

# ClassMate Teacher Web

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## Release Notes



**HARRIS**  
School Solutions



October 2017 Release

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Release Date: 10/6/2017  
Document Date: 10/23/2017

# New Features

## New Application Features

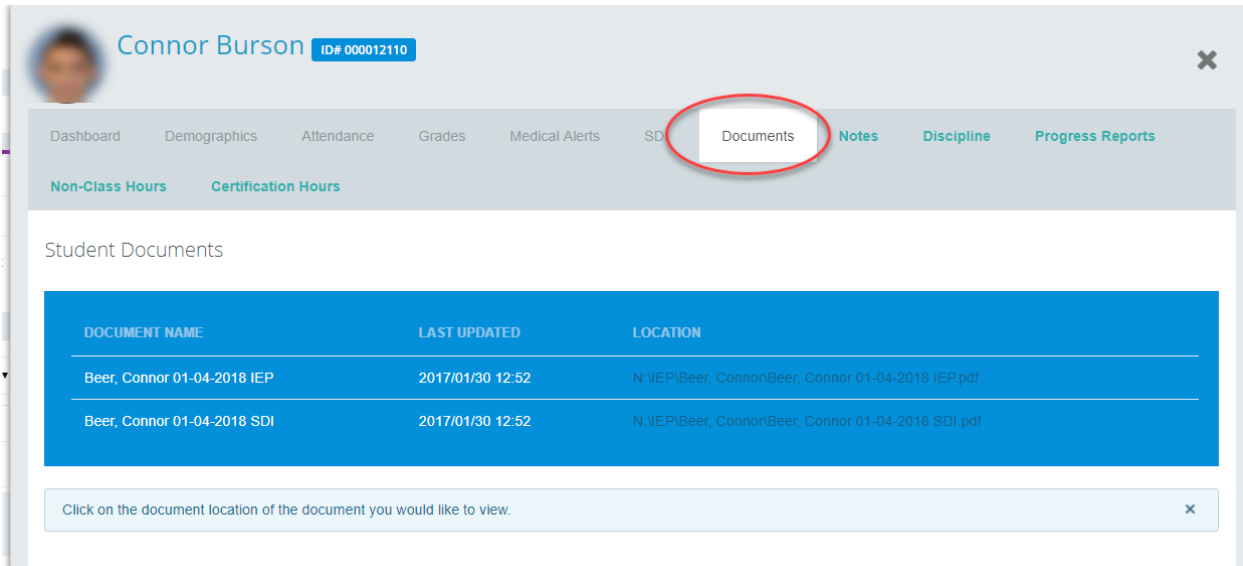
The following new features have been added to Teacher Web in this release.

### 1. CMW-292– Document Linking

**\*\* This is a Paid Add-on feature – Will not be active for all clients \*\***

The Teacher Web version of the Document Tracking add-on feature has been released. Teachers are able to open the Student Snapshot screen to access a “Documents” tab. A teacher can then click on the information under the “Location” column to access a copy of the document.

The documents are associated to students and managed from the admin side. Documents cannot be associated to a student via Teacher Web.



The screenshot shows the user profile for Connor Burson (ID# 000012110) with a navigation menu including Dashboard, Demographics, Attendance, Grades, Medical Alerts, SD, Documents (highlighted with a red circle), Notes, Discipline, and Progress Reports. Below the menu, there are tabs for Non-Class Hours and Certification Hours. The main content area is titled 'Student Documents' and contains a table with the following data:

DOCUMENT NAME	LAST UPDATED	LOCATION
Beer, Connor 01-04-2018 IEP	2017/01/30 12:52	N:\IEP\Beer, Connor\Beer, Connor 01-04-2018 IEP.pdf
Beer, Connor 01-04-2018 SDI	2017/01/30 12:52	N:\IEP\Beer, Connor\Beer, Connor 01-04-2018 SDI.pdf

Below the table is a message box that says: "Click on the document location of the document you would like to view."



## 2. CMW-326 – Certification Hours

**\*\* This is a Paid Add-on feature – Will not be active for all clients \*\***

Certification Hours tracking allows career and technical educators to track specific hours associated with certification requirements. For example, Cosmetology, Child Care or Nursing usually have very specific requirements for a certain number of hours to be devoted to specific areas of expertise.

The web version of certification hours has been added so teachers can disburse hours and/or individually track the hours spent on specific subject areas. This enhancement includes two parts:



- Main Certification Hours screen available from left-hand navigation bar
- Certification Hours tab on Student Snapshot screen



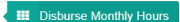


## “Certification Hours” Class Roster


Teacher can access by clicking “Certification Hours” on the left.



CM Web Staging Today: 10/11/2017  
Eileen Thomas  

Certification Hours - AM-Cosmetology

09-2017  Move From    
 Move To  



19 Students 25  Search:

SELECT ALL <input checked="" type="checkbox"/>	STUDENTS	TOTAL	DAILY		LOST		MONTH	THEORY	FACIALS	FINGERWAVING & HAIRSTYLING	HAIR CUTTING	HAIR COLORING	MANICURING	PERMANENT WAVING	SCAL TREATM
			HOURS	MIN	HOURS	MIN									
<input checked="" type="checkbox"/>	Burson, Anora (ID#000011951)		02	35	1	1	306:10	91:6	19:0	19:0	19:0	32:0	34:0	37:0	19:0
<input checked="" type="checkbox"/>	Burson, Connor (ID#000012110)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Burson, Sarah (ID#000012046)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Cooper, Alyssa (ID#000012093)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Cooper, Emilee (ID#000012023)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Cooper, Jasaydi (ID#000012214)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Davis, Shannon (ID#000011953)		02	35	1	1	14:20	4:19	1.0	1.0	1.0	1.0	1.0	2.0	1
<input checked="" type="checkbox"/>	Davis, Yesmely (ID#000012048)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Edelman, Paige (ID#000012057)		02	35	1	1	16:55	4:55	1.0	1.0	1.0	2.0	2.0	2.0	1
<input checked="" type="checkbox"/>	Edelman, Paige (ID#000012057)		02	35	1	1	14:20	4:19	1.0	1.0	1.0	1.0	1.0	2.0	1



## Steps for basic disbursement and manual entry

Teacher can select a month using the month picker button. 

1. Attendance hours can then be disbursed into the various skill by using the  button.
2. The  button is used to clear out the hours so that teachers could then re-disburse the hours and start fresh.
3. Once hours are disbursed, the teacher can then perform manual changes to student hours by clicking in any of the green cells for a specific student.

SELECT ALL <input type="checkbox"/>	STUDENTS	TOTAL	DAILY		LOST		MONTH	THEORY	FACIALS
			HOURS	MINS	HOURS	MINS			
					12	15	231:55	80:38	18:0
<input type="checkbox"/>	Burson, Anora ID#000011951		02	35	0	35	7:45	7:45	0:0
<input type="checkbox"/>	Burson, Connor ID#000012110		02	35	0	35	15:45	<input type="text" value="2:45"/>	1:0
<input type="checkbox"/>	Burson, Sarah ID#000012046		02	35	0	35	10:20	2:12	1:0



## Bulk adjustment of hours

This feature allows you to move hours and minutes from one category to another category for a batch of students or even all students in the class at one time.

1. First, select the students by clicking the checkboxes to the left. Use the "Select All" checkbox to select the entire class roster.

	STUDENTS	TOTAL	DAILY		LOST		MONTH	TH
			HOURS	MINS	HOURS	MINS		
<input checked="" type="checkbox"/>	<b>SELECT ALL</b> <input type="checkbox"/>				12	15	231:55	
<input type="checkbox"/>	Burson, Anora ID#000011951		02	35	0	35	7:45	
<input type="checkbox"/>	Burson, Connor ID#000012110		02	35	0	35	15:45	
<input type="checkbox"/>	Burson, Sarah ID#000012046		02	35	0	35	10:20	

2. Select a category in the "Move From" drop-down and select a category in the "Move To" dropdown.

Move From ▼

Move To ▼

Move To  
 Theory  
 Facials  
 Fingerwaving & Hairstyling  
 Hair Cutting

Hours

Minutes

Update hours

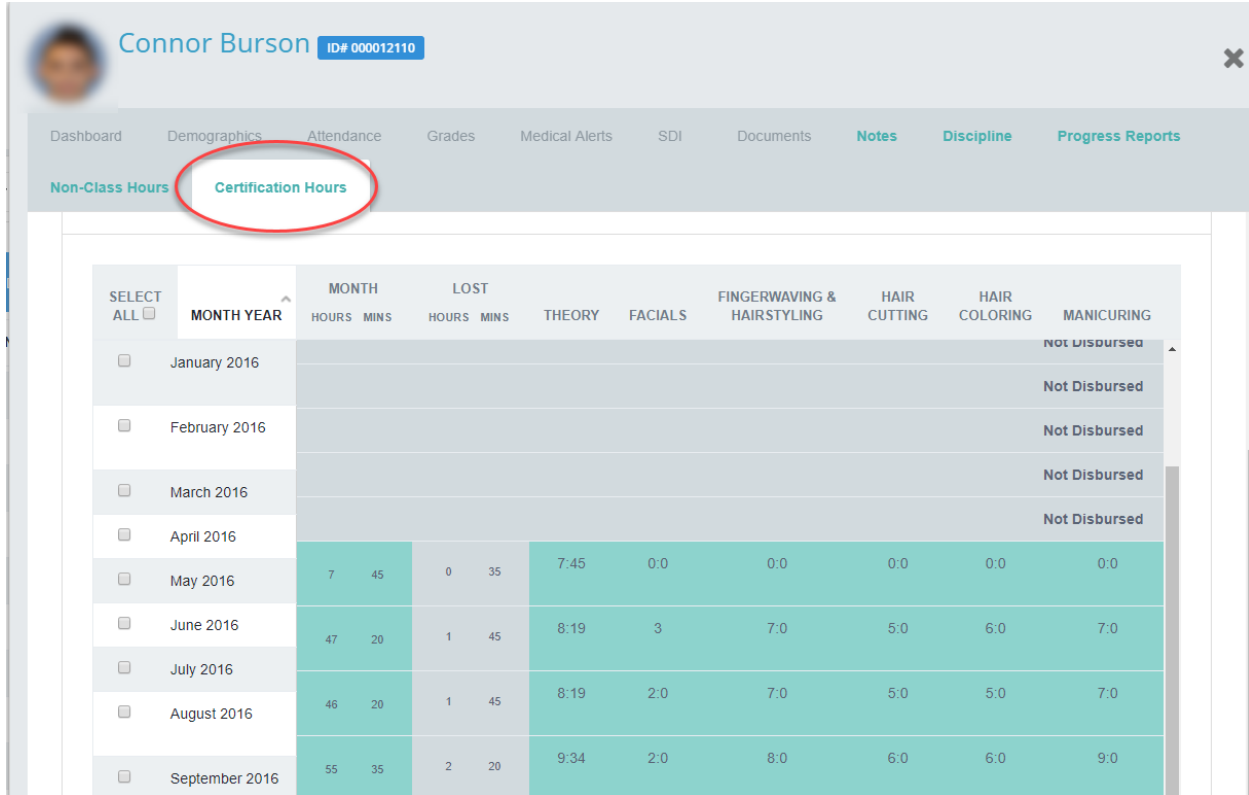
Search:

4. Enter the number of hours and minutes to be moved and click the "Update hours" button.



## Certification Hours tab on the Student Snapshot

The Certification Hours tab on the Student Snapshot allows all the hours of a single student to be viewed across all months. Manual adjustments to a student's certification hours can also be made with this screen.



Connor Burson ID# 000012110

Dashboard Demographics Attendance Grades Medical Alerts SDI Documents Notes Discipline Progress Reports

Non-Class Hours **Certification Hours**

SELECT ALL <input type="checkbox"/>	MONTH YEAR	MONTH		LOST		THEORY	FACIALS	FINGERWAVING & HAIRSTYLING	HAIR CUTTING	HAIR COLORING	MANICURING
		HOURS	MINS	HOURS	MINS						
<input type="checkbox"/>	January 2016										Not Disbursed
<input type="checkbox"/>	February 2016										Not Disbursed
<input type="checkbox"/>	March 2016										Not Disbursed
<input type="checkbox"/>	April 2016										Not Disbursed
<input type="checkbox"/>	May 2016	7	45	0	35	7.45	0.0	0.0	0.0	0.0	0.0
<input type="checkbox"/>	June 2016	47	20	1	45	8.19	3	7.0	5.0	6.0	7.0
<input type="checkbox"/>	July 2016										
<input type="checkbox"/>	August 2016	46	20	1	45	8.19	2.0	7.0	5.0	5.0	7.0
<input type="checkbox"/>	September 2016	55	35	2	20	9.34	2.0	8.0	6.0	6.0	9.0



## 5. CMW-379 Technical Academics

The Technical Academics (ie. Integretrated Academic or TA) functionality has been expanded on Teacher Web. Technical Academics allows a teacher to associate academic subject areas to specific Knowledge Activities and then calculate a grade in each of those separate academic areas. For example, if a certain CTE course fullfils requirements in the areas of Math and Science, the Technical Academic features allow teachers to identify which activites are related to Math and which are related to Science and then calculate separate grade averages in each of those areas.

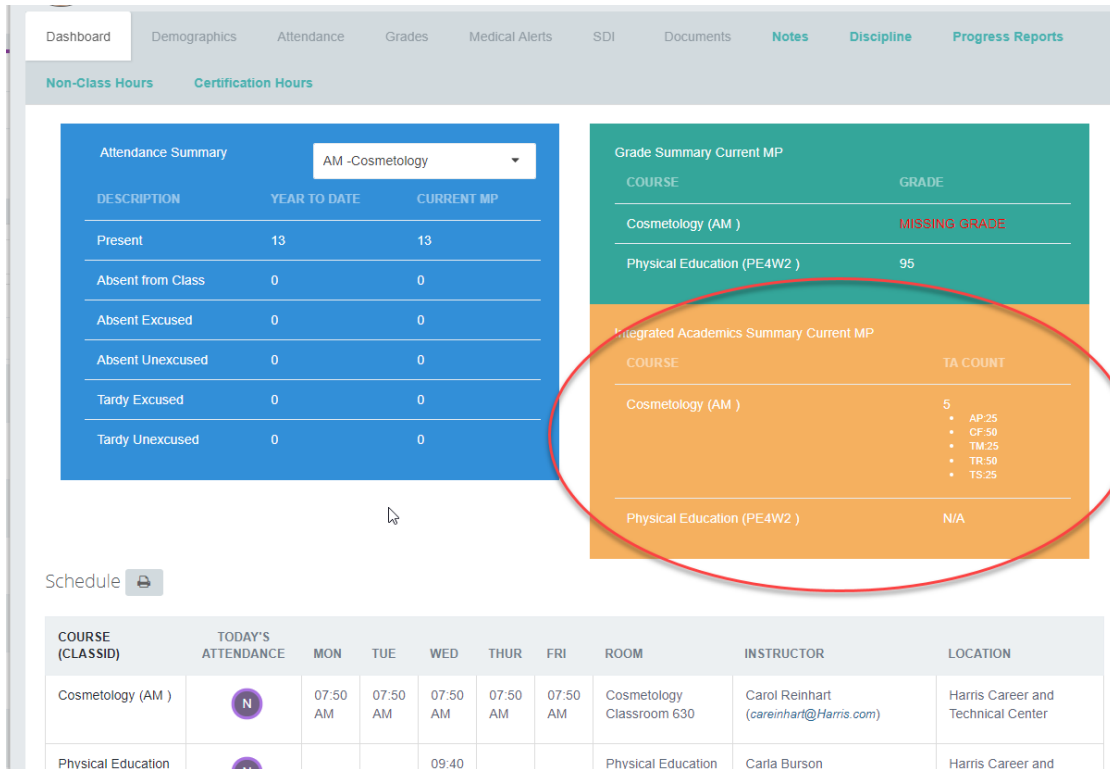
Features include:

- Ability to assign technical academics when creating an activity
- Ability to assign technical academics directly from the the Knowledge Bank grid.
- Display of technical academics categories on the Knowledge grading grid
- An integrated Academics Summary section on the Dashboard tab of the Student Snapshot
- An Integrated Academics grade display on the progress report screen.





## INTEGRATED ACADEMICS (TECHNICAL ACADEMICS) ON THE DASHBOARD TAB OF THE STUDENT SNAPSHOT



The dashboard shows the following data:

Attendance Summary		
DESCRIPTION	YEAR TO DATE	CURRENT MP
Present	13	13
Absent from Class	0	0
Absent Excused	0	0
Absent Unexcused	0	0
Tardy Excused	0	0
Tardy Unexcused	0	0

Grade Summary Current MP	
COURSE	GRADE
Cosmetology (AM )	MISSING GRADE
Physical Education (PE4W2 )	95

Integrated Academics Summary Current MP	
COURSE	TA COUNT
Cosmetology (AM )	5 <ul style="list-style-type: none"> <li>• AP:25</li> <li>• CF:50</li> <li>• TM:25</li> <li>• TR:50</li> <li>• TS:25</li> </ul>
Physical Education (PE4W2 )	N/A

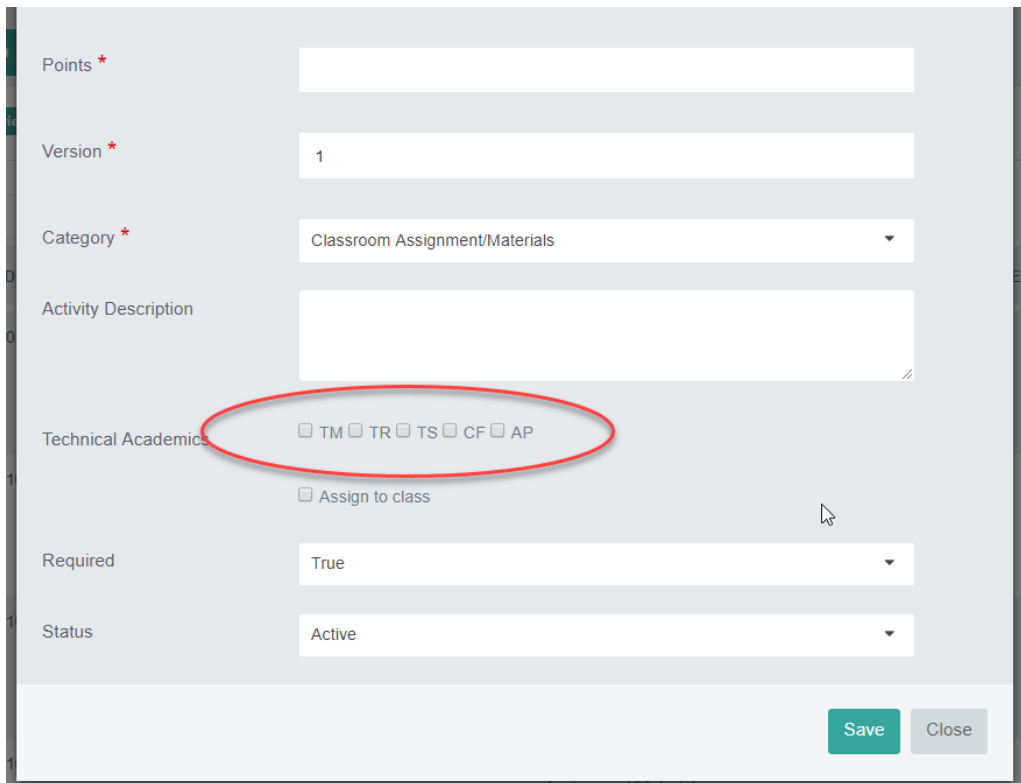
  

COURSE (CLASSID)	TODAY'S ATTENDANCE	MON	TUE	WED	THUR	FRI	ROOM	INSTRUCTOR	LOCATION
Cosmetology (AM )	N	07:50 AM	07:50 AM	07:50 AM	07:50 AM	07:50 AM	Cosmetology Classroom 630	Carol Reinhart (careinhart@Harris.com)	Harris Career and Technical Center
Physical Education	N			09:40			Physical Education	Carla Burson	Harris Career and

To calculate averages for individual Technical Academic areas, the individual academic areas must be associated to the class on the admin side. Once the Technical Academic areas have been assigned to a class, a teacher can associate assignments to these TA areas by either selecting one or more Technical Academics checkboxes when creating a new Knowledge Activity or by selecting one or more checkboxes in the "Integrated Academics" column in the list of activities on the Knowledge Bank screen.



**ASSIGNING TECHNICAL ACADEMICS WHEN CREATING A NEW KNOWLEDGE ACTIVITY**



Points \*

Version \*

Category \*

Activity Description

Technical Academics  TM  TR  TS  CF  AP

Assign to class

Required

Status



### ASSIGNING TECHNICAL ACADEMICS FOR EXISTING KNOWLEDGE ACTIVITIES

Knowledge Bank - AM-Cosmetology

Legend  
 - Assigned to None  - Assigned to Some  - Assigned to All

New Assign UnAssign Copy

AM -Cosmetology 56 Activities 25 Search:

All Activities

SEQUENCE	ID	ACTIVITY	POINTS	VERSION	CATEGORY	DESCRIPTION	REQUIRED	STATUS	INTEGRATED ACADEMICS	ACTION
0	000010	Test Activity	25	1	Test	Test Activity	True	active	<input type="checkbox"/> TM <input checked="" type="checkbox"/> TR <input type="checkbox"/> TS <input type="checkbox"/> CF <input type="checkbox"/> AP	Edit Delete
1	000101	History & Careers Pre-test	10	1	Classroom Assignment/Materials	History & Careers Pre-test	True	active	<input checked="" type="checkbox"/> TM <input type="checkbox"/> TR <input checked="" type="checkbox"/> TS <input type="checkbox"/> CF <input checked="" type="checkbox"/> AP	Edit Delete
1	000102	History & Careers Situation	10	1	Classroom Assignment/Materials	History & Careers Situation	True	active	<input type="checkbox"/> TM <input type="checkbox"/> TR <input type="checkbox"/> TS <input type="checkbox"/> CF <input type="checkbox"/> AP	Edit Delete

### Viewing associated Technical Academics while scoring knowledge activities

AM —Cosmetology 19 Students Status: Active Search:

ALL 20% Classroom Assignment/Materials + 20% Homework Assignment + 20% Test + 20% Quiz + 20% Extra Credit Project = Knowledge Grade

Sort By: Activity Id

All Graded Not Graded Not Assigned Not Assigned in Selected GP

ACTIVITY ID	ACTIVITY NAME	MAX POINTS	BURSON ANORA	BURSON SARAH	BURSON CONNOR	COOPER EMILEE	COOPER ALYSSA	COOPER JASAYDI	DAVIS SHANNON	DAVIS YESMEILY	EDELM PAIGI
			KNW : 82	KNW : 58	KNW : 91	KNW : 49	KNW : 87	KNW : 88	KNW : 96	KNW : 85	KNW :
			GRADE	GRADE	GRADE	GRADE	GRADE	GRADE	GRADE	GRADE	GRAD
-12asd	Technical Academics New Creation	10	10	5	-	-	-	-	-	-	-
000101	History & Careers Pre-test	10	8	0	-	-	-	-	-	-	-
000102	History & Careers Situation	10	-	-	9	10	+	+	+	+	-



### **VIEWING TECHNICAL ACADEMIC AVERAGES WHEN EDITING A PROGRESS REPORT**

To access, click on any student's name to open the Student Snapshot and then click the "Progress Reports" tab. After creating and saving a new progress report, a teacher can then click "Edit" to view the technical academic averages.

✕

Edit Progress Report

PROGRESS REPORT - Marking Period: 1

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Technical Academics

COURSE	TA COUNT
Cosmetology (AM )	5 <ul style="list-style-type: none"><li>• AP:25</li><li>• CF:50</li><li>• TM:25</li><li>• TR:50</li><li>• TS:25</li></ul>
Physical Education (PE4W2 )	N/A

Progress Status \*

Knowledge Comments

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## Resolved Issues

### Defect Corrections and Enhancements

The following reported issues are corrected in this release.

Jira Number	Summary	Notes
CMW-393	Report Card Comments not saving	The teacher was getting a message "Missing Grade Entry – This MP not closed yet". Now report card comments can be saved even before a MP is closed.
CMW-528	System is not saving POS values in grade cell.	The Skill screen was previously not saving the POS values that were entered. Now POS values are correctly saved.
CMW-192	For classes using Weighted Activity categories, do not display categories that are NOT part of the Knowledge Formula	If a class is using Weighted Activity formula ( such as Tests 80% + HW 20%) then a teacher will only be able to assign knowledge activities to one of the categories that are included in the classes Knowledge formula (in this case the teacher would only be able to select either Test or HW).
CMW-494	Unable to load classes with special characters (e.g. slash) in section	If a class id had special characters such as the front or back slashes '\ '/' then the class would not load. Classes will now correctly display on the attendance and grading screens even with special characters.
CMW-84	Automatically add leading zeros to a Knowledge ID when a Knowledge activity is created to match CM Windows functionality.	If a number is entered as the ACTIVITY ID field for a Knowledge activity, the system will automatically add zero to the front of the number to bring it to 6 digits. For example if '35' is entered then the system will store the activity ID as '000035'.



Jira Number	Summary	Notes
CMW-475	System is displaying green cells against not graded activities for Mid and Final Exams.	This applies to classes that use Mid-term and Final Exam as categories in the MP formula. If an activity for one of these categories has not been graded it will appear as yellow (assigned, not yet graded) or as gray (not assigned.)
CMW-508	Work ethic grade showing error when attempting to update the Work Ethic comment.	When teachers would click the comment bubble icon immediately after updating a WE grade they would receive an error "Please enter a work ethic grade". This error will no longer display when editing comments.
CMW-505 Leiko	Cannot change Knowledge Activity category	Teachers would receive an error "Knowledge Activity No Present" when trying to change the Knowledge Category of an existing activity. This error will no longer display.
CMW-237	System is displaying error message "Please enter hours (HH:MM)"	The error message ""Please enter hours (HH:MM)" was displaying on the Non Classroom Hours screen even if the user did not type a value or even if they entered a valid value. This message will now only display if the teacher enters an hour/minute value that the system cannot interpret.
CMW-200	Create an "Attendance Updated" message when an attendance record is updated in db	An "Attendance Saved" message will now display after a user updates attendance. This was requested by clients to help users know when an attendance record is actually saved and stored in ClassMate.
CMW-204	System should display favorites check box as selected in "FAVORITES" reports.	Now if a teacher has selected a report as a favorite then the "Favorites" checkbox will be selected for that report to make it clearer to teachers which reports were selected.
CMW-468	System is displaying "Activity Popup" at the bottom of page upon clicking "Edit" button.	When editing a Knowledge Activity on the Knowledge Bank screen the pop-up screen was display too far down on the screen. This popup screen will now be better centered.



Jira Number	Summary	Notes
CMW-292	ClassMate Web > Gap > Documentation	See Details Above
CMW-326	ClassMate Web > Gap > Certification Hours	See Details Above
CMW-379	Classmate Web > Gap > Technical Academics Student Snapshot and Activities.	See Details Above
CMW-371	Progress Reports not saving nor able to submit through Grading but can through Attendance	Previously, teachers were only able to correctly save Progress Reports when accessing the Student Snapshot screen from the Attendance screen. Now the Progress Report will also save correctly when accessed from any of the grading screens as well.
CMW-398	System is displaying "Inactive" students as "Active" on "Final Grade" screen.	Inactive students were displaying as Active but now inactive students will correctly be marked as Inactive.
CMW-423	Non Class-room Hours format issue	The system was displaying extra zeros when showing hours and minutes on the Non-Classroom hours screen but will no longer display these. For example the value of 1 hour and 30 minutes was displaying as '1:30:00' but will now correctly display as '1:30'.
CMW-437	Classmate Web > Gap > Technical Academics > Adding TA to Progress Report	See Details Above.
CMW-191	Hide the "POS" field on the Skill grade grid if a client is not configured to use POS grading	The "POS" field will now only display in the Skill grading grid if a school is configured to use POS grading on the windows/Citrix side of ClassMate.
CMW-299	Prevent teachers from entering a '0' for work ethic score if the student is marked present	Teachers can no longer enter a Work Ethic score of '0' if a student has been marked present. They must select a score within the accepted rubric score range as configured by the school.





# Upcoming Features

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## Future improvements in consideration for the 2017-2018 year

- Gradebook Grading Grids
  - Create a new column in the Knowledge grid to view a student's grade level or skill year
  - Create a "Final Project" button for those clients that include a final project as a grade component.
  - Hide the "POS" grading field on the Skills grid if a client is not using the POS grading method.
  
- Attendance Screen
  - Create a configuration flag that would allow teachers to mark Suspension and Homebound if the school wants to allow teachers to use these attendance categories.
  - Attendance alert should not display for classes that do not meet on a certain day
  - A message should display when teacher is attempting to take attendance for a day the class does not meet
  
- Student Snapshot
  - View a student chosen Career Pathway
  - View Student Interventions
  
- Progress Reports
  - Display grade that is captured in a progress report snapshot
  - Add Class ID, Class Description, and Student Name
  
- Miscellaneous Gaps from ClassMate Windows (Intended Primarily for NY & PA clients)
  - Allow teachers to enter student industry/course certifications.
  - Allow teachers to enter Special Services (Interventions).

