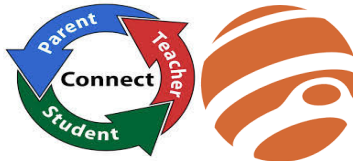




AIMS JUPITER ONLINE LEARNING DAY GUIDELINES



- ***ECE III/LOWER SCHOOL:*** No more than **3 core subjects**
- ***UPPER SCHOOL:*** ONLY **core subjects** scheduled for that day
- **Teachers will post by 10:00a.m.**, and will identify an “**office hour**” before noon, to address any potential questions, concerns or feedback from parents or students.
- Please see attached our **Virtual School Protocol** and how to **access assignments**.

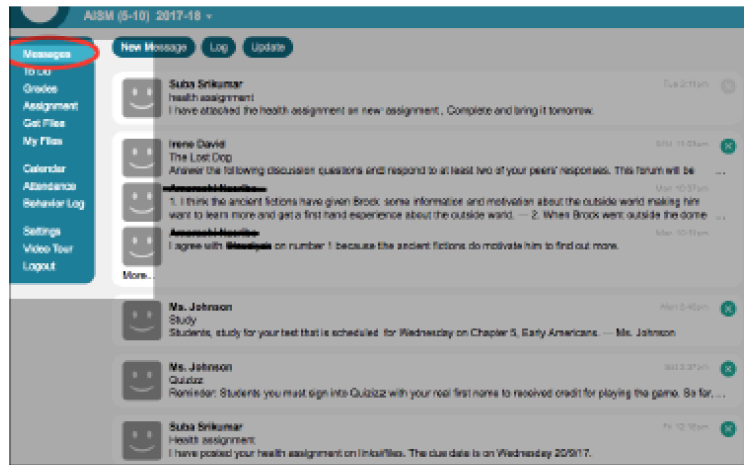
**Emergency Closure Virtual School Protocol
Common Procedures
Parent Access Page**

Going forward, for any scheduled school days that the school exercises our emergency closure procedures, classes will go "online", and parents (and students) will be able to see the assignments given on those days, by 10:00am, in 4 ways.

1. Message
2. "To do list"
3. Grades
4. Calendar

Please find below screen shots from the parent access page, to assist you in monitoring your students' progress:

Method #1: Go to Messages



Method #2: To do list:

Note: From here, if you wish to send a teacher a message, you may do so.

Message

To Do

Grades

Assignment

Get Files

My Files

Calendar

Attendance

Behavior Log

Settings

Video Tour

Logout

1st Trimester

Science-7
Suba Srikumar, per 1-1M
82.9% B-
1st Trimester
Due Thu Review questions on Juno posted review questions for the test on Juno.

Math-7
Sij Binoy, per 1-3M
94.6% A
1st Trimester

English-7
Irene David, per 2
86.2% B
1st Trimester

Social Studies-7
Ms. Johnson, per 2-4M
100.0% A+
1st Trimester
Due Fri Guided Reading-Early Americans (24/24)

Composition-Writer's Craft
Irene David, per 3
92.7% A-
1st Trimester

Elements of Algebra (Flex Math)
Sij Binoy, per 3-4M
98.2% A+
1st Trimester

Art-7
Caslan Morgan, per 4
100.0% A+
1st Trimester

Exploratory-Healthy Living 7
Suba Srikumar, per 4
90.0% A-
1st Trimester

Method #3: Grades

This is a third way to see any assignments that are posted for the emergency closure day.

Please note: Some assignments may be blank, as students may not have turned in the work yet, or teachers may not have had the opportunity to provide assessment feedback.

1st Trimester Science-7

Science-7 B- 88.9%

Classwork	A+	100.0%	5 / 5	20.0% of grade
Homework	A+	100.0%	25 / 25	10.0% of grade
Tests/Quizzes	D-	00.0%	18 / 50	30.0% of grade
Participation	A+	100.0%	10 / 10	10.0% of grade
Projects/Presentations	—	—	—	20.0% of grade
Final Exam	—	—	—	10.0% of grade

Due	Assignment	Score	Worth	Impact on grade	Category
9/6	Identify the variables	5 / 5 100%	x 5	+8.8%	Classwork
9/10	Draw and Label the cell	10 / 10 100%	x 10		Homework
9/10	vocabulary words	10 / 10 100%	x 10		Homework
9/21	Review questions on Juno				Homework
9/7	Quiz- Scientific methods	18 / 30 60%	x 30	-17.1%	Tests/Quizzes
9/10	Lab Science -Observing microscope	10 / 10 100%	x 10	+2.8%	Participation
9/14	class notes		x 0		

Please understand it may take teachers some time to grade all assignments.
"Impact on grade" shows how much each assignment raises or lowers the current grade.

Method #4: Calendar

The final way to check you students' assignments is the calendar. You may choose a weekly view, or monthly view.

ACISM (5-10) 2517-18

Messages -
 To Do
 Grades
 Assignment
 Get Files
 My Files
Calendar
 Assignments
 Behavior Log
 Settings
 Video Tour
 Logout

This Week - Due Dates Announcements

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
17	18 The Great Pre-reading activity (29/28) per 2 Draw and Label the cell (15/15) per 1-1M Vocabulary 1 (34/35) per 5	19 vocabulary words (10/16) per 1-1M Lab Science - Observing microscope (10/10) per 1-1M	20 Seventh Grade - first draft (49/56) per 2 Health assignment per 4	21 Review questions on Juno per 1-1M	22 Guided Reading Early Americans (24/24) per 2-4M	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

Once again, on behalf of the faculty and staff, we wish to thank you for your effort in working with us to support your students' learning.



Jupiter Ed



STEPS FOR PARENTS!!!

1. Go to <https://www.aismonrovia.com/>
2. Click on **AISM (EYP)**, **AISM (ECE III-4)**, or **AISM (5-10)**:

AISM Jupiter Ed Portal
Staff
AISM (5-10)
AISM (ECE III-4)
AISM (EYP)

3. Select **Parent** and enter your **Username** and **Password**.
4. Go to **Messages** to send messages to teachers, or to see messages from teachers.
5. Go to **To Do** to see the different subject areas: **all upcoming and missing assignments** are listed for each subject area:
 - ✓ Click on an assignment for **directions** and **due date**.
6. Go to **Calendar** to see all **assignments** and **due dates**.
7. Go to **Materials** to see **Lesson plans, Syllabi**, or **general school information**.
8. Go to **Report Cards** to see **Progress Reports** (midterm) or **Report Cards** (end of trimester).





STEPS FOR TEACHERS!!!

1. Title of **Assignment**
2. Identify the **Due Date**
3. Input **Value** of Assignment; either:
 - ◆ **Points** or
 - ◆ **Percentage** (if the points are 100)
4. Specify Assignment **Category**:
 - ✓ Homework
 - ✓ Classwork
 - ✓ Participation
 - ✓ Tests
 - ✓ Quizzes
 - ✓ Projects
 - ✓ Labs
5. Enter **Expected Points** (worth): 100 points if percentage
6. Enter **Given Points** (Out of Expected Points) earned by Student
7. Click **Show on Reports & Online**
8. Click **Show on Calendar**
9. Write **Directions**: a short description of the assignment

