

# How Monitor Your Student

Step 1: In your web browser, visit <http://vsa.flvs.net> and log in using your parent username and password.



Step 2: Once on the student dashboard, scroll to the bottom to view the “Additional Course Details” and make a note of the number of weeks your student has been active in each class. This student is currently in Week 13 of English 2.

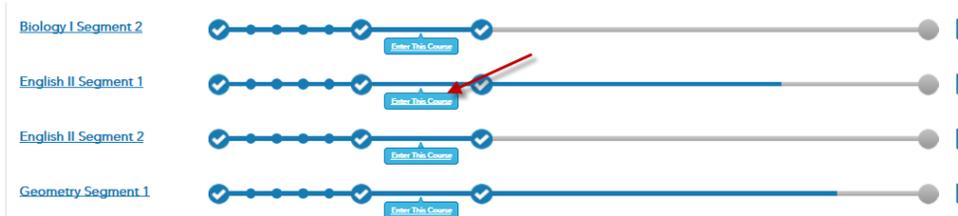
## Additional Course Details

Show Status:

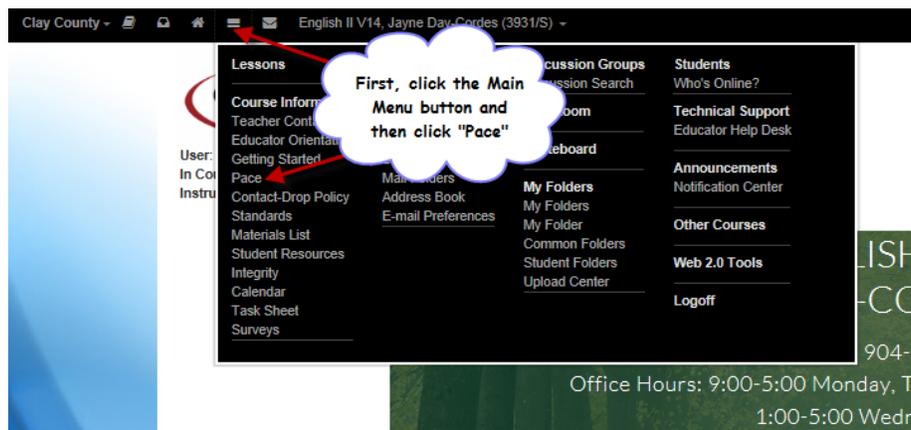
Course	Semester	Instructor	Materials	Status	Weeks Active	Start Date	% Complete	Current Grade
Adv. Pl Human Geography Segment 1	NA			Active	14	August 2015	62.280	89.41 (B)
Biology I Segment 1	NA			Active	13	August 2015	60.000	90.35 (A)
English II Segment 1	NA			Active	13	August 2015	68.290	96.49 (A)
Geometry Segment 1	NA			Active	14	August 2015	81.390	90.76 (A)
Guitar I Segment 1	NA			Active	11	August 2015	50.000	96.76 (A)
Spanish I Segment 1	NA			Active	14	August 2015	83.630	92.47 (A)

For English 2, this student is in Week 13.

Step 3: Scroll up to your student’s current enrollments and click “Enter This Course” for the desired class.



Step 4: Click the Main Menu and then choose “Pace” under “Course Information.”



**Step 5: Choose the desired pace for your student. For a full semester course, you will choose 32-36 weeks.**

**Note: Some courses are designed to be completed in a shorter time frame.**

**Note: If your student is in an Honors course, please choose "Complete the course with HONORS in 32-36 weeks."**

see if there is a pace guide assignment.

Pace Options

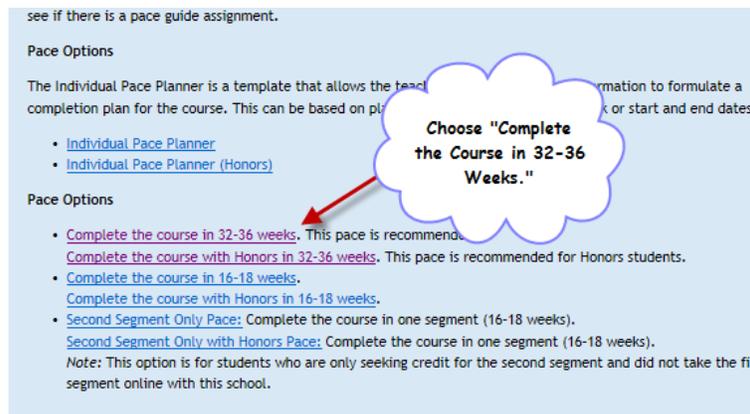
The Individual Pace Planner is a template that allows the teacher to use student information to formulate a completion plan for the course. This can be based on planned start and end dates.

- [Individual Pace Planner](#)
- [Individual Pace Planner \(Honors\)](#)

Pace Options

- [Complete the course in 32-36 weeks.](#) This pace is recommended for all students.
- [Complete the course with Honors in 32-36 weeks.](#) This pace is recommended for Honors students.
- [Complete the course in 16-18 weeks.](#)
- [Complete the course with Honors in 16-18 weeks.](#)
- [Second Segment Only Pace:](#) Complete the course in one segment (16-18 weeks).
- [Second Segment Only with Honors Pace:](#) Complete the course in one segment (16-18 weeks).

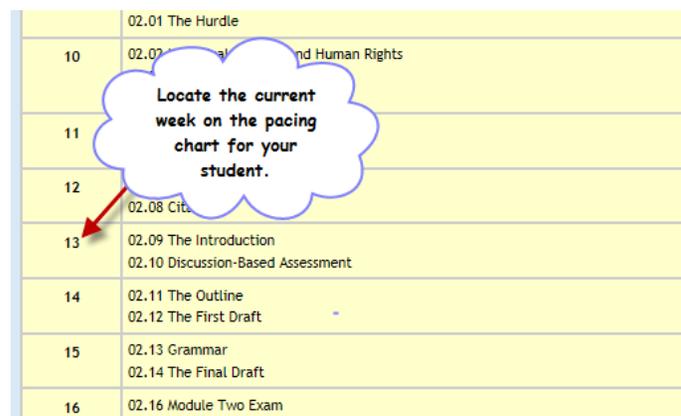
Note: This option is for students who are only seeking credit for the second segment and did not take the first segment online with this school.



Choose "Complete the Course in 32-36 Weeks."

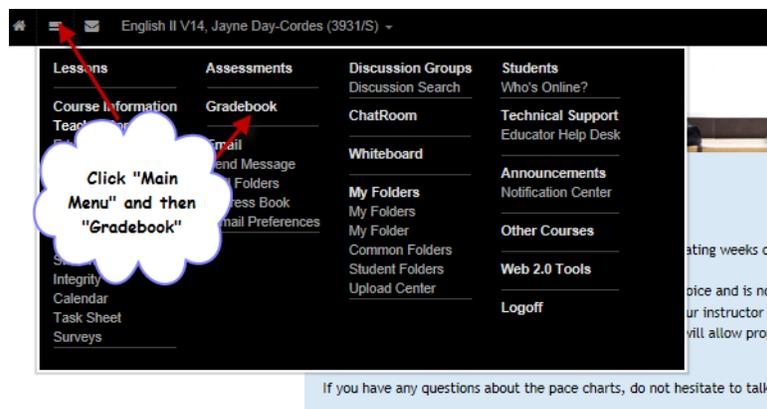
**Step 6: On the pace chart, locate the current week and note the assignments due during this week. All prior assignments are now past due for your student.**

	02.01 The Hurdle
10	02.02 The Introduction and Human Rights
11	
12	
13	02.08 Citizenship
13	02.09 The Introduction 02.10 Discussion-Based Assessment
14	02.11 The Outline 02.12 The First Draft
15	02.13 Grammar 02.14 The Final Draft
16	02.16 Module Two Exam



Locate the current week on the pacing chart for your student.

**Step 6: To go to your student's gradebook, now click "Main Menu" and then "Gradebook."**



English II V14, Jayne Day-Cordes (3931/S)

- Lessons
- Assessments
- Discussion Groups
- Students
- Course Information
- Gradebook
- Discussion Search
- Who's Online?
- Teacher
- Gradebook
- ChatRoom
- Technical Support
- Feedback
- Send Message
- Whiteboard
- Educator Help Desk
- Announcements
- My Folders
- My Folders
- My Folder
- Common Folders
- Student Folders
- Upload Center
- Other Courses
- Web 2.0 Tools
- Logoff

Click "Main Menu" and then "Gradebook"

If you have any questions about the pace charts, do not hesitate to talk to your instructor.

**Step 7: Look at each assignment listed in the gradebook and check to see if the current week's assignments and all previous assignments have been submitted. For this student, Week 13 assignments have not yet been submitted, and one assignment is now past due.**

Assignment ID	Assignment Name	Score	Percentage	Points Possible	Points Earned	Due Date
24	02.05 The Victory	60 / 60	100.00 %	60	60	11/09/15 11:02 AM
25	02.06 Analysis	60 / 60	100.00 %	60	60	11/10/15 9:08 AM
26	02.07 Research	100 / 100	100.00 %	100	100	11/19/15 10:28 AM
27	02.08 Citations			100	0	N/A
28	02.09 The Introduction			100	0	N/A
29	02.10 Discussion-Based Assessment			100	0	N/A
30	02.11 The Outline	/ 100	0.00 %	100	0	N/A

These assignments are due for Week 13 and have not yet been submitted. 2.08 (Due in Week 12) has not yet been submitted.

**Step 8: Look at all information in the gradebook. This student is 68% complete with Segment 1 and has 13 assignments remaining with a 96 average. All assignments in the gradebook will be color coded once submitted. If an assignment appears in white and does not have a color associated with it, it has not yet been submitted.**

**Segment 1**

**68%** Assessments Completed  
28 of 41 (13 remain)

Current Grade: **96.49 %**

Total Current Grade: 96.49 % Total Asses

**Color Key:**

- Submitted, waiting for grading
- Graded, above 60%
- Graded, below 60%
- Exempt or pretest

Green = Completed with a Passing Grade (Good to Go)  
 Red = Completed with a Failing Grade (Resubmit)  
 Blue = Completed but not Yet Graded