

The Organizer

The Organizer is a comprehensive tool found inside the Virtual Classroom that allows you to access a wide variety of information, including Progress Reports, the Assignment Calendar, email and chat, and more.



The rest of this Student Guide will highlight some of the more commonly used features of the Organizer.

Open the Organizer by clicking the **Organizer** button from the Lobby of the Virtual Classroom

The Organizer is divided into several sections:

1. Reports
2. Communications
3. Resources

The homepage of the Organizer lists any announcements from your teacher. You can navigate to any part of the Organizer by clicking the buttons at the bottom of the screen.



To exit the Organizer and return to the Lobby, click the Power button.

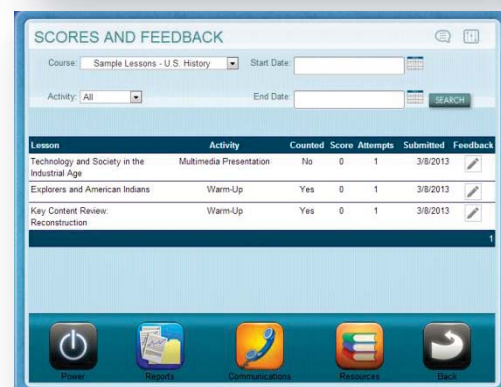
Reports

When you click on the Reports button you have access to many different types of reports. To view any of these reports in detail simply click on the corresponding button.



Scores and Feedback

This report lets you see all your activities in one place and easily find the activities for which teachers have left feedback. The pencil icon will indicate which activities have feedback from teachers; clicking the activity will provide a view of graded work and teacher comments. To return to the activities list, use your browser's Back button



Progress Report

The Progress Report shows you your progress and achievement for each course in which you are currently working.



Prescriptive Testing

When prescriptive testing is enabled, this report shows how your course has been customized based on your performance. Items in blue are not mastered—these lessons will be part of your course. Items in green represent lessons that you already know—these lessons will not be part of your course.



Assignment Calendar

This report shows you which assignments you've completed (in green text), which assignments you should have completed (in gray text), which assignments you should be working on today (in blue text) and future assignments (in gray text). It also shows the percent complete for the course after each assignment is completed.



eNotes

From here, you can view all of the eNotes you have taken for each course. You can also print your eNotes from this area.

