

2018 Custom Survey Frequently Asked Questions

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For more information, follow the [links](#) located throughout this document.

I. How can I deactivate student accounts within Ascend Math?

Student accounts can be deactivated within Ascend Math two ways – via your Ascend Math roster or manually when logged in as an administrator. To deactivate students using your roster, login to your Ascend Math school as an administrator and select Download Roster from the top right corner of your screen. Select Download next to User Update Spreadsheet. Your roster will download as an Excel spreadsheet. To change a student's active status in Ascend, select the Current Students tab. On the Current Students tab, enter a "N" or "No" in Column L, Active After Update. Once you have completed the updates to your roster, please submit it to our [Secure Roster Site](#).

To deactivate accounts within Ascend Math manually, login as an administrator and select the Administration tab. Next, select Users -> Create/Manage Users. Next to Role, select the button next to Students. Select the student to be deactivated from the dropdown menu and click Get Detail. Once your student's information has populated, you'll see a box next to Deactivate. Select this box and click Save at the bottom of your screen.

II. How can I view time worked in Ascend Math for the current day and week?

The Activity Completion Report is a date ranged report a teacher can run for all classes or each class individually to view Total Hours Worked in Ascend Math. You may choose to run this report for any date range, such as a single day or week.

This report also includes each students' name, current grade and level, the number of objectives completed on the Pre Assessment and Post Assessment and their last login date.

To access the Activity Completion Report, login as a teacher or an administrator. Under the Reports tab, select Activity Reports -> Activity Completion. Create your report by select one or all classes and the time frame. You can choose from the last 7, 14 or 30 days or enter a specific start and end date. Select Create Report (or Excel Report to open in an Excel spreadsheet).



When logged in as a teacher, be sure to click on one of your class names and then the Live Student Tracker to find other real time information!

For a preview of reports in Ascend Math refer to Key Reports in Six Things You Need to Know

III. How do I view my students' Post Assessment Results?

The Post Assessment Summary is a quick resource to review your students' post assessment scores from last week or any date range you select.

To access your Post Assessment Summary, click the Post Assessment button from your Class Dashboard. You may also select the Post Assessment Summary under the Reports tab.



IV. Can I skip an objective for my student?

You may sometimes find the need to adjust your student's study plan. Ascend makes it easy to do this. Teachers may skip any objective that is marked in Progress. Skipped objectives can be added back to your student's study plan at any time.

To skip an objective for your student, log in to your teacher account and select the Students tab. Next, select View/Adjust Study Plan. Select the class, the level and the student's name. In the row for the objective that is In Progress, click Skip. Select Save. If you would like to remove objectives assigned to this student later in the unit, you can do that from this page as well.

V. How do I print study guides for my students?

Ascend Math study guides can now be printed from your Live Student Tracker individually or in batches. When logged in to your account, select the Live Student Tracker button from your Class Dashboard. To batch print each student's study guide for the next objective, select Print Study Guides. All study guides are selected by default. If you have previously printed a study guide, the box will not be checked. Select Print. All study guides will open in one PDF document ready for printing.

To print a study guide for your student's current objective, select the Objective Number from your Live Student Tracker. The study guide will open in a PDF document ready for printing.

Study guides can also be printed by selecting Print Study Guides under the Course Management tab. Select a Level and a Unit or All Units within the selected Level. Select the box next to the Objective Title of the study guides you wish to print and select Print. Study guides are available in English and Spanish.

VI. Can questions in Ascend Math be read aloud to my students?

Currently, 100% of our assessment items for levels K-4 are read aloud in English.

In addition, there are many accessibility features contained in browsers and devices that assist students. One of these is an extension called SpeakIt! that many schools using Ascend Math find useful. The extension can be downloaded here. SpeakIt! reads aloud highlighted text.

<https://chrome.google.com/webstore/detail/speakit/pgeolalilifpodheeocdmbhehgnkbbak?hl=en-US>

VII. How can I view my students' progress?

The Student Progress Summary report allows you to view the current status of each student in your class. The report shows the level in which each student is currently working, the percentage of the level that has been completed and the number of units remaining in that level.

The Student Progress Summary report also shows you which level your students began working on in Ascend Math, their current Math Level Equivalence and the amount of growth each student has achieved along with the time they have spent in Ascend Math [Student Progress Summary Report](#)

To access this report, click on Progress Reports under the Reports tab. Next, click on Student Progress Summary. Then select the class for which you wish to view.

Student Progress may be viewed in several other ways depending on your objective. For a preview of reports in Ascend Math refer to Key Reports in Six Things You Need to Know.

VIII. How can I reward my students working in Ascend Math?

Many schools using Ascend Math have created incentive programs to reward students for excelling within their level study plans. You may choose to reward students for their usage, gains, growth or all three!

Within Ascend Math:

1. Award students with time in Base Camp
 - a. Students receive passes for Base Camp for time spent in Ascend and for completing objectives in the Pre Assessment and Post Assessment
2. Congratulate students with a Certificate of Completion or Progress Award Certificate
 - a. Select Certificates from the Reports tab
3. Distribute [Student Tracking Progress](#) sheets so students can track their progress in Ascend Math

Outside Ascend Math:

1. Use a Bulletin Board for students to track their progress in Ascend Math
2. Visit our [Rewards and Resources](#) page for a selection of certificates, badges and punch cards
3. Suggested prizes we have heard from educators:
 - a. School concessions tickets (candy, cokes, etc.)
 - b. Reward students with a pizza party
 - c. Bonus points
 - d. Allow students who do well in Ascend to play a game on the computer
 - e. School t-shirt
 - f. Teacher's helper
 - g. Homework pass
4. Tell your Community
 - a. Share your students' success on Twitter, Facebook or Pinterest
 - b. Tag us using #ascendstudentspotlight to receive a set of pencils for your classroom

For a preview of reports in Ascend Math refer to Key Reports in Six Things You Need to Know. If you have feedback about content in Ascend Math, please contact our Customer Experience team at (318) 865-8232 or support@ascendmath.com.