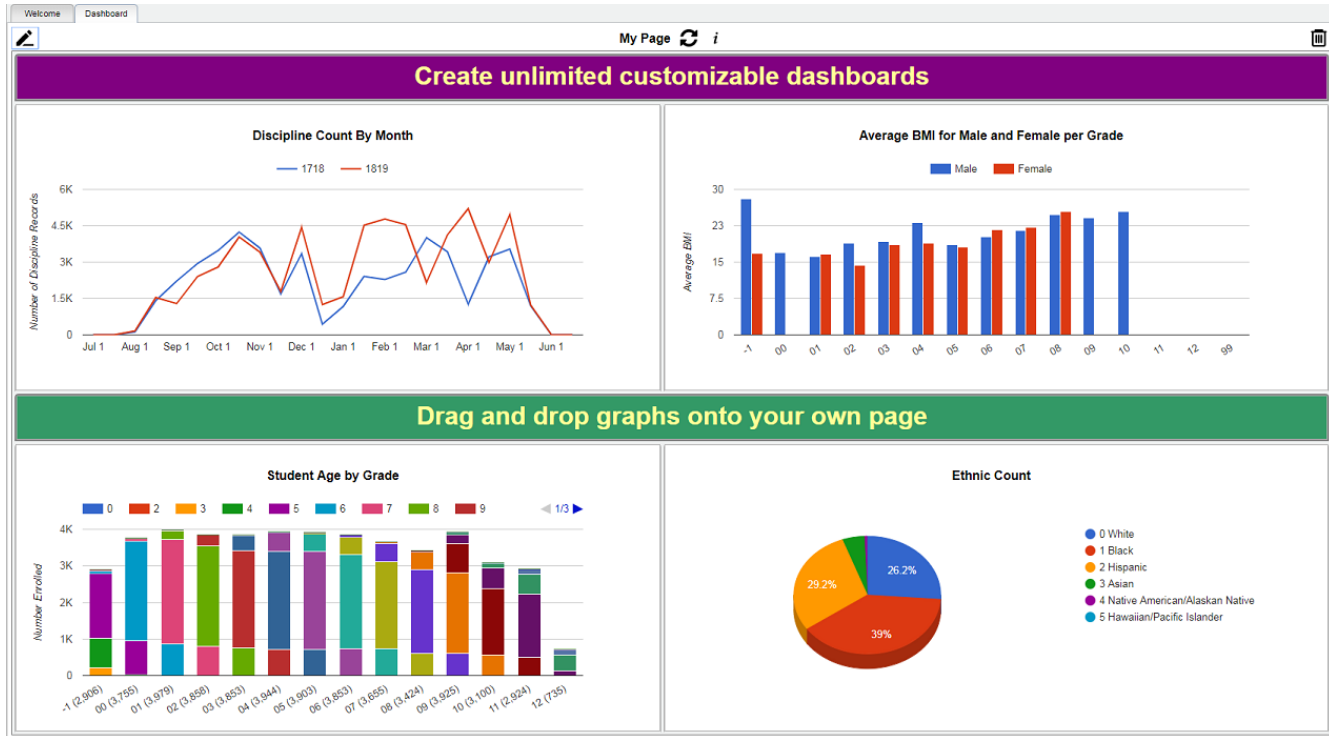


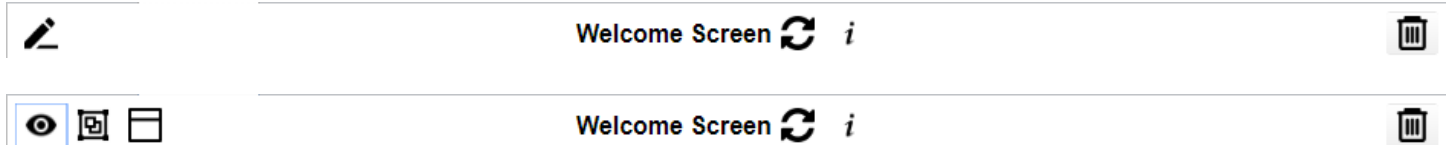
Cameron Principal Update for JCampus

Dashboard tab

This program will allow the user to create dashboards and add graphs related to students, demographics, attendance, discipline, health, communication and test scores.



Top





From left to right, these are the icons used to setup dashboard page(s).

- Select to either enter view mode or enter edit mode.
- By clicking on the toggle menu dock, the user can select what area of graphs they would like to view.
- A user can click this button to add headers to each section or graphs to help organize the graphs on the Dashboard.

Welcome Screen

A user can have more than one dashboard page. Therefore, the user can click on the name of the page to view a list of pages they have created.

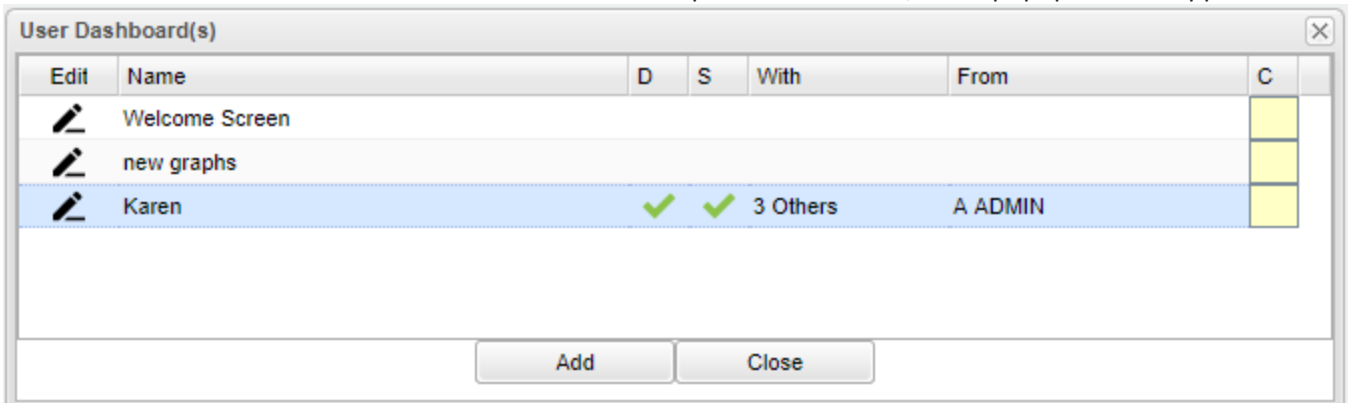
- If multiple graphs are on a page, a user can click on a segment of one graph to filter all other graphs. Clear Filters will reset all graphs back to normal.





-  - The user can set parameters for the graphs on the page. Once the user clicks ok on the setup box, all the graphs will update based on the selected settings.
-  - Click on the trash can to delete the dashboard page.

Creating Dashboards

To get started, the user will first need to create their dashboard page by giving it a name.

1. Click on the **Welcome Screen** located on the top of the menu bar, and a popup box will appear.




- Click on the **Add** button and then type in the name of the Dashboard in the **Name** field (i.e. At A Glance, Attendance, the user's name).
 - Once the name has been added, the user can click on the newly added name to navigate to the Dashboard.
 - Check the **D** field to **default** the Dashboard. Note that if a shared Dashboard exists and is set by the sharer as default, no changes will show.
 - Check the **S** field to **share** the Dashboard with others. Choose the staff to share with in the **Staff Find One Box** that appears.
 - The **With** column will show a count of with whom the Dashboard was shared.
 - The **From** column will show the name of the user who is sharing the Dashboard.
 - The **C** column will allow the user to [copy](#) the Dashboard.
 - To add an additional dashboard pages, the user will simply repeat the process.
2. Click on the pencil  located on the top left corner of the menu bar, and an icon will appear next to it. This is called the Toggle Menu Dock .
 - Click on the Toggle Menu Dock  and a popup box will appear at the bottom center of the page.
 - Click on the drop down to select the area to view available graphs. The user can select which graph they would like to view.
 - Click on the graph, then drag and drop the graph to the area close to the purple line on the page to view. Each row will accommodate up to three graphs. The number of graphs per dashboard page is unlimited.
 - To remove the Toggle Menu Dock , click on the icon again.
 3. Click on the **i** at the top of the page to get a setup box to be able to adjust the settings for all graphs on the dashboard page.




Removing Dashboards

1. To remove a graph, click in the top right corner of the graph.
2. The user will see a popup box that will ask the user if they want to delete the graph, Ok or cancel.
3. To remove the dashboard, click on the trash can in the top right corner of the page. The user will then see a popup box that will ask the user if they are sure they want to delete the dashboard, yes or no.


Using Graphs

A user can select the settings they want for their graphs by clicking the  in the upper right. The graphs on the page will change based on these settings.

Each graph will have an option to print , expand the view , and a legend . These are located in the top left corner of the graph when it is in Edit View Mode.

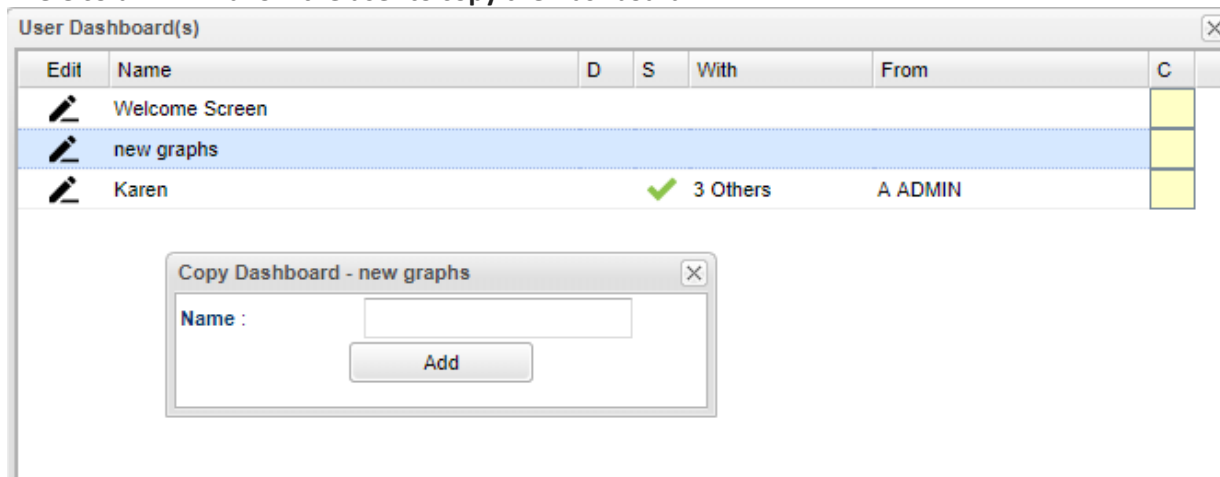
- **Print** - Click the  icon to view a print preview of the graph.
- 1. **View Larger Size** - Click the  icon to expand the size of the graph for easier viewing.
- **Legend** - Click the  icon to view a more detailed view of the data from the graph.








By hovering over each section of the graph, it will provide data of how many and the percentage.

To delete Graph, click on the X in the top right corner of the graph while in the edit mode. 

Copy Graphs

The C column will allow the user to copy the Dashboard.



Edit	Name	D	S	With	From	C
	Welcome Screen					
	new graphs					
	Karen			3 Others	A ADMIN	

Copy Dashboard - new graphs

Name :

1. Click in the **C** column and a window will appear.
2. In the **Copy Dashboard** window, click in the **Name** field and type a name for the new Dashboard.
3. Click on **Add**.
4. There will be a new row with the copied Dashboard.

Test Scores By Roster

1. Go to Search in the upper left, then enter "Test Scores By Roster". Click on the row to start the program.
2. **As of Date:** Set to current date.
3. **Section:** If desired, click to pick a roster of students in a class.

4. **Test Name:** Any test type can be selected, but the most common are either "LEAP 2025 3-8" for elementary grades or "LEAP 2025" for high school.

5. **Achievement Level Zones:**

- a. **Below (red):** Set the number of points to next achievement level that is a high amount, and therefore, shaded red.
- b. **Above (green):** Set the number of points to the next achievement level that is a low amount, and therefore, shaded green.

6. **Legend:** Click to see the scaled score levels for the test.

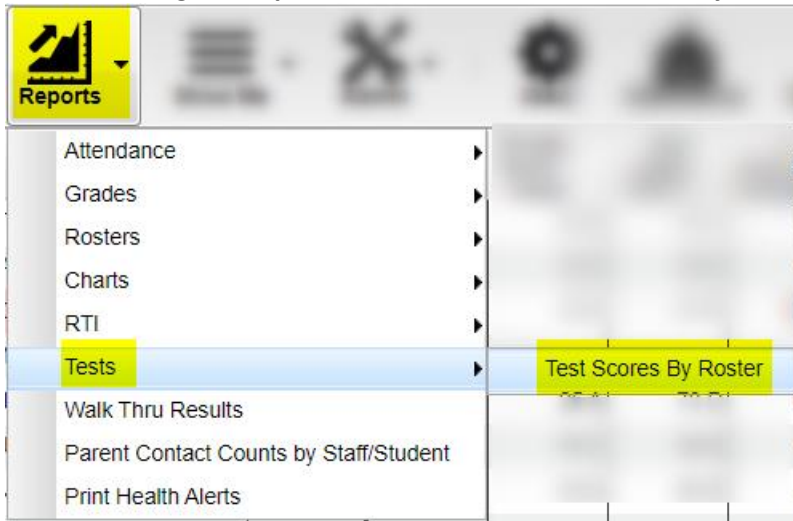
7. **Filters:** Click to set options to limit which students are to be reported on.

8. **Advanced:**

- a. **Test Date From – To:** If needed, set to get test results for only a specific date range.
- b. **Final Grade Order:** Final Grades from either the Current Year or Prior Year will show in a column. This setting will order the final grades in either "Section" or "Transcript Group" order.
- c. **Order by:** Set to show student order
- d. **Use Final Grade:** The report will show final grades from Prior Year or Current Year.
 - When running for Prior Year, the final grade will show the matching final grade for last year in the same transcript group (ie... Math roster this year will show math class final last year)
- e. **Column:** Click to select specific data columns to show on the report. Saves from having to hide columns repeatedly.
- f. **Show Remote Scheduled:** Use only if students from other locations come to the school site.
- g. **Show Only Most Recent:** Check to limit test results to the most recent instance of the test.
- h. **Show Detailed Benchmark Scores:** Click to show sub scores of the test.
- i. **Show Attendance:** Click to show a count of previous year days absent.
- j. **Show Discipline:** Click to show a count of previous year referrals.

9. Click the **OK** button to start the report. Give it a minute or two to obtain the information.

10. On the left side of the screen will be student demographic information.
11. On the right pane of the screen will be matching test results.
12. What do the red and green cells mean?
 - a. Green are student results from setup where a small number of points are needed to get to next achievement level.
 - b. Red are student results from setup where a large number of points are needed to get to next achievement level.
13. **Need to check out details of a student?**
 - a. Tap the student's row to highlight, then...
 - b. Tap the "iGear" button at bottom to get to Student, Schedule, Attendance, Grades, ect...
14. **Need to Export to Excel?**
 - a. Tap the Export button at the bottom, then select either "xls" or "csv" report type.
15. **Can Teachers run this report?**
 - a. In **Classroom**, go to **Reports**, then **Tests**, then **Test Scores By Roster**.



High Schools: Accountability Tracker

1. Go to Search, enter “**Accountability**”.
2. At setup, set “**Grade**”. Place a check for “**Both**” test types and check off “**Use Highest Test Score**”.
3. Click **Ok**.
4. Make the screen wider by clicking the “**waffle**” icon in the upper left to hide the navigation pane.
5. Highlight a student name, then click the “gear” icon to get to details about the student.

Updates to JClassroom

Test Scores by Roster – LEAP 2025, LEAP 2025 Grade 3-8

1. As in previous section, teachers can run the Test Score By Roster for their roster of students in a class.
2. In Gradebook, pull up a class.
3. Click on Reports, then Rosters, then “Test Scores by Roster”.
4. Teacher would select test type to obtain results for either “Growth to Mastery”, or “LEAP 2025”, or “LEAP 2025 3-8”.

Reports / Charts / Student / Student vs Class

This report will compare the selected student to the rest of the class for assignments

1. Highlight a student in gradebook.
2. Go to Reports / Charts / Student / Student vs Class.
3. Report will show how to student fared against class.

JCall Updates

Home Language

1. When creating a message for SMS or Text to Speech, check off setting to use Home Language. The message will be automatically translated to Home Language of the student (Student Master / Country / Home Language).

Communicate Button

1. Use in reports to send messages from report listings.
2. Available in Alpha Recruiter, Honor Roll, Perfect Attendance, Students with No Referrals

Mobile

1. The **Mobile** feature is a smart device configured web site that helps busy administrators do simple tasks such as look up students, communicate with parents/students, and post discipline on the go.
2. Recommendation: Connect to your school's wifi when able to conserve on data usage and help with speed.
3. Go to <https://vernon.edgear.net/mobile/> on your phone or smart device.
 - Android: Navigate in Chrome
 - iPhone: Navigate in Safari
4. At the login, first set it as a home screen icon to make future access easier.

Android Devices:

- Open Chrome, then browse to <https://vernon.edgear.net/mobile/>
- In the upper right of the screen, tap the menu icon (three dots arranged vertically).
- Select "**Add to Home Screen**".
- An icon will display on your home screen. Move it to the desired screen, or as one of the primary shortcuts at the bottom of the device.

iOS Devices (iPhone, iPad):

- Open Safari, then browse to <https://vernon.edgear.net/mobile/>
- Tap the "**Share**" icon (rectangle with up arrow).
 - iPad - located in top bar of screen.
 - iPhone - located across bottom bar of screen.
- Tap the "**Add to Home Screen**" icon.
- An icon will display on your home screen. Move it to the desired screen, or as one of the primary shortcuts at the bottom of the device.

5. **Student Lookup:** Click to do a search of students to look up address info, grades, schedule, discipline.
 - From **Discipline** area, you can add an incident.
6. **Initiate Message:** Click to send out SMS or Text to Speech Messages to parents.
7. **Emergency:** Click to send out SMS or Text to Speech Messages for after hours emergency situations.
8. **Post Attendance:** Click to post attendance on student.
 - Search for Student and focus on row of desired student.
 - Select "Absence" to post a start of day absence.
 - Select "Tardy" to post a Tardy
 - Select "Other" to post a different attendance code type
 - Click in the column on the far right to post the record.
9. **Sped:** Click to look up special ed information about a student or view **Complete Caseload** of a special ed provider.



Lesson Plan Review

This report will allow for viewing of teacher's lesson plans. There must be students scheduled in the course before the lesson plan will show on the Lesson Plan Review. Also, the teacher cannot be "Denied" in Grading Period Locks.

Setup Options

Year - The Year defaults to the current school year but can be changed by selecting a different year from the drop-down list.

District - Default value is based on the user's security settings. It will be limited to their district only.

School - Default value is based on the user's security settings. If the user assigned to a school, the school default value will be their school site code.

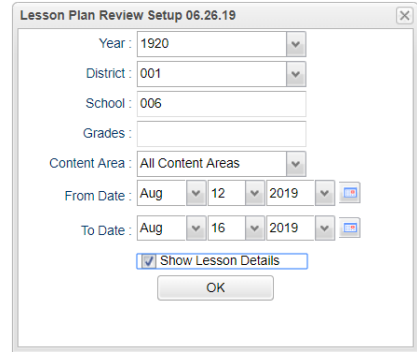
Grades - Grade level of the lesson plans.

Content Area - Choose between the transcript courses or choose all content areas.

From Date and **To Date** - Choose the **From** and **To** date for the time of lesson plans that you want to view.

Show Lesson Details: Click to see more detail on lessons.

OK - Click to continue.



is

span

Main

Teacher	School	No Plan	Un...	Submit...	Approved	Rejected
1 ABEL ADRIENNE	006	NP				
2 BABINEAUX RAVEN	006		3	3	2	1
3 BAGGETT TRENTON GR...	006	NP				
4 BILLEAUDEAUX KELLY	006	NP				
5 BLANCHARD SCOTT M	006		3	3	8	3
6 BONIN SUZANNA	006	NP				
7 BOUDREAUX MARY D	006	NP				
8 BOURG LISA A	006	NP				
9 BRUMFIELD SHAWN	006	NP				
10 CASTILLE CRAIG A	006	NP				
11 CLARK KECIA	006	NP				
12 DAVID BROOKE	006	NP				
13 DAVID LAURA L	006	NP				
14 DELANEY MARK	006	NP				
15 DODD APRIL RALYNN	006	NP				
16 DODD RICHARD SHANE	006	NP				
17 DUGAS PHILIP KYLE	006	NP				
18 EDWARDS MANESSIA	006	NP				
19 ESTES JAMES LEVIS	006	NP				
20 EVANS JAZZMIN JEORGI...	006	NP				
21 FESTERVAND JAMIE	006	NP				
22 FOREMAN DANIELLE	006	NP				
23 FREMIN LEO P	006	NP				
24 GILBEAUX SHARON	006	NP				
25 GUIDRY ERIC	006	NP				
26 GUIDRY HOLLY	006	NP				
27 GULLOY HEATHER	006	NP				

BLANCHARD SCOTT M

Day: 006310 SOCIAL STUDIES8M | 006376 SOCIAL STUDIES8M | 006514 SOCIAL STUD...

Monday

Lesson Plan: test-1

Lesson: 2019-05-13 - 2019-05-13 Days 1 - Minutes 49

Lesson: BELL RINGER - lujjuu9-i-ki-ki-ik

SET INDUCTION -

ACTIVITIES -

CLOSURE -

ikpm[molK]mkmk'km'ki
JHLJHLJKHGULYQHGHJHJGJ

Objective(s): GRADE 8(8) [6955-6.6.1] Compare the foundation, function, and powers of the Louisiana and United States Constitutions (8.6.1) GRADE 8(8) [6955-6.6.2] Compare and contrast the preambles of the Louisiana and United States Constitutions (8.6.2) GRADE 8(8) [6955-6.6.3] Describe the role of various forms of local government in Louisiana (8.6.3)

Category: None

Grade Post Type: STATE 7 POINT SCALE

Curriculum Unit: 0

Curriculum Topic: 0

Curriculum GLE(s): 6955-6.6.1,6955-6.6.2,6955-6.6.3.

Core Standard(s):

Maximum Points: 0

Bonus Points: 0

Weight:

Lesson Plan: test-1

Lesson: 2019-05-13 - 2019-05-13 Days 1 - Minutes 45

Lesson: BELL RINGER - lujjuu9-i-ki-ki-ik

SET INDUCTION -

ACTIVITIES -

CLOSURE -

ikpm[molK]mkmk'km'ki
JHLJHLJKHGULYQHGHJHJGJ

Objective(s): GRADE 8(8) [6955-6.6.1] Compare the foundation, function, and powers of the Louisiana and United States Constitutions (8.6.1) GRADE 8(8) [6955-6.6.2] Compare and contrast the preambles of the Louisiana and United States Constitutions (8.6.2) GRADE 8(8) [6955-6.6.3] Describe the role of various forms of local government in Louisiana (8.6.3)

Category: None

Grade Post Type: STATE 7 POINT SCALE

Curriculum Unit: 0

Curriculum Topic: 0

Curriculum GLE(s): 6955-6.6.1,6955-6.6.2,6955-6.6.3.

Core Standard(s):

Maximum Points: 0

Bonus Points: 0

Weight:

Lesson Plan: test 3

Lesson: 2019-05-13 - 2019-05-13 Days 1 - Minutes 45

Lesson: BELL RINGER - lujjuu9-i-ki-ki-ik

SET INDUCTION -

ACTIVITIES -

CLOSURE -

ikpm[molK]mkmk'km'ki
JHLJHLJKHGULYQHGHJHJGJ

Objective(s): GRADE 8(8) [6955-6.6.1] Compare the foundation, function, and powers of the Louisiana and United States Constitutions (8.6.1) GRADE 8(8) [6955-6.6.2] Compare and contrast the preambles of the Louisiana and United States Constitutions (8.6.2) GRADE 8(8) [6955-6.6.3] Describe the role of various forms of local government in Louisiana (8.6.3)

Category: None

Grade Post Type: STATE 7 POINT SCALE

Curriculum Unit: 0

Curriculum Topic: 0

Curriculum GLE(s): 6955-6.6.1,6955-6.6.2,6955-6.6.3.

Core Standard(s):

Maximum Points: 0

Bonus Points: 0

Weight:

Unsubmitted Submitted Rejected Approved

Lessons Monday Tuesday Wednesday Thursday Friday Week Year Past Due Due

Column Headers

Teacher - The name of the teacher.

School - The school site code for educational agency.

No Plan - NP in this column indicates that there is no plan for this teacher.

- A count of staff with No Plans is at bottom. Click on the count to Communicate with staff who have not turned in Lesson Plans.

Unsubmitted - Indicates the number of unsubmitted lesson plans.

- A count of staff with Unsubmitted plans is at bottom. Click on the count to Communicate with staff who have not clicked the "Submit" button for lesson plans.

Submitted - Indicates the number of submitted lesson plans.

Approved - Indicates the number of approved lesson plans.

Rejected - Indicates the number of rejected lesson plans.

Bottom



Choose a teacher from the left side of the screen, then choose a tab.

Lessons - Click on this tab to give administrators a concise view of teacher's lesson plans.

- An administrator can left click on an individual lesson and Approve or Reject the teachers lesson plan.
- The Sign Off button allows administrators to mass sign off on all non-rejected lessons.

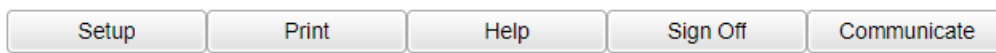
Monday-Friday - Click on these tabs to see the lesson plans by specific day.

Week - Click on this tab to see the lesson plans by week.

Year - Click on this tab to see the lesson plans for the entire year.

Past Due - Click on this tab to see the lesson plans by past due date.

Due - Click on this tab to see the lesson plans by due date.



Sign Off - In conjunction with the lessons tab, the Sign Off button allows administrators to mass sign off on all non-rejected lessons.

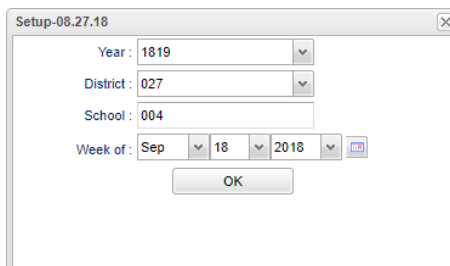
Communicate - The user must select a staff member by clicking on the name to highlight the name. Once the user clicks the communicate button a popup will allow the user to message this individual via automated call or email.

Lesson Book Status Audit

This report is another way for an administrator to review teacher lessons with the ability to approve or reject them. In comparison, to the [Lesson Plan Review](#), this report would not have as many details of a lesson plan but is easier for seeing if teachers have done their lesson plans. It also shows the teacher's submit status as well as the approved and rejected status. Lessons with comments and attachments can also be viewed.

On the left navigation panel select **Grades > Entry > Lesson Book Status Audit**.

Setup Options



Year - Defaults to the current year. A prior year may be accessed by clicking in the field and making the appropriate selection from the drop-down list.

District - Default value is based on the user's security settings. The user will be limited to their district only.

School - Default value is based on the user's security settings. If the user is assigned to a school, the school default value will be their school site code.

Week of - Set to the desired week of lessons to review.

Click the **OK** button.

Main

	Teacher	Teacher ID	Sch	No Plan	Total	Unsub...	Submit...	Approv...	Rejected	Comm...	No Com...
1	ABSHIRE BEVERLY	272140	004	NP							
2	ABSHIRE SHERRI B	904038	004	NP							
3	ALLBRITTON TISHA J	661038	004	NP							
4	ANDRUS MARK W	497450	004	NP							
5	ARDOIN SALLY C	783158	004	NP							
6	ARTERO ROBERT	699243	004		19	2		17		17	2
7	BOGGS ANGELA	299818	004	NP							
8	BONIN ROBERT P	044041	004	NP							
9	BOUDREAU SHAUNA D	887901	004	NP							
10	BROUSSARD STEPHANI...	136019	004	NP							
11	BROUSSARD STEPHANIE	734821	004	NP							
12	BUJOL SHAUNA	311332	004	NP							
13	CART RACHAL	699280	004		6	6					6

Column Headers

Teacher - Teacher name

Teacher ID - Teacher identification number

Sch - School number

No Plan - Indicates there is no lesson plan for the teacher. Click on the total number at the bottom of the column to display the teachers and to [communicate](#) with either a call or an email.

Total - total count of lessons for the week - Click on the number to see the lesson to review.

Unsubmitted - count of unsubmitted lessons for the week - Click on the number to see the lessons. Click the "Communicate" button to ask the teacher to be sure to click the "Submit" button in their Lesson Book.

Submitted - count of submitted lessons for the week - Click on the number to see the lesson to review.

Approved - count of approved lessons - Click on the number to see the lesson to review.

Rejected - count of rejected lessons for the week - Click on the number to see the lesson to review.

Comments - count of lessons that have comments for the week - Click on the number to see the lesson to review.

No Comments - count of lessons with no comments for the week - Click on the number to see the lesson to review.

Drill-Down Report Column Headers

Teacher - The name of the teacher creating the lesson plan.

Teacher ID - The ID number of the teacher creating the lesson plan

Section - The section number of the class.

Period - The period at which the section is taught.

Course Name - The name of the course.

Lesson Name - The name of the lesson.

From - The date the lesson plan will begin.

Thru - The date the lesson plan will end.

Created - The date the lesson plan was created.

Submitted - The date the lesson plan was submitted.

Status - The current status of the lesson plan.

Sign Off TimeStamp - The date and time the administrator signed off on the lesson plan.

Sign Off User Name - The User Name of the administrator who signed off on the lesson plan.

Comments - Comments entered by the administrator

Shared - **Y** for yes or **N** for No to indicate if the lesson was shared by the teacher

ATT - Count of attachments for the lessons - Click on the number to view the attachment and other related information such as Type, Title, and Size.

Instructional - Instructional Information (materials, equipment, etc.).

Bottom

Print	Communicate	Help	Close
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[Print](#) - This will allow the user to print the report.

Communicate - The user must select a staff member by clicking on the name to highlight the name. Once the user clicks the communicate button a popup will allow the user to message this individual via automated call or email.

Boards

The Boards tab was designed to give a user the ability to view data for the selected course in a graphical format.

1. Go to **Classroom**. Select a **Teacher**, **Course**, and **Marking Period**.
2. Tap the **"Boards"** tab at the bottom to see grade distribution, assignment charts, and category charts.
3. Hover your mouse on parts of the chart to get specific numeric information on the chart.

Grading Period Distribution



Assignment Breakdown

