



Training Guide





Training Guide



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November 2017

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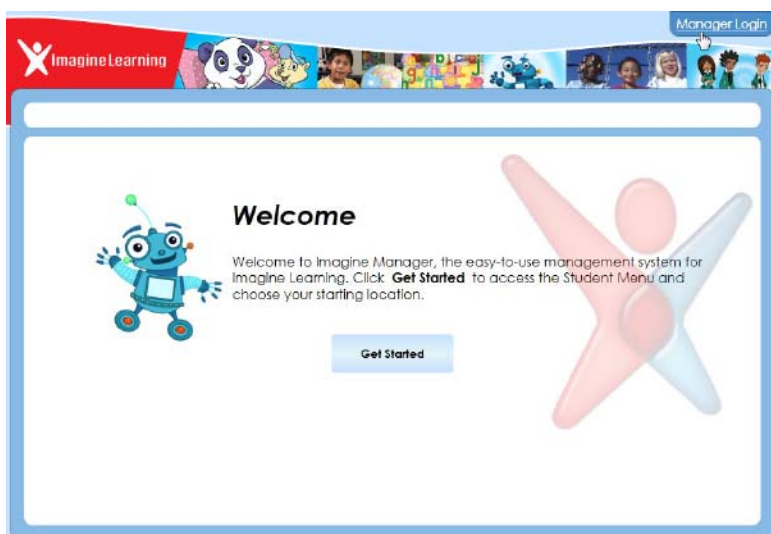
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Imagine Manager

This section gives a basic overview of Imagine Manager, the Imagine Learning management system.

Starting Imagine Manager

1. Obtain the IP address or server name of your Imagine Learning server from your IT administrator.
2. In a web browser, enter the IP address or server name of your Imagine Learning server.
3. At the **Welcome** screen, click **Manager Login**.



4. Enter your account name (user name) and password and click **Log In**.

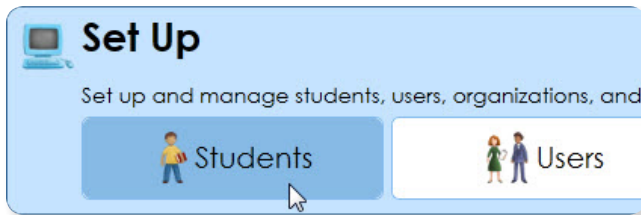
A screenshot of a 'Log In' window. The window has a red title bar with the text 'Log In' and a close button (X). The main area has a light blue background. It contains two input fields: 'Account Name:' followed by a text box, and 'Password:' followed by a text box. Below the password field is a blue button labeled 'Log In'.




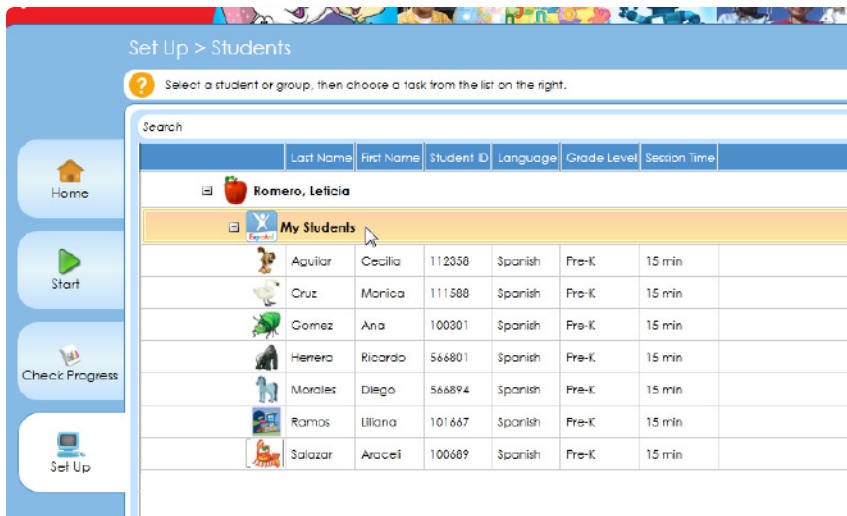
Setting Up Students

Adding Students

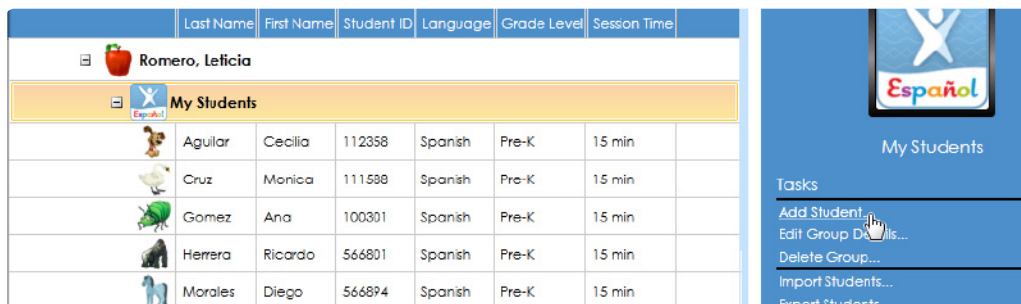
1. From the **Home** screen, click **Students** in the **Set Up** area (or click the **Set Up** tab on the left side of the window, then click **Students**).



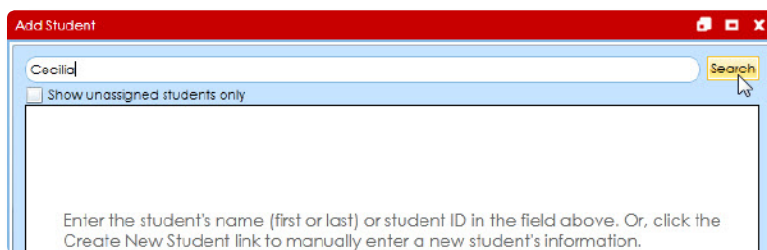
2. Select the group to which you want to add a student. Groups are designated with this icon: 



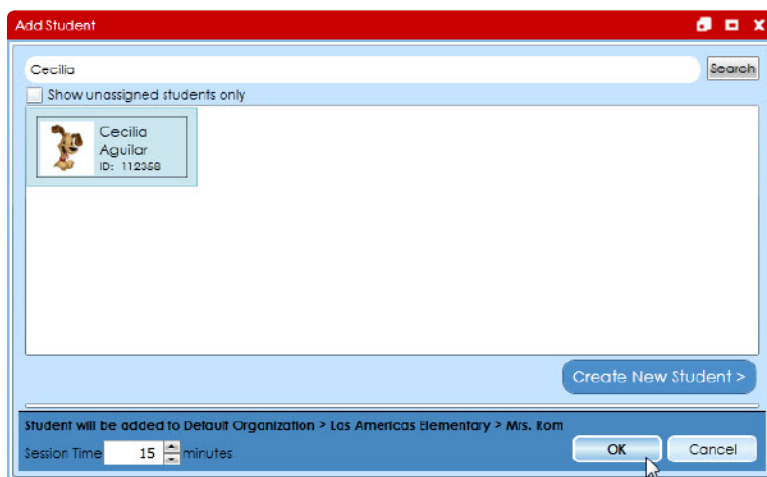
3. Click **Add Student...** in the right sidebar.



- Imagine Manager prompts you to search for the student in case his or her account has already been created. To search, enter the student's first or last name or student ID in the **Search** field at the top of the **Add Student** window and click **Search**.

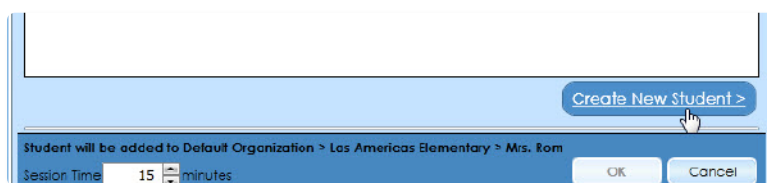


- If you find the student you're looking for, select the student and click **OK** to add the student to the group you previously selected.

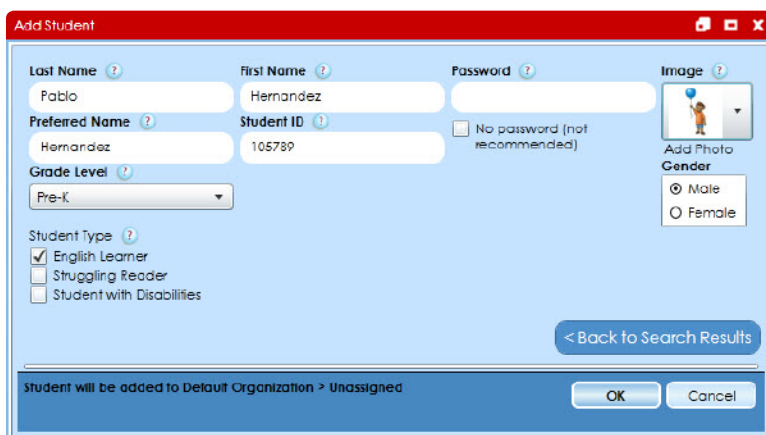


OR

If you don't find the student you're looking for, click **Create New Student** to create a new student account.



Then enter the student's information and click **OK**. If you place your cursor over the question mark icons, you will see tips on how to complete each field.

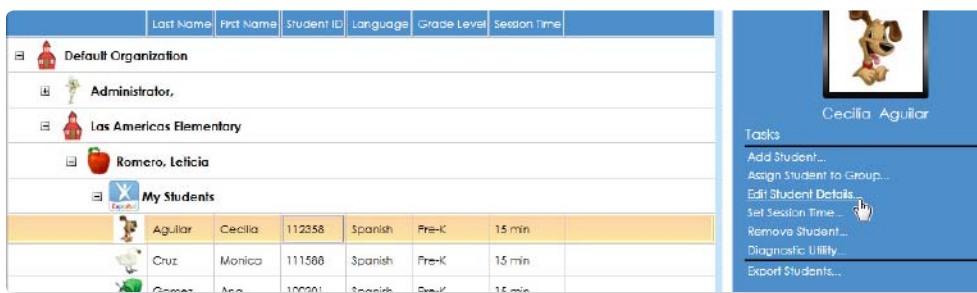


The "Add Student" dialog box contains the following fields and options:

- Last Name:** Text field with "Pablo".
- First Name:** Text field with "Hernandez".
- Password:** Text field with a question mark icon. A checkbox below it is labeled "No password (not recommended)".
- Image:** A small icon of a person with a question mark icon. Below it is a button labeled "Add Photo".
- Preferred Name:** Text field with "Hernandez".
- Student ID:** Text field with "105789".
- Grade Level:** A dropdown menu showing "Pre-K".
- Gender:** Radio buttons for "Male" and "Female".
- Student Type:** Checkboxes for "English Learner" (checked), "Struggling Reader", and "Student with Disabilities".
- Buttons:** "< Back to Search Results", "OK", and "Cancel".
- Status Bar:** "Student will be added to Default Organization > Unsigned".

Editing Student Information

1. To edit a student's information, select a student and click **Edit Student Details...** in the right sidebar.



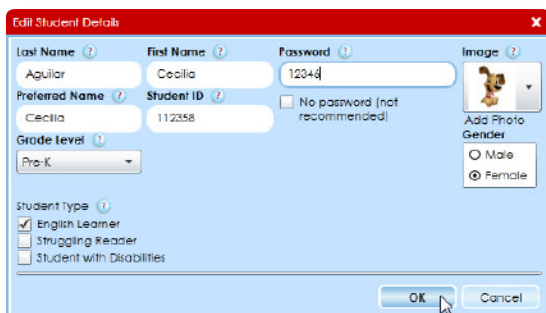
The main window displays a table of students under the "My Students" section. The sidebar on the right contains a list of tasks.

| | Last Name | First Name | Student ID | Language | Grade Level | Session Time |
|--------------------------------|-----------|------------|------------|----------|-------------|--------------|
| Default Organization | | | | | | |
| Administrator, | | | | | | |
| Las Americas Elementary | | | | | | |
| Romero, Leticia | | | | | | |
| My Students | | | | | | |
| | Aguilar | Cecilia | 112358 | Spanish | Pre-K | 15 min |
| | Cruz | Monica | 111580 | Spanish | Pre-K | 15 min |
| | Gomez | Ana | 100201 | Spanish | Pre-K | 15 min |

Sidebar Tasks:

- Add Student...
- Assign Student to Group...
- Edit Student Details...** (highlighted)
- Set Session Time...
- Remove Student...
- Diagnostic Utility...
- Export Students...

2. Change any information and then click **OK** to save your changes.

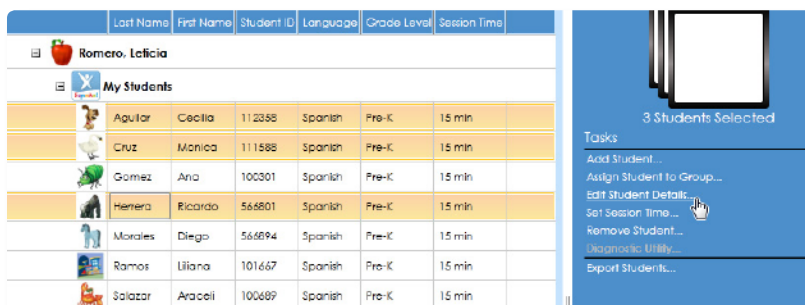


The "Edit Student Details" dialog box contains the following fields and options:

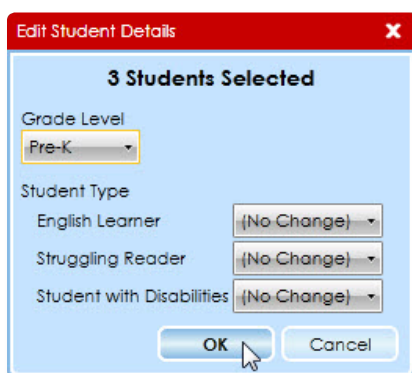
- Last Name:** Text field with "Aguilar".
- First Name:** Text field with "Cecilia".
- Password:** Text field with "12345". A checkbox below it is labeled "No password (not recommended)".
- Image:** A small icon of a dog with a question mark icon. Below it is a button labeled "Add Photo".
- Preferred Name:** Text field with "Cecilia".
- Student ID:** Text field with "112358".
- Grade Level:** A dropdown menu showing "Pre-K".
- Gender:** Radio buttons for "Male" and "Female" (selected).
- Student Type:** Checkboxes for "English Learner" (checked), "Struggling Reader", and "Student with Disabilities".
- Buttons:** "OK" and "Cancel".

Editing Multiple Students' Information

1. To edit multiple students' information at once, press and hold the **Ctrl** key, click to select the students whose information you want to edit, then click **Edit Student Details...** in the right sidebar.



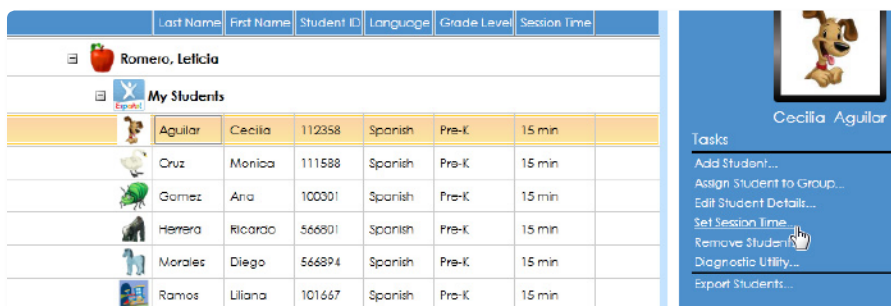
2. Use the drop-down menus to change the desired fields and click **OK** to save your changes.



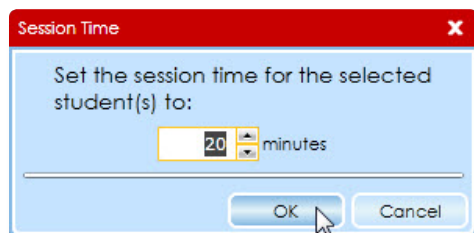
Setting or Changing Students' Session Time

When you add a student to a group, the student's session time is automatically adjusted to match the group's preset session time. To change a student's session time, follow the steps below.

1. Select one or more students and click **Set Session Time...** in the right sidebar.



2. Change the session time for the selected students and click **OK**.



Removing Students

1. To remove a student from a group, select the student and click **Remove Student...** in the right sidebar.

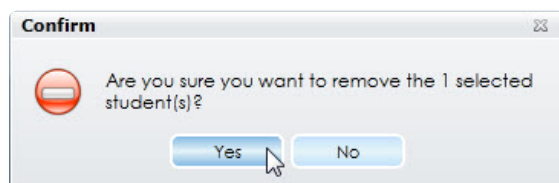
| | Last Name | First Name | Student ID | Language | Grade Level | Session Time | |
|-------------------------------------|-----------|------------|------------|----------|-------------|--------------|--|
| <div> Romero, Leticia </div> | | | | | | | |
| <div> My Students </div> | | | | | | | |
| | Aguilar | Cecilia | 112358 | Spanish | Pre-K | 15 min | |
| | Cruz | Monica | 111588 | Spanish | Pre-K | 15 min | |
| | Gomez | Ana | 100301 | Spanish | Pre-K | 15 min | |
| | Herrera | Ricardo | 566801 | Spanish | Pre-K | 15 min | |
| | Morales | Diego | 566894 | Spanish | Pre-K | 15 min | |
| | Ramos | Liliana | 101667 | Spanish | Pre-K | 15 min | |

Cecilia Aguilar

Tasks

- Add Student...
- Assign Student to Group...
- Edit Student Details...
- Set Session Time...
- Remove Student...**
- Diagnostic Utility...
- Export Students...

2. A window appears to confirm your decision. Click **Yes**. The student will be removed from the group and placed in Unassigned. All the student's information will remain in the database. You can add the student to a group again at any time.

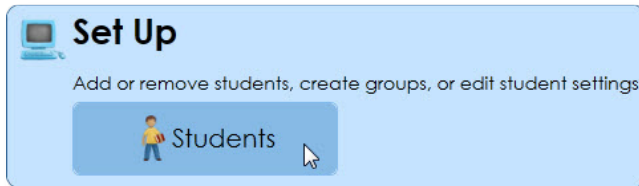




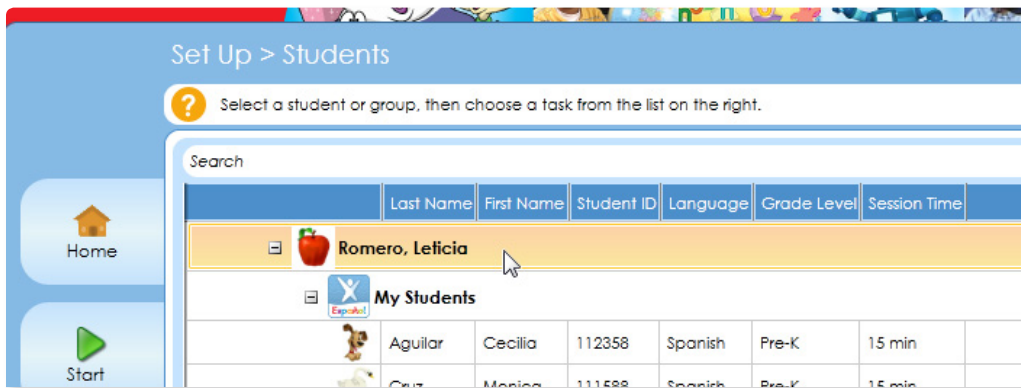
Managing Groups

Creating a Group

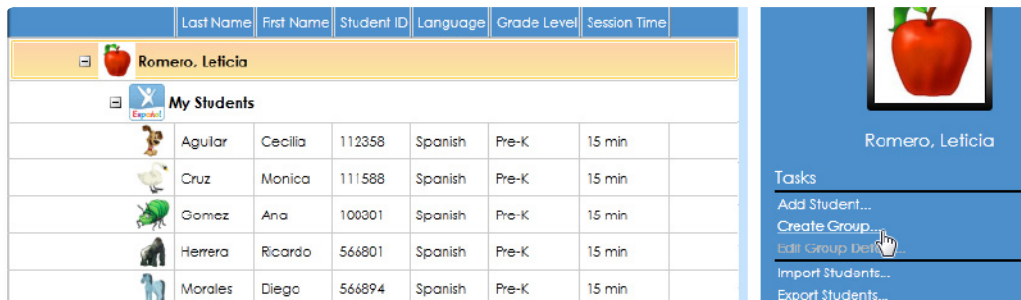
1. From the **Home** screen, click **Students** in the **Set Up** area (or click the **Set Up** tab on the left side of the window, then click **Students**).



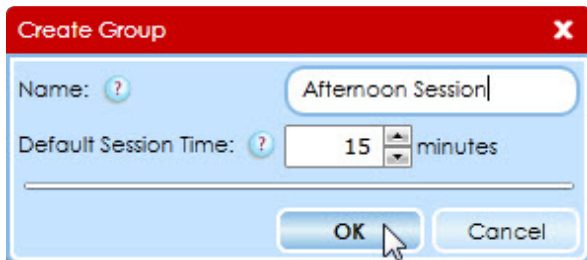
2. Select the desired teacher from the list.



3. Click **Create Group...** in the right sidebar.



4. Enter the group's information and click **OK**.

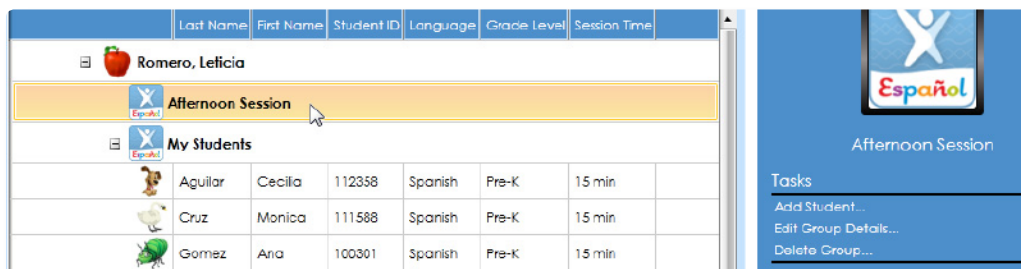


A screenshot of the 'Create Group' dialog box. It has a red title bar with the text 'Create Group' and a close button (X). The main area is light blue. It contains two input fields: 'Name:' with a question mark icon and a text box containing 'Afternoon Session'; and 'Default Session Time:' with a question mark icon, a spinner box set to '15', and the word 'minutes'. At the bottom are two buttons: 'OK' and 'Cancel'. A mouse cursor is pointing at the 'OK' button.

Now you're ready to add students to the group. See the "Add Students" section in this guide for details.

Editing Group Details

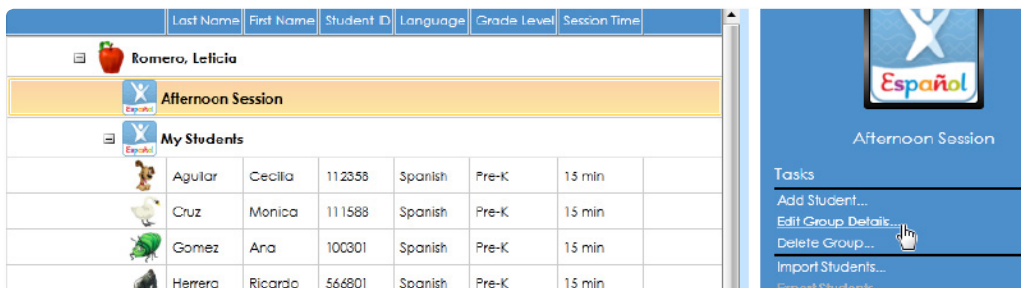
1. To edit a group's settings, select the group name on the **Set Up > Students** screen.



A screenshot of the 'Set Up > Students' screen. The main area shows a list of groups under the heading 'Romero, Leticia'. The first group is 'Afternoon Session', which is highlighted in orange. Below it is a section titled 'My Students' containing a table of students. The right sidebar shows the 'Español' logo and the group name 'Afternoon Session'. Under the heading 'Tasks', there are four options: 'Add Student...', 'Edit Group Details...', 'Delete Group...', and 'Import Students...'. A mouse cursor is pointing at the 'Edit Group Details...' option.

| | Last Name | First Name | Student ID | Language | Grade Level | Session Time |
|--|-----------|------------|------------|----------|-------------|--------------|
| | Aguilar | Cecilia | 112358 | Spanish | Pre-K | 15 min |
| | Cruz | Monica | 111588 | Spanish | Pre-K | 15 min |
| | Gomez | Aria | 100301 | Spanish | Pre-K | 15 min |

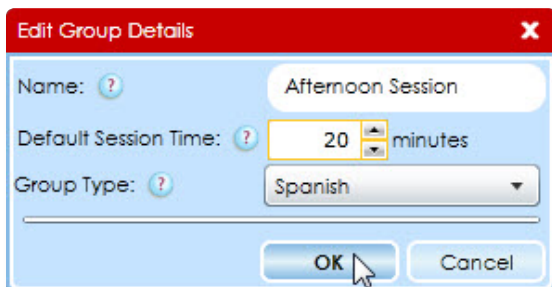
2. Click **Edit Group Details...** in the right sidebar.



A screenshot of the 'Set Up > Students' screen, similar to the previous one, but with the 'Edit Group Details...' option in the right sidebar selected. The 'Afternoon Session' group is still highlighted in orange. The table of students is the same, but now includes a fourth student, 'Herrera, Ricardo' with ID '566801'.

| | Last Name | First Name | Student ID | Language | Grade Level | Session Time |
|--|-----------|------------|------------|----------|-------------|--------------|
| | Aguilar | Cecilia | 112358 | Spanish | Pre-K | 15 min |
| | Cruz | Monica | 111588 | Spanish | Pre-K | 15 min |
| | Gomez | Aria | 100301 | Spanish | Pre-K | 15 min |
| | Herrera | Ricardo | 566801 | Spanish | Pre-K | 15 min |

3. Change the group's name, default session time, or group type and click **OK** to save your changes.

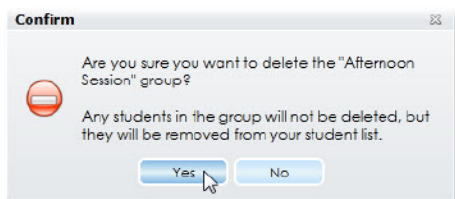


Deleting a Group

1. To delete a group, select the group name on the **Set Up > Students** screen and click **Delete Group...** in the right sidebar.



2. A window appears to confirm your decision. Click **Yes**.

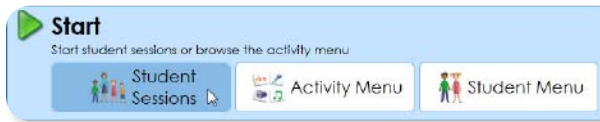


Note: If there are any students in the group, they will be removed along with the group, but their accounts will remain in the database. You may add them to any of your other groups at any time.

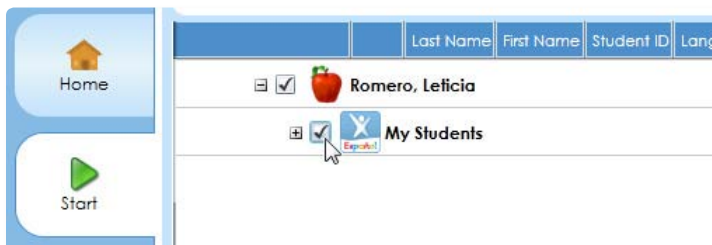
Starting Imagine Learning

Starting Student Sessions

1. From the **Home** screen, click **Student Sessions** in the **Start** area (or click the **Start** tab on the left side of the window, then click **Student Sessions**).



2. Select the group that will be beginning the session by clicking the check box next to the group name.

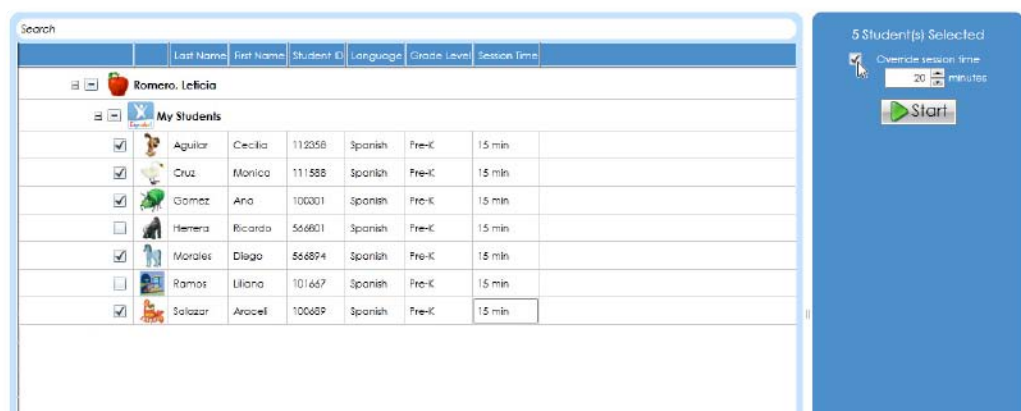


OR

Click the arrow next to the group name to show all the students in the group, then select only the students who will be using the program this session.

| | | Last Name | First Name | Student ID | Language | Grade Level | Session Time |
|-------------------------------------|--|-----------|-----------------|------------|----------|-------------|--------------|
| | | | Romero, Leticia | | | | |
| | | | My Students | | | | |
| <input checked="" type="checkbox"/> | | Aguilar | Cecilia | 112358 | Spanish | Pre-K | 15 min |
| <input checked="" type="checkbox"/> | | Cruz | Monica | 111588 | Spanish | Pre-K | 15 min |
| <input checked="" type="checkbox"/> | | Gomez | Ana | 100301 | Spanish | Pre-K | 15 min |
| <input type="checkbox"/> | | Herrera | Ricardo | 566801 | Spanish | Pre-K | 15 min |
| <input checked="" type="checkbox"/> | | Morales | Diego | 566894 | Spanish | Pre-K | 15 min |
| <input type="checkbox"/> | | Ramos | Liliana | 101667 | Spanish | Pre-K | 15 min |
| <input checked="" type="checkbox"/> | | Salazar | Araceli | 100689 | Spanish | Pre-K | 15 min |

3. If you want to change the session time for today only, check the **Override session time** box in the right sidebar and enter a new session time.



4. Click **Start** to begin the student sessions.

Starting the Student Menu

You can access the Student Menu while logged in to Imagine Manager. You can also set up a shortcut, favorite, or bookmark that a student can use to go directly to the Student Menu.

Starting the Student Menu from Imagine Manager

1. From the **Home** screen, click **Student Menu** in the **Start** area. This logs you out of Imagine Manager and starts the Student Menu at the highest level (organization or user) to which you have access.
2. Navigate to the student whose session you want to start.

Note: You can also access the Student Menu from the **Welcome** screen by clicking **Get Started**.

Creating a Desktop Shortcut to the Student Menu

You can create a desktop shortcut that students can use to access the student menu and start a session.

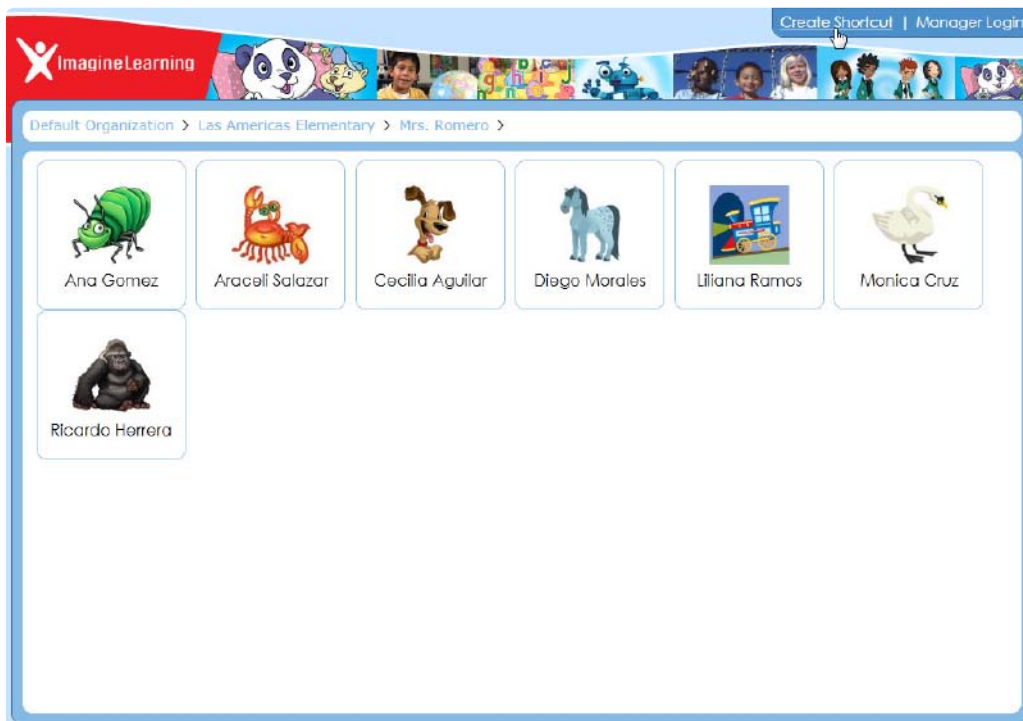
1. Start Imagine Manager on the computer where you want to create the shortcut. See the “Starting Imagine Manager” section in this guide for details.
2. Click **Student Menu** on the **Home** tab.

3. Navigate to the screen displaying the school, teacher, group, or students you want as a starting location for this computer.

Note: You can click any name in the location bar above the display area (such as **Las Americas Elementary** in the graphic below) to move back to a previous organization, user, or group.

4. Click **Create Shortcut** and follow the onscreen directions to add a desktop shortcut.

Note: For more details, click the **Need help?** link on the **Create Shortcut** dialog box.



Editing User Details

1. If you need to make changes to your personal profile, click your name in the top right corner of the Imagine Manager window.

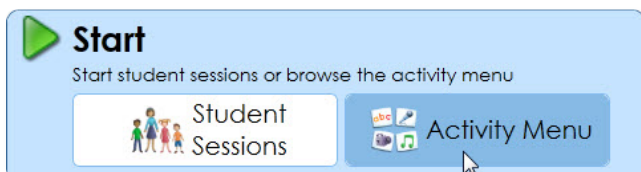


2. Make the needed changes and click OK.

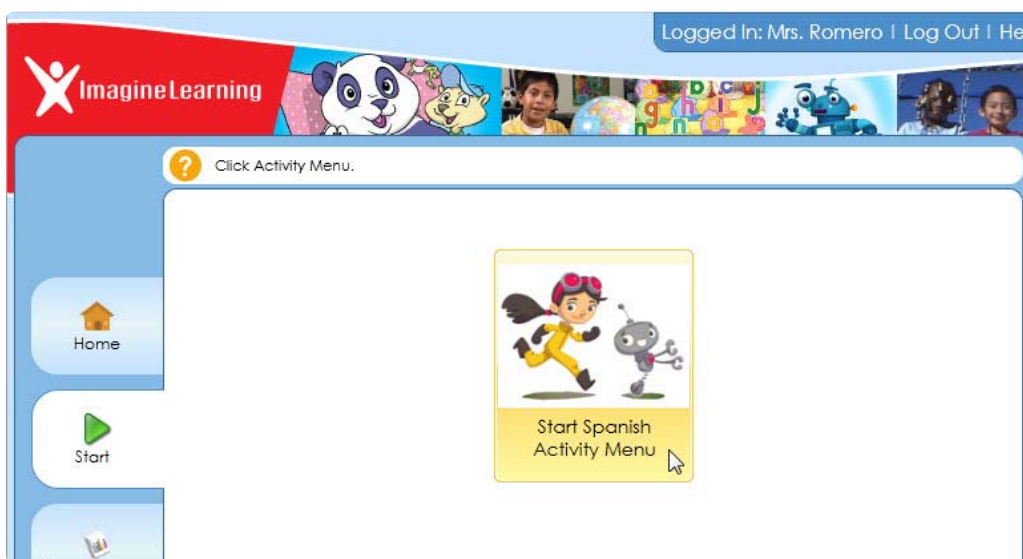
Starting Imagine Manager Activity Menu

The Activity Menu allows you to view and play through all the Imagine Learning activities your students use, without affecting the reports generated for your students. The Activity Menu does not follow the sequence presented to students, but rather allows you to select the activity and dataset you would like to see. Because of this, the Activity Menu should never be made accessible to students.

1. From the **Home** screen, click **Activity Menu** in the **Start** area (or click the **Start** tab on the left side of the window, then click **Activity Menu**).



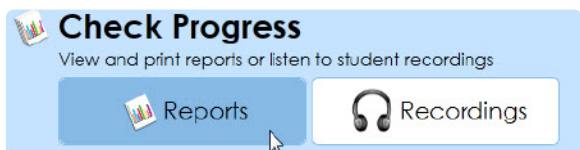
2. Click **Start Spanish Activity Menu**.



Checking Progress

Viewing Group Reports

1. From the **Home** screen, click **Reports** in the **Check Progress** area (or click the **Check Progress** tab on the left side of the window, then click **Reports**).



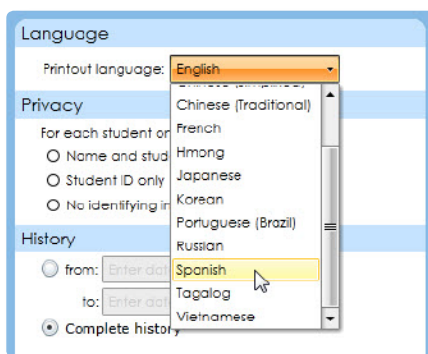
- Click the **Group Usage Report**. Group Reports show data for your entire class or another custom group you have created.



- Click the check box next to your class or the group for which you wish to generate the report.



- Click the drop-down menu and select the language in which you would like to view the report.



5. Select one of the radio buttons to specify the level of personal student information you want displayed on the report.

The screenshot shows a configuration window with three sections: Language, Privacy, and History. The Language section has a dropdown menu for 'Printout language' set to 'English'. The Privacy section has the heading 'For each student on the report, include:' followed by three radio button options: 'Name and student ID' (which is selected), 'Student ID only', and 'No identifying information'. The History section has two date input fields labeled 'from:' and 'to:', both containing the text 'Enter date', and a radio button option 'Complete history' which is not selected.

6. Use the radio buttons in the History section to specify the date range for your report.

This screenshot shows the same configuration window as the previous one, but with updates. In the Privacy section, the 'Name and student ID' radio button remains selected. In the History section, the 'from:' date field is now populated with '11/1/2012' and the 'to:' date field is populated with '11/30/2012'. The 'Complete history' radio button is still not selected. At the bottom of the window, there is a blue button labeled 'View Report'.

- Click **View Report**. An Adobe PDF viewer will display the report in the same browser window.

Note: An Adobe PDF viewer must be installed in order to view reports.

Group Usage: Imagine Learning
Las Americas Elementary

My Students: Ramirez, Leticia

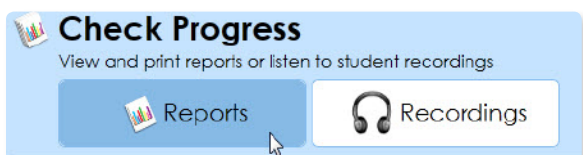
TRU Data REPORTS

| Student | Total Time Spent (Percent) | Time Spent at Home (Percent) | Number of Edges Run | Average Score on Copy Task (Percent) | Average Score on Visual Task (Percent) | Average Time per Task (Seconds) |
|--------------------------------------------|----------------------------|------------------------------|---------------------|--------------------------------------|----------------------------------------|---------------------------------|
| Aguliar, Cecilia Student Number: 112385 | 0.18 | 0.00 | 1 | 10 | 1.0 | 10 |
| Ortiz, Maria Student Number: 111588 | 0.00 | 0.00 | 0 | 0 | 0.0 | 0 |
| Garcia, Ana Student Number: 100201 | 0.00 | 0.00 | 0 | 0 | 0.0 | 0 |
| Perez, Ricardo Student Number: 990501 | 0.00 | 0.00 | 0 | 0 | 0.0 | 0 |
| Morales, Jorge Student Number: 990594 | 0.00 | 0.00 | 0 | 0 | 0.0 | 0 |
| Ramirez, Leticia Student Number: 101067 | 0.00 | 0.00 | 0 | 0 | 0.0 | 0 |
| Delgado, Angel Student Number: 100089 | 0.00 | 0.00 | 0 | 0 | 0.0 | 0 |
| Class Average | 0.02 | 0.00 | 0 | 2 | 0.1 | 2 |

Created on 12/8/2012 10:04 AM Page 1/1

Viewing Individual Reports

- From the **Home** screen, click **Reports** in the **Check Progress** area (or click the **Check Progress** tab on the left side of the window, then click **Reports**).



- Under **Individual Reports**, click **Individual Detailed Report**. **Individual Reports** provide information on unmastered skills for individual students.



- Click the check box next to the student for which you want to generate the report. You can select multiple students to view multiple individual reports at once.



- Click the drop-down menu and select the language in which you want to view the report.
- Select a radio button to specify the level of student information you want displayed on the report.
- Click **View Report**. An Adobe PDF viewer will display the report in the same browser window.

Saving and Printing Reports

1. While viewing a report, an Adobe PDF control console will appear when you move your cursor into the bottom portion of the report.



2. The two icons on the far left can be used to save or print the report, respectively.

Listening to Recordings

Imagine Learning stores the recordings that your students make as they play through activities so that you can monitor their progress as they advance through the lessons. The recordings appear under the students' names, with the newest recordings appearing first.

1. From the **Home** screen, click **Recordings** in the **Check Progress** area (or click the **Check Progress** tab on the left side of the window, then click **Recordings**).
2. Your class should automatically appear. Select the student and recording of your choice.

| Title | Date Recorded | Activity | |
|-------------------------------------|--------------------|-----------------------|--|
| <div> Romero, Leticia </div> | | | |
| <div> Ana Gomez </div> | | | |
| <div> Araceli Salazar </div> | | | |
| Word - tapa | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - tema | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - Tito | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - peso | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - pila | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - puse | 11/30/2012 5:21 PM | Activity_Grabasilabas | |

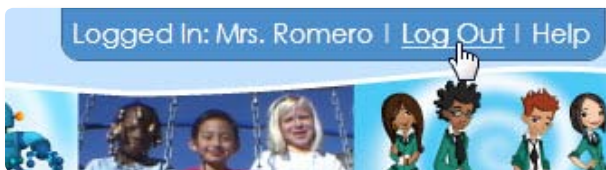
3. Click **Play**.

| Search | | | |
|---------------------------------------|--------------------|-----------------------|--|
| Title | Date Recorded | Activity | |
| <div> Romero, Leticia </div> | | | |
| <div> Ana Gomez </div> | | | |
| <div> Araceli Salazar </div> | | | |
| Word - tapa | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - tema | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - Tito | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - peso | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - pila | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| Word - puse | 11/30/2012 5:21 PM | Activity_Grabasilabas | |
| <div> Cecilia Aguilar </div> | | | |
| <div> Diego Morales </div> | | | |



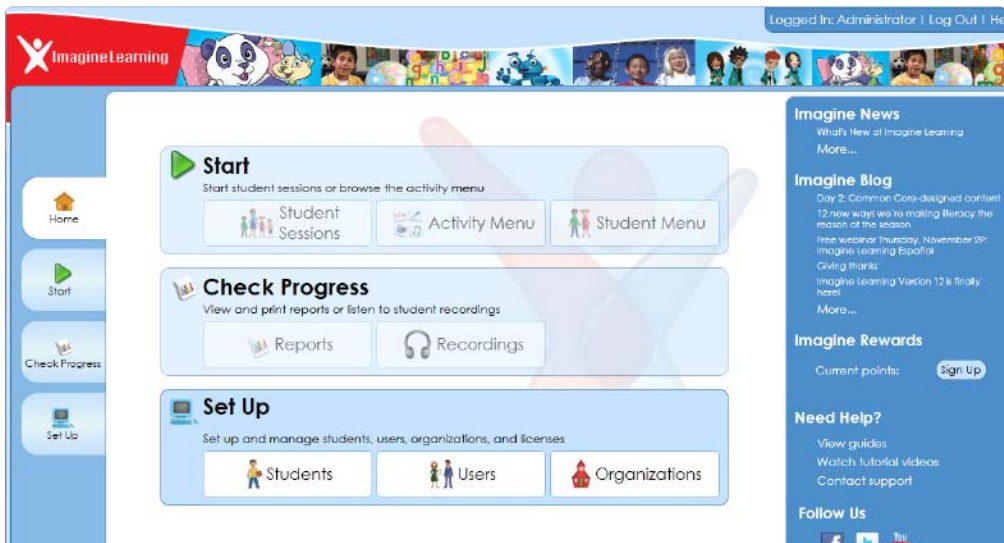
Exiting Imagine Manager

To exit Imagine Manager, click **Log Out** in the top right corner of the screen and close the web browser.



Administrative Functions

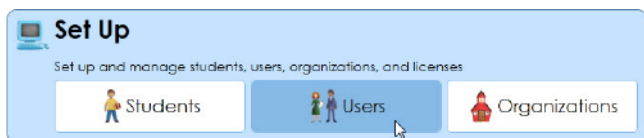
Administrative users will see options in the **Set Up** area of the **Home** screen to set up **Users** and **Organizations**. Users without administrative access will not see these additional options.



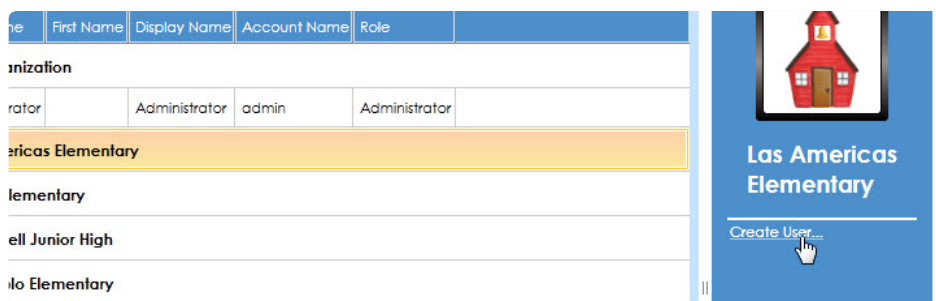
Creating New Users

This function allows administrators to create new accounts for teachers or other users who will be managing classes, groups, or students.

1. Click **Users** in the Set Up area of the **Home** screen.



2. Select the school or organization for which you would like to create a new user and click **Create User...** in the right sidebar.

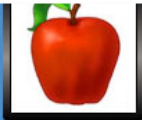


3. Enter the new user information and click **OK**.

Editing User Details

1. Select the user you would like to edit and click **Edit User Details...** in the right sidebar.

| Last Name | First Name | Display Name | Account Name | Role | |
|-----------------------------|------------|---------------|--------------|---------------|--|
| Organization | | | | | |
| Administrator | | Administrator | admin | Administrator | |
| Americas Elementary | | | | | |
| Romero | Leticia | Mrs. Romero | Mrs. Romero | Teacher | |
| Other Elementary | | | | | |
| ... Bell Junior High | | | | | |



Mrs. Romero

Tasks

- Edit User Details...
- Move User...
- Delete User...

2. Modify the information and click **OK**.

Title ?

Mrs.


First Name

Leticia

Last Name

Romero

Image ?



Display Name ?

Mrs. Romero

Phone Number

Add Photo

Account Name ?

Mrs. Romero

Language ?

English

Role ?

☐ Administrator
☒ Teacher
☐ Inactive

Password ?

Confirm Password

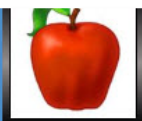
OK

Cancel

Moving Users to Different Groups or Organizations

1. Select the school or organization containing the user you would like to move and click **Move User...** in the right sidebar.

| Last Name | First Name | Display Name | Account Name | Role | |
|-----------------------------|------------|---------------|--------------|---------------|--|
| Organization | | | | | |
| Administrator | | Administrator | admin | Administrator | |
| Americas Elementary | | | | | |
| Romero | Leticia | Mrs. Romero | Mrs. Romero | Teacher | |
| Other Elementary | | | | | |
| ... Bell Junior High | | | | | |

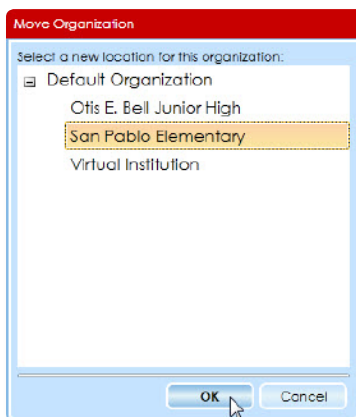


Mrs. Romero

Tasks

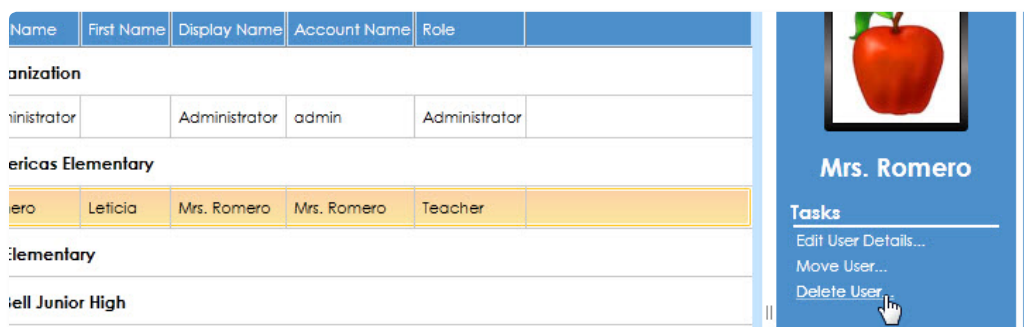
- Edit User Details...
- Move User...
- Delete User...

2. Select the new location and click **OK**.



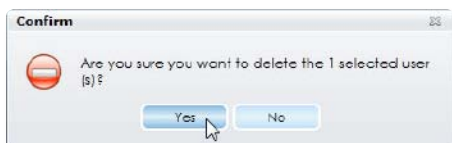
Deleting a User

1. Select the user you would like to delete and click **Delete User...** in the right sidebar.



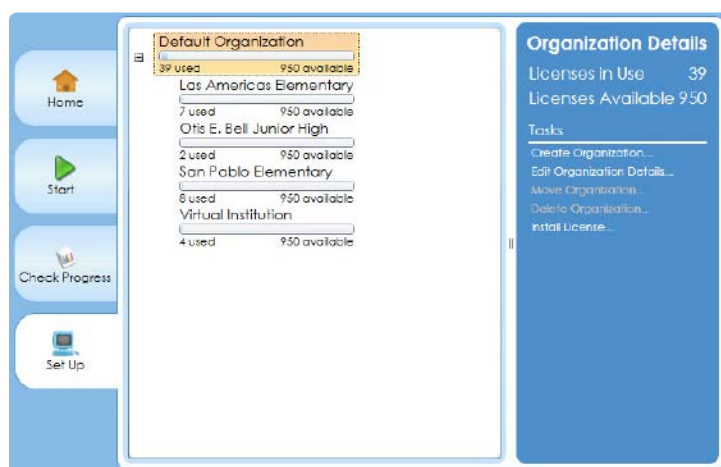
2. A window appears to confirm your decision. Click **Yes**.

Note: Students assigned to the deleted user will not be deleted. Instead, they will be moved to the organization's Unassigned group.



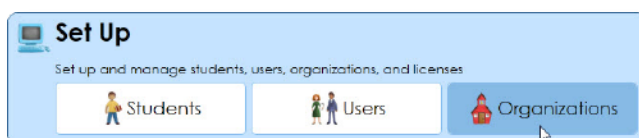
Managing Organizations

The **Organizations** screen is used primarily by district-level administrators and shows the number of licenses used and available for each school or organization.

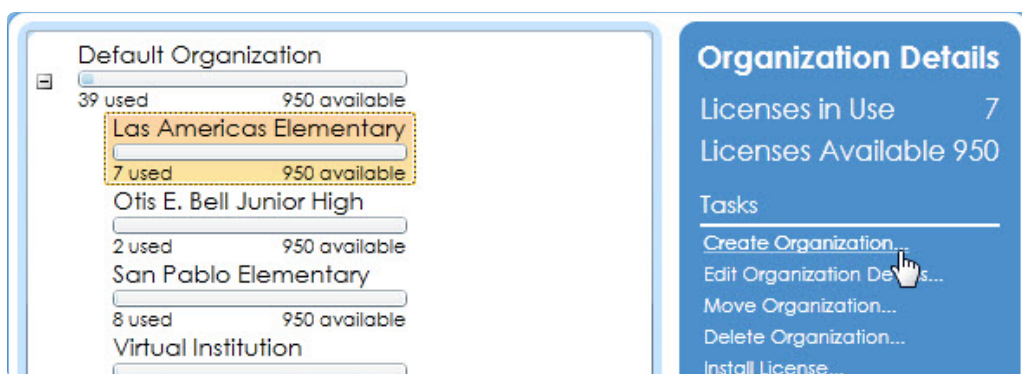


Creating Organizations

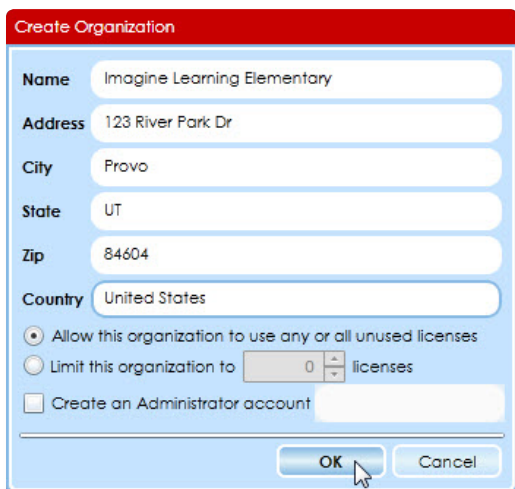
1. Click **Organizations** in the Set Up area of the **Home** screen.



2. Select the organization under which you want the new organization, and click **Create Organization...** in the right sidebar.



3. Enter the school or organization's information and click **OK**.



Create Organization

Name Imagine Learning Elementary

Address 123 River Park Dr

City Provo

State UT

Zip 84604

Country United States

☒ Allow this organization to use any or all unused licenses
☐ Limit this organization to licenses

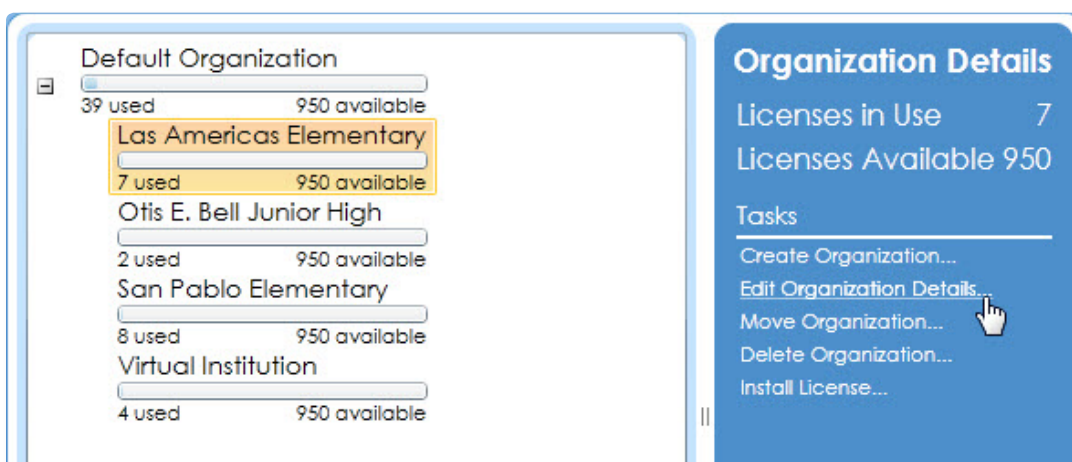
☐ Create an Administrator account

OK **Cancel**

4. Follow the steps previously explained to create groups and add users to the new organization.

Editing Organization Details

1. Click **Organizations** in the Set Up area of the **Home** screen.
2. Select the school or organization for which you would like to edit information and click **Edit Organization Details...** in the right sidebar.



Default Organization

| | |
|--------------------------------|---------------|
| 39 used | 950 available |
| Las Americas Elementary | |
| 7 used | 950 available |
| Otis E. Bell Junior High | |
| 2 used | 950 available |
| San Pablo Elementary | |
| 8 used | 950 available |
| Virtual Institution | |
| 4 used | 950 available |

Organization Details

Licenses in Use 7

Licenses Available 950

Tasks

- Create Organization...
- Edit Organization Details...**
- Move Organization...
- Delete Organization...
- Install License...

3. Modify the information and click **OK**.

Edit Organization Details

Name: Las Americas Elementary

Address: 191 River Avenue

City: Provo

State: UT

Zip: 84606

Country: USA

☒ Allow this organization to use any or all unused licenses

☐ Limit this organization to 7 licenses

Media Servers

Add

Remove

OK Cancel

Moving Organizations

1. Select the organization you would like to move and click **Move Organization...** in the right sidebar.

Default Organization

39 used 950 available

Las Americas Elementary

7 used 950 available

Otis E. Bell Junior High

2 used 950 available

San Pablo Elementary

8 used 950 available

Virtual Institution

4 used 950 available

Organization Details

Licenses in Use 7

Licenses Available 950

Tasks

Create Organization...

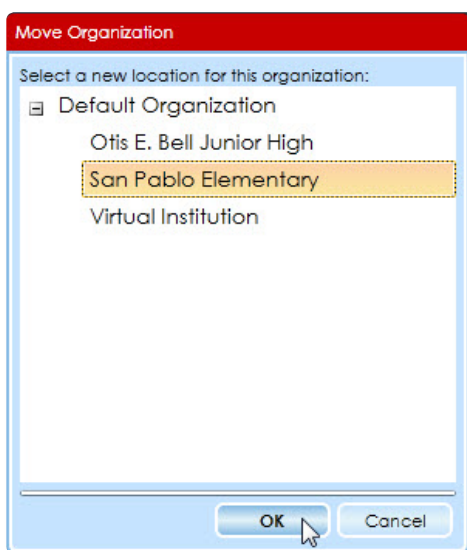
Edit Organization Details...

Move Organization...

Delete Organization...

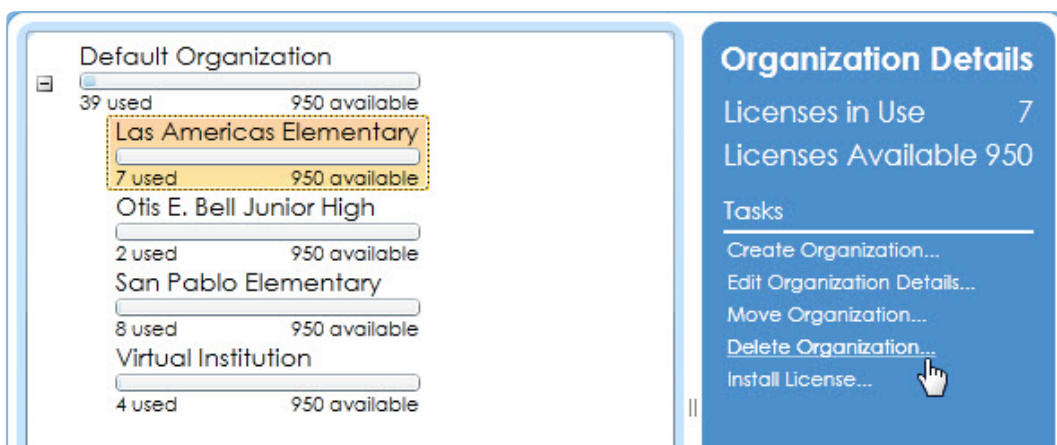
Install License...

2. Select the new location for the organization and click **OK**.

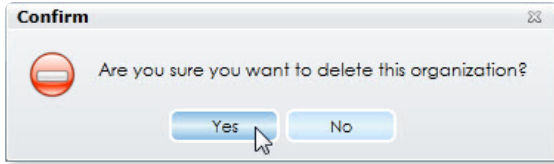


Delete Organizations

1. Delete all sub-organizations and users contained in the organization you want to delete. (An organization must be empty to be deleted.)
2. Select the school or organization you would like to delete and click **Delete Organization...** in the right sidebar.



3. A window appears to confirm your decision. Click **Yes**.



Customer Support

For customer support, call 1.866.ILSUPPORT (1.866.457.8776)
or email support@imaginelearning.com.

Group Usage: Imagine Learning

Las Americas Elementary

My Students

Romero, Leticia



Complete History

The Group Usage Report shows averages for group and individual usage habits.

| Student | Total Time Spent (hr:min) | Time Spent at Home (hr:min) | Number of Days Run | Average Usage on Days Run (min) | Average Usage per Week (Days) | Average Time per Week (min) |
|--------------------------------------------|---------------------------|-----------------------------|--------------------|---------------------------------|-------------------------------|-----------------------------|
| Student Number: 112358 | 3:17 | 0:00 | 13 | 16 | 4.6 | 15 |
| Student Number: 111588 | 5:22 | 0:00 | 21 | 15 | 3.2 | 10 |
| Gomez, Ana Student Number: 100301 | 5:19 | 0:00 | 21 | 15 | 4.5 | 14 |
| Herrera, Ricardo Student Number: 566801 | 5:00 | 0:00 | 27 | 14 | 4.2 | 12 |
| Morales, Diego Student Number: 566894 | 5:00 | 0:00 | 15 | 16 | 4.2 | 13 |
| Ramos, Liliana Student Number: 101667 | 5:00 | 0:00 | 16 | 18 | 3.8 | 14 |
| Salazar, Araceli Student Number: 100689 | 7:11 | 0:00 | 28 | 17 | 4.0 | 14 |
| Class Average | 5:08 | 0:00 | 20 | 16 | 4.1 | 13 |

The Total Time Spent column indicates how much cumulative time each student has spent in the program.

The bottom portion of the report shows averages for the entire group.

Individual Detail Report: Imagine Learning Español



(Complete History)

Student: Aguilar, Cecilia
Student #: 112358
School: Las Americas Elementary
Teacher: Romero, Leticia
Class: My Students

| Usage | | | | |
|----------------------------|--------------------|---------------------------------|-------------------------------|------------------------------|
| Total Time Spent (hr:min): | Number of Days Run | Average Usage on Days Run (min) | Average Usage per Week (Days) | Average Time per Week (min): |
| 3:17 | 13 | 16 | 4.6 | 15 |

| Curriculum Progress Details | | | |
|-----------------------------|------------|--------------------|---------------------------------------------------------------------------------------------------------------------|
| Lesson | Date | Skill | Details* |
| 1 | 10/10/2013 | Vocabulary | mamá, papá, hermana, hermano |
| 3 | 10/10/2013 | Vocabulary | Vocab Assessment 1 (10 / 10), la mesa, la rosa, mamá, papá, hermana, hermano |
| 3 | 10/10/2013 | Vocabulary | A (10 / 10), O (10 / 10) |
| 4 | 10/10/2013 | Vocabulary | A (10 / 10), o (10 / 10) |
| 5 | 10/10/2013 | Vocabulary | A (10 / 10), E (10 / 10), O (10 / 10) |
| 5 | 10/15/2013 | Comprehension | título |
| 6 | 10/14/2013 | Letter Recognition | a (10 / 10), e (10 / 10), o (10 / 10) |
| 7 | 10/14/2013 | Vocabulary | Vocab Assessment 2 (10 / 10), el conejo, el pez, el pájaro, el sapo, el sofá, la sopa |
| 7 | 10/14/2013 | Letter Recognition | A (10 / 10), E (10 / 10), I (10 / 10), O (10 / 10) |
| 8 | 10/14/2013 | Letter Recognition | a (10 / 10), e (10 / 10), i (10 / 10), o (10 / 10) |
| 9 | 10/14/2013 | Letter Recognition | A (10 / 10), E (10 / 10), I (10 / 10), O (10 / 10), U (10 / 10) |
| 9 | 10/14/2013 | Vocabulary | Vocab Assessment 3 (10 / 10), el conejo, el pez, el pájaro, la mesa, la rosa, la sopa, mamá, papá, hermana, hermano |
| 10 | 10/14/2013 | Letter Recognition | a (10 / 10), e (10 / 10), i (10 / 10), o (10 / 10), u (10 / 10) |
| 12 | 10/14/2013 | Syllables | sa, se, si, so, su |

The Curriculum Progress Details table shows how the student is doing in each skill, including the date the lesson was taught and

The details that appear in this report will vary based on the report selections made in Manager. Options include choosing a date range, viewing a complete history, and viewing only unmastered skills.

* Bold text indicates that the student did not show mastery of the skill during assessment.

Created: 10/15/2013 11:25 AM

Unmastered skills are bold.

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Imagine Rewards Program

Start earning rewards for using Imagine Learning! In just three easy steps you can sign up for the Imagine Rewards program.

1

Log in to Imagine Manager by launching Imagine Learning on your computer and entering your own login and password.

2

In the right column, **click** the Sign Up button under Imagine Rewards. A unique rewards page will open.

3

Click the **Sign up** button and **complete** the registration form.

Important:

You'll need to repeat the steps the next day to activate your account, but on Step 3, instead of clicking Sign up, you will click the Log in button. Log in and your Imagine Manager and Imagine Rewards accounts are now linked!

+ Earn great rewards

You will then earn points every time your students use Imagine Learning: **1 minute = 1 point**. And for the **first 30 days, you will earn double points!** So get your students using Imagine Learning right away, and start earning rewards. You can check your point balance and redeem rewards at any time by logging in to your Imagine Rewards account.



Imagine Learning
student licenses



Imagine Island TV series
(26 episodes)



"Mike" talking
plush toy



Gift cards



Imagine Learning
3D bookmarks

These are just a few of the rewards available. For a full list, please visit rewards.imaginelearning.com.

+ Questions or suggestions?

Contact us at rewards.imaginelearning.com/contact.aspx
or email rewards@imaginelearning.com

