

DIGITAL ACCESS

Teachers' Frequently Asked Questions

Teacher Portal | Parent Portal | Superkids Online Fun

Question	Answer
<p>How do I log in to the Teacher Portal?</p>	<p>If your school's digital administrator has set up the school account and added you as a teacher, navigate to https://teachers.rowlandreading.org and enter your credentials.</p> <p>If your account has not been set up, contact your school's digital administrator.</p>
<p>If I don't know my Teacher Portal password, what should I do?</p>	<p>Follow these steps:</p> <ul style="list-style-type: none"> • Click on the 'Forgot Password?' hyperlink on the Teacher Portal login page. • After you submit your e-mail address, you will receive an e-mail with directions for resetting your password. • Once you have successfully reset your password, you will be able to log in. <p>Important: Please do not share your log-in information with anyone, including other teachers, parents, and students. If you need additional licenses for teachers, contact your account manager.</p>
<p>What resources are available to support remote learning?</p>	<p>We recommend using the resources that are available in both the Teacher Portal and the Parent Portal.</p> <p>We have recently enabled additional content in the Parent Portal, including Student Book pages with audio activities, Backpack Pages, Resource Pages, and Practice Pages. Teachers can now assign these resources for students to access at home. See the answer to "How do I post class assignments for my students?" on the next page for details.</p>
<p>How do I set up the Parent Portal?</p>	<p>Follow these steps in the Teacher Portal:</p> <ul style="list-style-type: none"> • Click on the 'My Class' tab and select 'Roster.' Select a student by clicking on their name. • Fill in the 'First Name,' 'Last Name,' and 'E-mail' fields under the 'Parent/Guardian' heading. • Click on the 'Update' button. Repeat these steps for each of your students. The Teacher Portal will send an automated setup e-mail to the e-mail addresses you have added.

Question	Answer
<p>How do my students' parents or guardians log in to the Parent Portal?</p>	<p>The automated e-mail sent to parents includes directions for logging in. Any parent that doesn't receive the automated e-mail can follow these steps to log in:</p> <ul style="list-style-type: none"> • Navigate to https://teachers.rowlandreading.org and click on the 'Forgot Password' hyperlink. • After submitting their e-mail address, they will receive an e-mail with directions for resetting their password. • When they have successfully reset their password, they will be able to log in.
<p>How can I make sure the correct content has been unlocked for my students?</p>	<p>Follow these steps in the Teacher Portal:</p> <ul style="list-style-type: none"> • From the 'My Class' tab, select 'Manage Settings.' • Use the drop-down menus to select the semester and unit that you are currently teaching. • Click the 'Update' button. This will enable all the content up to this unit. As you complete units, simply return to this page and select the next unit.
<p>How can I send a customized message to parents?</p>	<p>Follow these steps in the Teacher Portal:</p> <ul style="list-style-type: none"> • From the 'My Class' tab, select 'Parent Portal.' • From the list of choices, select 'Parent Portal Message.' • Click on the 'Edit Message' button at the bottom of the screen. • Add a customized header and message body, then click on the 'Message' button.
<p>How do I post class assignments for my students?</p>	<p>Follow these steps in the Teacher Portal:</p> <ul style="list-style-type: none"> • From the 'My Class' tab, select 'Parent Portal.' • From the list of choices, select 'Post Class Assignments.' • Choose the materials you want to assign by clicking the box to the left of each option. • When you have finished making selections, click on 'Update Assignments.'
<p>How can I monitor my students' activity in Superkids Online Fun?</p>	<p>Follow these steps in the Teacher Portal:</p> <ul style="list-style-type: none"> • From the 'My Class' tab, select 'Reports.' • Click on the 'Games and Activities' tab. Here you will see an overview of each student's activity. • For additional details, select a student's name. You will see scores for the games that have been completed. • Click on a score number to see exactly how students answered questions.
<p>Can I assign students assessments at home?</p>	<p>Yes, follow these steps in the Teacher Portal if you want students to take an assessment at home:</p> <ul style="list-style-type: none"> • From the 'My Class' tab, select 'Assign.' • Click the 'Allow assessments to be done at home?' checkbox. • Assign assessments to students using drop-down menus. • Students will take assessments using Superkids Online Fun. <i>Note that students will not be able to play games or access texts in Superkids Online Fun until an assigned assessment has been completed.</i>