



RE: Your Digital Review Account

Dear Newberg School District Educators,

Thank you for your interest in Wayside Publishing! Your digital review account includes FlexText® eBooks (Student and Teacher Edition digital textbooks) and Explorer courses (online audios, videos, activities, and exercises curated and created specifically for each title). Please feel free to share this login with others in your department. If you have requested print copies they will be shipped UPS ground.

To access your digital review, please follow these instructions:

1. Go to learningsite.waysidepublishing.com and log in with your username and password.*
 - Username: NewbergSD
 - Case-sensitive password: NSD12345
2. Once you've logged in, you will see both a Courses section and a FlexText® Library on your Dashboard. The following programs are available for your review:
 - *APprenons, 2nd Edition*
 - *Azulejo*
 - *EntreCulturas 4*
 - *EntreCultures 1*
 - *EntreCultures 2*
 - *EntreCultures 3*
 - *Entreculturas 1 ©2023 Companion Reader Edition (Level 1)*
 - *Entreculturas 2 ©2023 Companion Reader Edition (Level 2)*
 - *Entreculturas 3 ©2023 Companion Reader Edition (Level 3)*
 - *Triángulo APreciado*
3. Click "View Course" or "View FlexText®" under each title to explore the content.

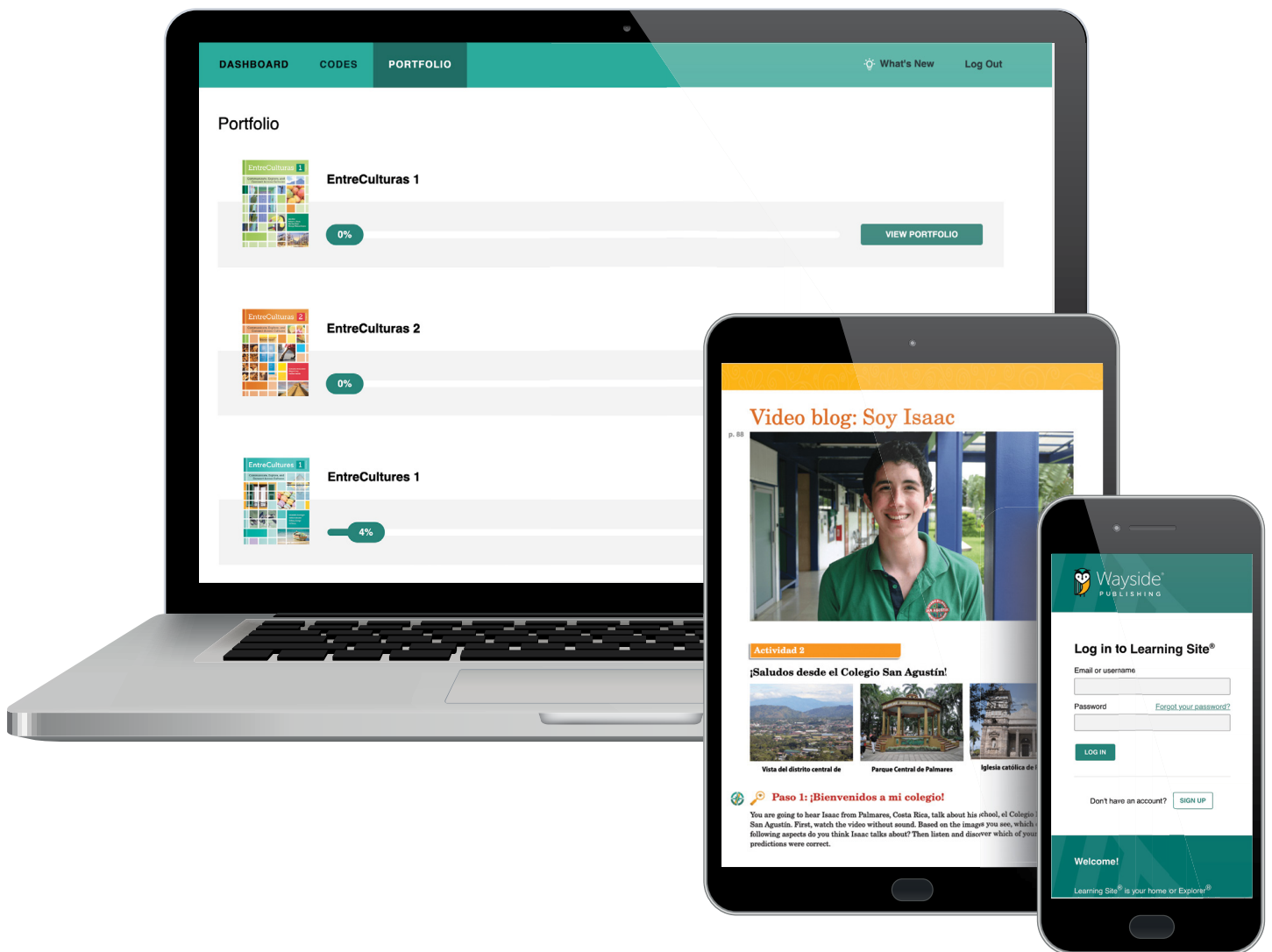
Your digital review materials will be available until Wednesday, May 31, 2023. Please let us know if you have questions or need assistance during your review. If you need more time, please contact us.

Thank you for considering our language learning programs for adoption.

The Wayside Publishing Team

* For best results, we recommend using the free Google Chrome browser.

GETTING STARTED GUIDE



Welcome to Learning Site®

Whether you are using Learning Site® for the first time or you just need a refresher, here's a guide to help you get the most from your Wayside Publishing® digital products.

Wayside Publishing's® mission is to empower the next generation of global learners. Our **Learning Site®** provides engaging and equitable online tools and resources that foster active learning, allows for innovation and personalization, builds a global community, and creates an online ecosystem that depicts what users can do with languages. Through our content, activity types, and technology, students are given choices, have flexibility, make connections, set goals, and collaborate amongst classroom communities to apply learning to real world challenges.



NOTE: This guide will be updated frequently as Learning Site® goes through updates and improvements. To make sure you always have the most up-to-date content, download the most recent version here: [Learning Site® Getting Started Guide](#). You can also access this guide on Learning Site® by selecting **Getting Started Tutorial** in the **Help** menu.

What's Inside?

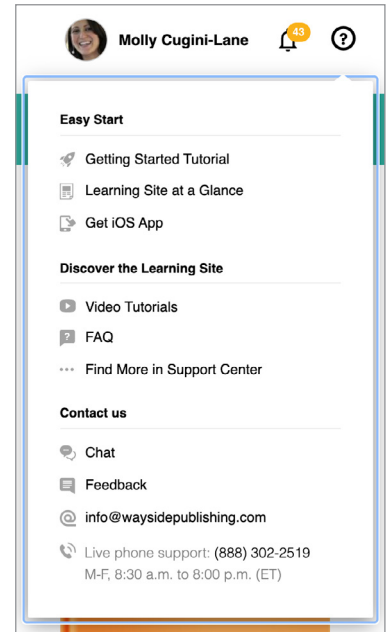
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Asking for Help

At Wayside Publishing[®], we want to make sure you are always able to find the help you need. Teachers and students have access to on-demand learning opportunities which support both pedagogical and technological aspects focused on industry best practices.

The **?** **Help** menu on Learning Site[®] provides access to our [Video Tutorials](#), [FAQs](#), [Support Center](#), Automated Chat, and Feedback tool.

You can also contact our stellar support team at support@waysidepublishing.com (for Learning Site[®] questions) or info@waysidepublishing.com (for general information). Live phone support is available 8:30 a.m. to 8:00 p.m., Eastern Time, Monday through Friday at (888) 302-2519.



Rostering and LMS Integrations

Learning Site[®] can be integrated with Learning Management Systems (LMS) and Student Information Systems (SIS). For more information, please visit www.waysidepublishing.com/digital-solutions/integrations.

Your Computer or Device

Learning Site[®] can be used across devices, allowing for access anytime and anywhere!

For laptops, Chromebooks, or desktop computers, use the latest version of either Google Chrome, Microsoft Edge, or Apple Safari. Please note that Apple Safari does not support video recording.

For iOS devices, make sure you have the latest updates installed and are using the Learning Site[®] app from the Apple App Store. Learn more about the Learning Site[®] iOS app [here](#).

For Android devices, make sure you have the latest updates installed and are using the Google Chrome mobile browser.



TIP: Audio and video recording is fully supported on Chrome (desktop), Edge, or the Learning Site[®] iOS App. Audio and/or video recording may not be fully supported on other browsers, devices, or with some mobile LMS integrations.

Learning Site[®] Quick Overview

After logging in, you will see your Dashboard. The Dashboard is your centralized location for everything on Learning Site[®].

The screenshot shows the Learning Site Dashboard. At the top left is the Wayside Publishing logo. On the right, the user's name 'Molly Cugini-Lane' is displayed next to a notification bell and a help icon. Below the header is a navigation bar with 'DASHBOARD' (highlighted), 'CODES', 'PORTFOLIO', and 'LEARNING TOOLS'. On the right of the navigation bar are 'What's New' and 'Log Out' links. The main content area is titled 'Explorer[®] classes' and includes a 'CREATE CLASS' button. Three class cards are shown, each for 'EntreCulturas' with the subtitle 'Communicate, Explore, and Connect Across Cultures'. The first card is 'EntreCulturas 1' (Spanish) for 'WHS - LANE - Per 1', taught by Molly Cugini-Lane, expiring on January 1, 2024. The second card is 'EntreCulturas 2' (Spanish) for 'WHS - LANE - Per 2', also taught by Molly Cugini-Lane, expiring on January 1, 2024. The third card is 'EntreCulturas 1' (Francis) for 'WHS - LANE - Per 3', taught by Elizabeth Zensinger, Hilbee Schutter, Brittany Golings, and Ed Weiss, expiring on January 1, 2024.

The screenshot shows the 'FlexText[®] library' section of the dashboard, featuring an 'ACTIVATE FLEXTXT[®]' button. Three library items are displayed, each for 'EntreCulturas' with the subtitle 'Communicate, Explore, and Connect Across Cultures'. The first item is 'EntreCulturas 1' (Spanish), expiring on January 30, 2100. The second item is 'EntreCulturas 1 - Teacher Edition' (Spanish), including a 'Libro del profesor', expiring on January 30, 2100. The third item is 'EntreCulturas 2' (Spanish), expiring on January 30, 2100.

Explorer[®] Class

Explorer[®] class contains the digital activities and resources that accompany each text. It is also where you can monitor student progress, manage assignments, access the FlexText[®], view the roster, and adjust class settings. To learn more about using your Explorer[®] class, please see the [Explorer[®] Class Overview](#) section of this guide.

FlexText[®] Library

The FlexText[®] is the digital version of your text, available through your Explorer[®] class or the FlexText[®] Library link on your Dashboard. To learn more about the FlexText[®], please see the [FlexText[®]](#) section of this guide.

Portfolio

The integrated Portfolio*, linked to Can-do Statements, allows students to self-assess their progress and demonstrate understanding. Teachers can provide written, audio, or video feedback about each student's self-assessment and choice of evidence. Student portfolios can be accessed directly from the top navigation menu.

For more information, please access the [Learning Site[®] Language Portfolio Guide here](#) or from the Portfolio page on Learning Site[®].

Learning Tools – Instructional Strategies Toolkit

The Instructional Strategies Toolkit, accessed through the Learning Tools menu, provides a variety of instructional approaches that can be filtered by mode, skill, proficiency level, activity type, learning style, and more! Whether you are a new teacher or want to find new strategies, the toolkit provides built-in world language methodology and pedagogy training at any time.

What's New

Use the **What's New** section to learn more about recent updates to Learning Site[®].

Profile

Select your **name** in the upper right corner to access and adjust your account information.

Help Menu

Tutorials, support resources, and ways to contact Wayside can all be found in the  **Help** menu.

*Not all textbook series have a student portfolio.

Explorer[®] Class Overview

Your Explorer[®] class contains the audio, video, and digital activities and resources that go along with each text. It is also where you can monitor student progress, manage assignments, access the FlexText[®], view the roster, and adjust class settings.

FlexText[®]

The FlexText[®] is the digital version of your text. Teachers have access to both the Student and Teacher Edition. Students have access to the Student Edition only. The built-in tools and compass icon allow teachers and students to interact and engage with content directly from the FlexText[®].



FlexText[®] Tools

☰ Navigate

Use the Table of Contents to quickly navigate to a section the FlexText[®]. Teachers and students can also scroll through the FlexText[®] pages.

🔍 Search

Search by keyword or phrase in English or the target language.

📄 Jump to page

Enter a page number to jump to that page in the FlexText[®].

📝 Notes/Highlights

Use the highlight tool to add highlights and notes. Selecting a highlight from the Notes menu will take you to its location in the FlexText[®].




Compass Icon

The compass icon provides access to related activities and resources, quick actions menu, and the ability to interact with embedded media resources without leaving the FlexText®.



Hover over the **compass icon** to view the number of items related to a section of the FlexText®.

Select the **compass icon** to view the Related Items menu and access related content.










Select the **hyperlinked title** to open the activity or resource in the Explorer® Content tab, or select the **pop-out button**  to open it in a new tab.

Select the **Actions** button to reveal the quick actions menu. Then, select an action from the drop-down list.

Please note that quick actions are dependent on the type of resource. To learn more about each quick action, please see the [Activity and Resource Actions](#) section of this guide.

Explorer®
6 related item(s)

RELATED ITEMS

-  [Extensión 1 - Observa 2: ¿Qué hay en mi colegio? \(español-inglés\)](#) 
-  [Extensión 2 - Observa 2: ¿Qué hay en mi colegio \(español-inglés\)](#) 
-  [Extensión 3 - Observa 2: ¿Qué hay en mi colegio \(español-imagen\)](#)
-  [Extensión 4 - Observa 2: ¿Qué hay en mi colegio \(español-imagen\)](#)
-  [Extensión 5 - Observa 2: ¿Qué hay en mi colegio \(español-imagen\)](#)
-  [Extensión 6 - Observa 2: ¿Qué hay en mi colegio?](#) 

Quick Actions Menu:

- Preview
- Attempt
- Grades
- Assign
- Share in Google classroom
- Settings



TIP: Linked audio and videos will play directly from the compass icon Related Items menu without having to navigate away from the FlexText®.

Explorer[®] Content

The Explorer[®] Content tab contains instructional materials and resources for each unit along with teacher resources, rubrics, and more.

WHS - LANE - Per 1
Teachers: Molly Cugini-Lane
Expires on July 4, 2099

FlexText[®] **Explorer[®] Content** Grades Assignments Students Settings

Sections: Show all

- Recursos
- Unidad preliminar: ¡Hola!
- Unidad 1: ¿Quiénes somos? Identidades
- Unidad 2: La vida en la escuela
- Unidad 3: Mi familia es tu familia
- Unidad 4: La comida es cultura
- Unidad 5: La vida es un carnaval
- Unidad 6: El mundo en el que vivo
- Midterm and Final Exams Materials

Content types: Show all

Search: Start typing here...

Classroom Forum
Assign | Share

Classroom Forum

The Explorer[®] Content tab is where you and your students can directly access the Classroom Forum. The Classroom Forum allows for interpersonal communication, sharing resources, community-building, class communication, and more! Students and teachers can post written, audio, or video comments as well as links and images.

Classroom Forum

DESCRIPTION
Welcome to your Classroom Forum, exclusively for you and your class.
Teachers: Encourage your students to start a discussion about how a text connects to a theme or share personal learning experiences and strategies.
Students: Use this space to share files, upload recordings, or discuss tonight's homework.

ASSIGN SHARE

No messages so far
Be the first to comment

Add message

Molly Cugini-Lane • 9 months ago

Cada primavera se celebra la Feria de Abril en Sevilla, España. ¿En qué se consiste? Mira la foto y escribe en tu respuesta tres detalles que aprendes sobre la Feria. También indica si te gustaría asistir a la Feria y por qué sí o no.

Kevin Fisher • 9 months ago

0:00 / 0:10

Navigating Explorer[®] Content

To access activities or resources, select a **folder** from either the main view area or the left navigation menu. Selecting the **title** of an activity or resource will either open it directly or open the Related Items view, depending on the activity or resource type.

Hover over the **icon** ⓘ next to the title of a task to see a quick view of the activity type.

Use the **browse functionality and search bar** to help locate a resource through drop-down menu selections or by entering a key word or phrase in the search field.

The screenshot displays the Explorer Content interface for 'WHS - LANE - Per 1'. The top navigation bar includes 'FlexText[®]', 'Explorer[®] Content', 'Grades', 'Assignments', 'Students', and 'Settings'. The left sidebar shows a navigation menu with folders like 'Recursos', 'Unidad preliminar: ¡Hola!', and 'Unidad 1: ¿Quiénes somos? Identidades'. The main content area features search filters for 'Sections' and 'Content types', both set to 'Show all', and a search bar. A list of activities is shown, with 'Así se dice 2: Mis actividades favoritas (pág. 49-55)' highlighted. A tooltip for this activity shows 'Activity Type: Fill in the blank' and 'Click ⓘ to preview'. Below the list, 'Actividad 10: ¿Quién soy? (pág. 50)' is highlighted with a yellow circle. A 'RELATED ITEMS' section is visible at the bottom right, showing related activities and a video player. A 'DESCRIPTION' section at the bottom contains buttons for 'PREVIEW', 'ATTEMPT', 'GRADES', 'ASSIGN', 'SHARE', and 'SETTINGS'.











Related Items view

TIP: Use the breadcrumbs (navigation path) to quickly return to a previous location.

Class WHS - LANE - Per 1 - Spring 22 / Unid 1: ¿Quiénes somos? Identidades / Comunica / Así se dice 2: Mis actividades favoritas / Actividad 10: ¿Quién soy? (pág. 50)

Content Type Icons

Learning Site[®] content type icons can help you and your students quickly identify activities and resources. Please note that content types vary across text titles.

ICON	CONTENT TYPE	ICON	CONTENT TYPE
	Article		Task <i>(activities such as matching, fill in the blank, multiple choice, long answer, audio/video recording, comparative recording, short answer, and file upload)</i>
	Audio		Survey
	Document		URL
	Flashcards		Video
	Forum		Vocabulary Progression

Activity and Resource Actions

Activities and resources, depending on the type, have specific actions available for teachers and students. These actions can be taken by using selecting a **button** or a **quick link** on the Explorer® Content tab or from the Actions drop-down menu within the FlexText® compass icon. Use the chart below to learn more about each action.

ACTION	DESCRIPTION
Preview	<ul style="list-style-type: none"> • Selecting Preview allows teachers to view task activities without attempting and view answers to auto-graded task activities. • Only teachers can preview a task activity.
Attempt	<ul style="list-style-type: none"> • Teachers and students can attempt a task activity by selecting Attempt.
Grades No Grades Available	<ul style="list-style-type: none"> • Teachers can access student task submissions by selecting Grades. The Grades link or button will enable after at least one student has submitted a task activity (assigned or unassigned). If there are no student submissions, the button will be disabled and indicate no grades are available. • Students can access their task submission(s) and review their grade and feedback by selecting Grades. The Grades link or button will enable once a student has submitted their task activity.
Assign	<ul style="list-style-type: none"> • Individual activities and resources can be assigned by selecting Assign. To assign more than one activity or resource at a time, please see the Assignments section of this guide. • Only teachers can assign activities or resources.
Share	<ul style="list-style-type: none"> • Selecting Share allows teachers using Google Classroom to create a Google Classroom activity post for an individual activity or resource. • Only teachers can share activities to Google Classroom.
Settings	<ul style="list-style-type: none"> • Teachers can adjust properties for an individual task activity by selecting Settings. To adjust properties that affect an entire Explorer® class, please see the Settings section of this guide. • Only teachers can adjust properties for individual tasks or an Explorer® class.
Download	<ul style="list-style-type: none"> • Teachers and students can download audio and video resources, transcripts, and documents by selecting Download.
View	<ul style="list-style-type: none"> • Teachers and students can view flashcards by selecting View.



TIP: Teachers can view their own task activity submissions by selecting the **Attempted by teacher** filter in the Grades tab.

Grades

The Grades tab shows the results of your students' (and your own!) task activity submissions. Use this tab to review student task details, access the grading and feedback window, and view scores.

WHS - LANE - Per 1
Teachers: Molly Cugini-Lane
Expires on July 4, 2099

FlexText[®] Explorer[®] Content **Grades** Assignments Students Settings

Grades ⓘ Statuses ▼ Filters EXPORT GRADES

Students	Overall grade	ⓘ Actividad 17: ¿Quién come qué? (pág. 215) 04/13/2022	ⓘ Destino Bogotá (pág. 352) 04/12/2022	ⓘ Actividad 16: Respuestas posibles (pág. 57) 04/12/2022	ⓘ Extensión 4 - Así se dice 3: Preguntas y... 04/12/2022	ⓘ Actividad 31: Horarios compatibles Pas... 05/28/2021	ⓘ Extensión 2 - Así se dice 1: Los útiles escolares. 05/19/2021
Campbell, Catherine	83%	75%	75%	71%	100%	—	—
Fisher, Kevin	92%	100%	—	100%	100%	▶ —	▶ 82%
Mueller, Serena	91%	100%	100%	71%	90%	—	—
Torres, Ryan	87%	100%	▶ 75%	100%	80%	—	—
Weixel, Annie	96%	100%	▶ 100%	100%	100%	—	—
Overall Grade		95%	88%	88%	94%	—	82%

Overall grade:

The student's overall grade is located in the column to the right of the student's name.

The task overall grade is located in the bottom row of the gradebook.

Export grades: EXPORT GRADES

Select the **Export Grades** button to download the Grades tab as a detailed spreadsheet.

Statuses: ⓘ Statuses

- Requires grading:

Indicates there is at least one student attempt that requires manual grading.

- ▶ Overdue submission(s):

Indicates that a submission associated with the displayed grade was submitted after the due date or that the submission is past due.

- Not graded:

Indicates that a student has not yet submitted or because their submission needs manual grading.

Filters: ▼ Filters

Apply filters related to activities, date ranges, sections, and attempt details.

The Filters button will be enabled for a new Explorer[®] class after one task activity has been submitted.



TIP: Apply the **Not assigned, but attempted by students** filter to view unassigned but completed student submissions.

Accessing Task Submissions from the Grades Tab

The Grades tab provides two ways to access student task submissions and view task activity details. Teachers and students can also access task submissions from the Explorer[®] Content tab, Assignments tab, and FlexText[®] compass icon.

Select a **student's individual task** from a gradebook column to immediately access the submission in the Learning Site[®] grading and feedback window.

Grades				
Students	Overall grade	Actividad 22 Paso 2 (pág. 219)	Actividad 22 Paso 1 (pág. 219)	Actividad 31: El informe del tiempo (pág. 338)
		04/14/2022	04/14/2022	04/14/2022
Campbell, Catherine	84%	96%	100%	95%
Fisher, Kevin	91%	97%	83%	—
Mueller, Serena	91%	100%	83%	—
Torres, Ryan	88%	85%	83%	100%

Select the **title of a task** in the gradebook to view task-specific details and student attempt details. Select the **Grade** button to access student task submissions in the Learning Site[®] grading and feedback window.

Grades ⊙ Statuses ▾ Filters

GRADEBOOK > ACTIVITY
All students > Actividad 22 Paso 2 (pág. 219)

Student ▾

Campbell, Catherine		GRADE
Fisher, Kevin	97%	GRADE
Mueller, Serena	100%	GRADE

Completed: 2 attempt(s)

Attempts' grades

First: 86%

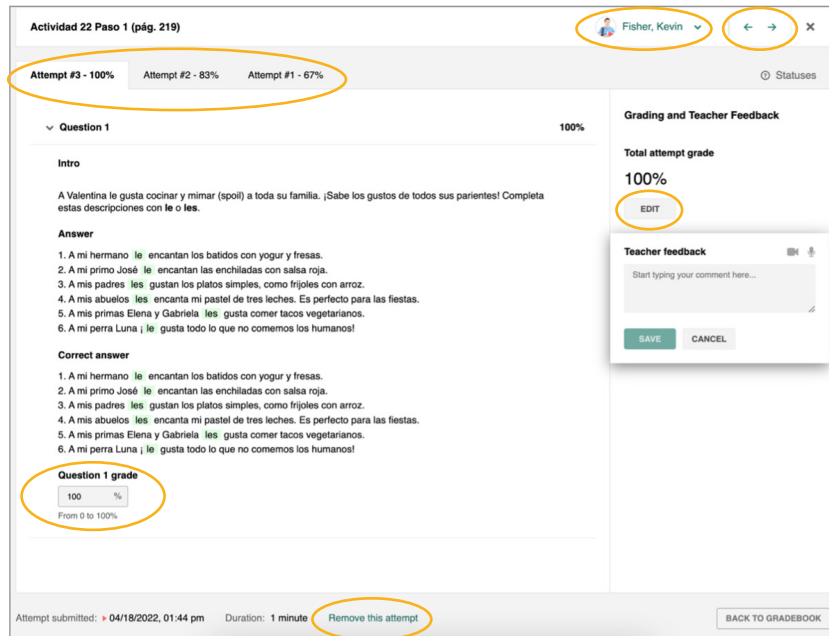
Last: 97%

Average: 92%

Highest: 97%

Grading and Feedback Window

Teachers can easily review student task submissions and provide feedback using the Learning Site[®] grading and feedback window.



Grading and Feedback Window Tools

Student submission navigation:

Use the **student drop-down menu** or the **navigation arrows** to navigate between student submissions.

Total grade:

Select **Edit** to adjust a student's total attempt grade on auto-graded tasks or enter a score for manually graded tasks.

Question grade:

Enter a grade into the text field to edit an individual question grade. The total attempt grade will automatically recalculate.

Teacher Feedback:

Select **Edit** to provide written, audio, or video feedback.

Attempts:

Select the **individual Attempt tab(s)** across the top to access multiple attempts.

Attempts can be removed by selecting **Remove this attempt** at the bottom of the window.

Submission details:

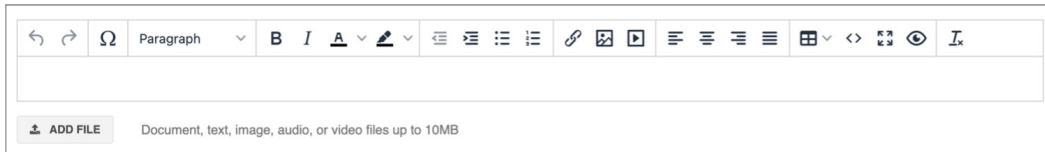
Date, time, and duration details for each submission are located at the bottom of the window.

Adding Inline Comments

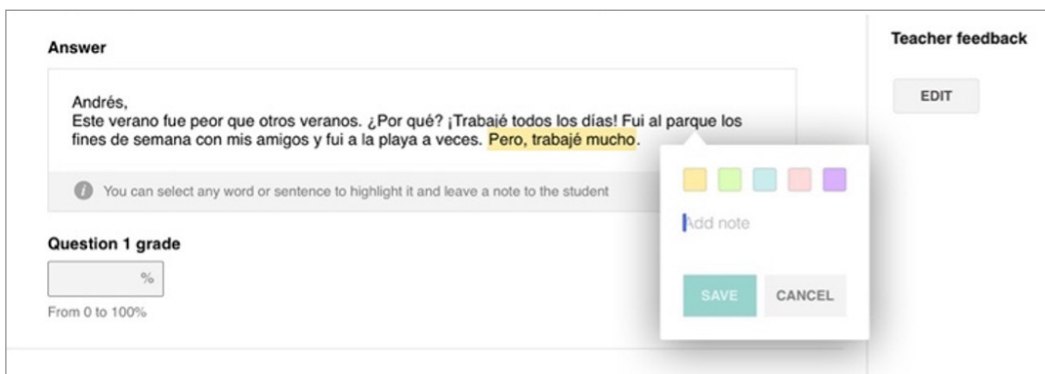
Inline comments can be added to student written responses and audio or video recordings using built-in features.

Written responses

Some tasks contain a text entry field. You can highlight student written responses entered in the text entry field.



To highlight, select **text** from the student’s response, select a **highlight color**, add comments to the **Add note section**, and then select **Save**.

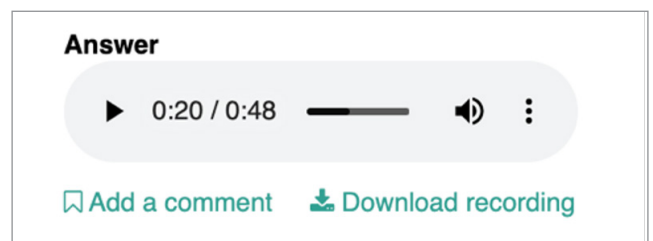
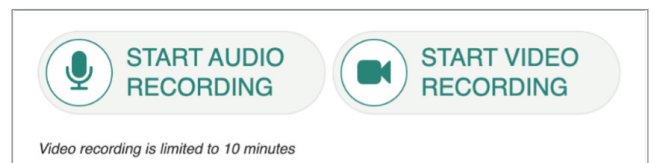


Audio or video response

Some tasks provide students with the ability to record an audio or video response. You have the option to add timestamped, clickable comments to student audio or video responses.

To add a timestamped comment, select **Add a comment** while the student audio or video recording plays. You will then be able to provide written or audio feedback.

Students will be able to select the **timestamped comment**, view or listen to their recording at that moment, and review feedback you may have left.



Assignments

The Assignments tab is where you can assign activities and view assignment details.

Teachers and students can select between a calendar or list view. The default for teachers is list view. Calendar view is the default for students.

WHS - LANE - Per 1

Teachers: Molly Cugini-Lane
Expires on July 4, 2099

FlexText[®]
Explorer[®]
Content
Grades
Assignments
Students
Settings

Assignments View as: Calendar List

ARCHIVE
REMOVE
ADD ASSIGNMENT

● Requires grading Show archived (9)

Activity Title	Assigned Date	Due Date ▼	Completed / Assigned	EDIT	STUDENTS
<p>🗨️ Actividad 31: Horarios compatibles Paso 1-2 (pág. 123)</p> <p>Unidad 2: La vida en la escuela / En camino (pág. 122-123)</p>	<p>04/24/2022 8:00 am</p>	<p>04/29/2022 11:59 pm</p>	<p>👤 1 completed 👤 5 assigned</p>	EDIT	STUDENTS
<p>🕒 ¡Vengan a visitar nuestra región! (pág. 352)</p> <p>Unidad 6: El mundo en el que vivo / Vive entre culturas (pág. 352-353)</p>	<p>04/22/2022 9:35 am</p>	<p>04/25/2022 10:35 am</p> <p style="color: orange;">Due today</p>	<p>👤 0 completed 👤 5 assigned</p>	EDIT	STUDENTS

Assignments

View as: Calendar List

ARCHIVE
REMOVE
ADD ASSIGNMENT

< April 2022 >
▶ Overdue submission(s) ● Requires grading Show archived (9)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
		<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>🕒 Actividad 16: Respuestas posible...</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>🕒 Extensión 4 - Así se dice 3: Preguntas y...</p> </div> <p style="color: red; font-size: small;">▶ 1 more...</p>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>🕒 Actividad 17: ¿Quién come qué? (pág. 215)</p> </div>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>🕒 Actividad 22 Paso 1 (pág. 219)</p> </div> <div style="border: 1px solid #ccc; padding: 5px;"> <p>🕒 Actividad 22 Paso 2 (pág. 219)</p> </div>		
17	18	19	20	21	22	23
		<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> <p>🕒 Destino Bogotá (pág. 352)</p> </div>				

WHS - LANE - Per 1
Teachers: Molly Cugini-Lane
Expires on July 4, 2099

FlexText[®] Explorer[®] Content Grades **Assignments** Students Settings

Assignments View as: Calendar List

ARCHIVE REMOVE ADD ASSIGNMENT

Requires grading Show archived (9)

Activity Title	Assigned Date	Due Date ▼	Completed / Assigned	
🗨️ Actividad 31: Horarios compatibles Paso 1-2 (pág. 123) Unidad 2: La vida en la escuela / En camino (pág. 122-123)	04/24/2022 8:00 am	04/29/2022 11:59 pm	1 completed 5 assigned	EDIT STUDENTS
⌚ ¡Vengan a visitar nuestra región! (pág. 352) Unidad 6: El mundo en el que vivo / Vive entre culturas (pág. 352-353)	04/22/2022 9:35 am	04/25/2022 10:35 am	Due today 0 completed 5 assigned	EDIT STUDENTS
⌚ Vive entre culturas: ¡Conoce la comunidad! Unidad 6: El mundo en el que vivo / Vive entre culturas (pág. 352-353)	04/19/2022 10:56 am	04/22/2022 11:59 pm	Overdue submission(s) 4 completed 5 assigned	EDIT STUDENTS

Assignments Tools

Add Assignment: **ADD ASSIGNMENT**

Use the **Add Assignment** button to assign a single activity or multiple activities at one time.

Edit: **EDIT**

Use the **Edit** button to edit assignment details.

Archive: **ARCHIVE**


Use the **Archive** button to archive an assignment and remove it from view. Archived assignments can be unarchived and edited.

Remove: **REMOVE**

Use the **Remove** button to delete an assignment. Removed assignments are permanently deleted.




Students: **STUDENTS**

Use the **Students** button to view student assignment status details.



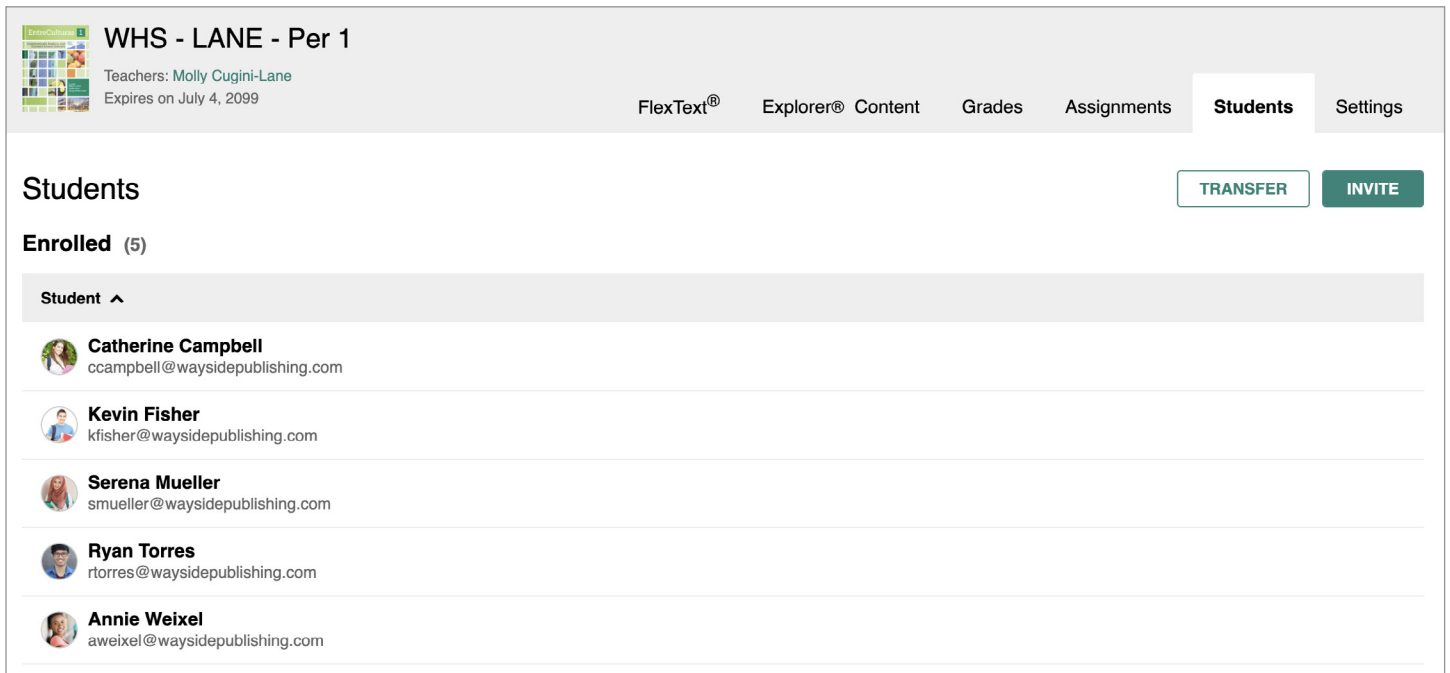
TIP: Students who join an Explorer[®] class after you've created an assignment will need to be reassigned those assignments.

Assignment status ✕

 Catherine Campbell ccampbell@waysidepublishing.com	Submitted on time View results
 Kevin Fisher kfisher@waysidepublishing.com	Submitted on time View results
 Serena Mueller smueller@waysidepublishing.com	Submitted on time View results

Students

The Students tab is where you will be able to view an Explorer® class roster.



The screenshot shows a class roster interface for 'WHS - LANE - Per 1'. At the top, there are navigation tabs: FlexText®, Explorer®, Content, Grades, Assignments, **Students**, and Settings. Below the tabs, there are two buttons: 'TRANSFER' and 'INVITE'. The main section is titled 'Students' and shows 'Enrolled (5)'. A list of students is displayed, each with a profile picture, name, and email address:

- Catherine Campbell** (ccampbell@waysidepublishing.com)
- Kevin Fisher** (kfisher@waysidepublishing.com)
- Serena Mueller** (smueller@waysidepublishing.com)
- Ryan Torres** (rtorres@waysidepublishing.com)
- Annie Weixel** (aweixel@waysidepublishing.com)

For rostered customers, your Explorer® class roster is managed automatically through your rostering integration. If you have questions regarding your Explorer® class roster, please contact your school or district's IT department. For information on Learning Site® rostering options, please visit the [Wayside Publishing® rostering page](#).

If you are using access codes, you can invite students to your class and transfer students to another class if needed. For more information on inviting and transferring students, please visit the [Wayside Support Center](#).

Invite:

Select **Invite** to access the enrollment share link or invite students by email to your Explorer® class.

Transfer:

Select **Transfer** to move students into another Explorer® class if needed.

Settings

The Settings tab allows you to adjust properties that affect an entire Explorer[®] class. You can customize each class individually by adjusting task settings and selecting what content is visible to students.

WHS - LANE - Per 1
Teachers: Molly Cugini-Lane
Expires on July 4, 2099

FlexText[®] Explorer[®] Content Grades Assignments Students **Settings**

Task

Max task attempts
This change will affect all tasks including ones already taken.

Show/Hide content

Task grading criteria
Customize your grading criteria by enabling options below.

- All future tasks will be affected once criteria is selected
- Criteria will be applied to auto-graded students submissions
- Enabling grading criteria will result in reduced scores for student-produced errors for each criterion selected

— Punctuation Ungraded

— Accents Graded

— Capitalization Ungraded

SAVE

Task Title	Attempt Limit	
Actividad 31: Horarios compatibles Paso 3 (pág. 123)	2	Settings
Actividad 5 Paso 4: ¿Qué tienes en común con Paola? (pág. 147)	1	Settings

Task Settings

Mask task attempts

Change the default maximum number of attempts for all tasks in an entire Explorer[®] class. Please note that changes to the default maximum number of attempts will affect all tasks, including ones already submitted, unless the task has customized settings.

Task grading criteria

Use the **toggle** to select customized grading criteria for all tasks.

Customized individual tasks

Individual tasks with customized settings that differ from Explorer[®] class settings will appear at the bottom of the screen.

Select **Settings** to view or adjust the customized settings for an individual task.

Select the **title** of a task to view it on the Explorer[®] Content tab.

Edit task settings

Use default or custom settings for task Custom

Max task attempts

Task grading criteria
Customize your grading criteria by enabling options below.

- Task will be affected once criteria is selected
- Criteria will be applied to auto-graded students submissions
- Enabling grading criteria will result in reduced scores for student-produced errors for each criterion selected

— Punctuation Ungraded

— Accents Graded

— Capitalization Ungraded

SAVE



TIP: Individual tasks can have settings that differ from Explorer[®] class settings. Use a task's **Settings** action to customize its settings.

Show/Hide Settings

The Show/Hide content page on the Settings tab allows teachers to decide what content is visible to students within the Explorer[®] Content tab, Related Items view, and FlexText[®] compass icons. Please note that FlexText[®] pages cannot be hidden.

The screenshot shows the 'Settings' tab for a class named 'WHS - LANE - Per 1'. The 'Show/Hide content' task is selected. A central instruction box states: 'Customize your class by deciding what content is visible to your students within the Explorer[®] Content tab, Related Items view, and FlexText[®] compass icons. Please keep in mind: - By default, all content is marked as visible. Please note that FlexText[®] pages cannot be hidden. - Content can be made visible or hidden by entire folders or individual items. - Hidden content remains visible to teachers. Indicators of hidden content will appear on the Explorer[®] Content tab, using an eye icon. - Assigned hidden content will be visible to students via the Assignments and Grades tab.' Below this, a list of content items is shown with checkboxes and expand/collapse icons. 'ENTRECULTURAS 1' is expanded, showing 'Recursos', 'Unidad preliminar: ¡Hola!', 'Unidad 1: ¿Quiénes somos? Identidades', 'Conversemos', 'Essential Questions', and 'Compara: Paraguay y Texas'.

By default, all content is marked as visible. Select or deselect the **checkbox** next to a folder, subfolder, or resource to make it visible or hidden. Use the **+ icon** to expand a folder.

Hidden content will not be visible to students within the Explorer[®] Content tab, Related Items view, and FlexText[®] compass icons. However, hidden content is still visible for teachers and will have hidden indicators on the Explorer[®] Content tab. Hidden content can be accessed by students without making it visible if assigned using Learning Site[®] assigning functionality.

This diagram shows a list of content items as seen by a teacher. The first item is 'Unidad preliminar: ¡Hola!'. The second item is 'Unidad 1: ¿Quiénes somos? Identidades [Hidden]', with a greyed-out eye icon. The third item is 'Unidad 2: La vida en la escuela'. The fourth item is 'Unidad 3: Mi familia es tu familia'.

(Hidden content teacher view)

This diagram shows a list of content items as seen by a student. The first item is 'Unidad preliminar: ¡Hola!'. The second item is 'Unidad 2: La vida en la escuela'. The third item is 'Unidad 3: Mi familia es tu familia'. The 'Unidad 1' item is not visible to the student.

(Hidden content student view)

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learningsite.waysidepublishing.com/ls_portfolio_guide.pdf

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