## **Submitting Your Participation in the Student Portal**

All students are expected to participate in remote learning and do so to the greatest extent possible.

<u>Students enrolled in grades 9-12, a true middle school (i.e., a 5-8 or 6-8 school), Engineering &</u> <u>Sciences HS, Penn Treaty HS, Hill Freedman Academy, GAMP and Masterman</u> should log into the Student Portal each school day and navigate to "Assignments Due Today" to mark their participation in each attendance bearing course scheduled for that day. **Students can only submit participation for the current day.** *Teachers will still confirm student participation statuses.* In addition to submitting participation via the portal, students should participate in other ways, based on their teacher's instructions.

In addition to submitting participation via the portal, students should participate in other ways, based on their teacher's instructions. **Student participation can mean**: checking in with a teacher during office hours; corresponding with a teacher via email, phone, or text; participating in a Google Meet; or submitting work via Google Classroom. **Reach out to your teachers with any questions you may have about how to participate in Remote Learning.** 

## Accessing the Student Portal

1. Navigate to <u>http://www.philasd.org</u>. Select the *Login* button on the right hand side of the screen, beneath the COVID-19 Announcement banner at the top of the page.

The School District of Philadelphia will remain closed for the rest of the school year due to COVID-19. For the most up-to-date information, visit our <u>Coronavirus Information Hub</u> and view the latest video from Superintendent Hite. Grab-and-go meal site information for students is <u>HERE</u> . Need support for learning at home? Information on the Chromebook Loaner Program can be found <u>HERE</u> . Internet info and resources are <u>HERE</u> . PreK-12 Learning Guides are available at all District meal sites & online (with other remote learning resources) <u>HERE</u> . PreK will also mail Guides home. Have questions? Call our <u>Hotlines</u> (available in 10 languages), email us at <u>covid19info@philasd.org</u> or visit our <u>Frequently Asked Questions</u> webpage.						
Select Language	Ag Español	汉语 Việt	Русский SH	QIP ខ្មែរ Français	عريبي	
THE SCHOOL DISTRICT OF	Our District $\lor$	Schools $\checkmark$	Families Student	s Employees Direct	ory 🗸 Careers Login	AAA Q
Message from Dr. Hite & District Updates Employee Guidelines and FAQs (new)						

2. Enter your district Username and Password. Click *Login*.

Username:		
Password:		
Forgot Your	Password?	
LOGIN	CLEAR	

3. When you log in, you will open **Campus Student**.

					<b>≜</b> ³ <b>≛</b>
Today	Today Friday, April 10, 2020				
Calendar Assignments	Calendar Assignments Grades Grades		4 (04/01-06/12)		
Grades					
Grade Book Updates			ADV	Homeroom 8 8:15 AM - 8:31 AM	
Attendance	Assignments Due Today		1	Spanish	
Schedule	Attendance 04/10	>	·	8:31 AM - 9:22 AM	
Academic Plan	Attendance 04/10		2	Music 8 9:22 AM - 10:13 AM	
Reports	English Literacy 8	· · ·			
Message Center	Attendance 04/10 Homeroom 8	>	3	Social Studies 8 10:13 AM - 11:04 AM	

4. You will see a section of the screen labeled **Assignments Due Today.** 

Today F	riday, April 10, 2020		
	Dylan Victor Abegg Balant Nankar 171100001 9-35 Maritan Migh Grade 11 Dr	_	
Assign	nments Due Tod	ау	
Attend Algeb	dance 04/10 ra 1 - MS		
Attend Englis	dance 04/10 h Literacy B		
Attend Home	dance 04/10 room 8		

 There will be an *Attendance Assignment* listed for every attendance-bearing class per your schedule. These *Attendance Assignments* are titled "Attendance - [Today's Date]". Click on an *Attendance Assignment* to say that you were present for this class.

Today Friday, April 10, 2020		
Dylan Victor Abegg Boulent Narder 179700001 19 39 Beensan Rijk Grade 11		
Assignments Due Today		
Attendance 04/10 Algebra 1 - MS	>	
Attendance 04/10 English Literacy 8	>	
Attendance 04/10 Homeroom 8	>	

6. Then, click on the *Start Assessment* button.

Attenuance 04/	10	
Science 8		
Assigned	Due	
Today at 12:00 AM	Today at 11:59 PM	
Content		
Start Assessment		
Start Assessment		
Start Assessment Score Info This assignment is n	ot included in the grade calculation.	
Start Assessment Score Info This assignment is n Score	ot included in the grade calculation. Total Points	

<u>Note</u>: The button you see may say *Start Assessment* or *Continue Assessment*. Either one is fine! Click either *Start Assessment* or *Continue Assessment* to get to the screen where you submit your participation.

7. You will see the question: Are you here? There is only one answer choice, Click to be counted as present. Click on Click to be counted as present. Then, click the blue Submit button at the bottom of the screen.

< Back
Attendance Assessment
Question 1 Are you here?
Click to be counted as present

8. A pop up window will appear in the top right corner of the screen, saying "You completed your assignment." A statement will also appear beneath your answer choice, saying "Your answer was correct." This means your participation was counted in the Portal.

< Back	Vou completed your assignment.	×
Attendance Assessment		
Question 1 Are you here?		
Click to be counted as present		
Your answer was correct.		

9. Click the *Back* button at the top of this screen.

< Back	
Attendance Assessment	
Question 1 Are you here?	
Click to be counted as present	
Your answer was correct.	

10. You are now back on the Assignment screen for this section. The Score Info will update to show the assignment has been Turned In. Remember, this submission is only capturing your participation for this class, for this day. <u>Follow instructions from your</u> <u>teacher to complete assignments for your class</u>. Click the *Back* button at the top of this screen.

Back		
Attendance 04/	10	
Science 8		
Assigned	Due	
Today at 12:00 AM	Today at 11:59 PM	
Content		+
Score Info		-
This assignment is n	ot included in the grade calculation.	
Canada	Total Points	
acore		
1 (100%)	1	

11. <u>Repeat the steps above for every class on your schedule</u>. When you have finished submitting your participation for the day for each class, you should see the *Turned In* flag for each class on your roster in the **Assignments Due Today** section of the **Campus Student** home screen.

		1
Assignments Due Today		
Attendance 04/10 Algebra 1 - MS	1/1 (100%) >	
Attendance 04/10 English Literacy 8	1/1 (100%) >	
Attendance 04/10 Homeroom 8	1/1 (100%) >	
Attendance 04/10 Music 8 TURNED IN	1/1 (100%) >	Remember to submit your participat
Attendance 04/10 Science 8	1/1 (100%) >	ior your classes every day:
Attendance 04/10 Social Studies 8	1/1 (100%) >	
Attendance 04/10 Spanish	1/1 (100%) >	