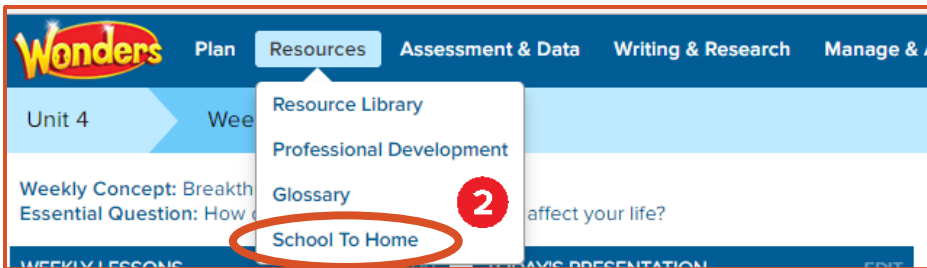


School To Home

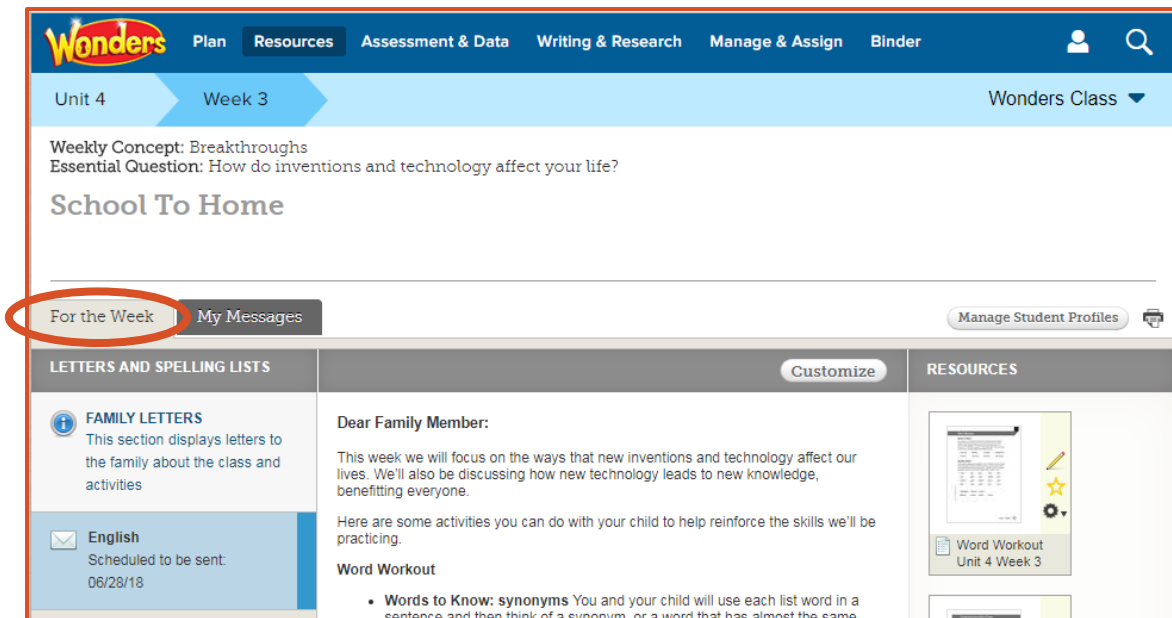
Overview

1. On the Navigation Banner, click **Resources**.
2. Select **School To Home**.



For the Week

The **For the Week** tab includes a ready-made collection of school-to-home communication letters. The letters come in 10 different languages, can automatically be sent home each week using students' accounts, and can be customized.



- This tab shows the materials for the current week by default.
 - Select a unit and week from the drop-down lists to view the resources for a different lesson plan.
 - Select a class from the drop-down list to view the resources for a different class.

Unit 4 Week 3 Wonders Class ▼

Weekly Concept: Breakthroughs
Essential Question: How do inventions and technology affect your life?

School To Home

- The Family Letter is scheduled to be sent automatically at the beginning of the week. This letter displays information about the class, as well as this week's Word Workout and Comprehension activities.
 - Students receive a letter in the language indicated in their student profile. Click a language on the left to view that letter.
- Click the **Customize** button to make edits to the letter.
 - Letters from previous weeks have already been sent and cannot be edited.
- Click a resource to open it.

LETTERS AND SPELLING LISTS

FAMILY LETTERS
This section displays letters to the family about the class and activities

English
Scheduled to be sent: 08/08/16

Español
Scheduled to be sent: 08/08/16

中文
Scheduled to be sent: 08/08/16

Other available languages

3 Customize

Dear Family Member:

This week our class will be focusing on how the actions of one person can affect other people. We will also be discussing the concept of respect and how it is our responsibility to respect other people's rights.

Here are some activities that you can do with your child to help reinforce the skills we've been practicing.

Word Workout

- Words to Know: idioms** In this activity, your child will give the meaning of each word and then use each word in a sentence
- Spelling/Phonics: long a** You will help your child sort words based on the spelling of the long a vowel sound.

Comprehension: problem and solution

Two people may have different reactions to the same situation. You and your child read each story. Then have your child write a short paragraph with a different ending that shows a different way to approach the problem.

RESOURCES

4

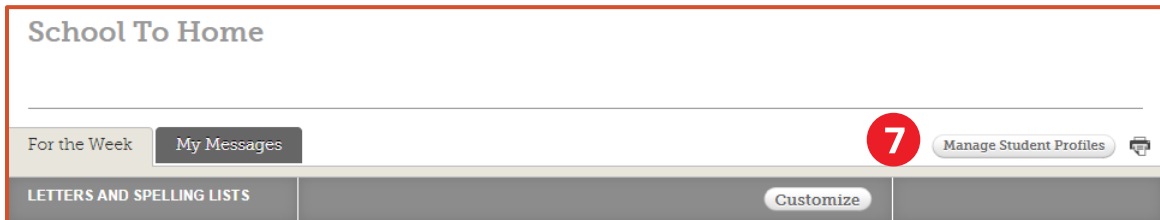
Word Workout Unit 1 Week 2

Comprehension Check: Problem

5. Students also receive a spelling list each week.
 - Students receive the spelling list based on the teaching level assigned in their student profiles. Click a spelling list on the left to view that list.
6. Click the **Customize** button to make edits to the list.
 - Spelling lists from previous weeks have already been sent and cannot be edited.

The screenshot displays the 'LETTERS AND SPELLING LISTS' interface. On the left, a sidebar contains several sections. A red circle with the number '5' highlights the 'SPELLING LIST' section, which is currently selected. Below it, the 'Spelling Approaching Grade Level' option is highlighted in blue. Other options include 'FAMILY LETTERS', 'English', 'Español', '中文', 'Other available languages', and 'Spelling On Grade Level'. On the right, a list of words is displayed, with a red circle and the number '6' highlighting the 'Customize' button at the top right. The words listed are: major, clay, today, tray, paid, rail, drain, faint, aim, rain, save, cane, pale, face, crate, late, mane, break, weigh, they, Challenge, replacement, and railway.

- Click **Manage Student Profiles** to edit student profiles.



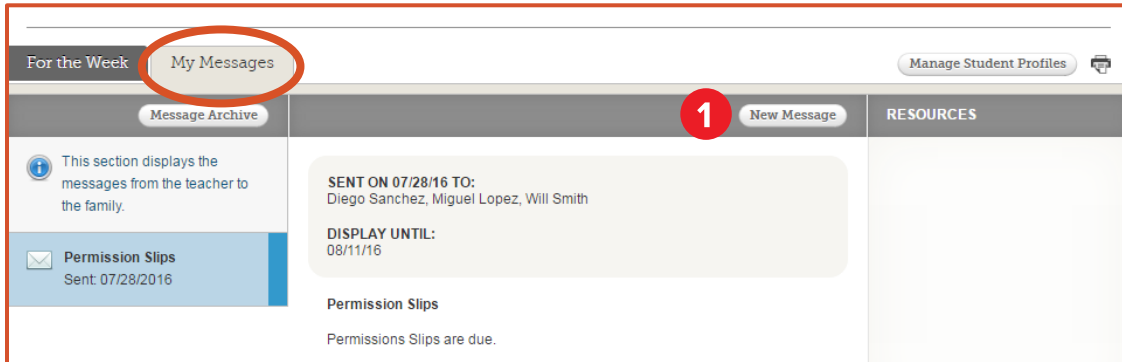
- On the **Manage Student Profiles** dialog box, select the **Home Language** or **Teaching Level** for each student to change which materials they receive.



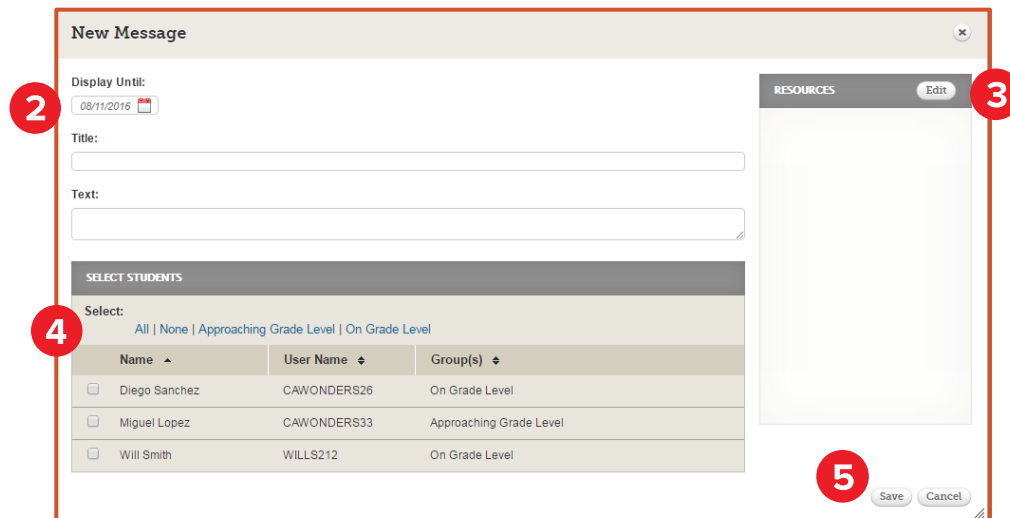
- Weekly materials appear on the students' **School to Home** page on the **For the Week** tab.

My Messages

1. To write a message to parents, click **New Message** on the **My Messages** tab.



2. On the **New Message** dialog box, select how long to display the message on the student's **School to Home** page.
3. Click the **Edit** button next to **Resources** to attach any materials.
4. You can choose to send this message to particular students or the whole class.



5. Click the **Save** button to send the message to the selected students.

6. Your sent messages appear on **My Messages** for as long as you set them to be displayed.
 - Sent messages appear on the students' **School to Home** page on the **My Messages** tab.
7. Click the **Message Archive** button to see older messages.

