

## Instructions for accessing your account in the K-5 Digital Path for Scott Foresman Social Studies program

The website for the digital path is <http://www.ca-hss.com>

The teacher and students' accounts have been imported and created in the system. See the notes below for how to access your account. You will also see how to create your class group and move your students into the group so you can assign activities to them.

**Teachers:** Your login for the Digital Path is the same as Data Director with a small addition because usernames need to be unique amongst all of the teachers that are using the new SS program. The login for teachers is their DD login (whatever that may be) plus **.stockton** (please notice that the username and stockton are joined by a period.)

If I am a teacher named Fred Flintstone and my DD login might be fflintstone, then my username for the Digital Path is **fflintstone.stockton**

Your current password is simply the word **password** which you can either keep or change to something else. I will include directions on this later in the handout.

**NOTE: Principals and Specialists:** You can create a list of logins for your teachers in DD. Log in and click on (admin tools). Then select (List all) which will show a list of everyone that has access to the data at your site. You can then save the file into Excel by clicking on the excel icon at the top of the list.



Once into your digital path account, teachers will see this window.



Teachers have access to all grade levels (K-5) activities and resources under their account regardless of the actual grade level that they teach.



Content: You can view and assign activities to the students

Planning: You can see a calendar of assigned activities and manage your class and students

Find: You can search by keyword or standards to find activities

Tests and Reports: You can view, assign, and print out chapter, units, and benchmark tests

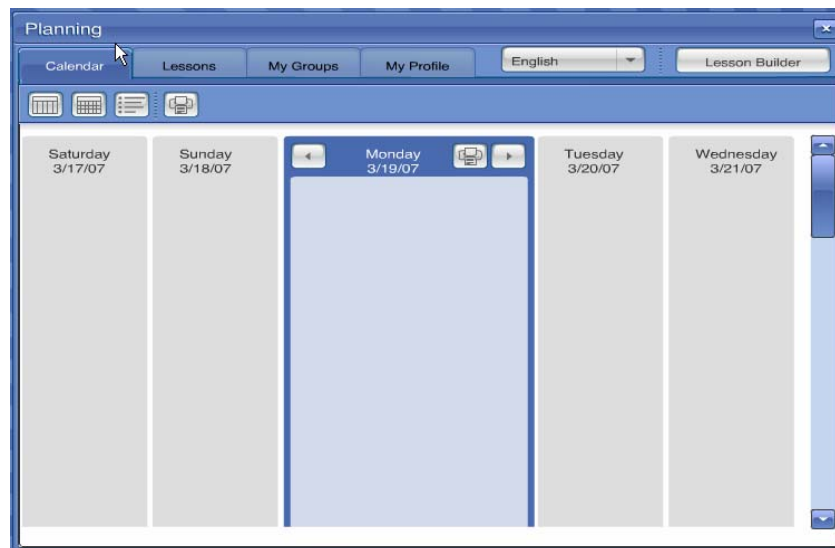
Teacher Resources: You can find chapter or unit resources

**Help Menu: A place to find the answers to your questions. 😊**


### Creating a Class or Group:

As I mentioned before, your students have been uploaded into the system for you already, but you will have to create a group for them to be able to assign work to them. This group could be your entire class or smaller sub groupings of your students if you needed the ability to share out different activities to different groups.

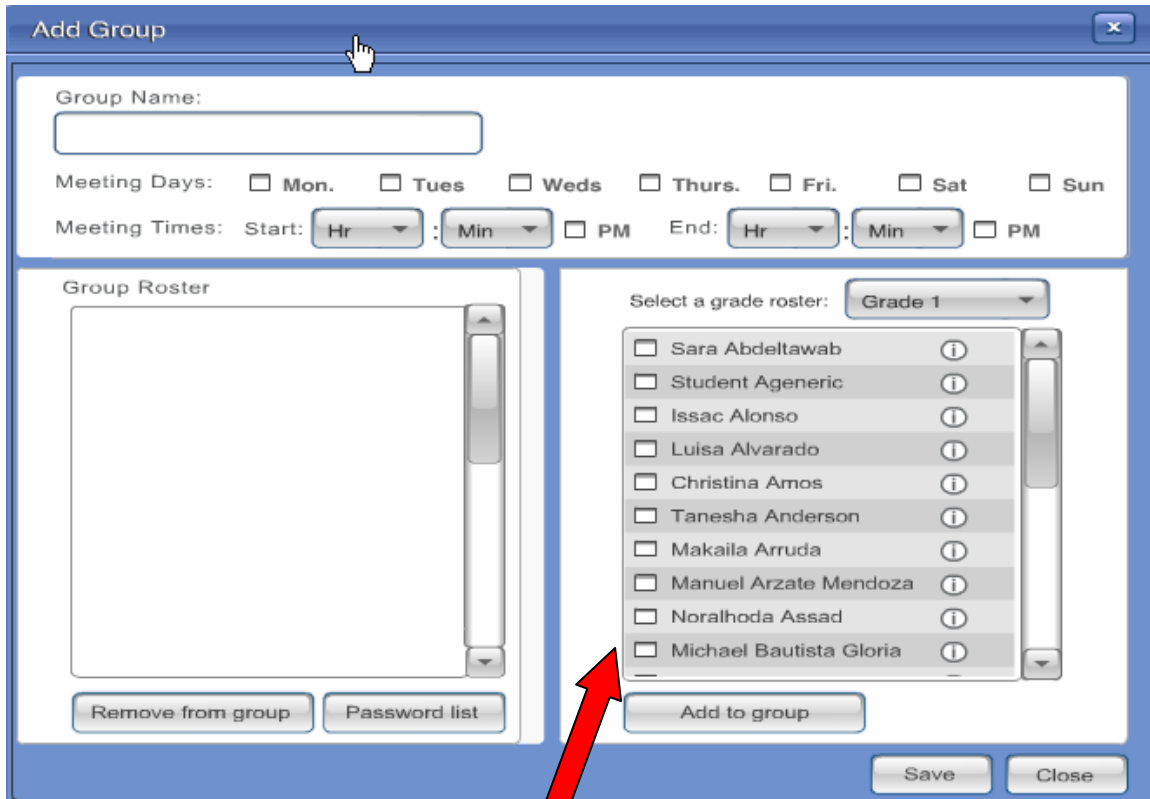
To create a group, click on the Planning tab. Your screen will now look like the shot below.




Then click on the My Groups Tab followed by the Add New Group button

 and will see the screen below.

You will need to **name the class** and **select the days of the week the class meets** as well as the **start and end times** for the school day or class period.



To add your students into the group, click in the box to the left of their names and then

click the Add to Group Button  . You can do them one at a time or all at once.

## This page is for Kindergarten thru 2<sup>nd</sup> grade teachers only

**Kindergarten thru 2 grade teachers** have a choice to make as to how they want the students to access the accounts. Generally, students at those grades all use the same login to access the computers. That account is usually something like sXXstudent with the xx being replaced with your site number. Here is where the choice needs to be made and as with all choices there are pros and cons.

You can either select all of your individual students and add them to the group which means that each K-2 student would have their own username and password to remember and enter each time; or you could grab a generic student account and the K-2 students will log into the digital path the same way that they log into the computers.

See the table below for the pros and cons of the selection

K-2 Student Logins			
sXXstudent		Individual logins	
Pros	Cons	Pros	Cons
Easier and quicker to get into the program	Students will see all shared content for grades K-2 under this account which may make it more difficult to get students to the desired area	Each student will only see the specific grade level content that has been shared out to them by their classroom teachers	Each K-2 student will have their own individual username and password to be entered

I have added a generic student account as a **1<sup>st</sup> grade** student into each of the sites student data uploads. The student at each site is named Student Ageneric so that the name should be near the top of the window. Please be aware that the generic student is included in the data as a 1<sup>st</sup> grader, but all teachers have access to all students by clicking on the grade tabs in the Add a group window.



If teachers decide to use this student, instead of the individual accounts, the students will log on using **sXXstudent** as the username and **student** as the password. I have tested this account on 4 machines at the same time doing different activities from different grade levels without a problem. Obviously, I cannot precisely predict how it will behave in a lab of 20 machines at the same time, but each of our tests proved successful.

If a teacher decides to use the individual student accounts, each student will have an 8 digit username which is their SASI number, and their password will either be history or the school's name whichever seemed easier or shorter. I can get the specific info for your site if you can't figure it out.

It would only be history or taft and not taftelementaryschool.

**This is the end of the K-2 specific information here.**

## Students' accounts:

The web site for the digital path is <http://www.ca-hss.com>

Students will log into their account at the same web site that you use and that has been added as a favorite on both student and teacher profiles. Each has an individual login and password. For students in grades 3-7, they will use the exact same login information as they use to log into our SUSD computers. Their username will be their SASI ID number which is a 7 digit number and their password is their 8 digit birthdate in the following format, YYYYMMDD. For a student who was born on October 31<sup>st</sup>, 2001, their password would be 20011031. Gary Colburn, the program specialist at Harrison, has already shared out a report in Data Director which you will find in the shared reports section for everyone to easily access the information.

The report is titled Computer login with student id

Different grade levels will see a different screen once the students log in.

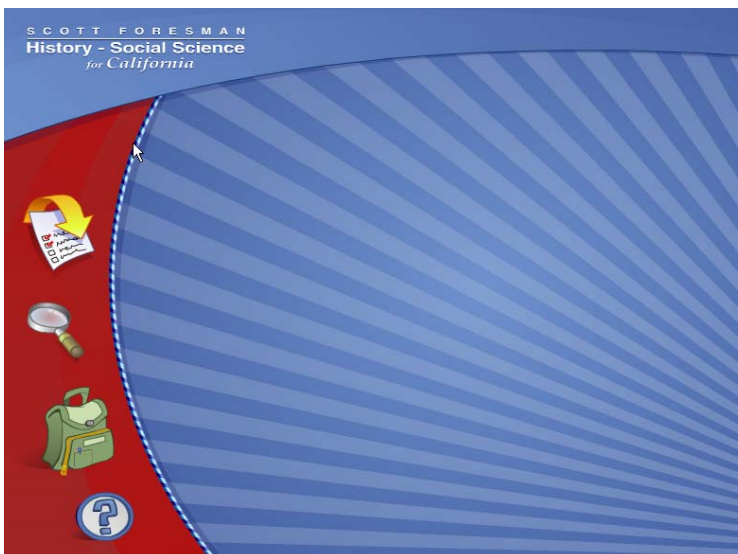
Grades K-2 students will see.....



To do is the section where they will see what has been assigned by their teacher

Explore is the section where they can investigate on their own and have access to all of the units and chapters for their grade level.

Grades 3-5 will see.....



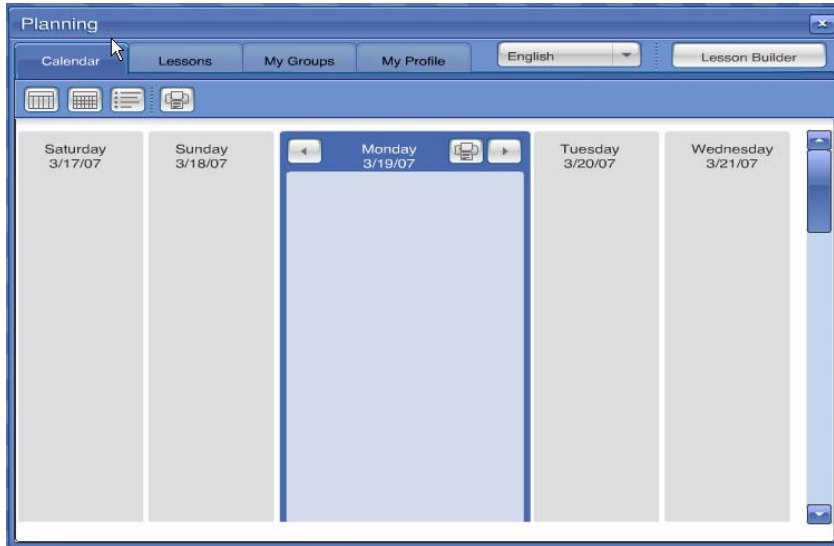
The to do list icon is the section where they will see what has been assigned by their teacher

The magnifying glass is the section where they can investigate on their own and have access to all of the units and chapters for their grade level.

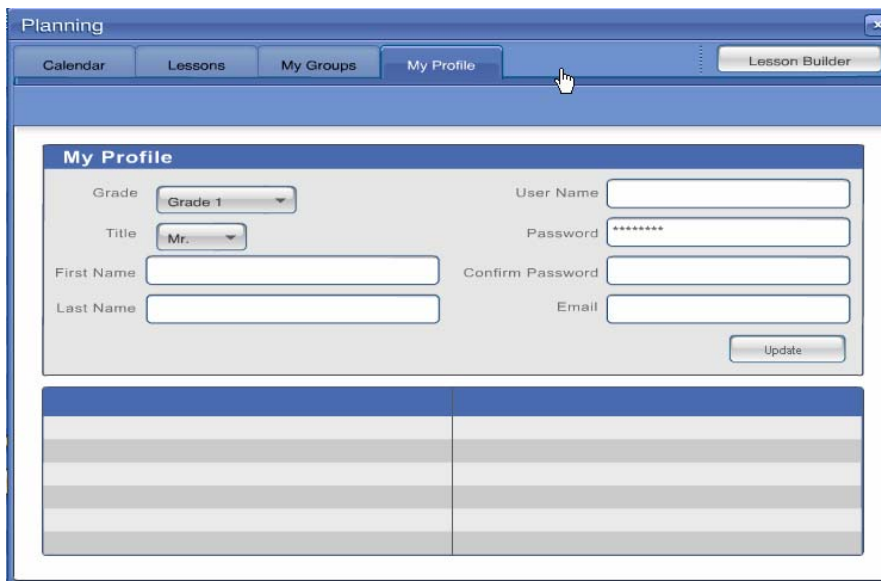
The backpack is a place where students can type in their own work and access it at school in classroom or lab, as well as, at home via the internet.

## Changing your TEACHER password

You will start by clicking on the Planning tab and will see the calendar view for your account. .



Next Click the My Profile tab

A screenshot of the "My Profile" form in the "Planning" application. The "My Profile" tab is selected, and a mouse cursor is pointing at it. The form contains the following fields: "Grade" (dropdown menu set to "Grade 1"), "Title" (dropdown menu set to "Mr."), "User Name" (text input), "Password" (password input with asterisks), "Confirm Password" (password input with asterisks), "First Name" (text input), "Last Name" (text input), and "Email" (text input). There is an "Update" button at the bottom right of the form. Below the form is a table with a blue header and several empty rows.

You will see your username, names, etc. I deleted them before taking the screen shot. ☺

You can change your password. You will have to enter it twice and click the update button.

Make sure you select something that you will remember and use for other accounts. I cannot see the passwords and am not looking for a new set of passwords to manage. You will have to contact your site admin or program specialist who will be the site administrator for these accounts.