

Schoolology Skills for WSSD Educators

Beginner ("Trailblazer")	Intermediate ("Pro")	Advanced ("Master")
<p>Navigate Schoolology 1 Navigator</p> <ul style="list-style-type: none"> <input type="checkbox"/> Locate and explain purposes of Courses, Groups and Resources <input type="checkbox"/> Describe Schoolology page layout <input type="checkbox"/> Understand WSSD Schoolology courses creation and staff/student enrollment <input type="checkbox"/> Understand parent roles and view <p>Personalize Their Schoolology 1 Navigator</p> <ul style="list-style-type: none"> <input type="checkbox"/> Update Profile info, settings and privacy <input type="checkbox"/> Make connections with other teachers <input type="checkbox"/> Turn off Flash uploader setting <input type="checkbox"/> Adjust personal notifications <input type="checkbox"/> Install/use Schoolology Apps (Google Drive app) <input type="checkbox"/> Change Course Picture; Options, Order <p>Start to Use Schoolology Groups 1 Navigator</p> <ul style="list-style-type: none"> <input type="checkbox"/> Join/leave a Group <input type="checkbox"/> Locate Resources area of a Group <input type="checkbox"/> Copy Resource content to a course <p>Add and Organize Basic Content 2 Curator</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create/edit a Folder, File, Link and Page <input type="checkbox"/> Create a Collection <input type="checkbox"/> Share a Collection w/ another Teacher <input type="checkbox"/> Reorder content <input type="checkbox"/> Add a document from Google Drive app <p>Add and Grade Open Ended Assignments 3 Digital Assigner</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create/edit an assignment <input type="checkbox"/> Access and provide feedback <input type="checkbox"/> Grade assignment submissions <input type="checkbox"/> Disable submissions in an Assignment (check this) <input type="checkbox"/> Understand how assignments populate on Calendar <input type="checkbox"/> Create/assign a Google Assignment <p>Communicate With Students 4 Communicator</p> <ul style="list-style-type: none"> <input type="checkbox"/> Post Updates/Announcements <input type="checkbox"/> Post events on Calendar <input type="checkbox"/> Comment on or like posts <p>Coaching Teachers About Schoolology 5 Trailblazer Coach</p> <ul style="list-style-type: none"> <input type="checkbox"/> Articulate ways they can assist others in using Schoolology <input type="checkbox"/> Cite basic differences between Schoolology (LMS) and Google Classroom <p>Utilize Schoolology in Their Classroom 5 Trailblazer Coach</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate Usage of Digital Content <input type="checkbox"/> Demonstrate Usage of Assignments <input type="checkbox"/> Demonstrate Usage of Communication with Students 	<p>Create and Grade Formative Assessments 6 Digital Assessor</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create and edit a Test/Quiz/Assessment and change settings <input type="checkbox"/> Add questions to Test/Quiz/Assessment <input type="checkbox"/> Grade submissions to Test/Quiz/Assessment <p>Set Up Schoolology/PowerSchool Gradebook Sync 7 Digital Grader</p> <ul style="list-style-type: none"> <input type="checkbox"/> Set up Schoolology gradebook <input type="checkbox"/> Configure Schoolology to sync with PowerSchool <input type="checkbox"/> Sync assignments individually to PowerSchool <p>Use the Gradebook 7 Digital Grader</p> <ul style="list-style-type: none"> <input type="checkbox"/> Edit grades/Viewing submissions/Comments/Exceptions <input type="checkbox"/> Add assignments for offline tasks (for sync) <input type="checkbox"/> Bulk Edit/Import/Export Grades <input type="checkbox"/> Impersonate course view based on enrolled student <p>Create an Interactive Learning Environment 8 Community Builder</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create and edit a Discussion <input type="checkbox"/> Grade a Discussion <input type="checkbox"/> Use Polls with students for basic feedback <p>End Courses 9 Marathon Runner</p> <ul style="list-style-type: none"> <input type="checkbox"/> Implement end of course best-practices with final grades <input type="checkbox"/> Lock assignments/discussions and disable quizzes <input type="checkbox"/> Access Archived courses <input type="checkbox"/> Save course content to Personal/Group Resources <p>Use Resources Area 10 Content Maestro</p> <ul style="list-style-type: none"> <input type="checkbox"/> Duplicate items in a course using Personal Resources area <input type="checkbox"/> Create/Organize materials in Personal Resources <input type="checkbox"/> Locate and Use Group/Public Resources in a Course <input type="checkbox"/> Install and use Resource apps in Schoolology <p>Leverage Advanced Content 11 Engager</p> <ul style="list-style-type: none"> <input type="checkbox"/> Insert content into Pages using Rich Text Editor including equations, files, links, and videos <input type="checkbox"/> Embed outside content (e.g. Edpuzzle, Quizlet) <input type="checkbox"/> Record audio/video in Schoolology Rich Text Editor <input type="checkbox"/> Add and use a media album <p>Explore and Moderate Groups 12 Group Leader</p> <ul style="list-style-type: none"> <input type="checkbox"/> Moderate a course or group <input type="checkbox"/> Locate Public Groups <input type="checkbox"/> Turn off notifications for Group activities <input type="checkbox"/> Reorder Courses/Groups menu listing <p>Instruct Others in Using Schoolology 13 Pro Coach</p> <ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate instruction to others on using Schoolology 	<p>Utilize Data to Inform Instruction 14 Data Analyzer</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create rubrics <input type="checkbox"/> Create, share and use a question bank <input type="checkbox"/> Track questions <input type="checkbox"/> Add learning objectives to a question <input type="checkbox"/> Create custom learning objectives <input type="checkbox"/> View/utilize course analytics <input type="checkbox"/> Use the workload planning feature <p>Customize Instruction 15 Differentiator and Gamifier</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assign items to individual students or grading groups <input type="checkbox"/> Utilize student completion rules <input type="checkbox"/> Create and award badges <p>Use Advanced Collaboration Tools 16 Collaborator</p> <ul style="list-style-type: none"> <input type="checkbox"/> Moderate posts <input type="checkbox"/> Use blog and subscribe to other teachers' blogs <input type="checkbox"/> Use Shared discussions among multiple classes <p>Use Web Conferencing to Collaborate 17 Live Classroom Master</p> <ul style="list-style-type: none"> <input type="checkbox"/> Creating session <input type="checkbox"/> Making join link available/inviting participants <input type="checkbox"/> Preparing participants/setup for success <input type="checkbox"/> Utilize text chat, whiteboard, audio, video <input type="checkbox"/> Utilize moderating best-practices <input type="checkbox"/> Create and access recording of session <p>Use Portfolio Tool with Students 18 Portfolioer</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create portfolio page <input type="checkbox"/> Add content to portfolio page <input type="checkbox"/> Access student portfolio pages <p>Use Schoolology Ninja Tricks 19 Ninja</p> <ul style="list-style-type: none"> <input type="checkbox"/> Drag-and-drop attachments into Pages, Assignments, etc. <input type="checkbox"/> Use the tooltip feature to embed vocabulary within a page <input type="checkbox"/> Post to Twitter via Schoolology <input type="checkbox"/> Recover items from the recycle bin <p>Use Mobile Apps 19 Ninja</p> <ul style="list-style-type: none"> <input type="checkbox"/> Install and Use the Schoolology mobile app <input type="checkbox"/> Understand differences in using Schoolology app vs desktop version <p>Schoolology Community Contributor 20 Master Coach</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contributes to the district community in using Schoolology