

EdSphere® Learn User Guide

Inspiring
Students to
Explore, Create
and Achieve



EdSphere® Learn is represented by an octopus. Possessing an amazing combination of strength, agility, curiosity and brainpower, the octopus is considered the smartest invertebrate alive. They display both short- and long-term memory and have incredible observational learning and problem-solving abilities.

This is the EdSphere Learn User Guide. EdSphere Learn is a student-centered, personalized learning platform that provides learners with differentiated reading, writing and vocabulary activities. Welcome to EdSphere!





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EdSphere

- Is a web-based, personalized learning platform that can help improve students' reading and writing skills.
- Includes four applications (apps): the "Reader," "Concept Clue," "Timed Writing" and "Paragraph Edit" Apps.
- Is most successful when students use it consistently throughout their education.
- Provides adaptive reading and writing activities that are targeted to a student's ability level.
- Offers students access to tens of thousands of articles on a wide variety of subjects from an extensive database.
- Utilizes The Lexile[®] Framework for Reading, a widely adopted reading framework that places readers and texts on a common scale, and The Lexile[®] Framework for Writing, an innovative tool for differentiating writing instruction and monitoring growth in writing ability.
- Offers students the ability to track their own performance and growth.

Verify the web browser is up-to-date. Google Chrome, Safari and Firefox work best with EdSphere. For more information about technical requirements for EdSphere, visit: about.edsphere.com/index.php/pages/technical-requirements. Enter: www.edsphere.com into the browser's search bar to reach the EdSphere login webpage.



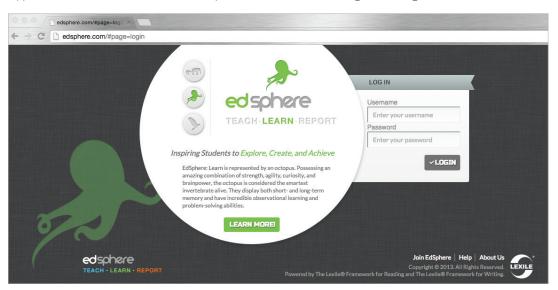
To establish a shortcut for future visits to EdSphere's login webpage (www.edsphere.com), click on the file icon in the browser's URL bar, and drag it to the desktop. This enables students to click this desktop icon to reach EdSphere's login webpage.



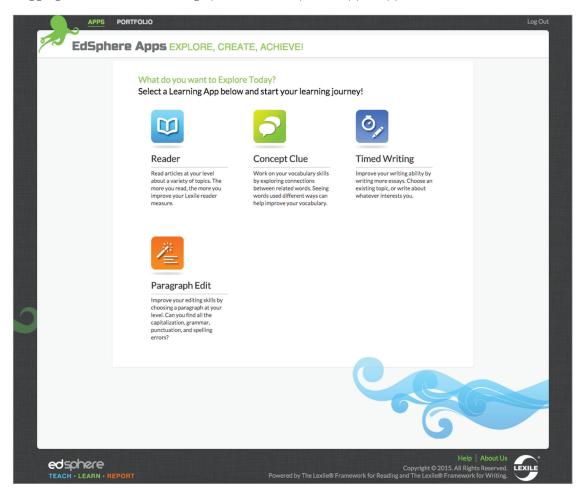
Another way to establish a shortcut to EdSphere's login webpage is to create a bookmark within the web browser. Each browser is different, so be sure to explore its preferences. Most often, simply dragging the URL's file icon directly into the bookmark toolbar establishes a shortcut.



Enter www.edsphere.com into the browser to reach the EdSphere login webpage. Type the student's username and password into the designated login area.



Logging into the account brings you to the EdSphere Apps (Applications) Dashboard.





The Reader App

- Finds articles targeted to the individual student and his or her ability level.
- Allows students to choose reading material that interests them from an extensive database of articles.
- Blends assessment and instruction by incorporating an embedded learning assessment followed by immediate, instructional feedback.
- Measures reading ability from student's performance on reading exercises.



The Concept Clue App

- Presents students with vocabulary targeted to their reading ability.
- Helps students learn vocabulary by grouping words together by their common meaning.



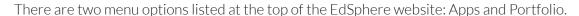
The Timed Writing App

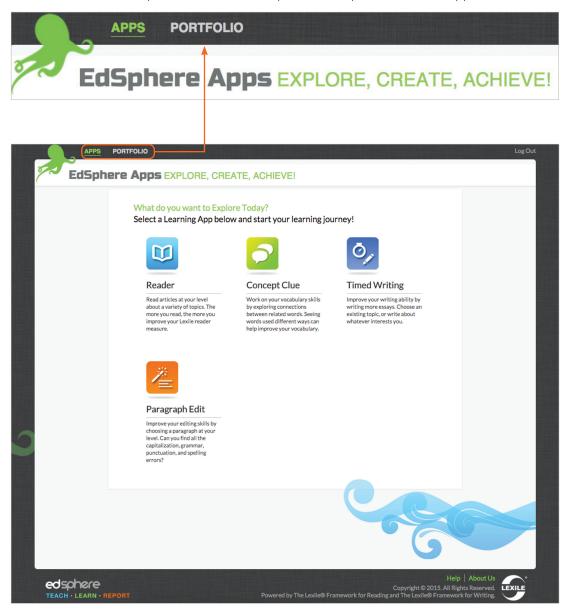
- Helps students improve their writing skills through timed exercise.
- Provides writing prompts on a range of content-area topics.
- Scores each essay instantaneously and tracks students' growth.



The Paragraph Edit App

- Lets students pick paragraphs to edit based on their interests and ability level.
- Provides guided convention instruction to help improve capitalization, grammar, punctuation and spelling skills.

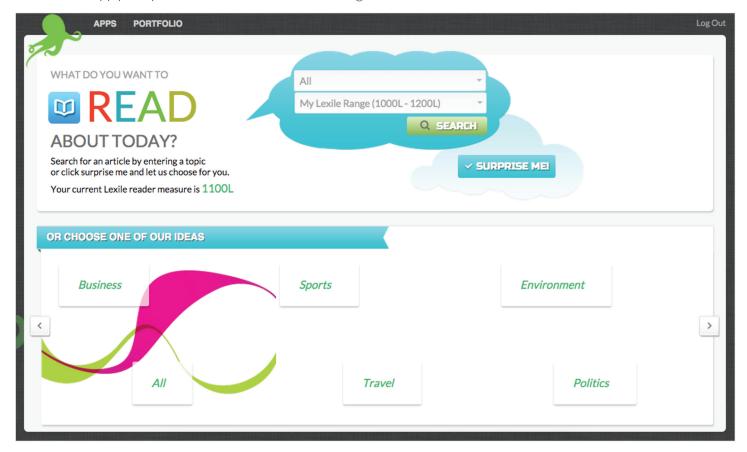




- The **Apps** (Applications) menu option, displayed above, brings students to the EdSphere Apps dashboard.
- The **Portfolio** reports a student's usage and growth. It displays a student's total activity usage across all the EdSphere Apps (Reader, Concept Clue, Timed Writing and Paragraph Edit) and performance reviews for each exercise. The portfolio plots a student's performance as data points along a graph.

To use the **Reader App**, select the appropriate icon on the Apps dashboard.

The Reader App prompts a student to search for reading material.



There are three ways to begin an active reading exercise.

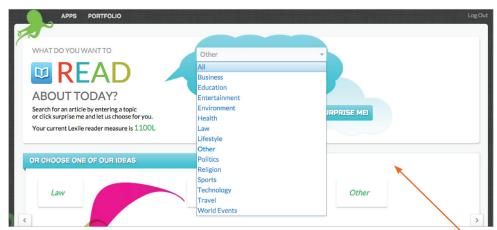
A student can:

- Find an article based on general interest by selecting a topic from the 'All' drop-down menu.
- Select 'Surprise Me!' for EdSphere to generate a list of random articles within the student's Lexile range.
- Pick a topic to read about from the 'Choose One of Our Ideas' section.

To adjust the targeted reading range, or the text difficulty of passages, use the 'My Lexile Range' drop-down menu.

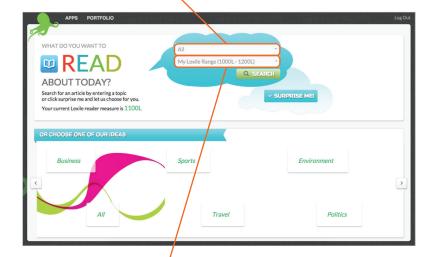
The Reader dashboard also displays a student's current Lexile reader measure. Please note Lexile reader measures indicate a reader's ability and a text's difficulty, and are represented by a number followed by an "L." The example above shows a current Lexile reader measure of 1100L, which will search for text in a targeted Lexile range of 1000L-1200L.

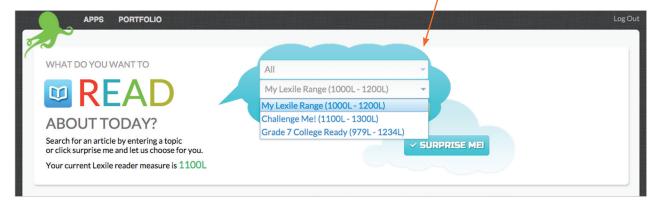
Use the drop-down menu at the top of the Reader App to select a topic of interest. This search option allows a student to search for articles by category—the default setting searches for 'All' subjects. After selecting a topic, click the green 'Search' button with the magnifying glass.



Select the 'My Lexile Range' drop-down menu to further refine the targeted reading range. The options are:

- My Lexile Range
 - This reading level is the default setting for article's text difficulty.
- Challenge Me!
 - Select this for reading options at, or 200L above, the Lexile reader measure.
- Grade Level College Ready
 - Find articles that have a complexity level such that students will be on track for the reading demands of college and careers by graduation.





Select

✓ SURPRISE MEI

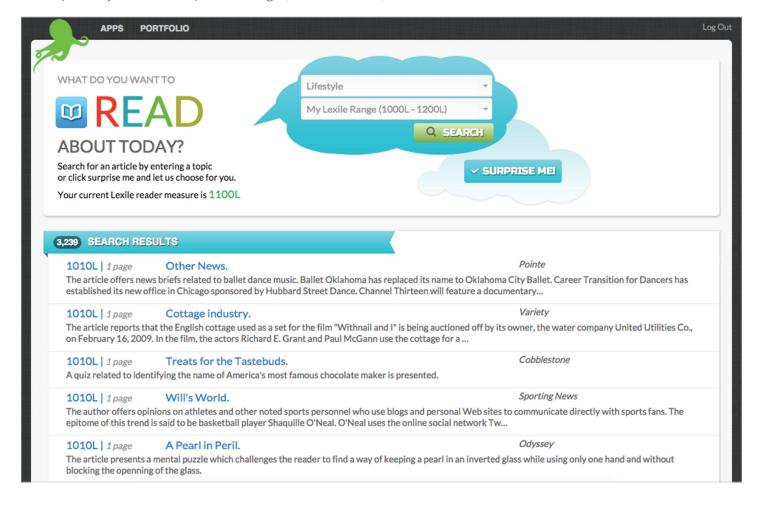
for the Reader App to set the search parameters and pick a reading topic.

Search through the **Choose One of Our Ideas** section to read about one of the pre-selected reading topics within the student's Lexile reading range.



Scroll through more pre-selected reading ideas by clicking the left or right arrow toggles on either side of the "Or Choose One of Our Ideas" section.

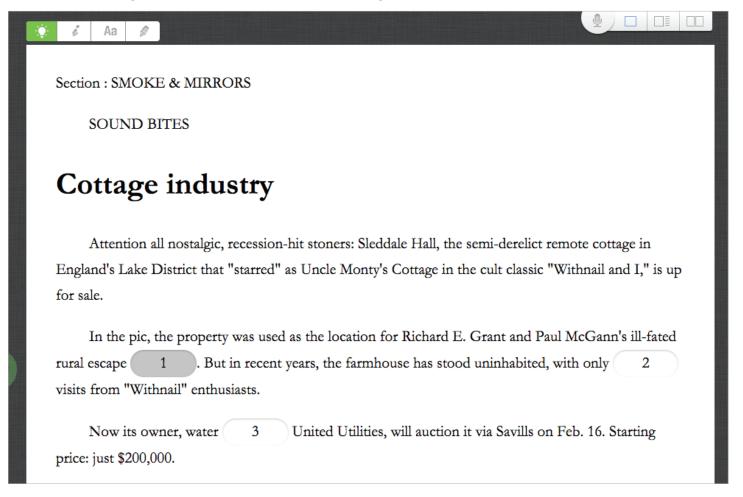
Search results are based on the student's specified search parameters. Below are example search results for the "Lifestyle" subject within "My Lexile Range (1000L - 1200L)."



- This search returned 3.239 articles.
- Lexile text measures are provided for each search result.
- The article's page length is listed next to the article's Lexile measure.
- The search results display the title, publication and a brief summary for every article.

Select an article from the search results to begin the active reading exercise. If the student has limited reading time available, consider selecting an article with fewer pages to allow enough time to complete the exercise.

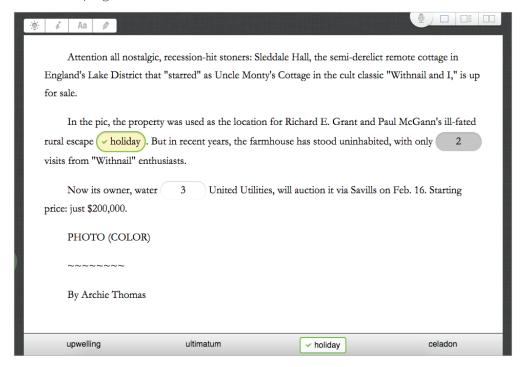
Pick an article from the search results to read the passage and begin the reading exercise. The Reader App builds cloze items (fill-in-the-blank exercises) into the reading selection. The cloze item is displayed as an oval shape with a number in it. The reading exercise in the below example is for a student with a 1100L reader measure. This one page article, titled "Cottage Industry," is in the student's Lexile range and has a measure of 1010L.



There are multiple cloze items in an article.

All cloze items must be answered in order to complete the reading exercise.

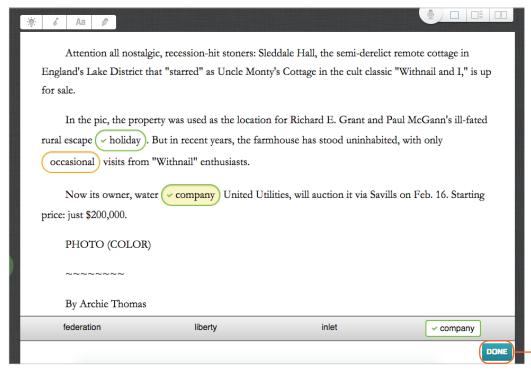
To answer a cloze item (fill-in-the-blank), click on the number to display four word choices beneath the article. One of the provided words is the correct answer. Select the word that best completes the sentence. When an answer is selected, the Reader App marks the answer correct or incorrect. Below is an example of a correct answer, which is indicated by a green check mark.



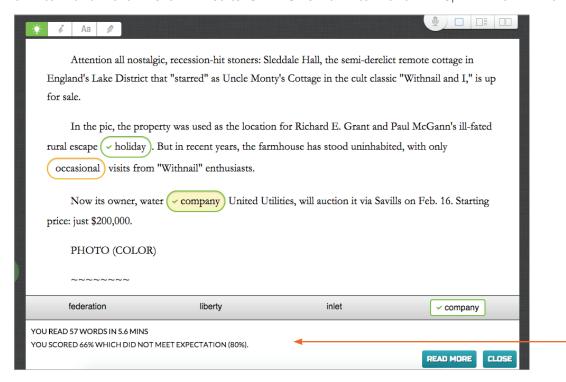
The Reader App indicates incorrect answers with a red "X," and outlines the correct answer in green.



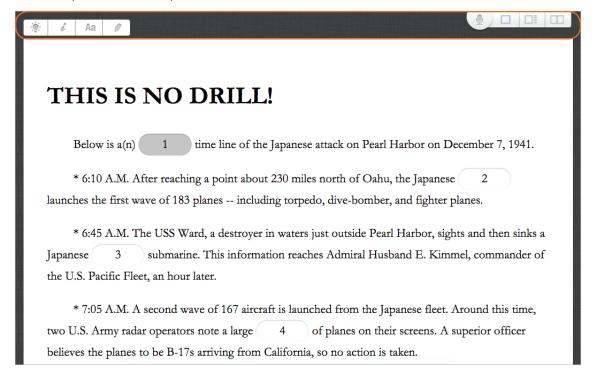
Click "Done" after answering all the cloze items. The option to select "Done" will not appear until all cloze items have been completed.



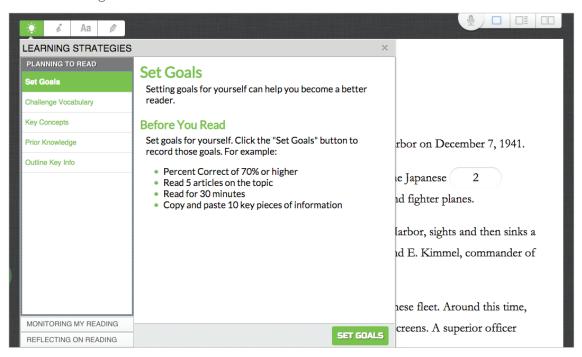
Performance on the exercise is reported beneath the reading passage. Select "Read More" to return to the article search results. Click "Close" to return to the EdSphere main menu.



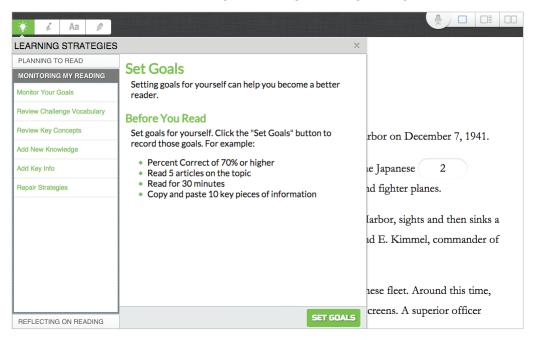
The Reader App provides features to help readers. These tools, located above the passage, include a notepad, a dictionary and a text-to-speech aid.



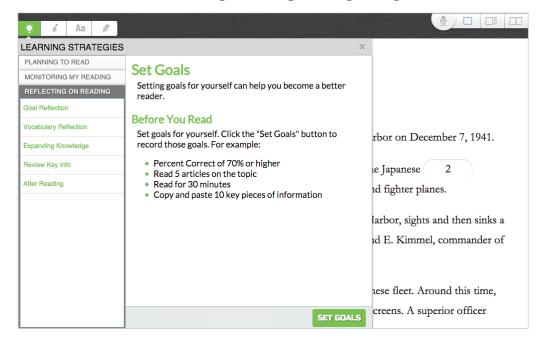
Click on the lightbulb icon for learning strategies. The learning strategies— "planning to read," "monitoring my reading" and "reflecting on reading"—provides guidance for optimal comprehension. Pictured below are the "planning to read" strategies.



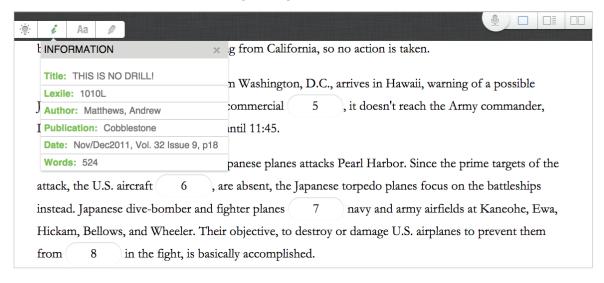
Pictured below are the "monitoring my reading" learning strategies.



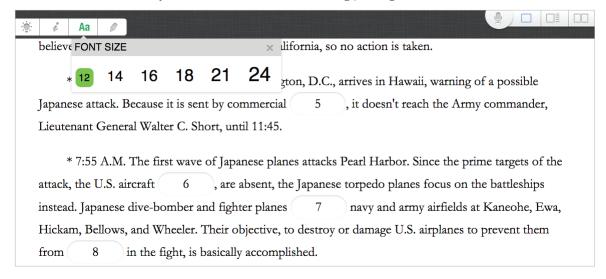
Pictured below are the "reflecting on reading" learning strategies.



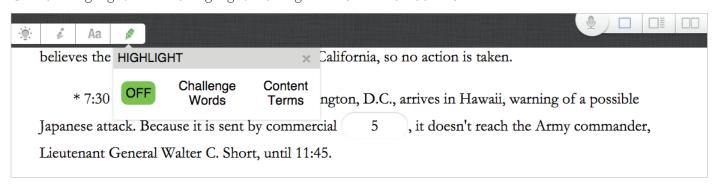
Click the "i" icon to pull up the reading passage's information.



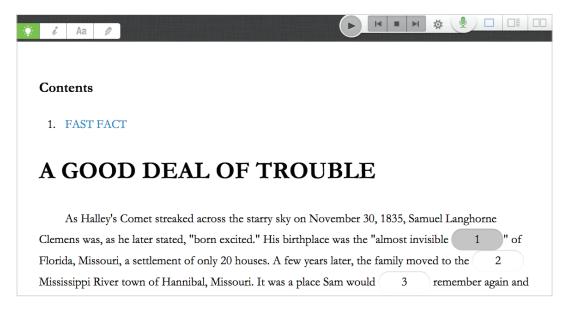
Click the "Aa" icon to adjust the font size of the reading passage.



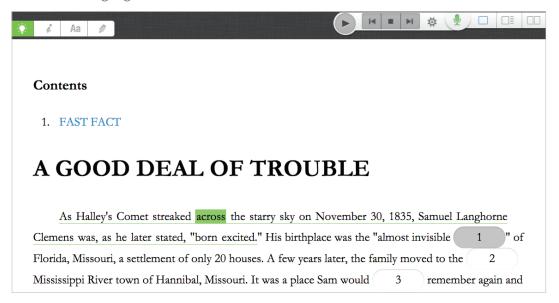
Click the "highlighter" icon to highlight challenge words or content terms.



For audio-supported reading, click the microphone icon. This text-to-speech tool plays a recorded reading of the passage to assist the reader. Click the play button to begin the audio.



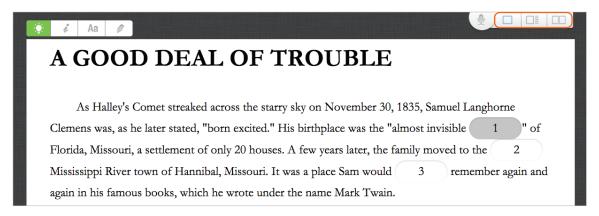
The text will highlight each word as it is read aloud.



Click the settings icon to adjust the audio settings.

*	i	Aa	9					SETTIN	GS	(E)	H		M	×	9		
			Rate:	Mediun	1				-								
Contents				Voice:	American English (Allison)					-							
	1.	FAST	FAC	1													

The three icons located the furthest on the right of the Reader App toolbar offer three different display modes. Pictured below is the full screen mode.



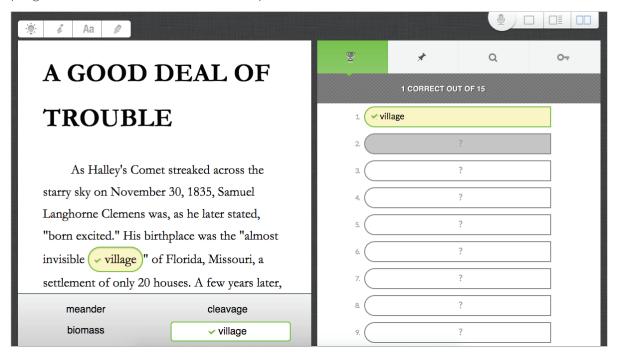
Pictured below is the split screen display mode.



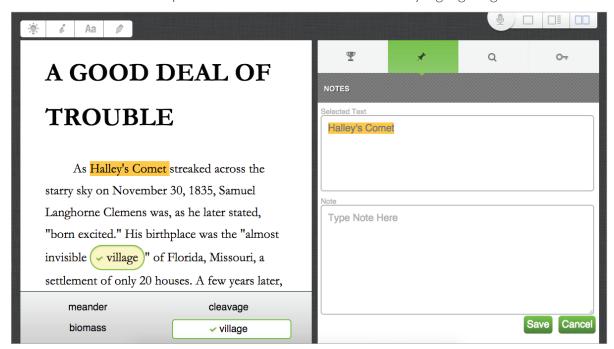
Pictured below is half-and-half screen display mode.



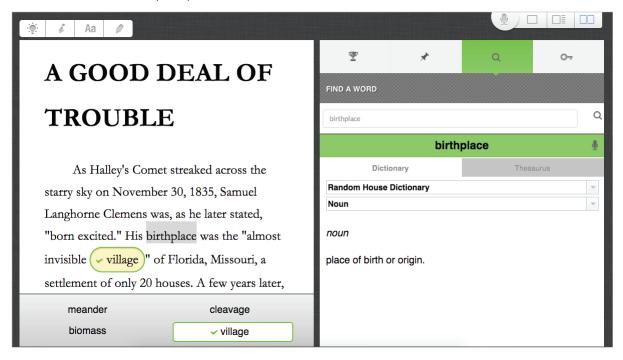
The Reader App displays additional tools in the split screen view modes. The following image is an example of the progress feature. It shows the student's performance as he or she answers the cloze items in an article.



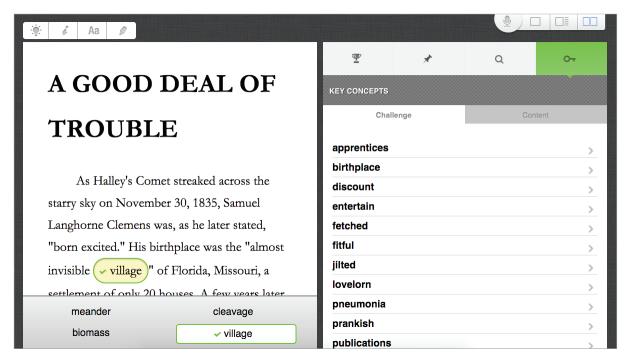
Pictured below is the notepad tool. Students can also take notes by highlighting text in the article and double-clicking.



Pictured below is the "Find a Word" feature. This provides a dictionary and thesaurus. Highlight a word in the article to see its definition or synonyms.



Pictured below is the "Key Concepts" tool. Click the key icon to display the challenge words and/or content terms for the article.



To use the **Concept Clue App**, select the appropriate icon



on the Apps dashboard.

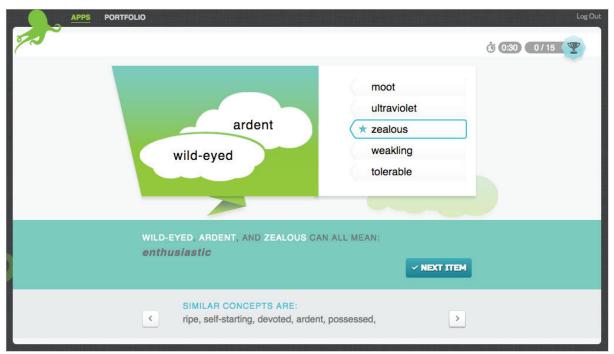
A Concept Clue exercise consists of 15 vocabulary slides. Each vocabulary slide prompts a student to group words together by their common meaning to help build his or her vocabulary skills. Click "Begin!" to start.



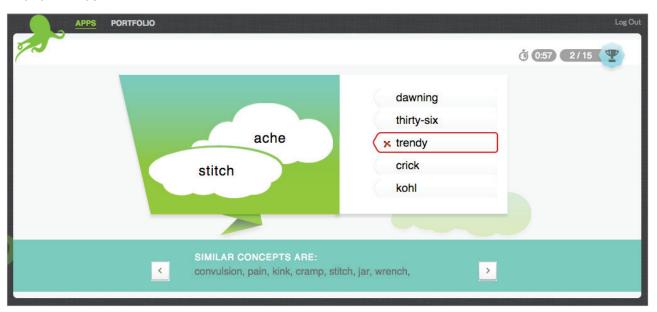
Each vocabulary slide presents two words with a shared meaning and a list of five words. Select one of the listed five words that is the most similar in meaning to the two words shown. The Concept Clue App is a stretch activity and is targeted slightly above a student's Lexile reader measure. The following example of a Concept Clue exercise is for a 1100L reader.



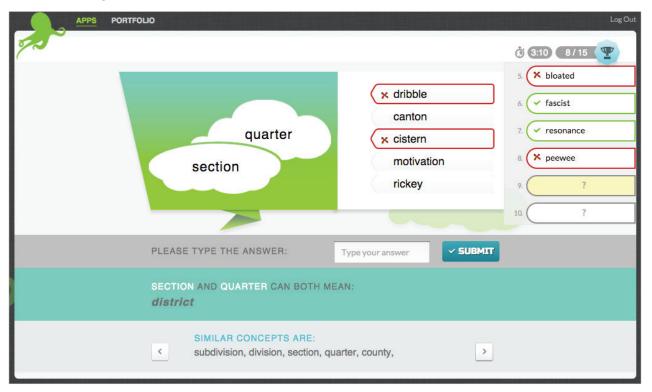
Pictured below is a correctly answered vocabulary slide. The Concept Clue App indicates correct answers with a blue star. It also displays the shared meaning between the vocabulary words and a "Similar Concepts" section. Click "Next Item" to move to the next vocabulary slide.



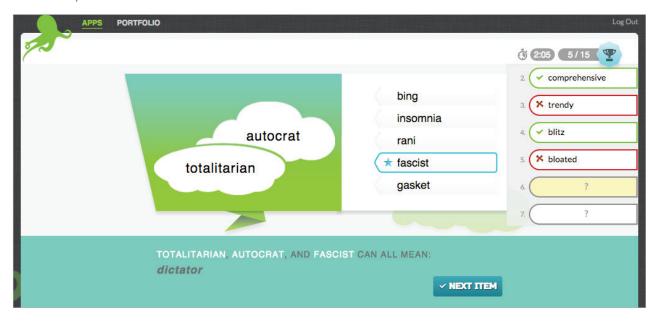
Pictured below is an incorrectly answered vocabulary slide. The Concept Clue App indicates incorrect answers with a red "X" and displays the "Similar Concepts" section. This list of similar concepts is specific to the vocabulary on the slide. Navigate the left and right arrows to display additional, similar concepts. Select the correct answer to move onto the next slide.



Pictured below is an example of selecting the incorrect answer on the second try. The Concept Clue App displays the shared meaning of the words on the slide. Type in the correct answer in order to move onto the next slide.



A clock tracks the time during the Concept Clue exercise. Click on the clock to hide the timer. Click on the clock again to redisplay the timer. To the right of the timer is a trophy icon. Click on the trophy to view your progress in the vocabulary exercise.



After completing the final (15th) vocabulary slide, the Concept Clue App stops the timer and displays a list of correct and incorrect answers. The student can review his or her answers. Click "Close" to exit the exercise and return to the EdSphere Apps dashboard.

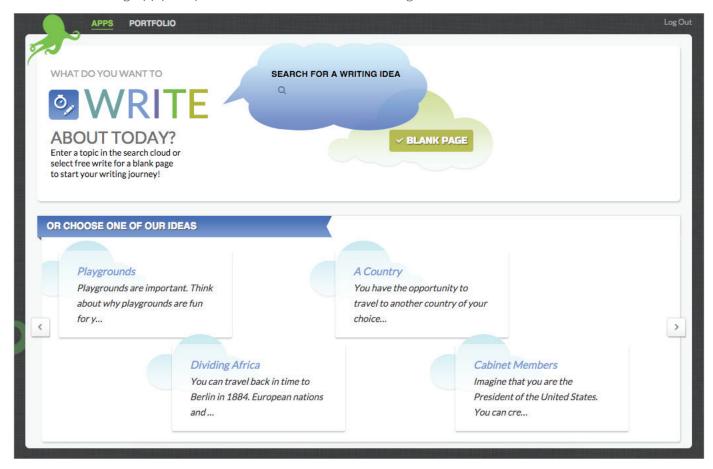


To use the **Timed Writing App**, select the appropriate icon



on the Apps dashboard.

The Timed Writing App prompts a student to search for a writing idea.

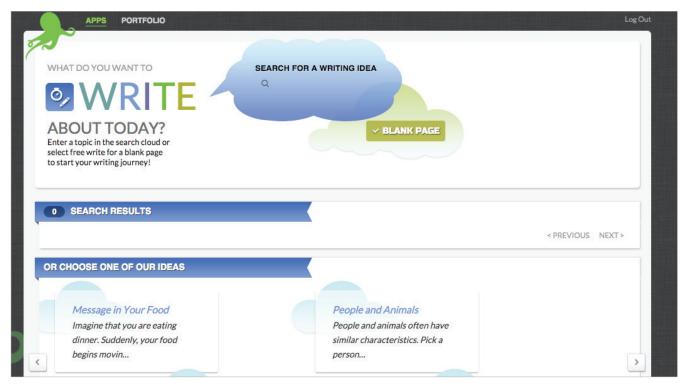


There are three ways to pick a writing idea.

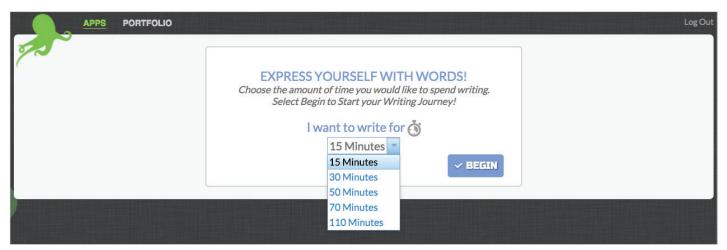
A student can:

- Enter a topic to "Search for a Writing Idea" in the blue cloud.
- Click the "Blank Page" option to freewrite without a prompt.
- Select one of the pre-selected writing ideas in the "Choose One of Our Ideas" section.

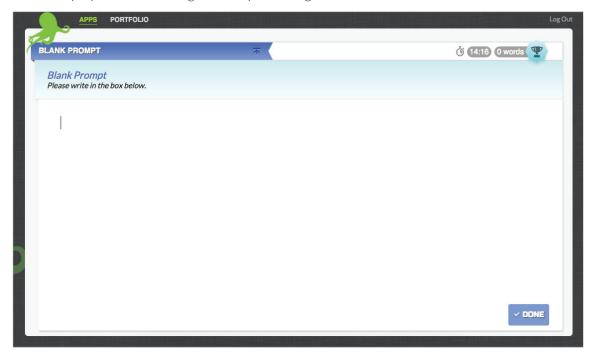




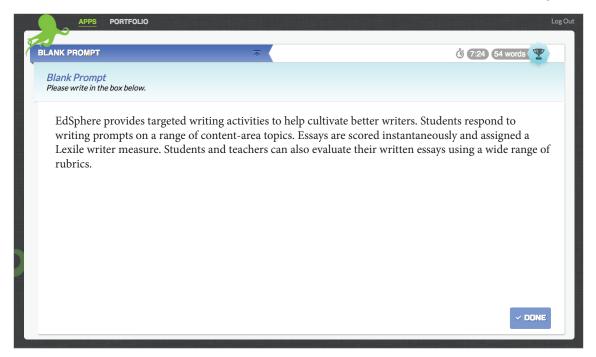
All three search methods—"Searching for a Writing Idea," "Blank Page" and "Choose One of Our Ideas"— bring the student to a set timer feature. The default setting for the timer is 15 minutes. Use the drop down menu to choose to write for 15, 30, 50, 70 or 110 minutes. Click "Begin" to start the writing exercise.



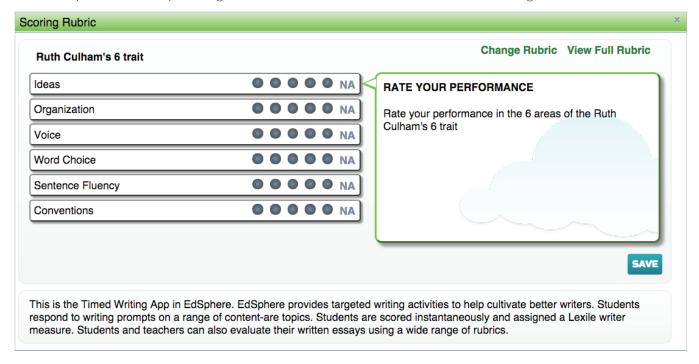
The Timed Writing App displays the writing idea (if you selected one) and a designated writing space. The example below displays the "Blank Page" freestyle writing exercise.



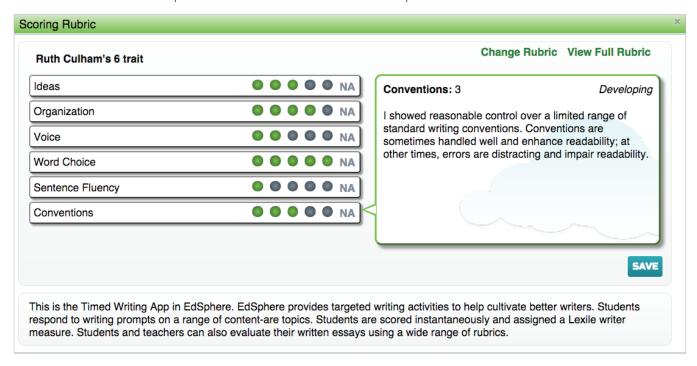
Write in the designated white space beneath the prompt. Click the clock icon to hide the countdown. Click the clock icon again to display the countdown. The Timed Writing App also displays a word count in the upper right corner, next to the trophy icon. The student can select "Done" when he or she is finished writing.



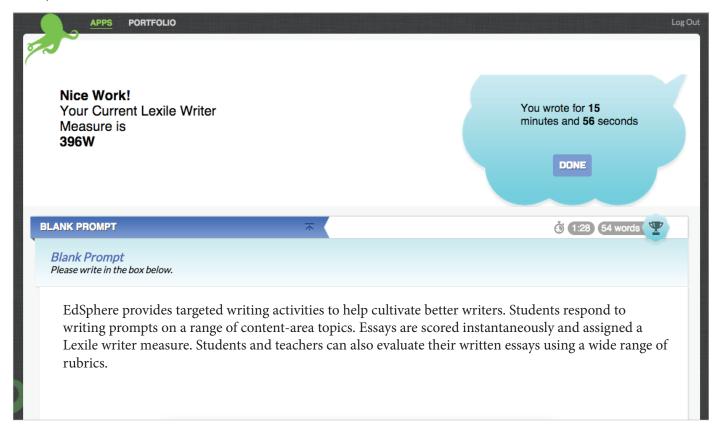
A self-evaluation, scoring rubric will display. The scoring rubric follows the "Ruth Culham 6 Trait" method. Students rate their performance by clicking on the number of circles that reflects their writing.



Pictured below is an example of a filled out self-evaluation. Complete and click "Save" to move on.



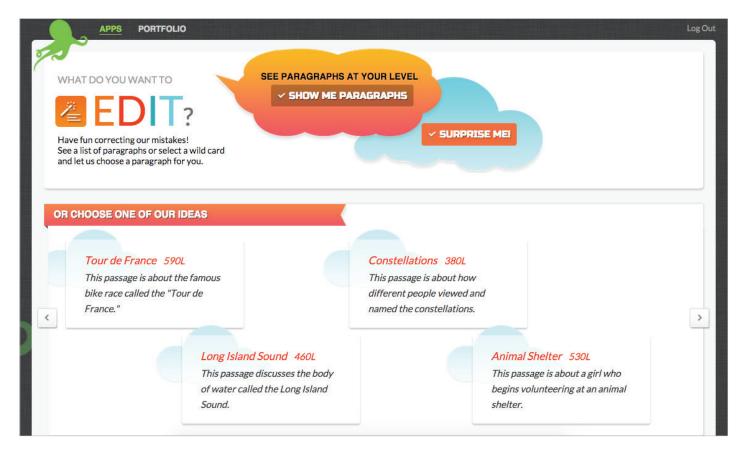
The Timed Writing App scores the writing exercise and reports a "Current Lexile Writer Measure." The following example measures 54 words written in 15 minutes at 396W.



A Lexile Writer measure is a number followed by a "W," for example a score of 800W indicates a writing ability of 800 Lexile. Click "Done" to return to the Apps dashboard.

To use the **Paragraph Edit App**, select the appropriate icon on the Apps dashboard.

The Paragraph Edit App prompts a student to pick a paragraph to edit.

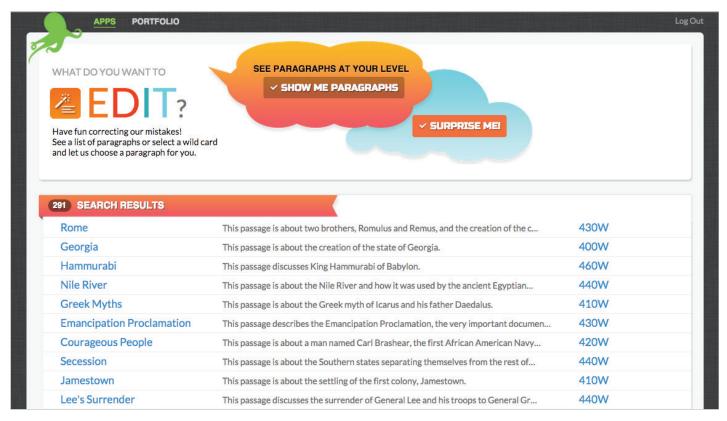


There are three ways to pick a paragraph to edit.

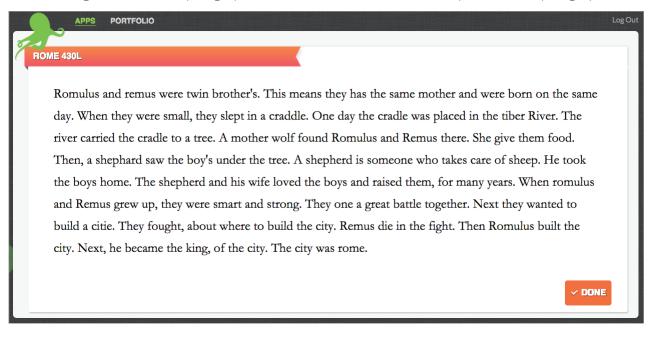
A student can:

- Click "Show Me Paragraphs" to see paragraphs at his or her level.
- Choose "Surprise Me!" to edit a paragraph that EdSphere picks.
- Select one of the paragraphs in the "**Choose One of Our Ideas"** section at the bottom of the Paragraph Edit dashboard.

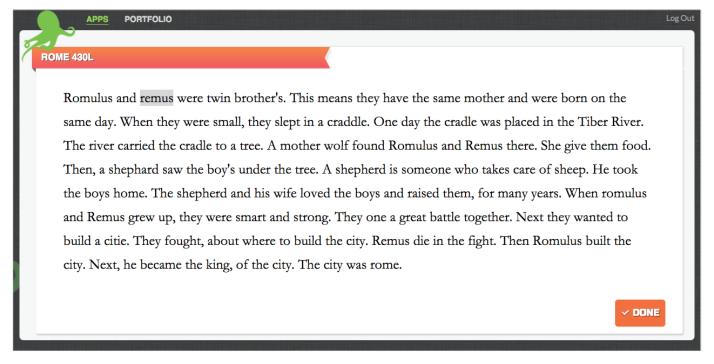
The "Show Me Paragraphs" lists paragraphs that a student can edit that are at his or her skill level. The examples shown below are the search results for a writer at the 430L level.



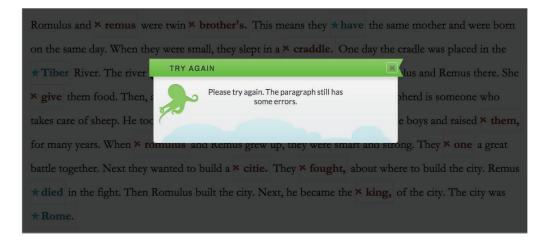
Select a paragraph to edit. All three search methods— "Show Me Paragraphs," "Surprise Me" and "Choose One of Our Ideas"—brings a student to a paragraph to edit. Pictured below is an example of a 430L paragraph edit exercise.



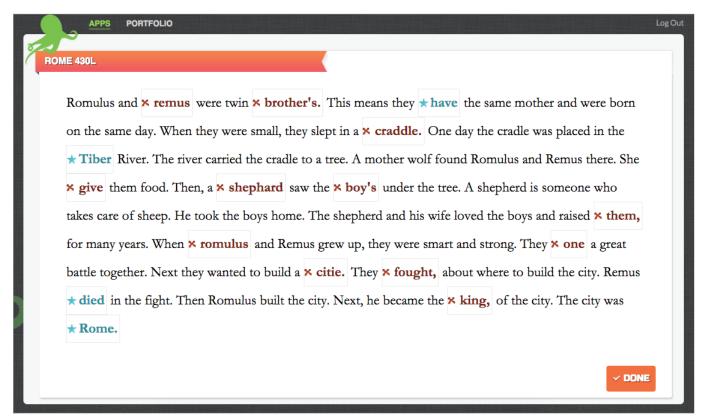
Click on the paragraph to present the cursor. Look for capitalization, grammar, punctuation and spelling errors in the paragraph. Pictured below is an example of a paragraph edit—the highlighted word "remus" is a name so it needs to be capitalized.



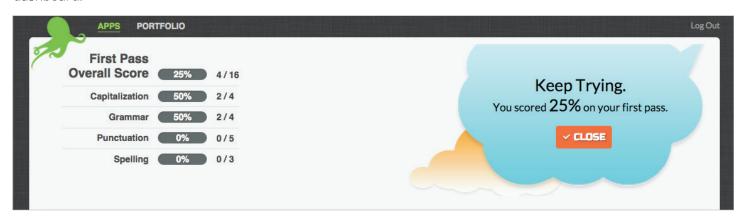
Make all the edits in the paragraph and click "Done." Please note that if a student tries to delete an entire word the Paragraph Edit App will display a pop up message instructing him or her how to correctly edit the word. The following example shows the Paragraph Edit App's response if a student misses some edits in their paragraph.



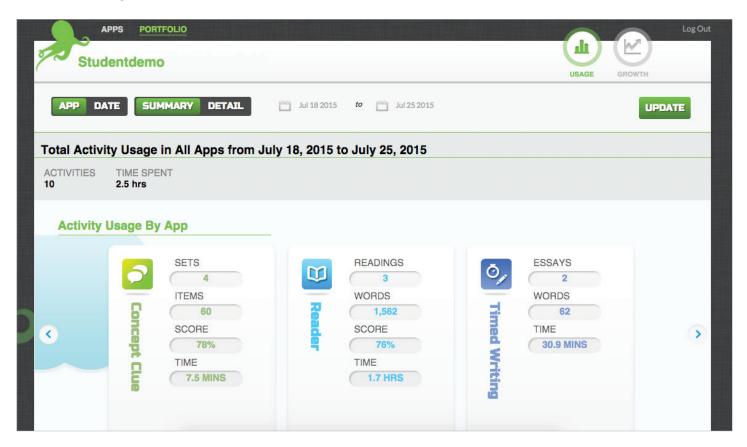
The Paragraph Edit App displays any edits that were missed in the paragraph. These edits are indicated with a red X. Complete the remaining edits and select "Done." If any errors still remain, EdSphere will guide the student through fixing them.

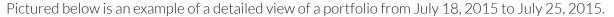


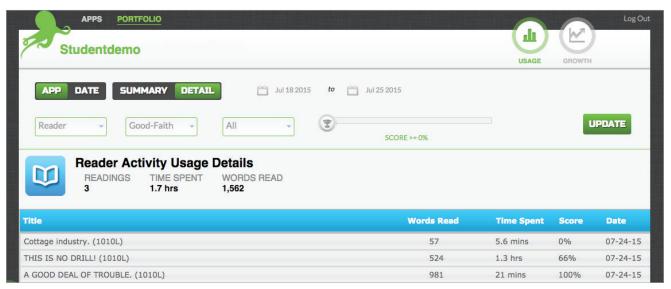
The score reflects a student's first pass (first attempt) at editing the paragraph. Select "Close" to return to the Apps dashboard.



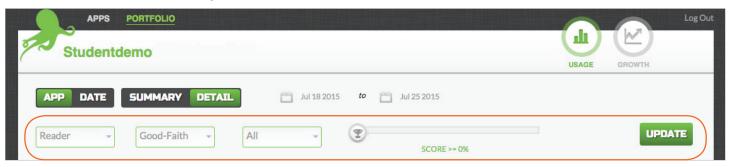
To view a student's **Portfolio**, select the appropriate tab in the top menu bar. The Portfolio displays the overall usage and growth. The default setting shows the **Usage** across all the EdSphere Apps. There are options to view the portfolio by App or Date. Use the calendar feature to show a specific time frame of a student's usage and performance. There is also a feature to view a portfolio in "Summary" mode or "Detail" mode. Pictured below is a student's portfolio with the specified week time frame of July 18, 2015 to July 25, 2015. It displays the summary of total activity usage by App.



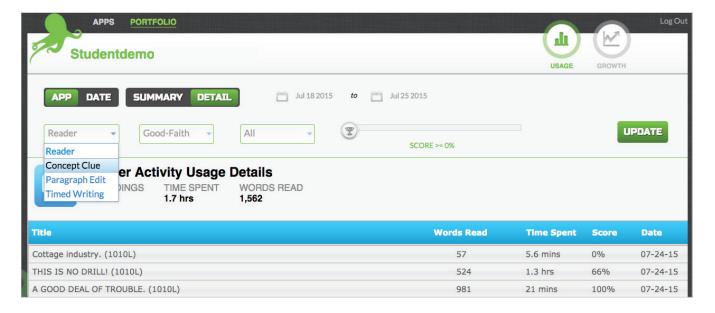




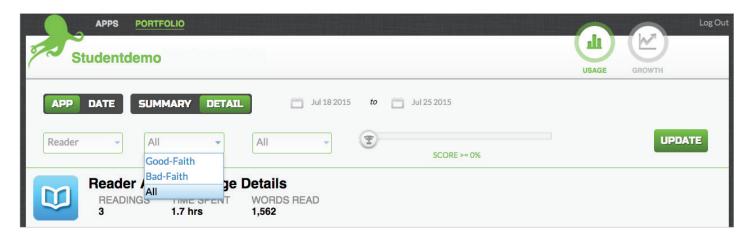
The detail view of a student's usage includes features to sort his or her completed exercises.



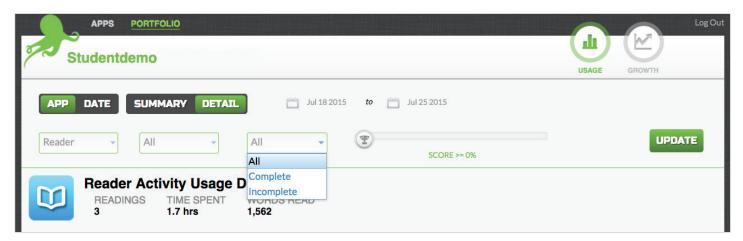
Use the App drop-down menu to view the details of usage across the other EdSphere Apps.



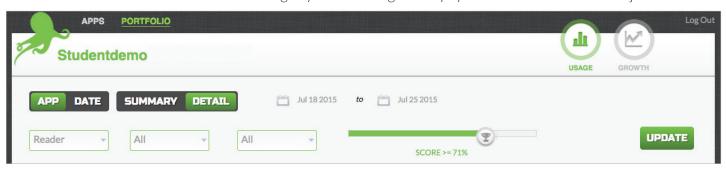
Pictured below is how to sort a student's usage by "faith."



Pictured below is how to sort a student's usage by "status." Students can revisit and finish incomplete exercises.



Pictured below is how to sort a student's usage by "score." Drag the trophy icon across the slider to adjust the score.



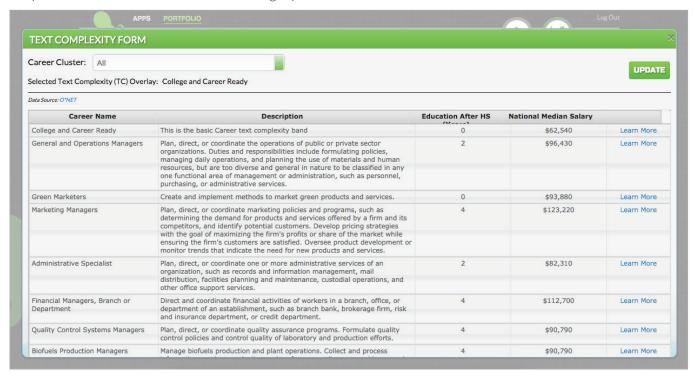
A student's portfolio tracks and forecasts his or her reading and writing progress. The graph plots student growth along with college and career readiness. Use the dropdown menu to view growth in reading or writing. Use the calendar feature to view growth for a specific time frame. Pictured below is an example of a reading growth report from 2007 to 2018.



Students can also view his or her tracked growth and forecasts in comparison to specific career text demands. Select "Edit" to choose a career cluster or specific career.

Re	ading	~		Dec 01 2007	to		Jul 01 2018	UPDATE DATA
Text Complexity (TC) Overlay: College and Career Ready					Edit)		

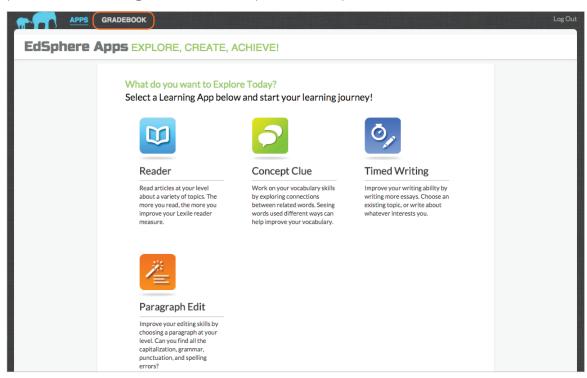
Pictured below are the career options a student can view to see if he or she is on track for a specific career. Use the dropdown menu to select a cluster or category of careers.



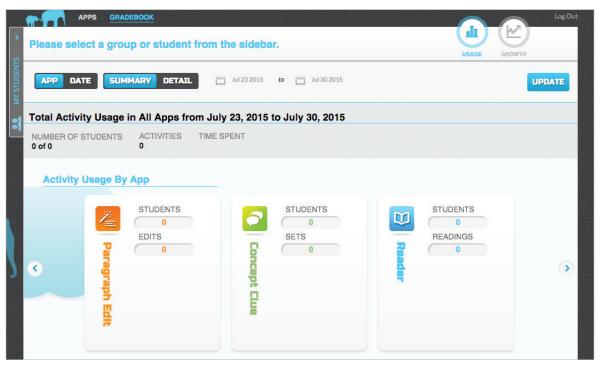
Pictured below is an example of a student growth report and forecast in comparison to the text demands for a career as a Marketing Manager.



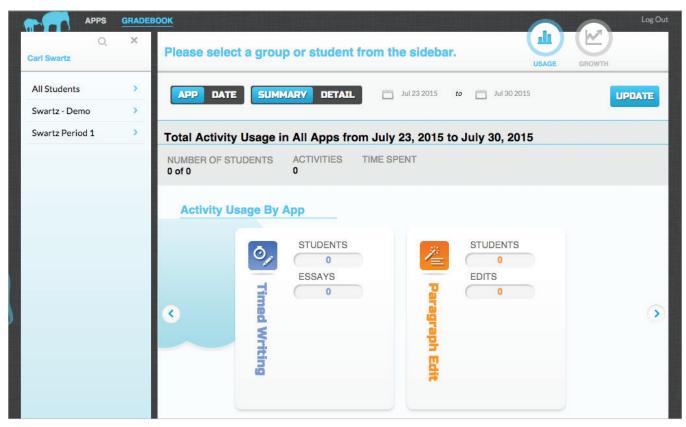
A teacher's EdSphere account features a gradebook. The gradebook provides usage and growth reports for all the student accounts in the teacher's classroom. To access the gradebook, log in with the teacher username and password. Click the "gradebook" menu option in the top toolbar.



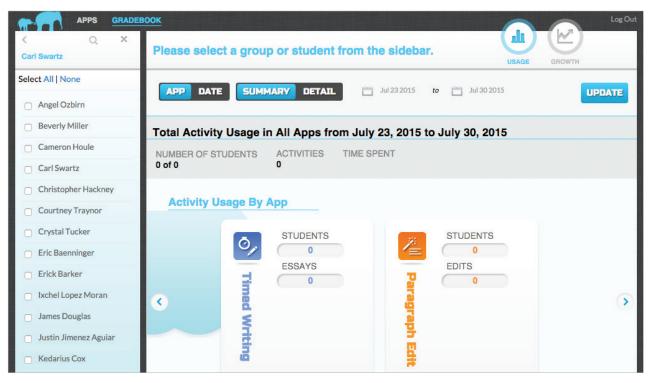
Pictured below is an example of a teacher's gradebook dashboard. Click the "My Students" tab in the left sidebar menu to view a group of students' or a specific student's performance reports.



Pictured below is how EdSphere lists a teacher's students. Select "All Students" or a group of students to move on.



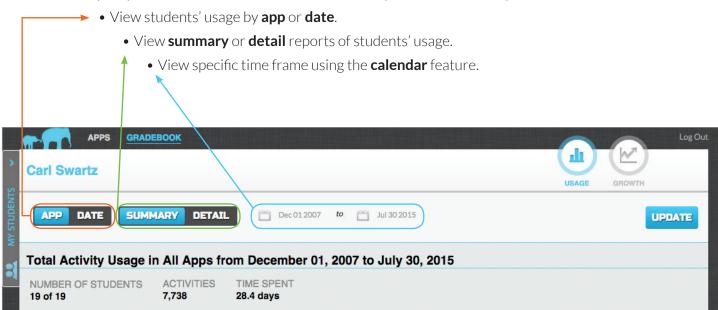
Pictured below is the "All Students" option. Select "All" or check off the student names to review their performances across the EdSphere Apps.



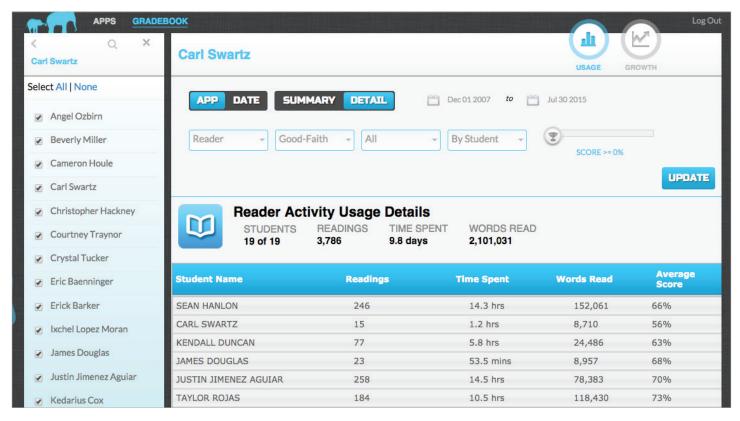
Pictured below is an example of "All" students usage in a teacher's gradebook.



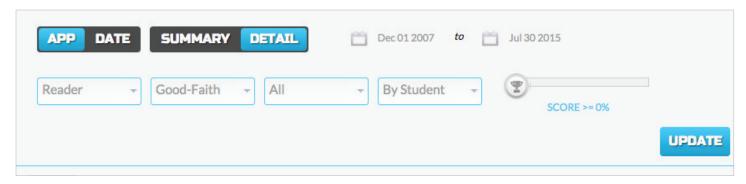
There are multiple options for teachers to view their students performance. The options are:



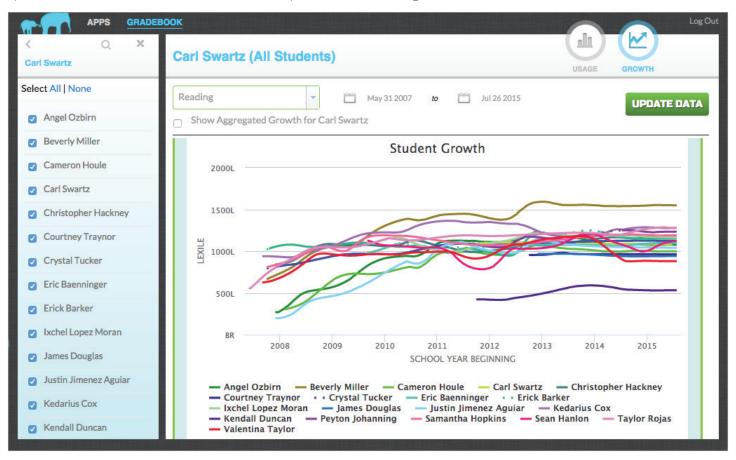
Pictured below is an example of a teacher's "detail" report for the Reader App. Teachers can click on a student's name to see his or her individual performance in the App.



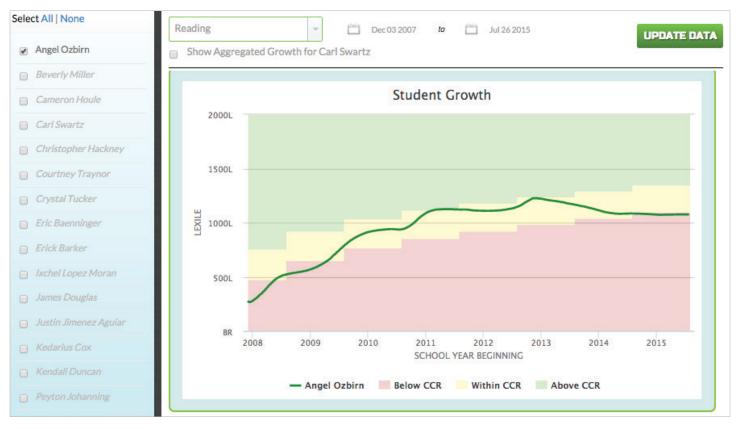
Teachers can sort the usage details using the drop down menus and score slider. Click "Update" to display the students' usage reports that fit in the sorting details that were specified.



The growth feature in the gradebook graphs students' performance. Use the dropdown menu to display a graph of students' growth in reading or writing. Use the calendar feature to view students' growth in performance for a specific time frame. Pictured below is an example of "All" students growth from 2007 to 2015.

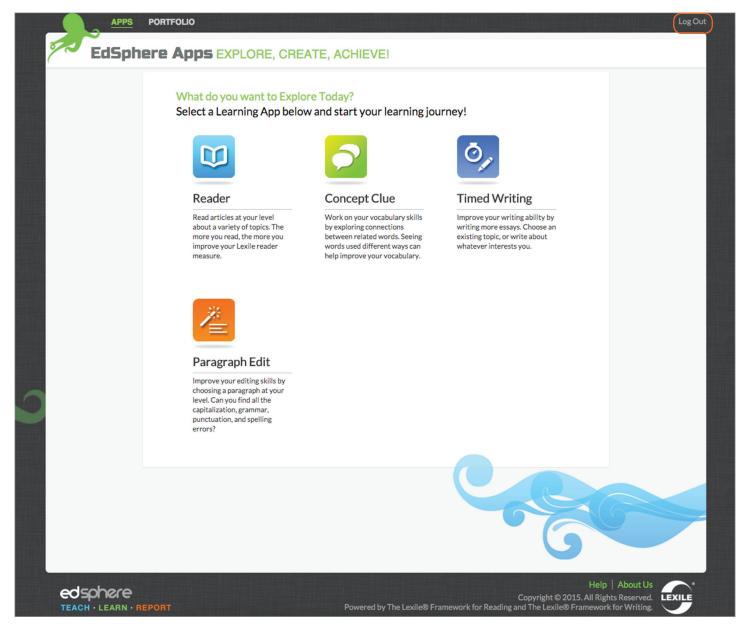


Pictured below is an example of a teacher's growth report for a specific student. A student's growth is plotted along with college and career readiness standards. This allows a teacher to see if a student's reading and writing skills are below, at or above the trajectory for graduating high school college and career ready.



You can log out of your EdSphere account at any time and from any EdSphere webpage.

The "Log Out" option is always available in the upper right corner of your EdSphere window.



- If you forget your username or password, contact your teacher or account administrator.
- Not all articles will include pictures due to ownership rights of the originally published art.
- If a user goes too quickly or too slowly for their level, EdSphere will know that the speed and reader measure do not match, and your reading experience will not be counted as a valid attempt. It will not impact or improve your Lexile level.
- A Lexile measure is a valuable piece of information about either an individual's reading ability or the difficulty of a text, like a book or magazine article.
- If a reader has a Lexile measure of 600L (600 Lexile), the reader is forecasted to comprehend approximately 75% of a book with the same Lexile measure (600L). The 75% comprehension rate is called "targeted" reading. This rate is based on independent reading.
- You should not expect to score a "100." A score of between 75 85% shows that the article is "just right" for you. These scores are shown in the activity feed.

Active reading: an involved practice of reading that helps a reader's comprehension of text.

App dashboard: easily navigate to any of the four edsphere applications (apps) on this webpage. Upon logging in, users are directed to the app dashboard.

Cloze items: a multiple choice, fill-in-the-blank exercise used in the Reader app.

Concept Clue App: work on your vocabulary skills by exploring connections between related words.

Lexile measures: a reading metric for either an individual's reading ability or the difficulty of a text. A Lexile measure is shown as a number with an "L" after it - 880L is 880 Lexile.

Lexile reader measure: metric of a reader's ability. Edsphere reports a user's reading ability in Lexile measures. Higher Lexile measures represent a higher level of reading ability.

Lexile text measure: metric of a text's difficulty. Edsphere matches users with texts that measure at an appropriate Lexile range. Higher Lexile measures represent a higher text difficulty.

Paragraph Edit App: improve your editing skills by choosing a paragraph at your level. This app prompts you to find all the capitalization, grammar, punctuation and spelling errors.

Reader App: read articles at your level about a variety of topics. Reading exercises include cloze items.

The Lexile® Framework for Reading: a unique resource for accurately matching readers with text. Unlike other measurement systems, the Lexile Framework evaluates reading ability based on actual assessments, rather than generalized age or grade levels.

The Lexile® Framework for Writing: an innovative tool for differentiating writing instruction and monitoring growth in writing ability. It expresses student writing ability on the same Lexile scale as reading ability.

Timed Writing App: improve your writing ability by writing more essays. Choose an existing topic, or write about whatever interests you.

