



vhcentral

**LTI-Advantage with Rostering
Schoology**

Educator Guide

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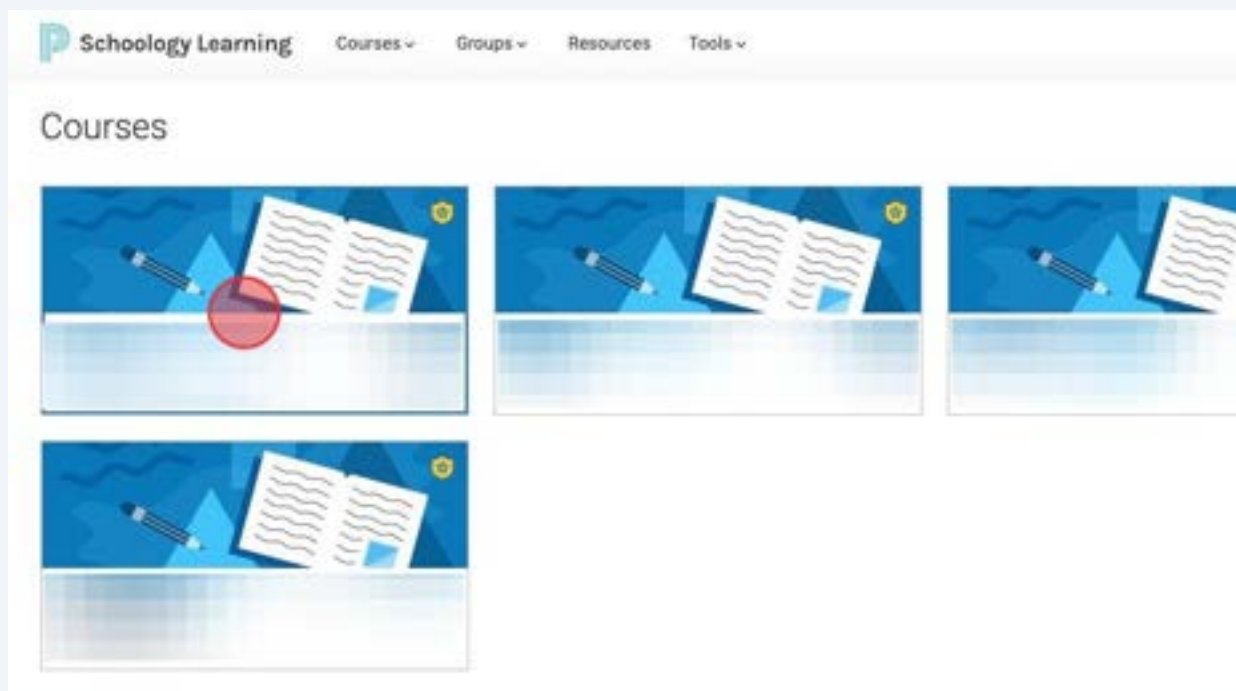
Schoology Rostering Educator Guide



Enabling "Launch vhlcentral" in Schoology

- 1 Navigate to your Schoology instance.

- 2 Select the course you would like to sync with vhlcentral.

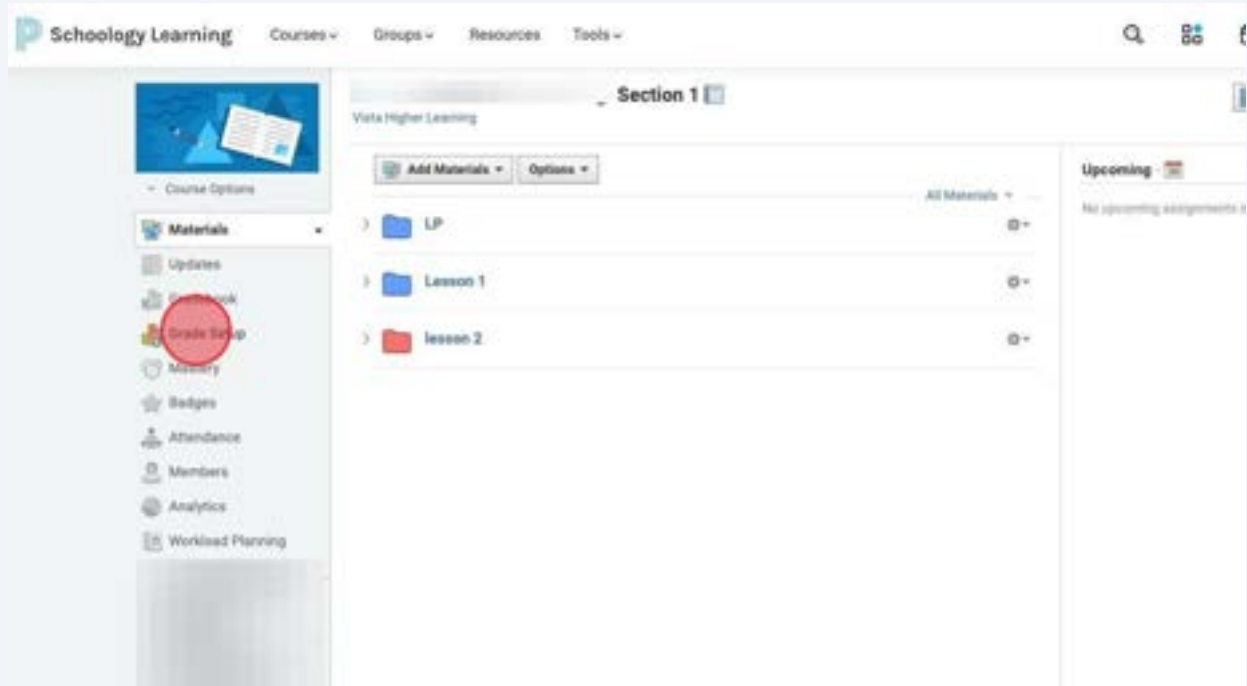


3 You will be taken to your Schoology Dashboard.



Setting "default" category in Schoology's "Grade Setup".

4 Click "**Grade Setup**".



5 Create your District/School required categories. Add a **"VHL"** category.

The screenshot shows the Schoology Grade Setup interface. On the left is a sidebar with navigation links: Course Options, Materials, Updates, Gradebook, Grade Setup (highlighted), Mastery, Badges, Attendance, Members, Analytics, and Workload Planning. The main content area is divided into three sections:

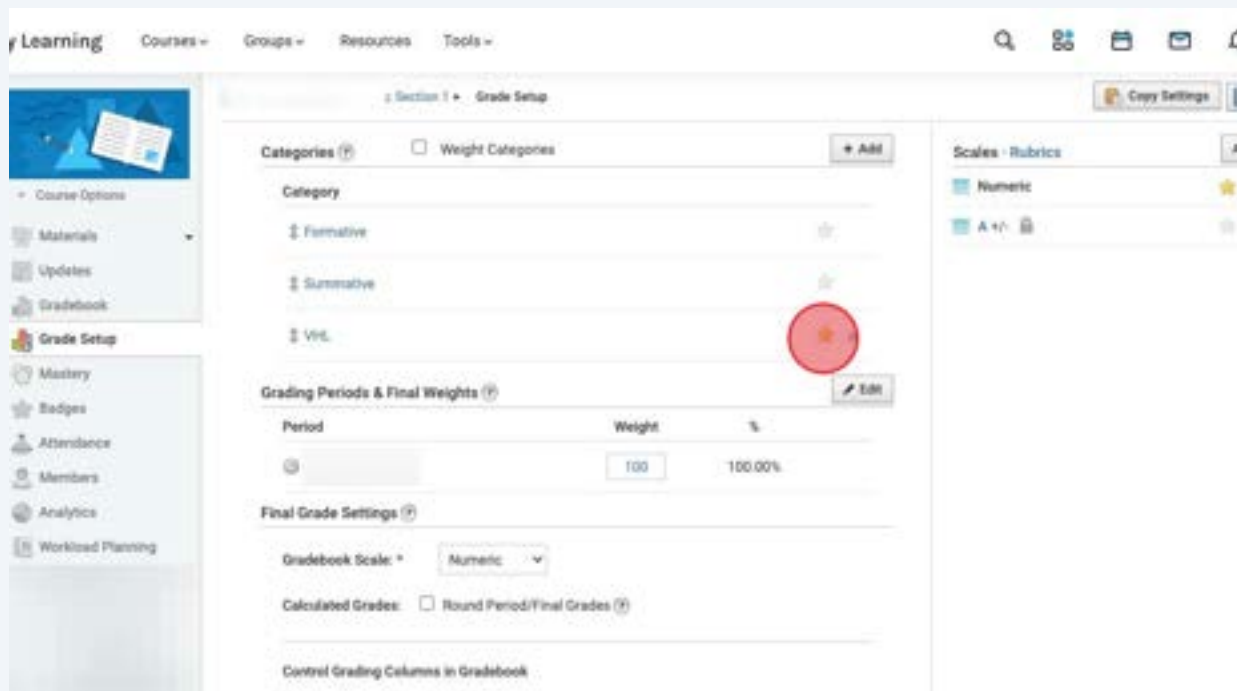
- Categories**: This section is highlighted with a red box. It includes a toggle for 'Weight Categories' and an '+ Add' button. Below is a table with three categories: 'Formative', 'Summative', and 'VHL'. Each category has a star icon to its right.
- Grading Periods & Final Weights**: This section includes an 'Edit' button and a table with three columns: 'Period', 'Weight', and '%'. The table contains one entry: 'VHL Continuous' with a weight of '100' and a percentage of '100.00%'.
- Final Grade Settings**: This section includes a 'Gradebook Scale' dropdown menu set to 'Numeric' and a 'Calculated Grades' checkbox labeled 'Round Period/Final Grades'.



Alert! In order for the grade passback to work properly, you need to set a default category in Schoology.

6

Click the "★" on the **"VHL"** category to make it the default category for grade passback from vhlcentral. This will be referenced again in the grade passback section of this document.

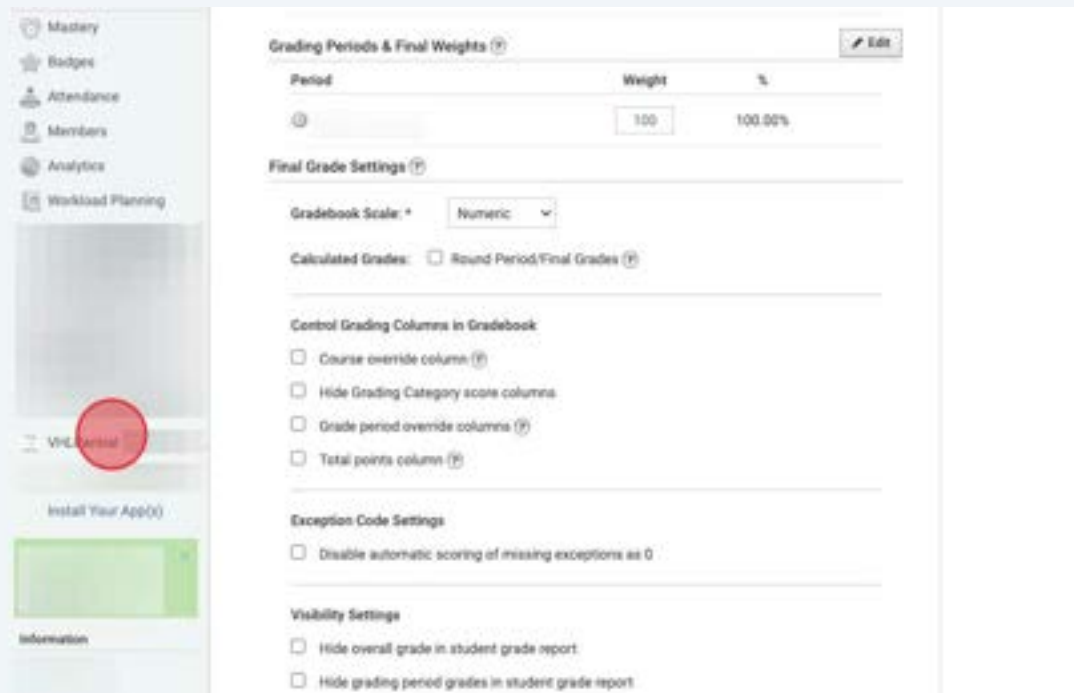


Tip! Note, your Schoology courses will show **"Launch vhlcentral"** and not "VHLCentral".



Alert! The "Launch vhlcentral" link should be on the left navigation bar of your course. If it's not in the left navigation, follow your institution's directions on how to "add an app". For example, you can click on "Install your apps" or go to the "App Center" via the Waffle on the top right navigation.

7 Click "Launch vhlcentral".



The screenshot shows the vhlcentral interface. On the left is a sidebar with navigation links: Mastery, Badges, Attendance, Members, Analytics, and Workload Planning. Below these is a section for 'VHL Central' with a red circle highlighting the 'Launch vhlcentral' button. Below that is 'Install Your App(s)' and 'Information'. The main content area is titled 'Grading Periods & Final Weights' and contains a table with columns 'Period', 'Weight', and '%'. The table has one row with a value of 100 and 100.00%. Below the table are sections for 'Final Grade Settings', 'Control Grading Columns in Gradebook', 'Exception Code Settings', and 'Visibility Settings', each with various checkboxes and dropdown menus.

Period	Weight	%
	100	100.00%

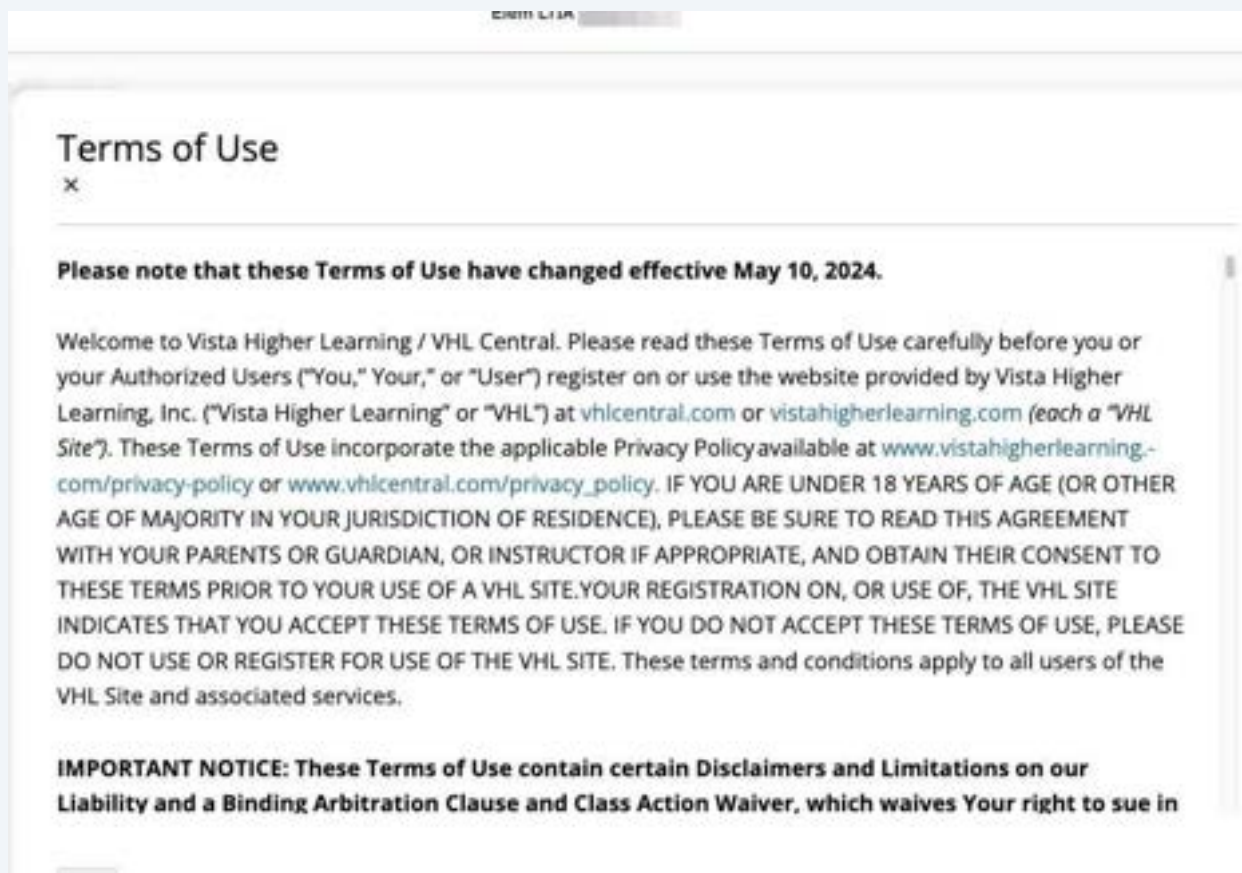
Login to vhlcentral



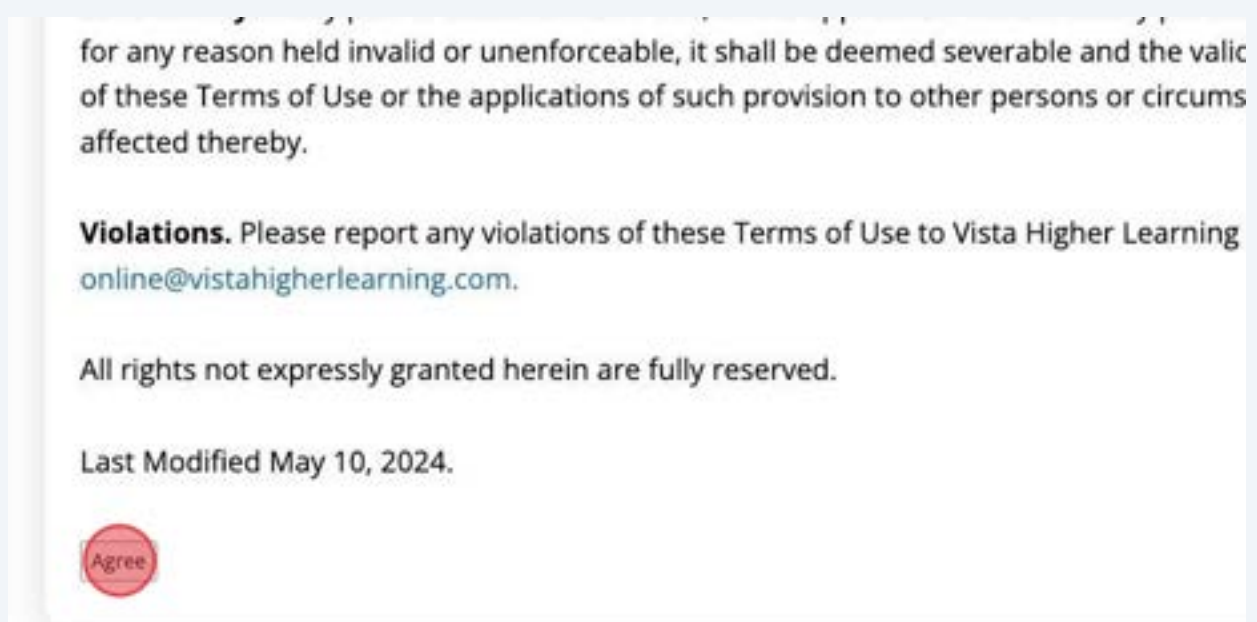
Alert! If this is the first time you are logging in to vhlcentral from Schoology, you will be prompted to agree to the **"Terms of Use"**.

Accepting Terms of Use for the First Time

- 8 Scroll and read through the "Terms of Use".



- 9 Click "Agree".

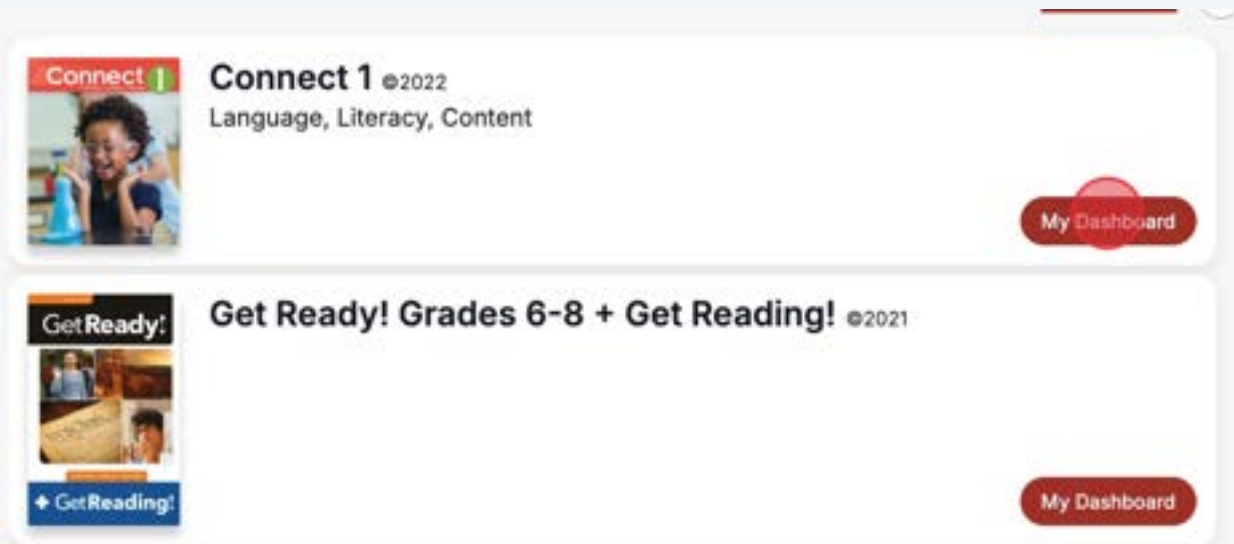


Selecting a Program

- 10 Click "**Launch vhlcentral**". You will be taken to the vhlcentral course connector page. You will see all the programs available to your institution.

 Tip! Once you have logged in to vhlcentral from Schoology, you will be taken to the **Course Connector** page.

- 11 Select your program.



Start and End Dates

12 Click "**Start Date**" field.

PREVIEW AS STUDENT ▾

COPY DATE SETTINGS FROM...

Default settings ▾

START DATE

01/09/2025

END DATE

04/17/2025

13 Set "**Start Date**".

PREVIEW AS STUDENT ▾

COPY DATE SETTINGS FROM...

Default settings ▾

START DATE

01/09/2025

« January 2025 »

Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18

NEXT >

14 Click the **"End Date"** field.

PREVIEW AS STUDENT ▾

COPY DATE SETTINGS FROM...

Default settings ▾

START DATE

01/13/2025

END DATE

04/17/2025

« April 2025 »

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5

NEXT >

15 Set **"End Date"**.

START DATE

01/09/2025

END DATE

04/17/2025

« April 2025 »

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

SAVE CHANGES EXIT



Alert! When setting the **"End Date"**, verify whether the course tile on the LMS is for a semester- or year-long course. If it is a **Semester Course Tile**, the start date should be the beginning of the semester, and the end date should be the end of the semester. If it is a **Year-long Course Tile**, the start date should be the beginning of the year, and the end date should be the end of the year.

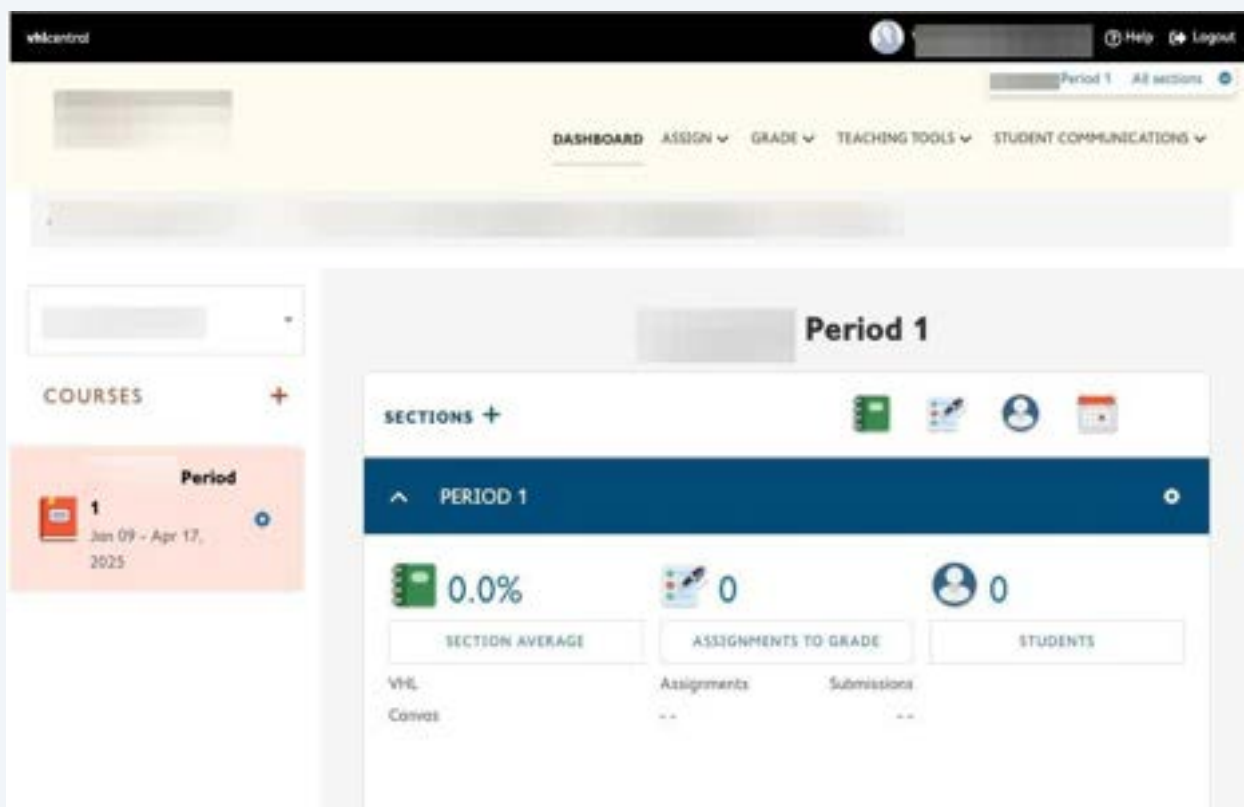
Course Setup

16

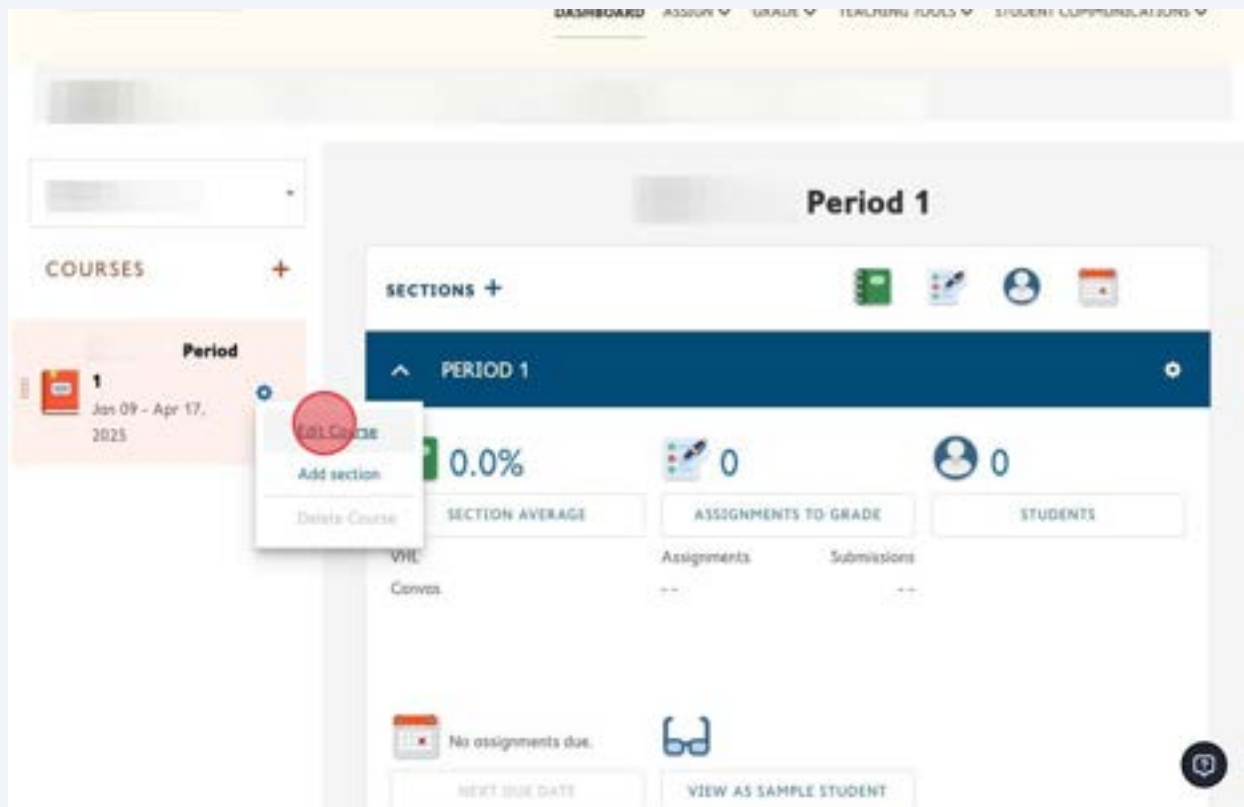
Click **"Launch vhlcentral"**. You will be taken to the vhlcentral Course Connector page, where you will see all the programs available to your institution.

17

You will be taken to the vhlcentral **"Dashboard view"**.



- 18 Hover your cursor on the blue gear under **Courses** and click on **"Edit Course"**.



Course Tab

19

You will be taken to the **Course Information Page**, where you can set preferences for the **Course** start and end dates, **Content**, **Gradebook**, and the **Summary**.

return

Course Content Gradebook Summary

Editing "Period 1" Period 1"

COURSE NAME

Period 1

PREVIEW AS STUDENT

START DATE

01/09/2025

END DATE

04/17/2025



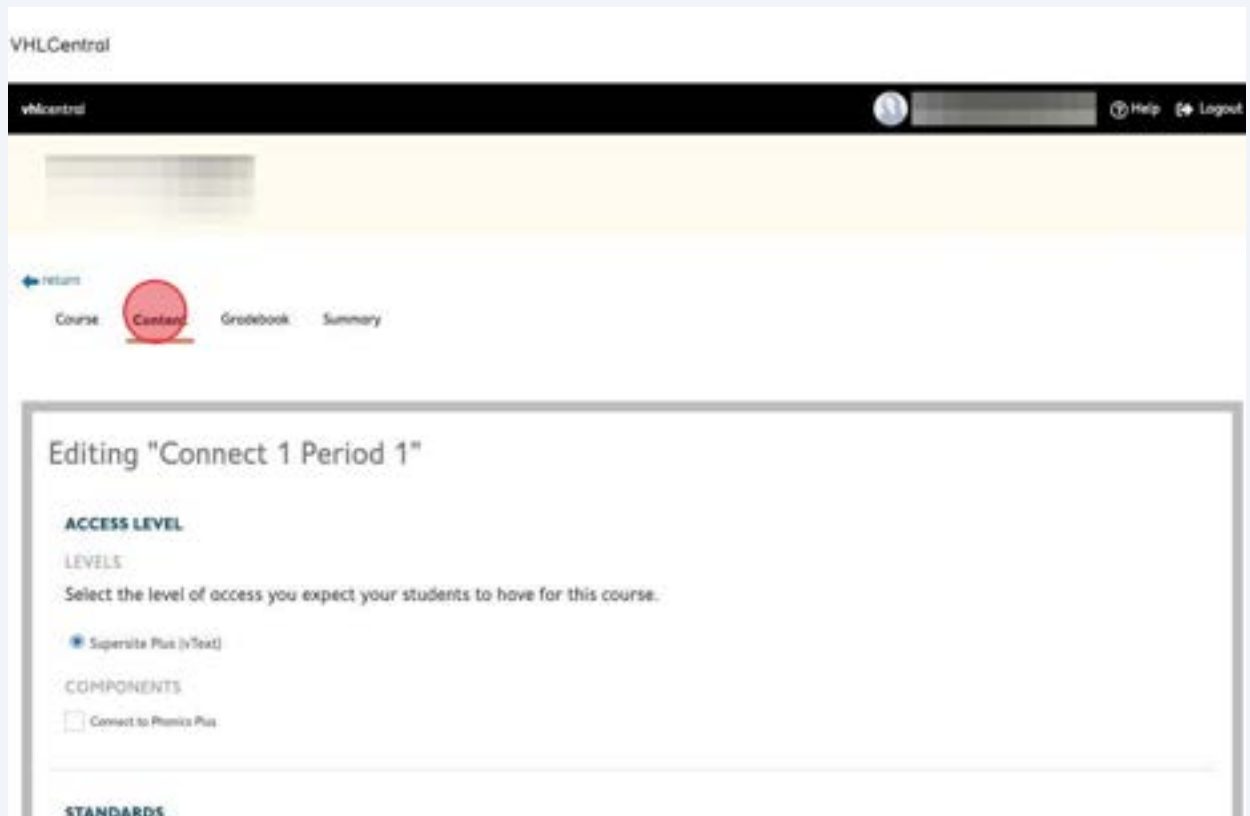
Alert! When setting the **"End Date"**, verify if the course tile on the LMS is for a semester- or year-long course. If it is a **Semester Course Tile**, the start date should be the beginning of the semester, and the end date should be the end of the semester. If it is a **Year-long Course Tile**, the start date should be the beginning of the year, and the end date should be the end of the year.

Content Tab



Alert! Content settings will vary based on the programs.

20 Click **"Content"**.



21

Select your **"Access Levels"** and components. This will vary based on your programs.

return

Course **Content** Gradebook Summary

Editing "Connect 1 Period 1"

ACCESS LEVEL

LEVELS

Select the level of access you expect your students to have for this course.

☒ Superior Plus (xText)

COMPONENTS

☐ Connect to Phonics Plus

STANDARDS

Select the standards you would like to include in your course.

☒ AZ ELA

22

If your Program has **"Standards"** included, you will be able to select the standards that you'd like to apply.

The screenshot displays a web interface for configuring a course. It is divided into several sections: 'ACCESS LEVEL', 'LEVELS', 'COMPONENTS', 'STANDARDS', and 'ASSIGNMENT SETTINGS'. The 'STANDARDS' section is highlighted with a red rectangular box. This section contains a list of standards with checkboxes, all of which are currently checked. The standards listed are: AZ ELA, AZ ELP, CA ELA, CA ELD, CCSS, ELPA21, FL B.E.S.T., Texas ELPs, Texas TEKS, and WIDA. Above the 'STANDARDS' section, the 'LEVELS' section has a radio button selected for 'Supersite Plus (vText)'. The 'COMPONENTS' section has an unchecked checkbox for 'Connect to Phonics Plus'.

ACCESS LEVEL

LEVELS
Select the level of access you expect your students to have for this course.

☒ Supersite Plus (vText)

COMPONENTS
☐ Connect to Phonics Plus

STANDARDS
Select the standards you would like to include in your course.

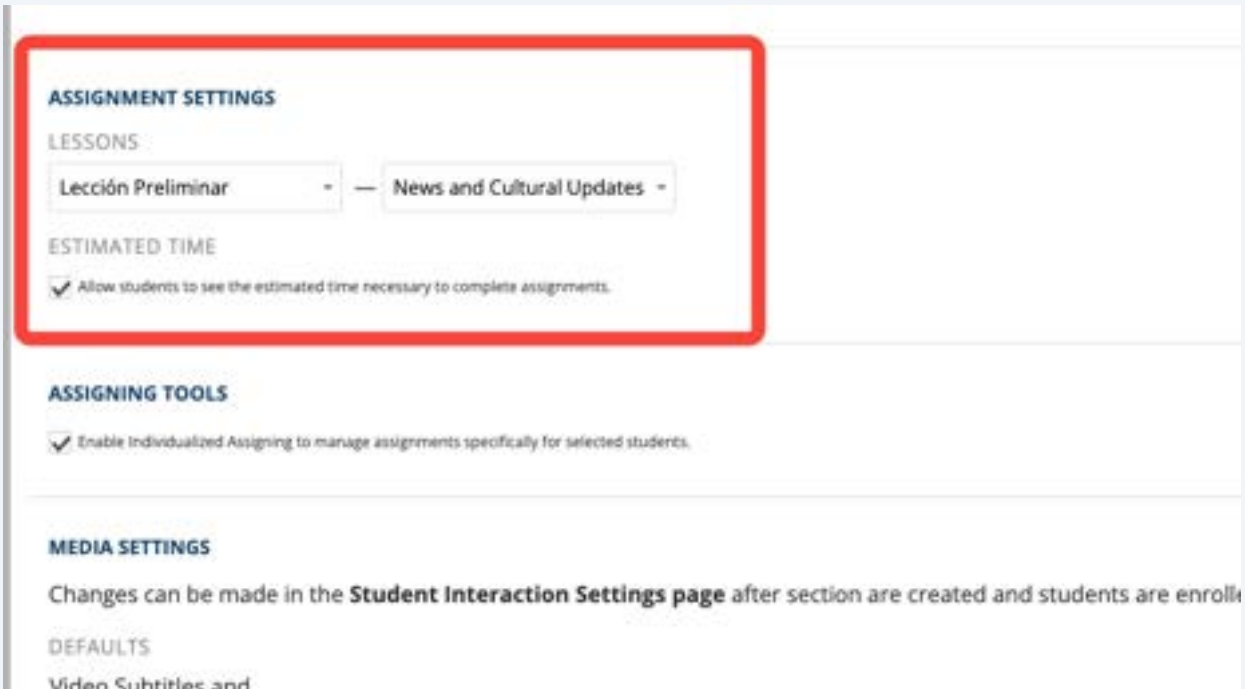
- ☒ AZ ELA
- ☒ AZ ELP
- ☒ CA ELA
- ☒ CA ELD
- ☒ CCSS
- ☒ ELPA21
- ☒ FL B.E.S.T.
- ☒ Texas ELPs
- ☒ Texas TEKS
- ☒ WIDA

ASSIGNMENT SETTINGS

23

Under "**Assignment Settings**", select the **first**, and **last** Lesson or Unit this course will cover.

Select "**Allow students to see the estimated time necessary to complete assignments**" if you'd like the students to know the time it should take an average student to complete an activity or assessment.



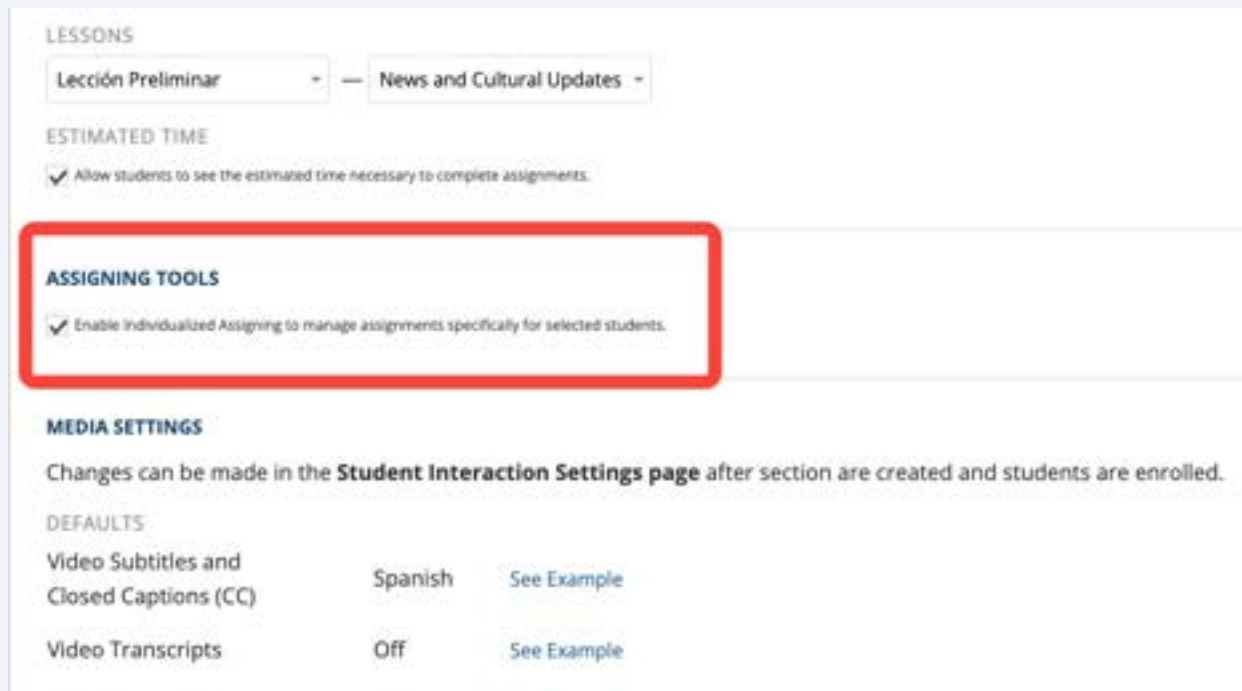
The screenshot shows the 'ASSIGNMENT SETTINGS' page. A red rectangular box highlights the 'LESSONS' and 'ESTIMATED TIME' sections. In the 'LESSONS' section, 'Lección Preliminar' is selected as the first lesson and 'News and Cultural Updates' as the last lesson. In the 'ESTIMATED TIME' section, the checkbox 'Allow students to see the estimated time necessary to complete assignments.' is checked. Below the red box, the 'ASSIGNING TOOLS' section shows the checkbox 'Enable Individualized Assigning to manage assignments specifically for selected students.' is also checked. Further down, the 'MEDIA SETTINGS' section is partially visible, along with a 'DEFAULTS' section.



Tip! Setting the first and last Lesson or Unit can help focus your students on the "current" unit. This can be changed by Unit/Lesson, Quarter, or Semester. For example, if you are currently on Lesson/Unit, you may set that as your last Lesson/Unit.

24

Click **"Enable Individualized Assigning to manage assignments specifically for selected students"** if you'd like the ability to assign activities for selected students.



LESSONS

Lección Preliminar — News and Cultural Updates

ESTIMATED TIME

☒ Allow students to see the estimated time necessary to complete assignments.

ASSIGNING TOOLS

☒ Enable Individualized Assigning to manage assignments specifically for selected students.

MEDIA SETTINGS

Changes can be made in the **Student Interaction Settings** page after section are created and students are enrolled.

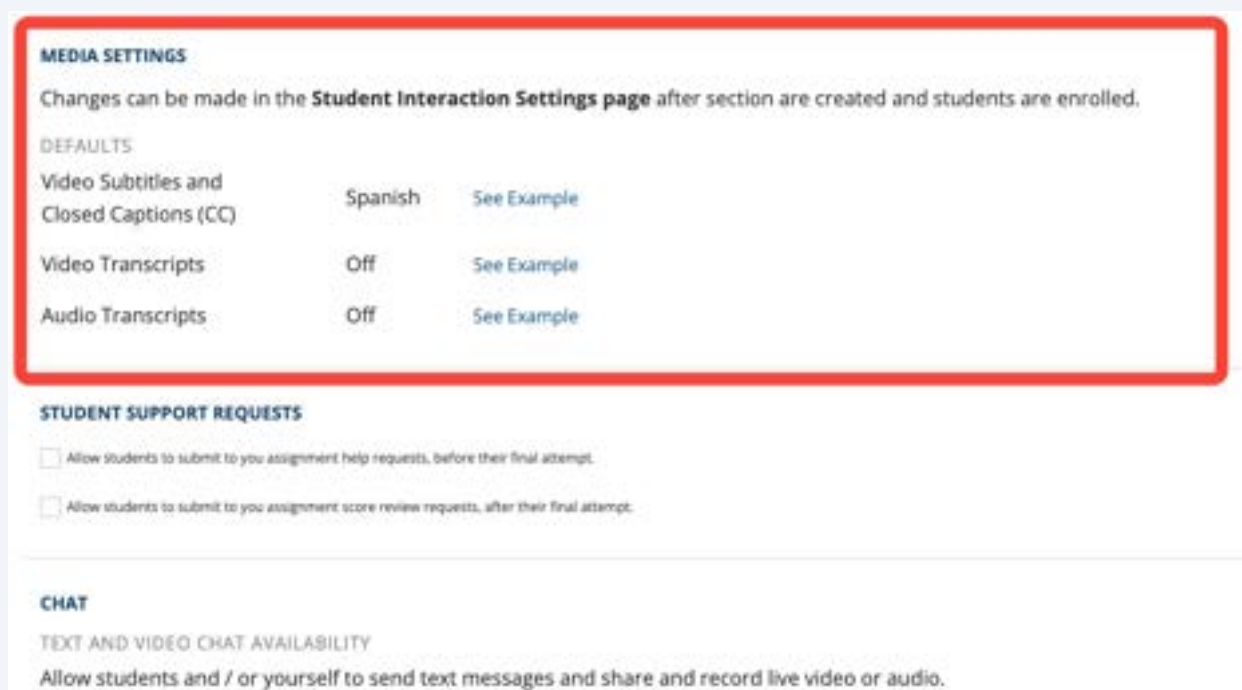
DEFAULTS

Video Subtitles and Closed Captions (CC)	Spanish	See Example
Video Transcripts	Off	See Example

25

Select your **Media Settings** for both **Audio** and **Video** support.

Choose if you'd like to allow students to see **"Video Subtitles and Closed Captions (CC)"**, **"Video Transcripts"** and / or **"Audio Transcripts"**, as well as the language(s) you'd like them to be in.



MEDIA SETTINGS

Changes can be made in the **Student Interaction Settings** page after section are created and students are enrolled.

DEFAULTS

Video Subtitles and Closed Captions (CC)	Spanish	See Example
Video Transcripts	Off	See Example
Audio Transcripts	Off	See Example

STUDENT SUPPORT REQUESTS

☐ Allow students to submit to you assignment help requests, before their final attempt.

☐ Allow students to submit to you assignment score review requests, after their final attempt.

CHAT

TEXT AND VIDEO CHAT AVAILABILITY

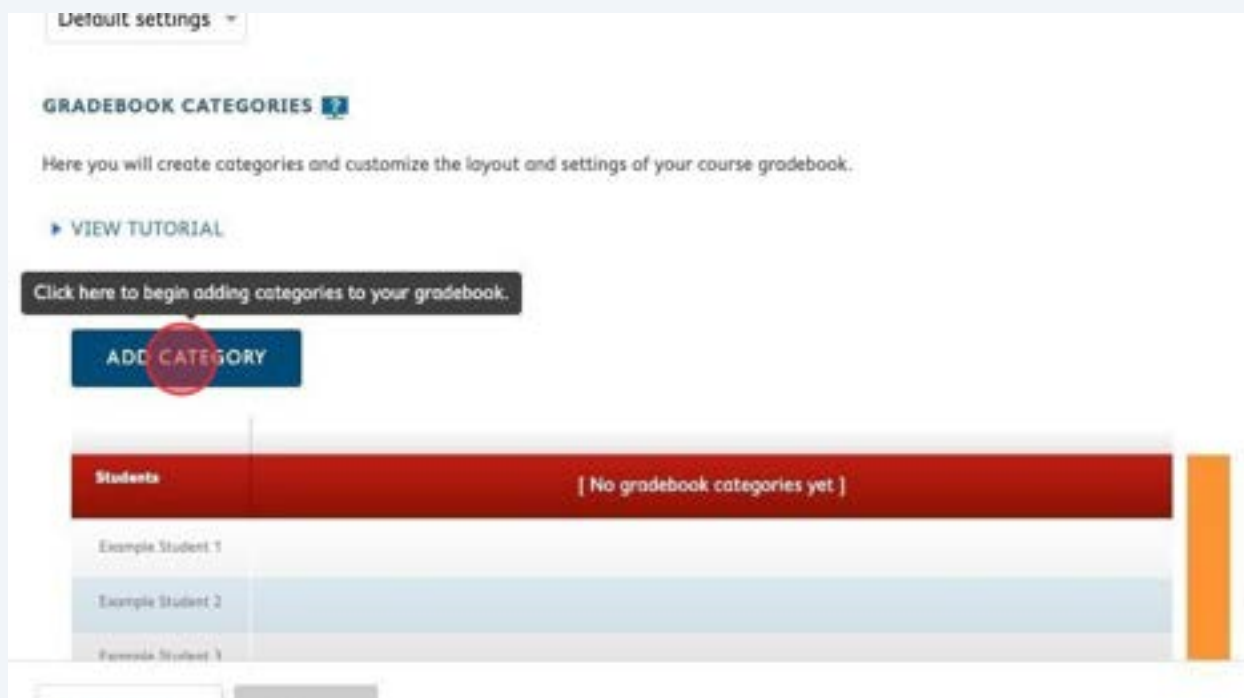
Allow students and / or yourself to send text messages and share and record live video or audio.

Gradebook Tab

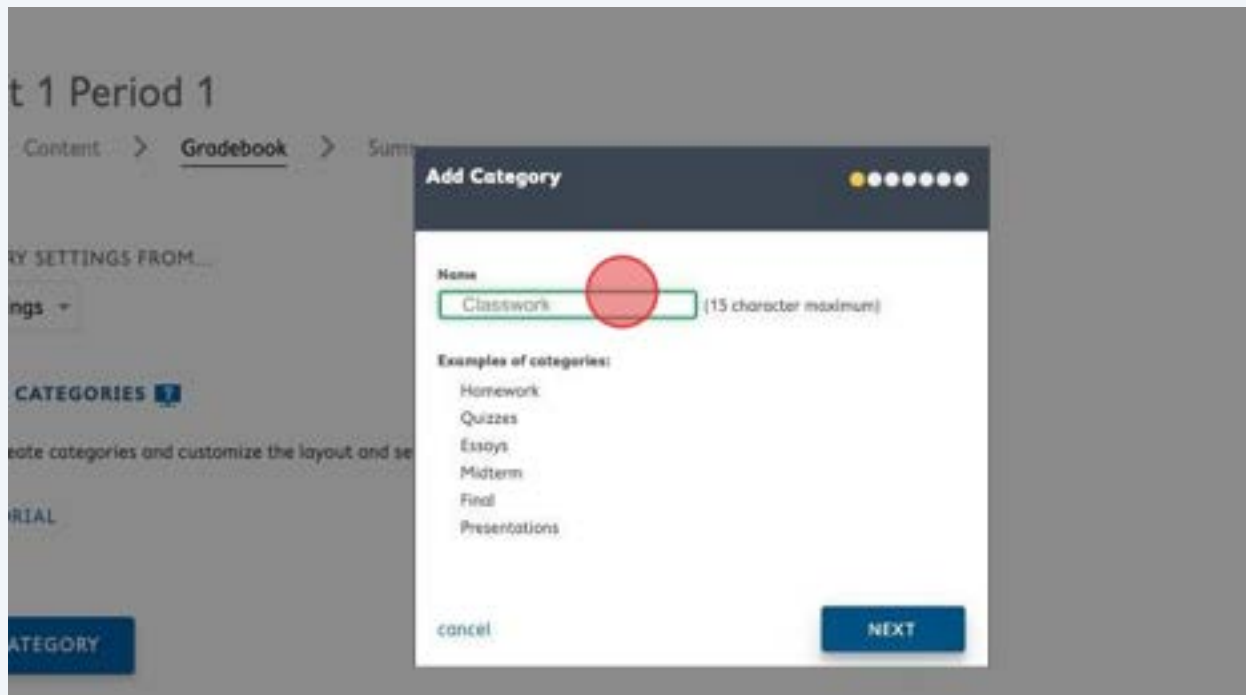


Alert! Vhlcentral gradebook categories do not need to match your LMS categories. Once the grades pass back from vhlcentral to Canvas, you will need to recategorize them under "Assignments". This information is detailed in the **"Recategorizing Activities / Assessments in Canvas Gradebook"** section of the guide. For example, you can create a VHL category for practice assignments that you don't want to be added to the gradebook of record, such as tutorials. You can also have a Canvas category for the assignments you want in your gradebook of record, like summative or formative assessments.

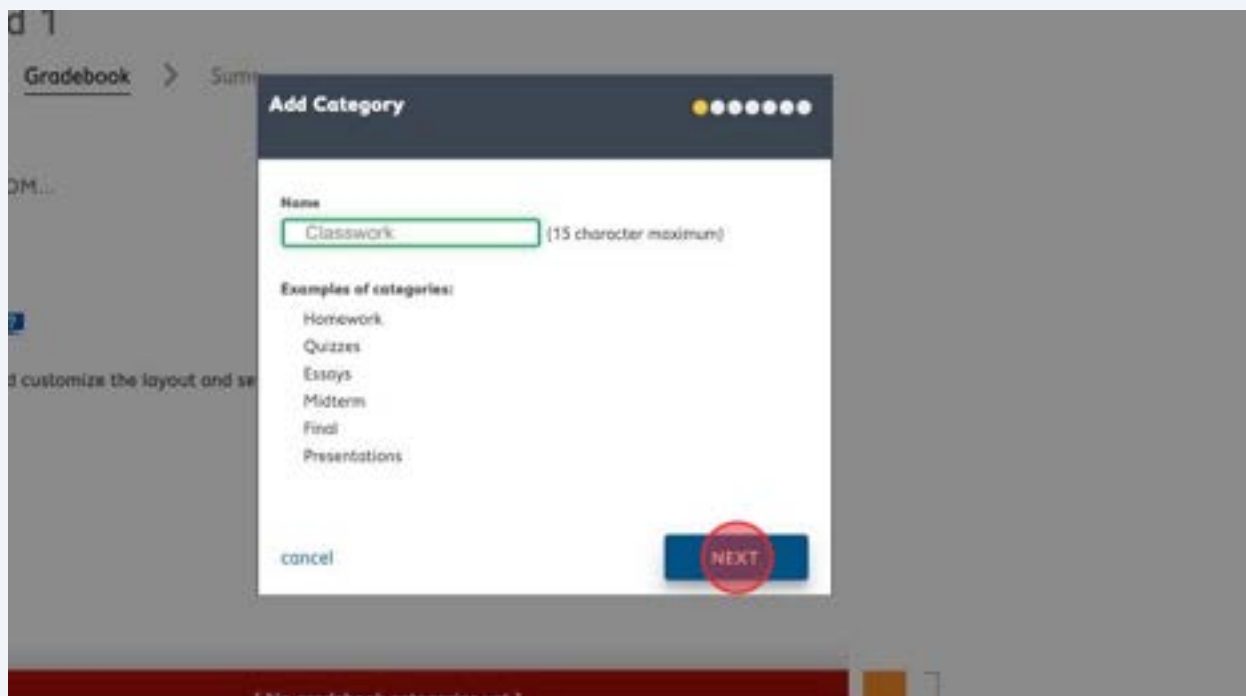
26 To set up Gradebook Categories, click **"Add Category"**.



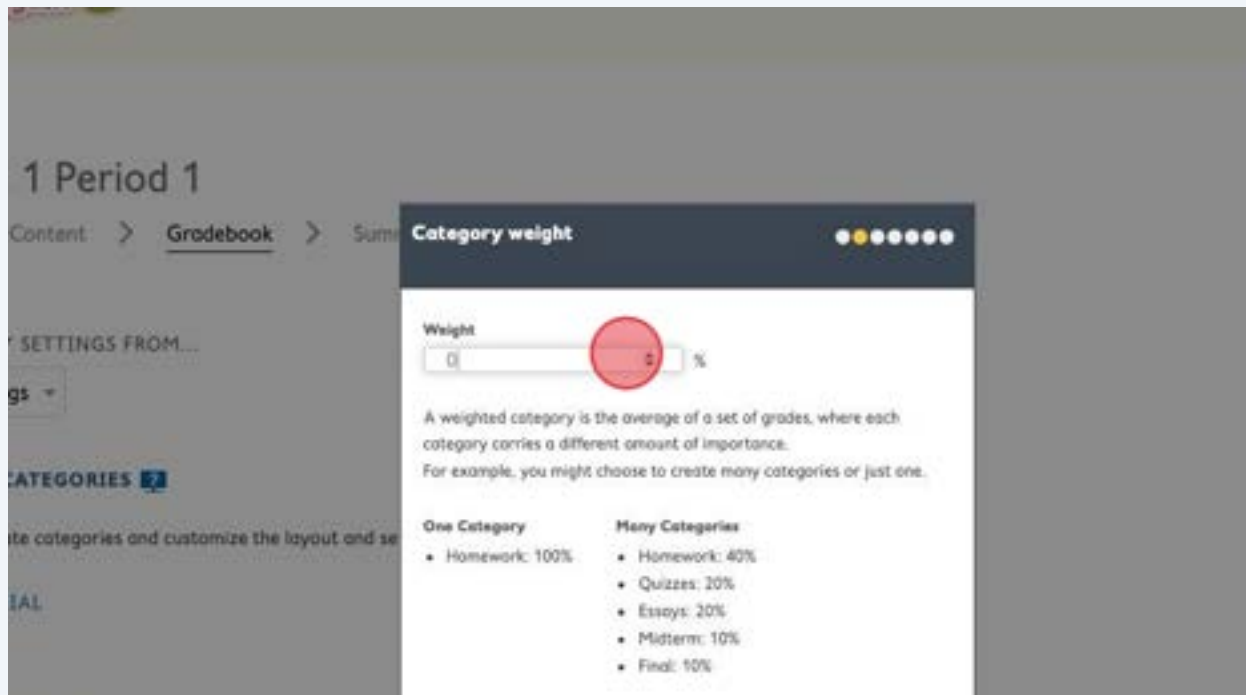
- 27 Type your first category, for example "Classwork".



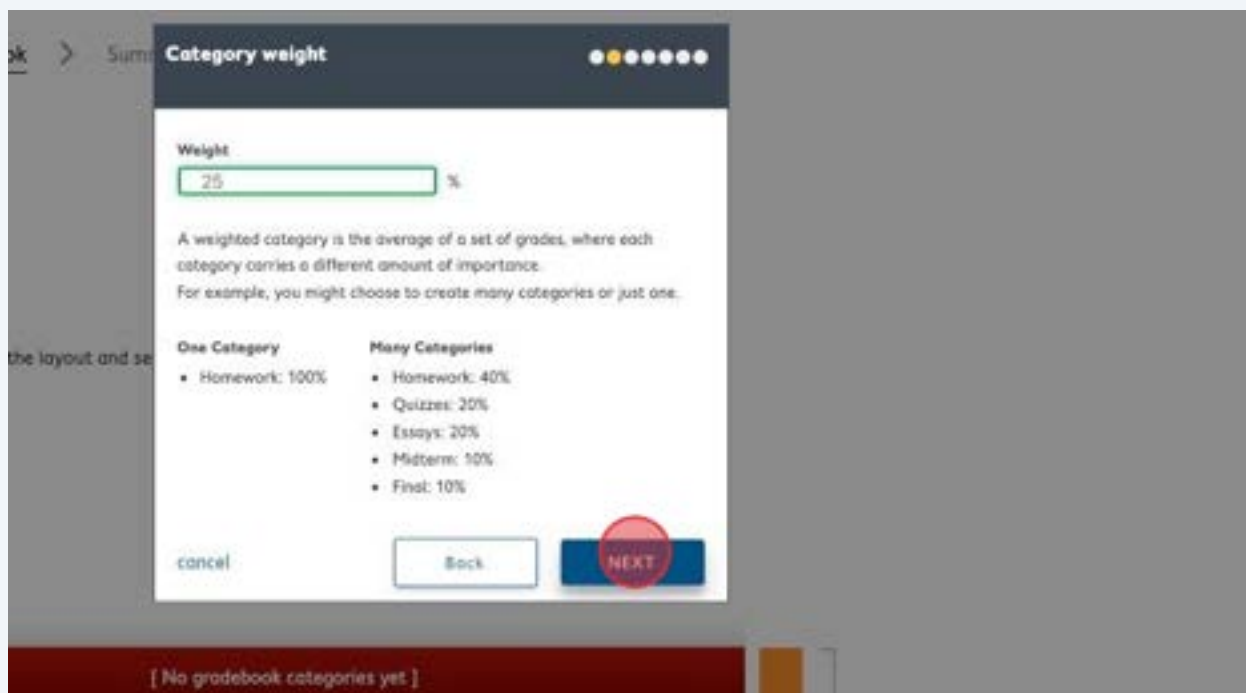
- 28 Click "Next".



- 29 Select the "**Weight**" for that category. For example, type "25".



- 30 Click "**Next**".



31

Select **"For a grade"** if you want grades for each of your activities and assessments as well as the **"number of lowest grades dropped"**.

Course Content **Gradebook** Summary

Editing

GRADEBOOK CATEGORIES

Here you will create categories and customize the layout.

[VIEW TUTORIAL](#)

ADD CATEGORY

Category grading

Assignments in this category will be:

☒ For a grade

☐ Credit/no credit

Number of lowest grades dropped:

0 (default)

cancel Back **NEXT**

Students	Canvas 50 %	VHL 50 %
Example Student 1	A	A
Example Student 2	B	B
Example Student 3	C	C

SAVE CHANGES EXIT

32 Click "Next".

Course Content **Gradebook** Summary

Editing

GRADEBOOK CATEGORIES

Here you will create categories and customize the layout

[VIEW TUTORIAL](#)

ADD CATEGORY

Category grading

Assignments in this category will be:

☒ For a grade

☐ Credit/no credit

Number of lowest grades dropped:

0 (default)

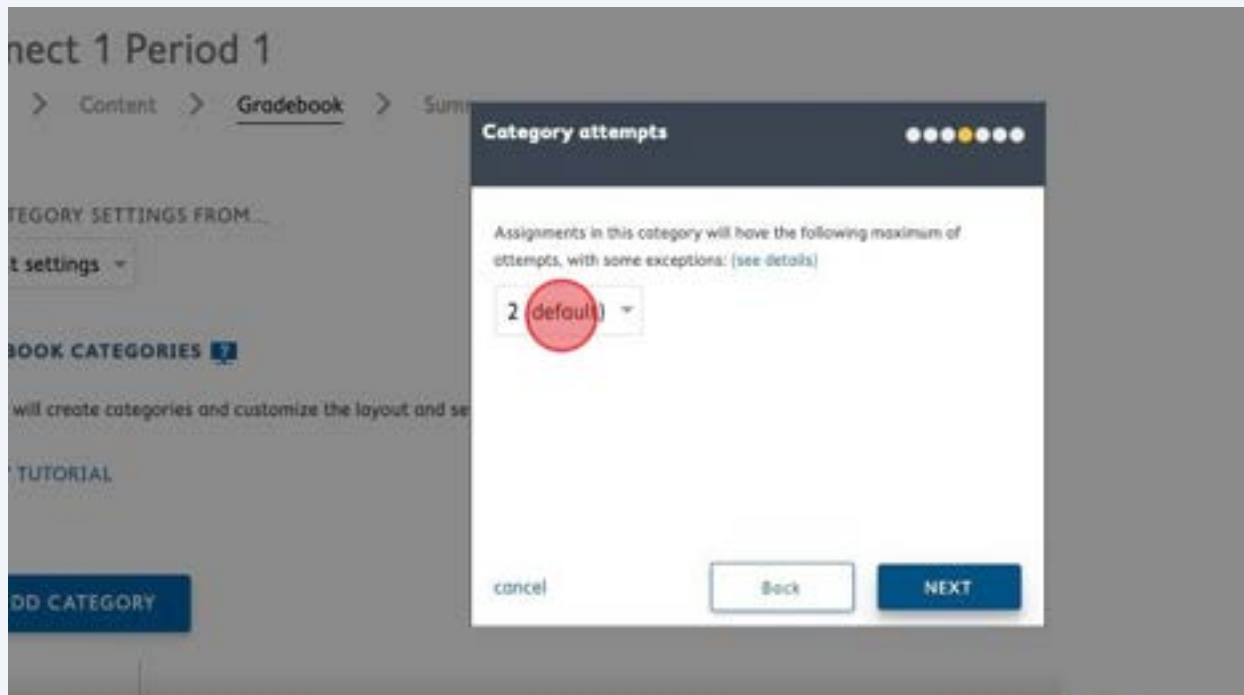
cancel Back **NEXT**

Students	Canvas 50 %	VHL 50 %
Example Student 1	A	A
Example Student 2	B	B
Example Student 3	C	C

SAVE CHANGES EXIT

33

Choose the maximum number of attempts a student will have for any activity that will allow multiple attempts.

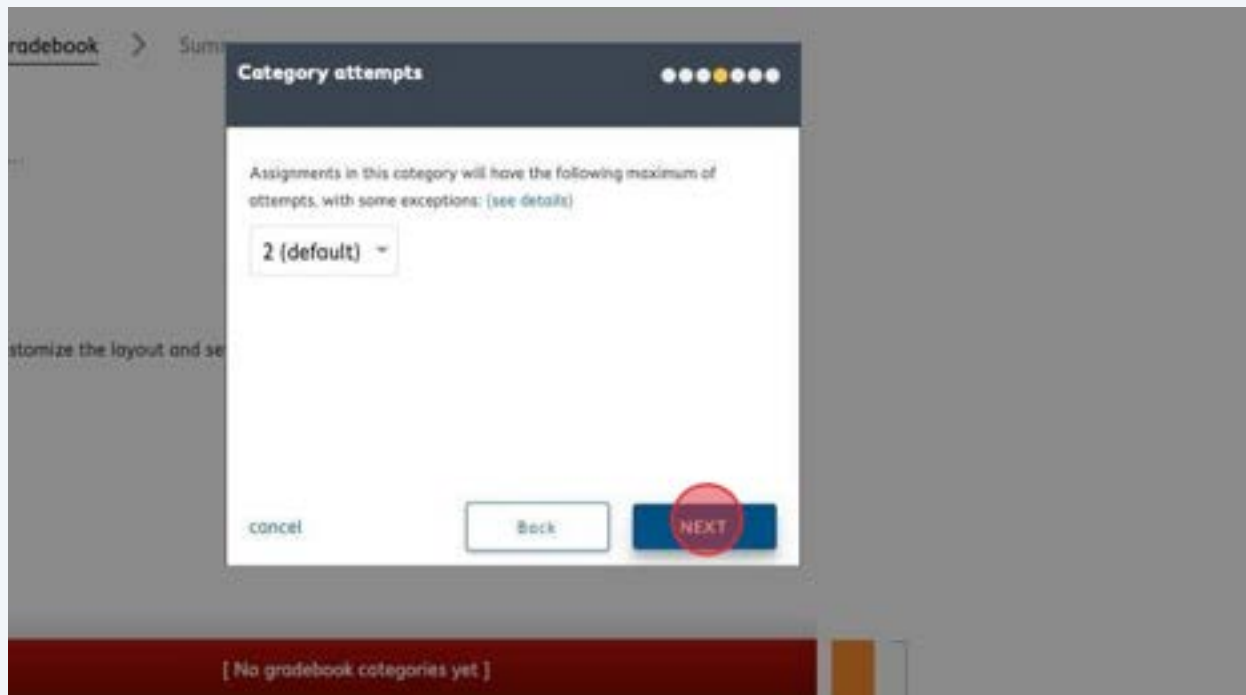


Tip! If you allow multiple attempts, consider adding an extra attempt for technology issues, such as loss of connectivity or timeouts caused by factors like fire drills.



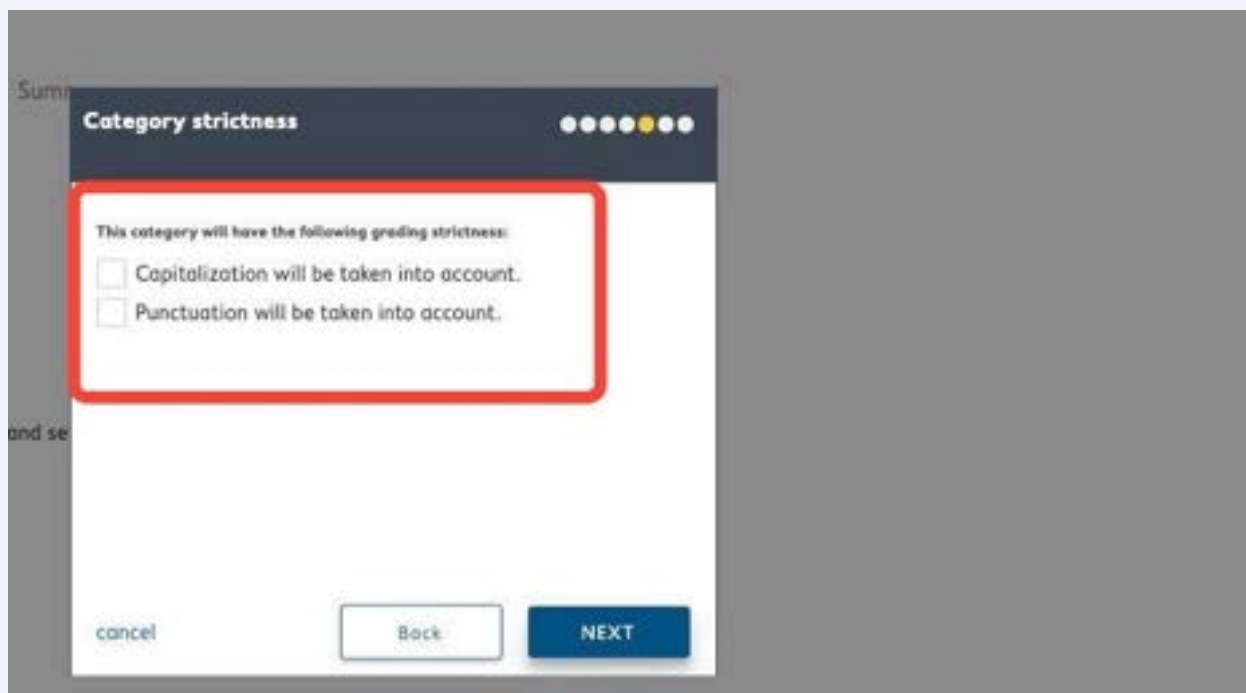
Alert! This setting will not affect the number of attempts for assessments.

34 Click **"Next"**.



The screenshot shows a modal dialog box titled "Category attempts" with a progress indicator of five dots, the third of which is highlighted. The text inside reads: "Assignments in this category will have the following maximum of attempts, with some exceptions: (see details)". Below this is a dropdown menu showing "2 (default)". At the bottom, there are three buttons: "cancel", "Back", and "NEXT". The "NEXT" button is highlighted with a red circle. The background is a blurred view of a gradebook interface.

35 Choose the **"Category Strictness"** for your students.



The screenshot shows a modal dialog box titled "Category strictness" with a progress indicator of five dots, the third of which is highlighted. The text inside reads: "This category will have the following grading strictness:". Below this are two checkboxes, both of which are unchecked: "Capitalization will be taken into account." and "Punctuation will be taken into account.". These checkboxes are enclosed in a red rectangular box. At the bottom, there are three buttons: "cancel", "Back", and "NEXT". The background is a blurred view of a gradebook interface.

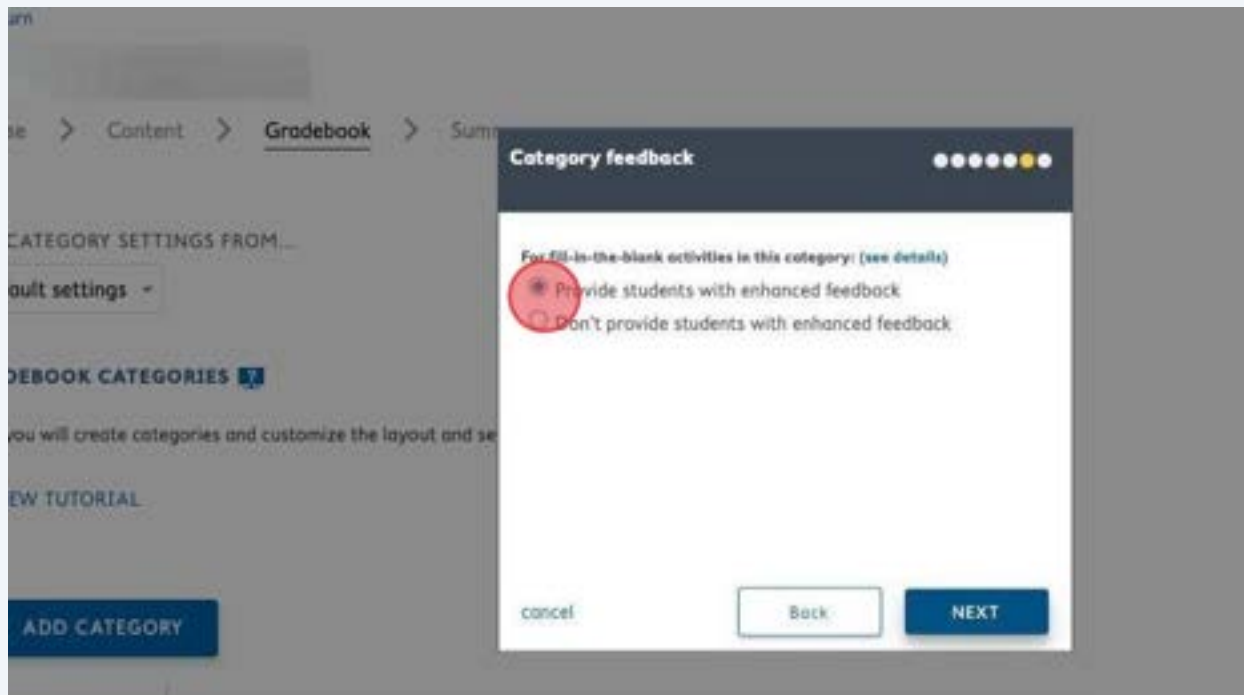


Tip! This can be changed throughout the year. For example, for a Level 1 course, you might not take capitalization or punctuation into consideration until the second semester, while you might take it into consideration starting the first semester for a Level 4 course.

36

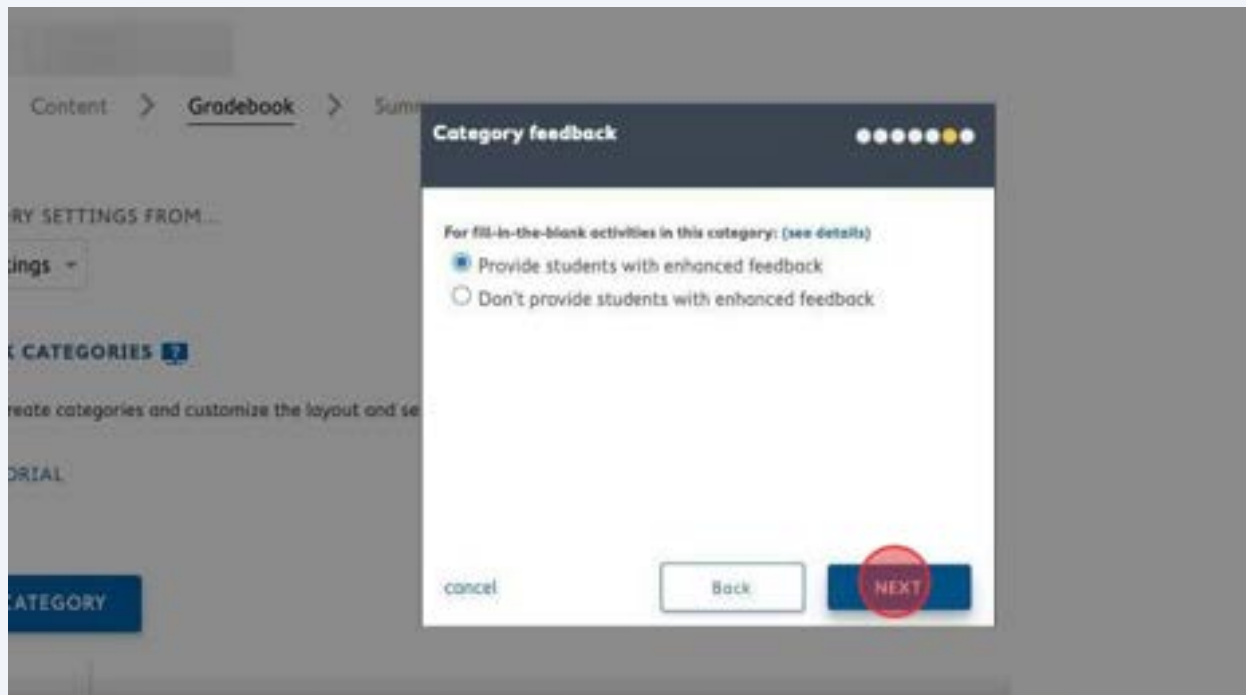
Click **"Next"**.

37 Choose "**Provide students with enhanced feedback**".

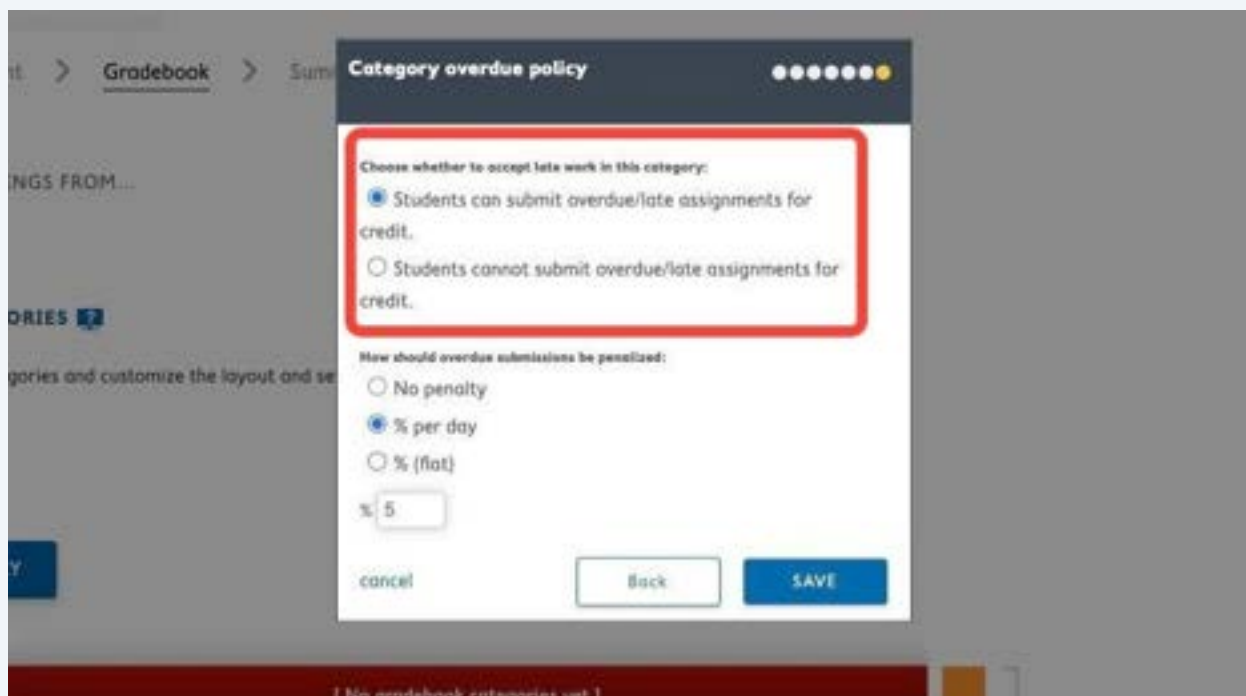


Tip! Providing enhanced feedback will not provide students with the correct answer, but it will provide some guidance on how to improve their response during any additional attempts.

38 Click **"Next"**.



39 To choose if you'd like students to be able to turn in overdue/late assignments for credit, click **"Students can submit overdue/late assignments for credit"**.



40

If you're allowing students to turn in overdue/late assignments, choose if there will be a penalty and what that penalty will be.

Category overdue policy

Choose whether to accept late work in this category:

- ☒ Students can submit overdue/late assignments for credit.
- ☐ Students cannot submit overdue/late assignments for credit.

How should overdue submissions be penalized:

- ☐ No penalty
- ☒ % per day
- ☐ % (flat)

% 5

cancel Back SAVE

41

Click "Save".

Category overdue policy

Choose whether to accept late work in this category:

- ☒ Students can submit overdue/late assignments for credit.
- ☐ Students cannot submit overdue/late assignments for credit.

How should overdue submissions be penalized:

- ☐ No penalty
- ☒ % per day
- ☐ % (flat)

% 5

cancel Back SAVE

42

The category and weight will be shown after the category has been added. The "Add Category" process should be repeated until you have your desired categories and the weights add up to 100%.

Default settings ▾

GRADEBOOK CATEGORIES ?

Here you will create categories and customize the layout and settings of your course gradebook.

[▶ VIEW TUTORIAL](#)

Click here to begin adding categories to your gradebook.

ADD CATEGORY

Students	Classwork 25 %
Example Student 1	A
Example Student 2	B
Example Student 3	C

43

Click **"Next"** once you have your categories and weights set.

Students	Classwork 25 %	Quizzes 25 %	Homework 10 %	Tests 40 %
Example Student 1	A	A	A	A
Example Student 2	B	B	B	B
Example Student 3	C	C	C	C
Example Student 4	D	D	D	D

Category weighting at 100%

[< PREVIOUS](#) **NEXT >**

Examples of Gradebook Categories

44

Here is an example of "simplified" categories. All work in the VHL Category will remain in the vhlcentral Gradebook, and the work in the Schoology Category will be synced to the Schoology Gradebook.

GRADEBOOK CATEGORIES

Here you will create categories and customize the layout and settings of your course gradebook.

[▶ VIEW TUTORIAL](#)

ADD CATEGORY

Students	Schoology 100 %	VHL 0 %	
Example Student 1	A	A	
Example Student 2	B	B	
Example Student 3	C	C	
Example Student 4	D	D	

Category weighting at 100%

45

Here is an example of "traditional" categories. During the process of syncing the gradebook, you will select which categories remain in the vhlcentral Gradebook, and which categories will be synced to the Canvas Gradebook.

Students	Classwork 25 %	Quizzes 25 %	Homework 10 %	Tests 40 %	
Example Student 1	A	A	A	A	
Example Student 2	B	B	B	B	
Example Student 3	C	C	C	C	
Example Student 4	D	D	D	D	

Category weighting at 100%

[< PREVIOUS](#)

[NEXT >](#)

Summary Tab

46 Verify the summary is correct.

Tests

40

Maximum Attempts: 3

Number of lowest grades dropped: 0

Grading Strictness

Capitalization must match: No

Punctuation must match: No

Fill in the Blank Feedback:

Show where errors are

LATENESS:

Students can submit overdue assignments for credit: Yes

Penalty assessed: None

ORGANIZATION:

Category will contain a lot of assignments grouped by lesson and strand (such as homework).

For all assignments in this category, students will receive full credit regardless of their score: No

GRADING:

Maximum Attempts: 3

Number of lowest grades dropped: 0

Grading Strictness

Capitalization must match: No

Punctuation must match: No

- 47 Click **"Save"** once you have verified the summary is correct.

Penalty assessed: None

Tests

40

ORGANIZATION:

Category will contain a lot of assignments grouped by lesson and strand (such as homework).
For all assignments in this category, students will receive full credit regardless of their score: No

GRADING:

Maximum Attempts: 2
Number of lowest grades dropped: 0
Grading Strictness
Capitalization must match: No
Punctuation must match: No

Fill in the Blank Feedback:
Show where errors are

LATENESS:

Students can submit overdue assignments for credit: Yes
Penalty assessed: None

PREVIOUS SAVE

Course Editing

- 48 If you need to make any changes to your course, once in the vhlcentral Dashboard, click on the blue gear icon shown below.

SECTION +

Period 1

0.0%

0

0

SECTION AVERAGE

ASSIGNMENTS TO GRADE

STUDY

Classwork

Quizzes

Homework

Tests

Assignments

Submissions

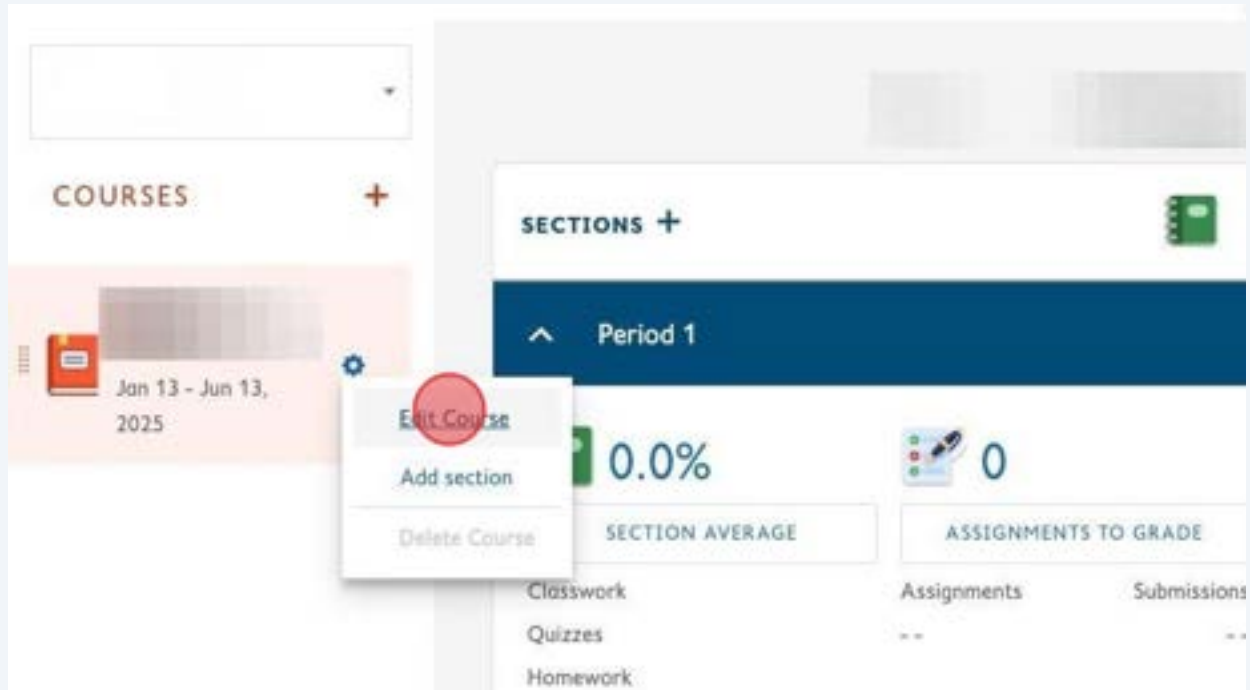
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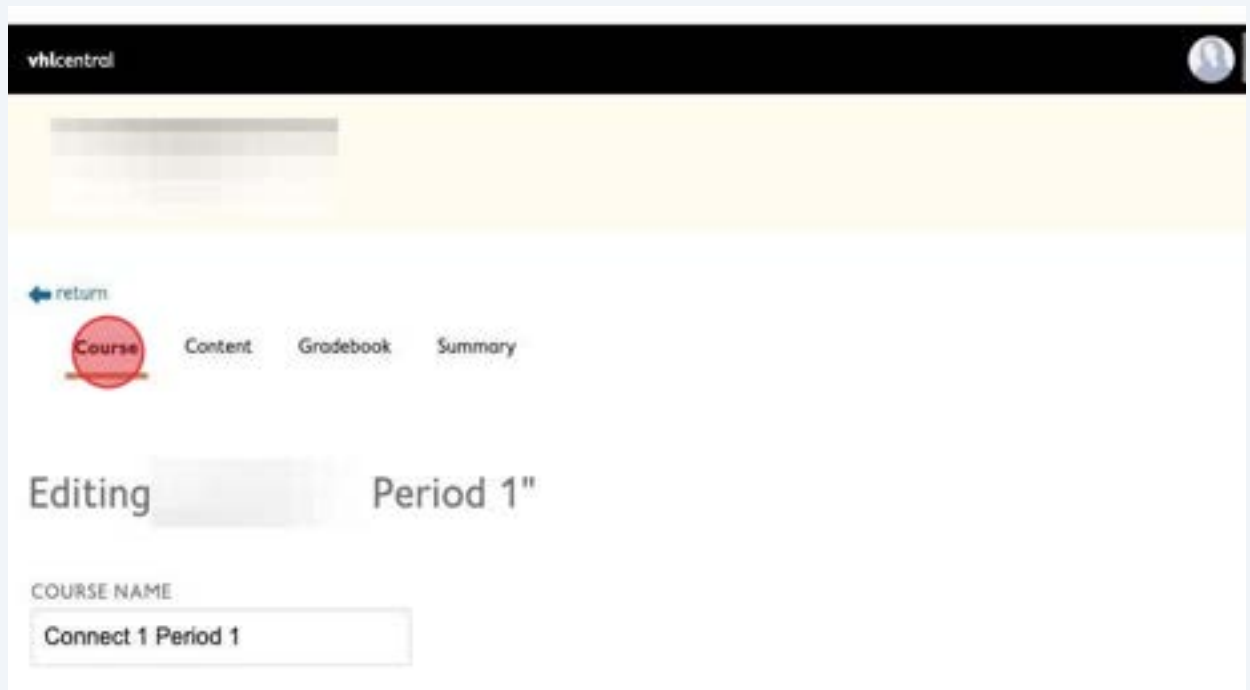
No assignments due.

gear icon

49 Click **"Edit Course"**.



50 Click **"Course"** to edit Course Name, or Start / End dates.



- 51 Click **"Content"** to edit Access Level of Lessons/Units, or Standards.

The screenshot shows the 'Content' tab selected in a navigation bar at the top, with a red circle highlighting it. The navigation bar also includes 'Course', 'Gradebook', and 'Summary'. Below the navigation bar, the page title is 'Editing " " Period 1"'. The main content area is divided into three sections: 'ACCESS LEVEL' with a 'LEVELS' subsection, 'COMPONENTS', and 'STANDARDS'. The 'LEVELS' section has a description 'Select the level of access you expect your students to have for this course.' and a radio button selected for 'SuperSite Plus (vText)'. The 'COMPONENTS' section has a checkbox for 'Connect to Physics Plus'. The 'STANDARDS' section has a description 'Select the standards you would like to include in your course.' and a checkbox for 'AZ ELA'.

- 52 Click **"Gradebook"** to edit categories and weights.

The screenshot shows the 'Gradebook' tab selected in a navigation bar at the top, with a red circle highlighting it. The navigation bar also includes 'Course', 'Content', and 'Summary'. Below the navigation bar, the page title is 'Editing " " Period 1"'. The main content area is divided into two sections: 'GRADEBOOK CATEGORIES' and a description 'How you will create categories and determine the format and settings of your course gradebook.'.

53 Click **"Summary"** to see your edited course settings.

The screenshot shows a web interface for editing course settings. At the top, there is a navigation bar with links: '← return', 'Course', 'Content', 'Gradebook', and 'Summary'. The 'Summary' link is highlighted with a red circle. Below the navigation bar, the main content area is titled 'Editing "Period 1"'. It contains a table of course settings:

START DATE	01/13/2025
END DATE	04/21/2025
FIRST LESSON	Unit 1
LAST LESSON	Unit 8
ACCESS LEVEL	Supersite Plus (vText)
STANDARDS SELECTED	✓ AZ ELA ✓ AZ ELP ✓ CA ELA ✓ CA ELD ✓ CCSS ✓ ELPA21 ✓ FL B.E.S.T. ✓ Texas ELPs ✓ Texas TEKS

At the bottom of the form, there are two buttons: 'SAVE CHANGES' and 'EXIT'. A small circular icon with a question mark is located in the bottom right corner of the form area.

Editing and Deleting Categories

54 If you need to make changes to a category, click **"Edit"**.

CATEGORIES ?

categories and customize the layout and settings of your course gradebook.

CATEGORY

Edit	Classwork 25 %	Quizzes 25 %	Homework 10 %	Edit	Tests 40 %	
	A	A	A		A	
	B	B	B		B	
	C	C	C		C	
	D	D	D		D	

100%

Category

55 Click **"Edit Category"**, and make any necessary changes.

categories and customize the layout and settings of your course gradebook.

CATEGORY

Edit	Classwork 25 %	Quizzes 25 %	Homework 10 %	Edit		
	A	A	A		A	
	B	B	B		B	
	C	C	C		C	
	D	D	D		D	

100%

Category weighting at 100%

56 If you want to delete a category, click **"Delete Category"**.

categories and customize the layout and settings of your course gradebook.

Category

	Edit	Classwork 25 %	Quizzes 25 %	Homework 10 %	Edit
1		A	A	A	Edit Category Delete Category
2		B	B	B	
3		C	C	C	
4		D	D	D	

Category weighting at 100%

57 Make any necessary changes, and click **"Done"**.

Grading Strictness

- ☐ Capitalization counts
- ☐ Punctuation counts

For fill-in-the-blank activities in this category:
(see details)

- ☒ Provide students with enhanced feedback
- ☐ Don't provide students with enhanced feedback

Assignments in this category will be:

- ☒ For a grade
- ☐ Credit/no credit

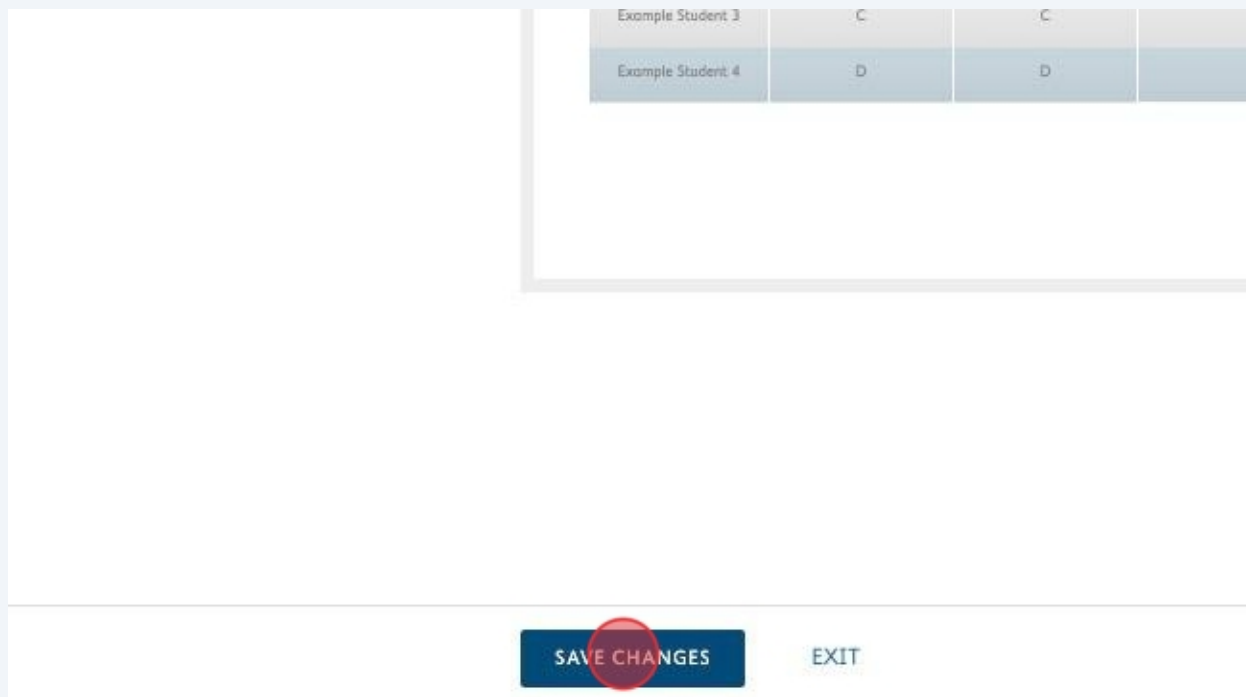
Number of lowest grades dropped:

0 (default) +

DONE

SAVE CHANGES EXIT

58 Click "**Save changes**" once any and all changes are made.



The screenshot shows a form interface. At the top right, there is a table with two rows and three columns. The first row contains 'Example Student 3', 'C', and 'C'. The second row contains 'Example Student 4', 'D', and 'D'. Below the table is a large empty rectangular area. At the bottom of the form, there are two buttons: a dark blue button labeled 'SAVE CHANGES' with a red circle highlighting it, and a light blue button labeled 'EXIT'.

Example Student 3	C	C
Example Student 4	D	D

SAVE CHANGES

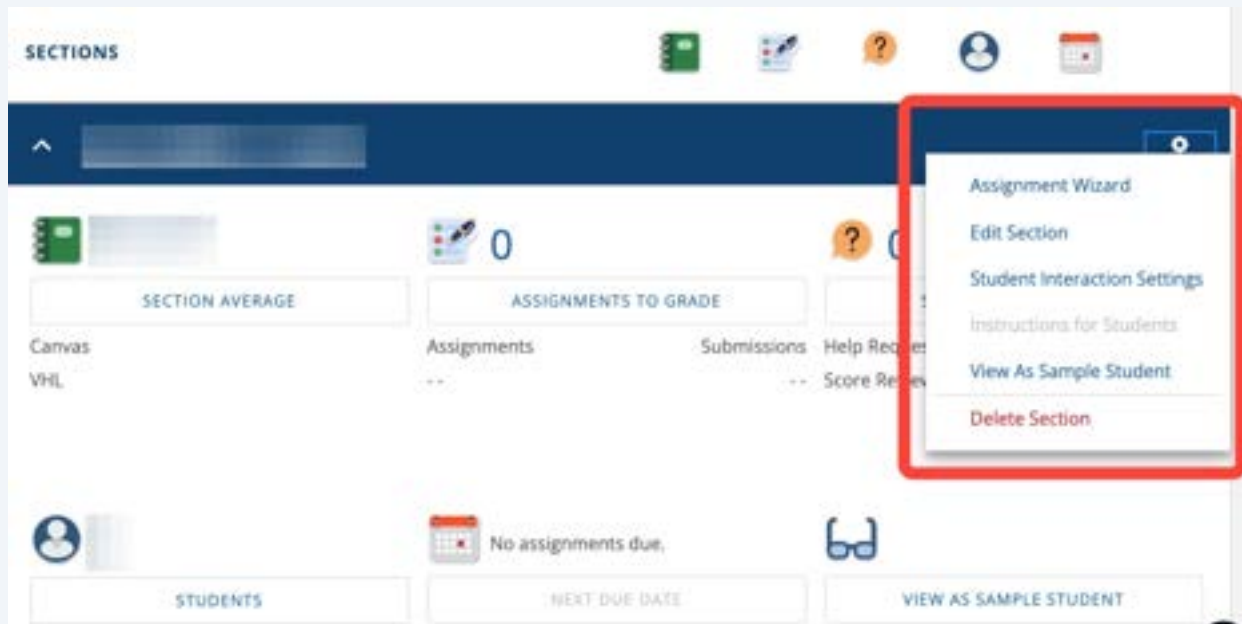
EXIT

Student Interaction Settings Page

59 In order to change the Media Settings, go to your course "**Dashboard**".

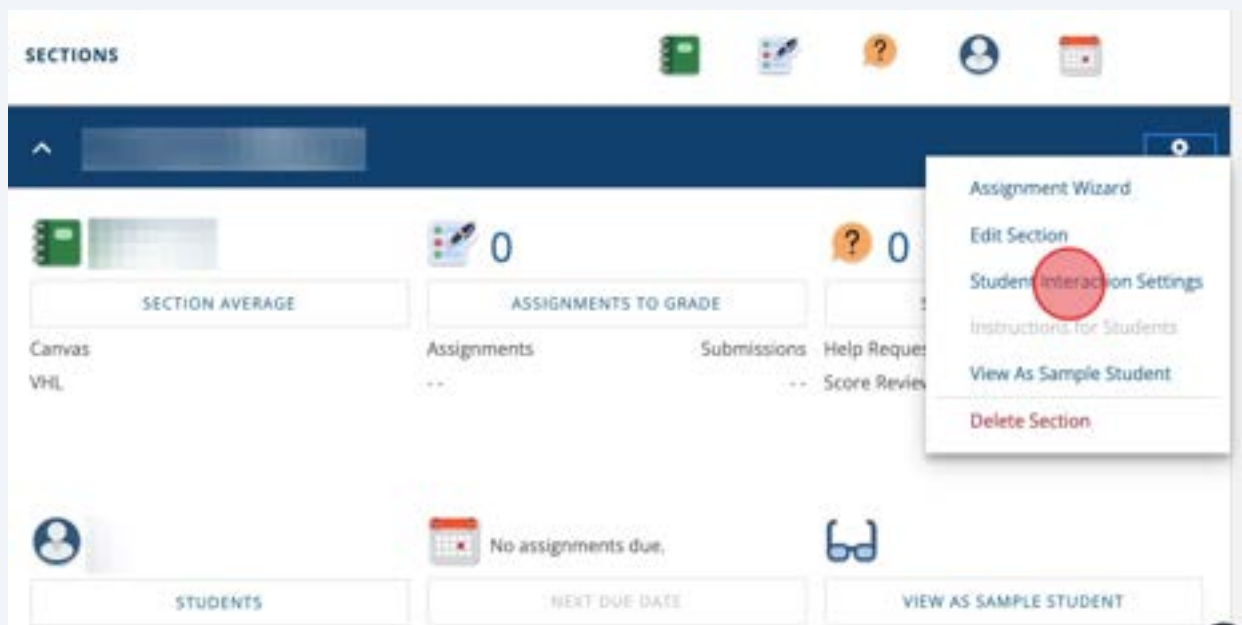
60

In your course "**Dashboard**". Click on the "**white star**" on the Section blue stripe to show the edit pop-up.



61

Click "**Student Interaction Settings**".



62 You will be taken to the **"Student Interaction Settings"** page.

← Back to Dashboard

Student Interaction Settings

Customize settings for each student's learning needs. [Manage default settings.](#)

Video Subtitles & CC Video Transcripts Audio Transcripts

☐ All Students	Video Subtitles and Closed Captions (CC) Example	Video Transcripts Example	Audio Transcripts
☐	Spanish	Off	☐
☐	Spanish	Off	☐
☐	Spanish	Off	☐
☐	Spanish	Off	☐

63 To **"Manage default settings"** click on the link.

← Back to Dashboard

Student Interaction Settings

Customize settings for each student's learning needs. [Manage default settings.](#)

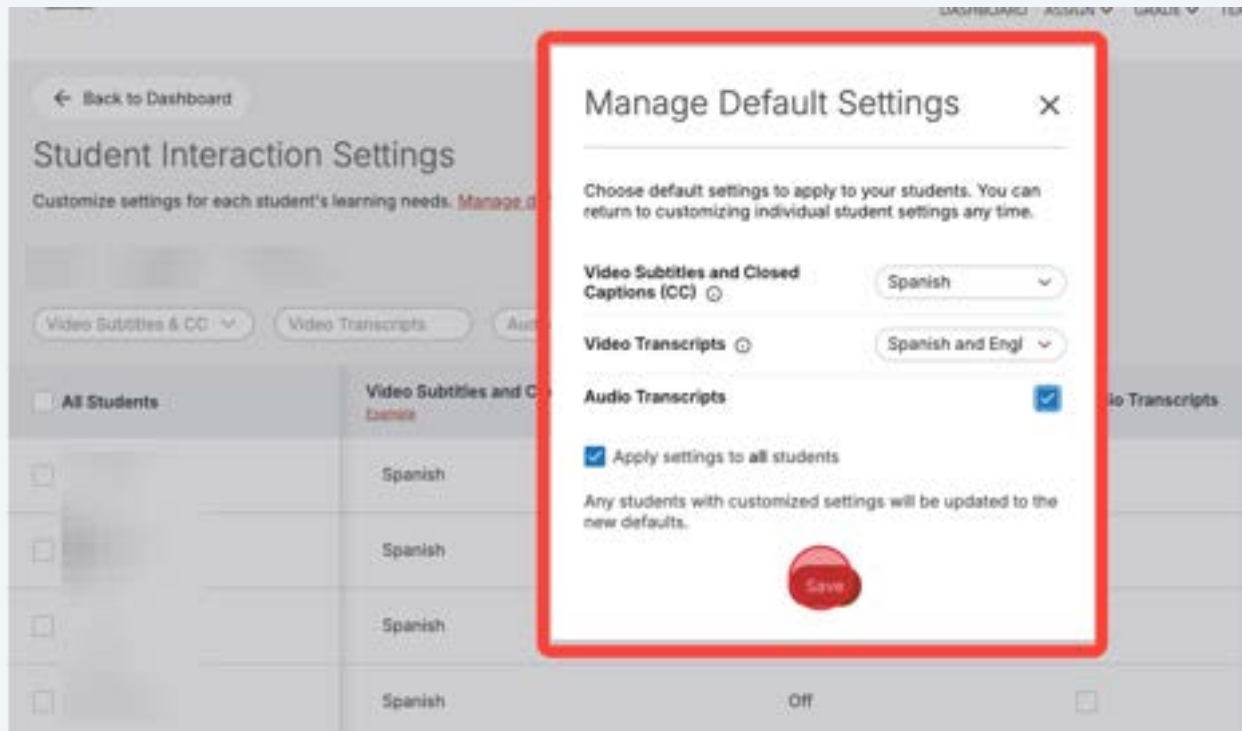
Video Subtitles & CC Video Transcripts Audio Transcripts

☐ All Students	Video Subtitles and Closed Captions (CC) Example	Video Transcripts Example	Audio Transcripts
☐	Spanish	Off	☐
☐	Spanish	Off	☐
☐	Spanish	Off	☐
☐	Spanish	Off	☐

64

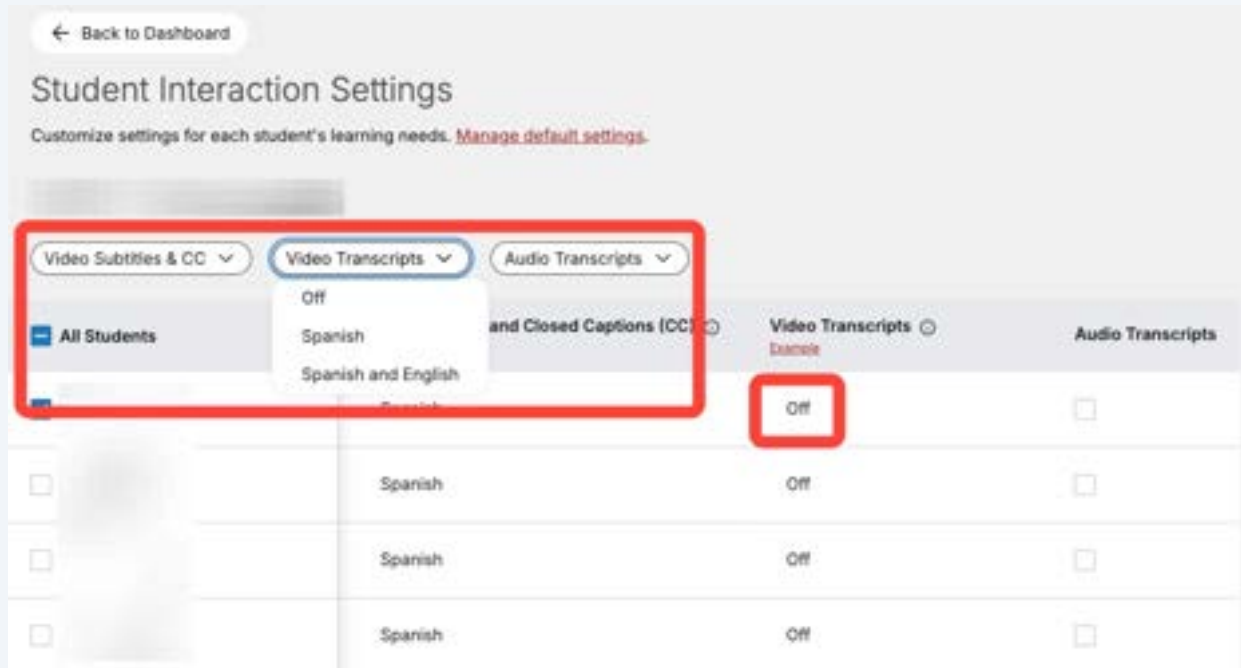
The **"Manage default settings"** pop-up will allow you to click "Apply settings to all students" by ticking the box. Click "Save" once you have chosen your default settings.

For the **"Video Subtitles & Closed Captions (CC)"**, and the **"Video Transcripts"** you can choose to turn them on, (default is set for off) as well as the language(s) of the subtitles and closed captions. The "Audio Transcripts" can be turned on or off.



65

To make changes for a specific student, click on the box next to their name. You can choose one student or several. The settings can be changed either to the right of each student or using the drop-down menus above the student list.

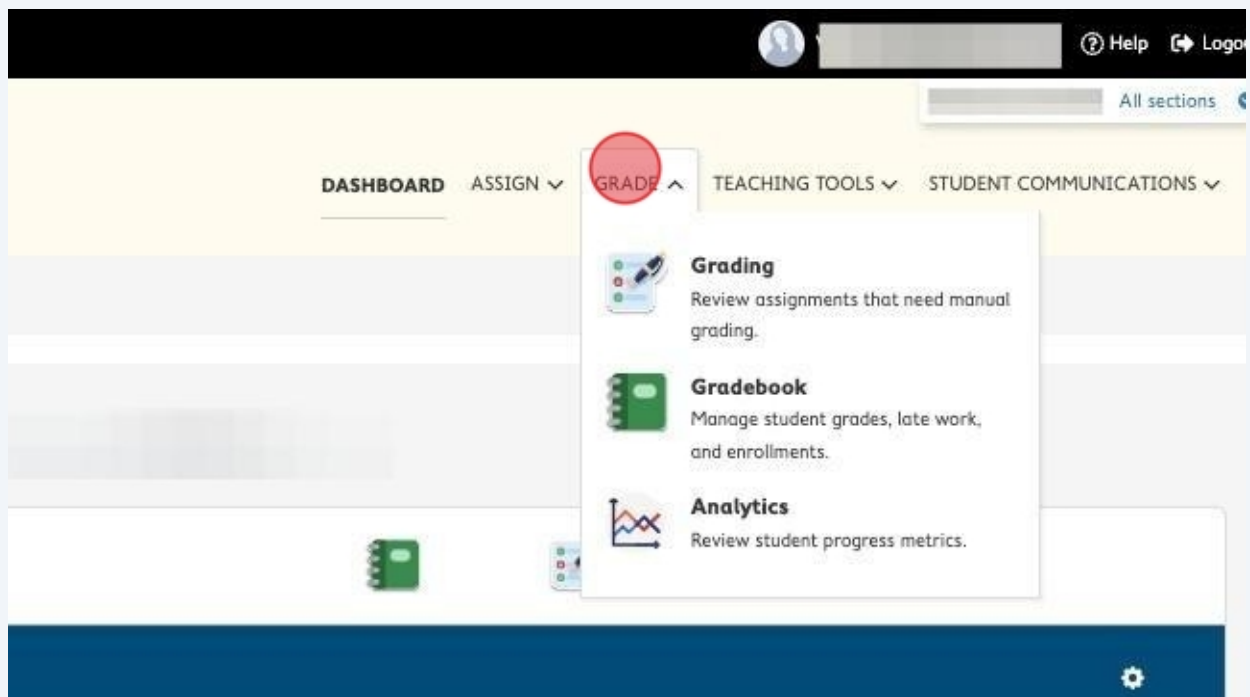


Enable Grade Passback from vhlcentral to Schoology

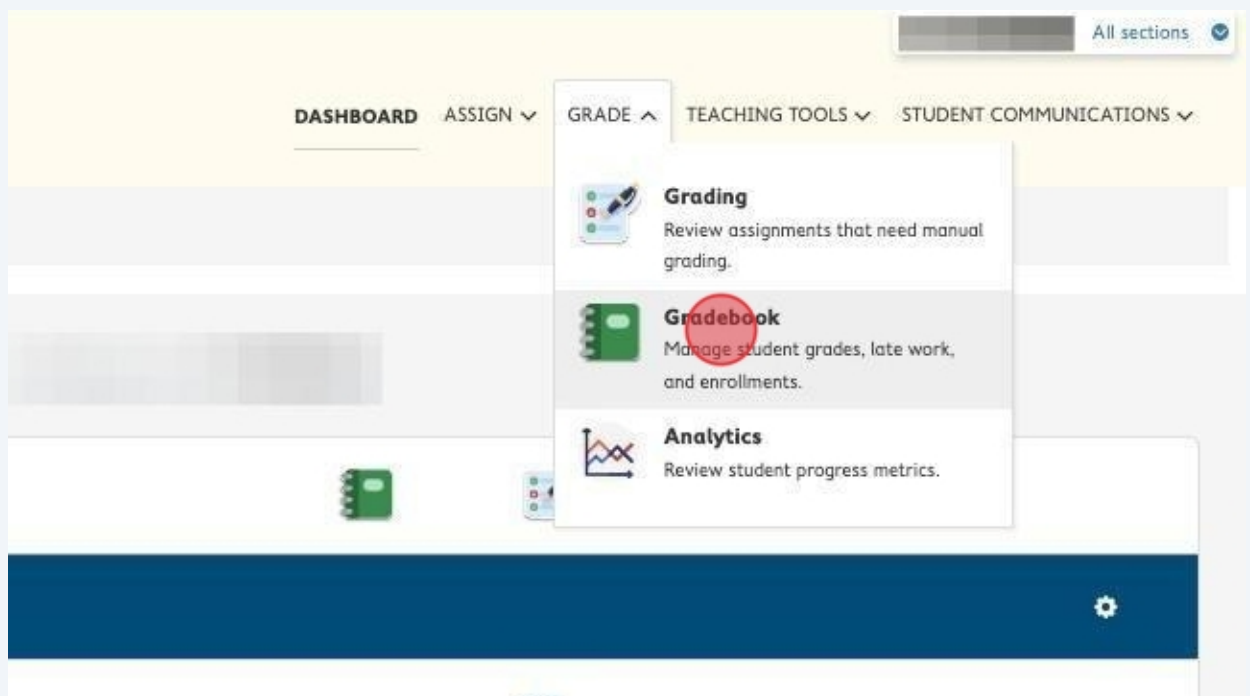


Tip! The vhlcentral Gradebook can be set to pass back either "Aggregated" or "Individual" grades to Schoology.

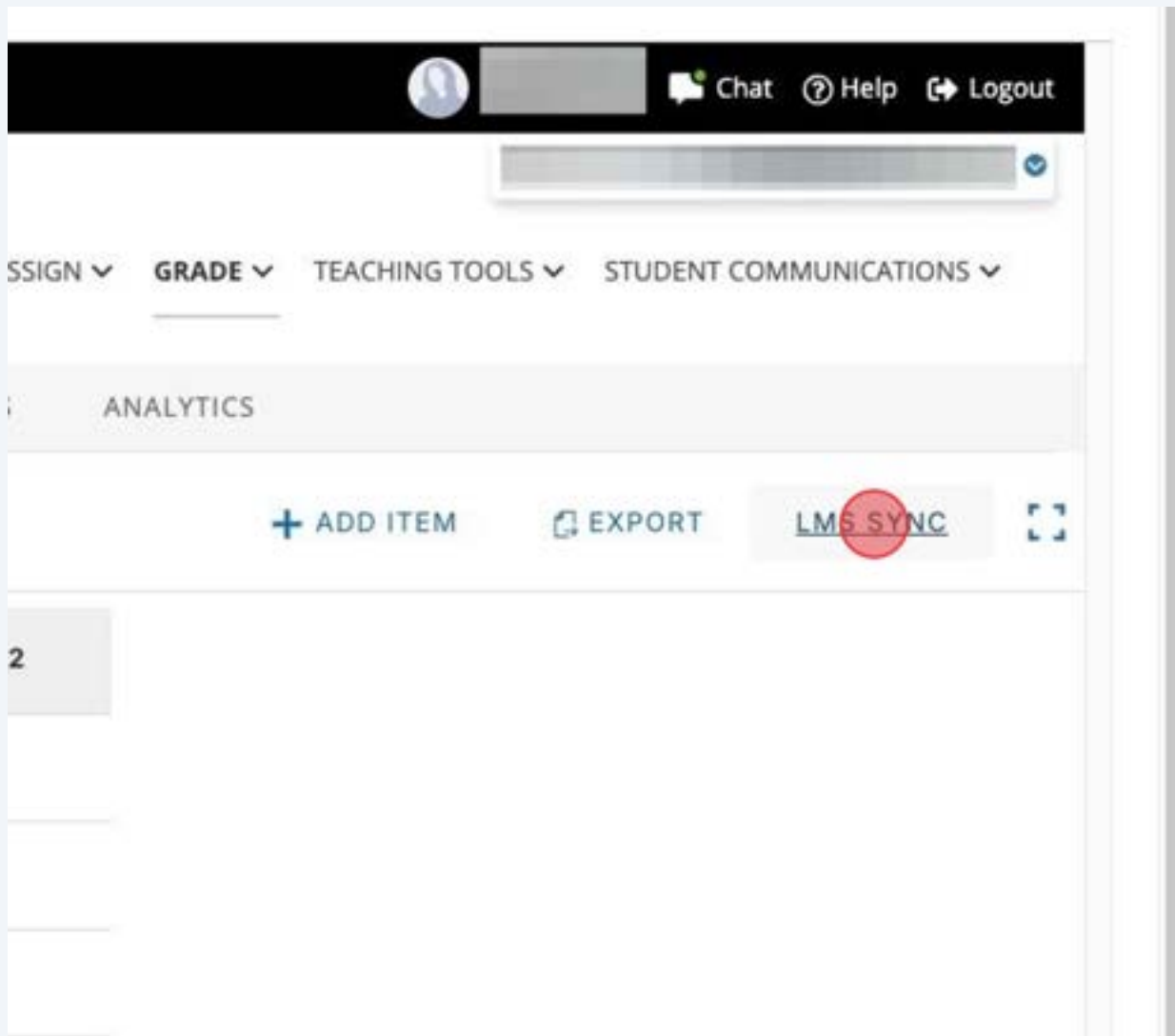
66 On your Course Dashboard, click **"Grade"**.



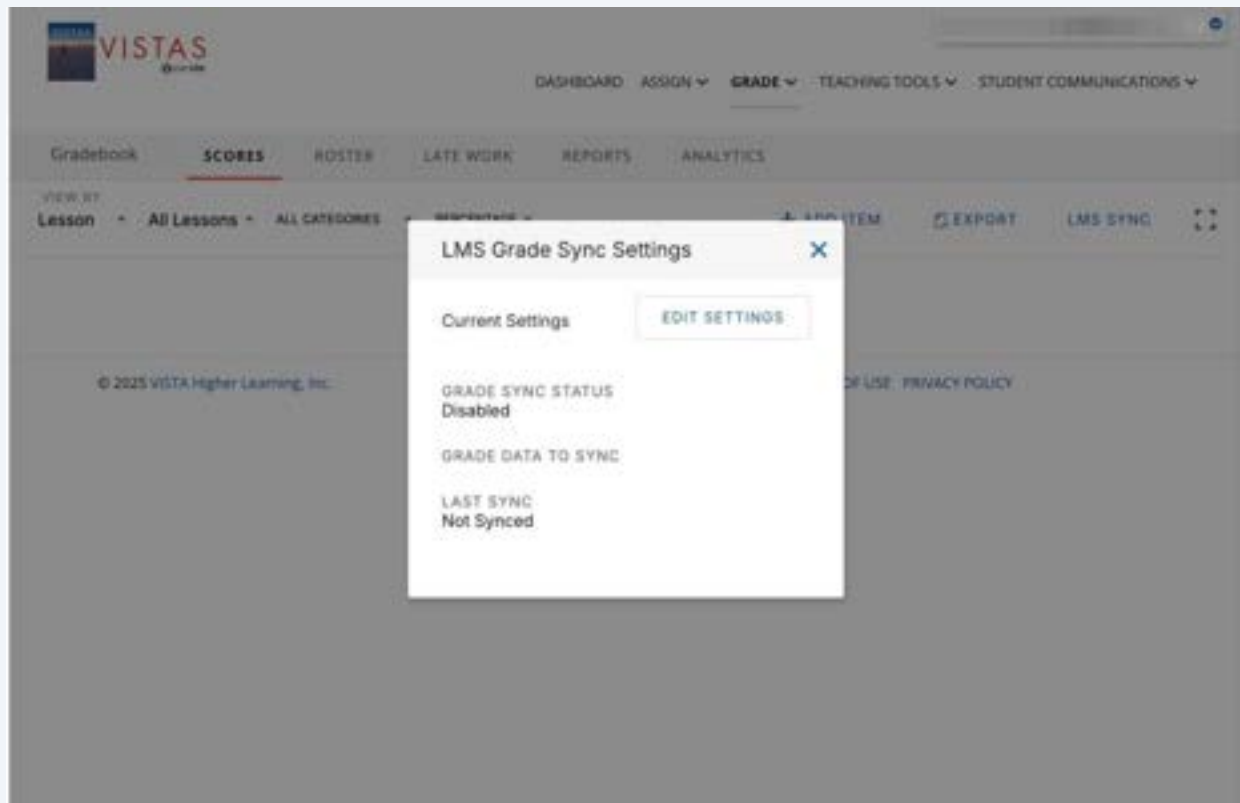
67 Click **"Gradebook"**.



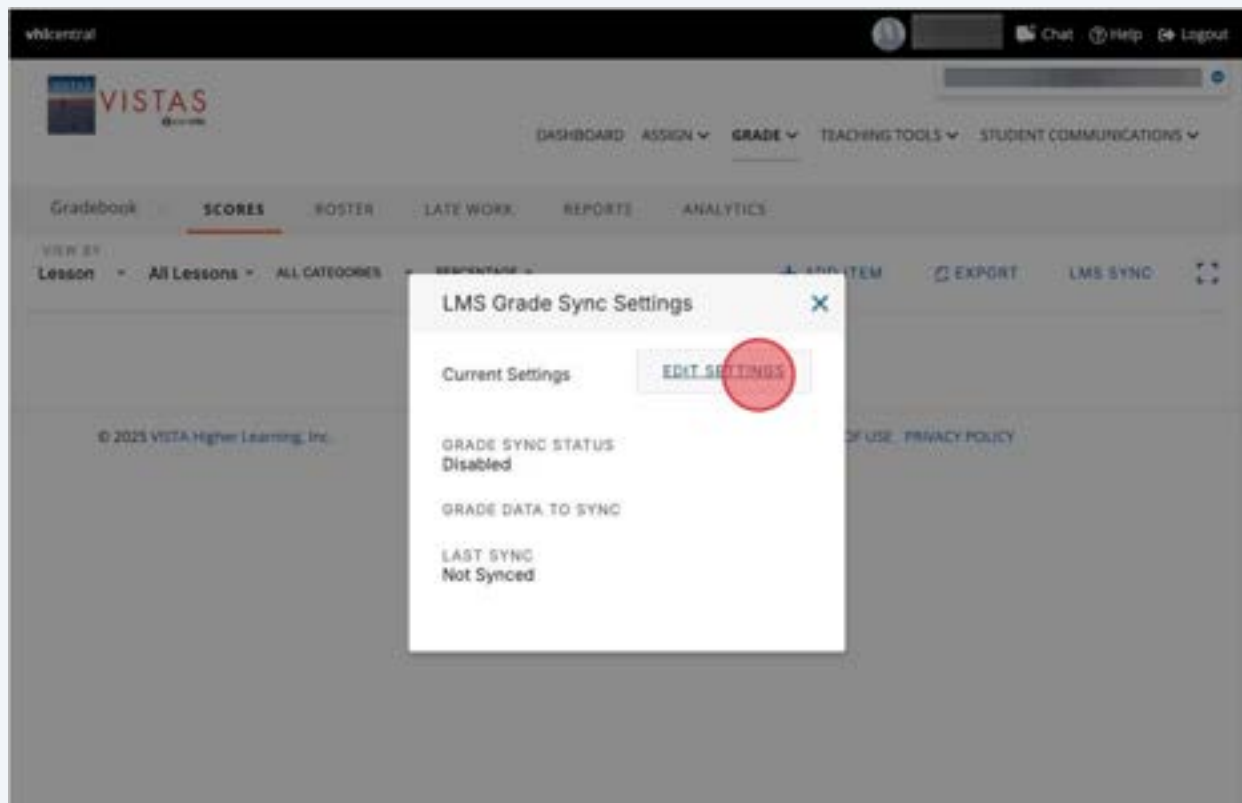
68 Click "LMS Sync".



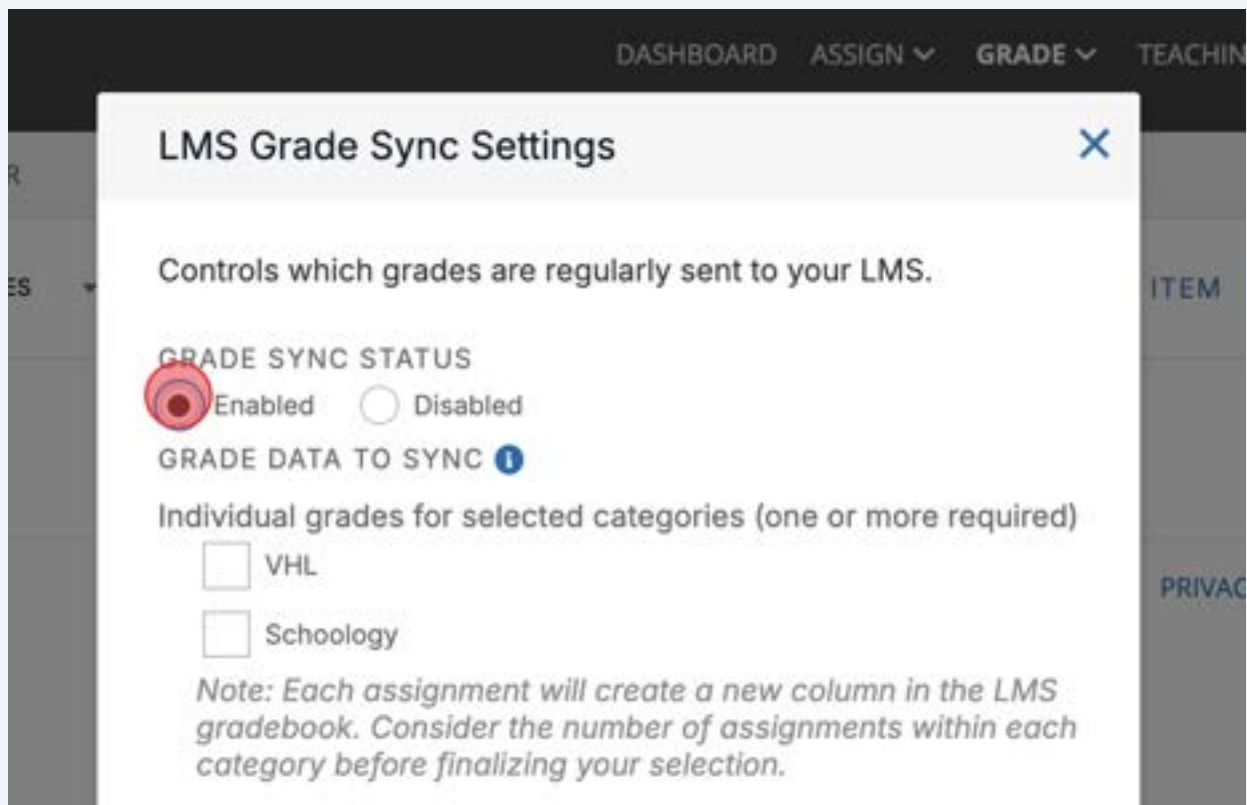
69 By default, the gradebook sync is **"Disabled"**.



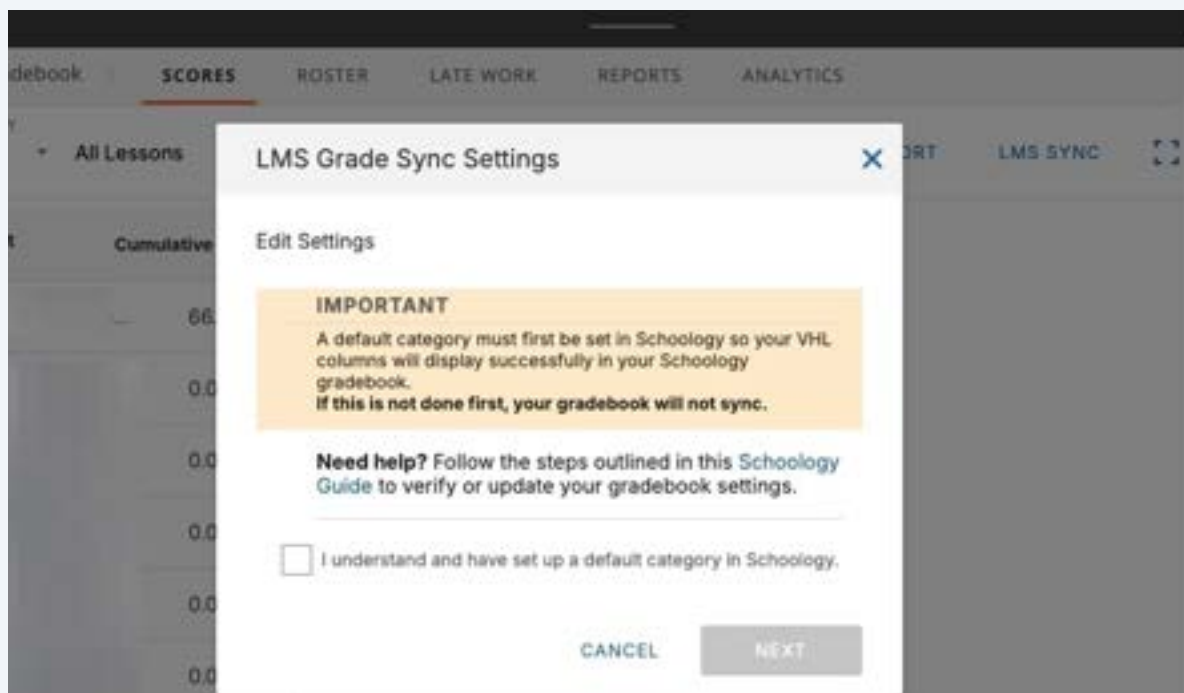
70 Click "Edit Settings".



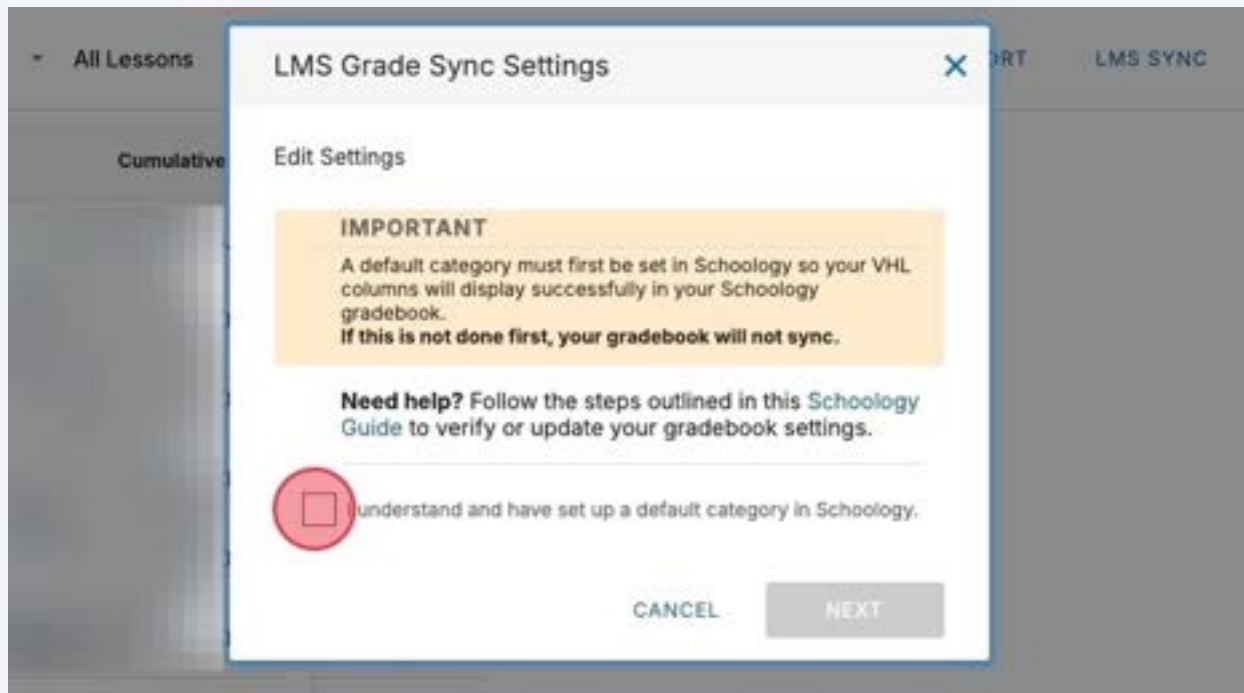
- 71 Click **"Enabled"** to enable gradebook sync.



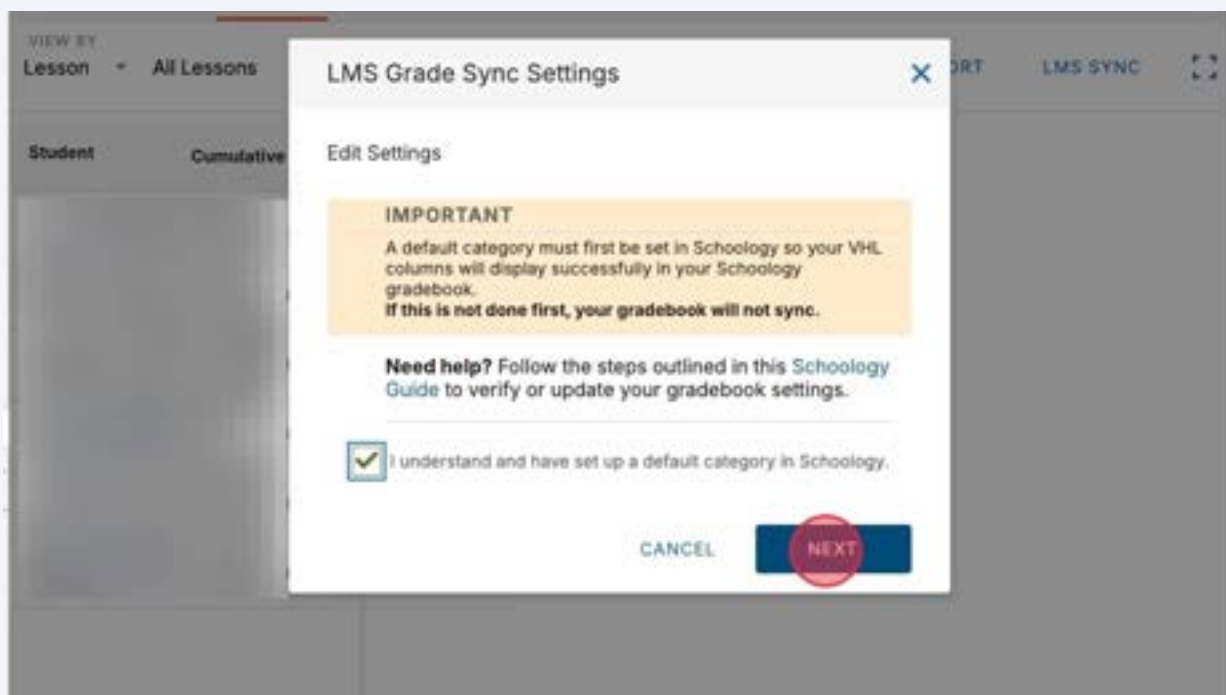
- 72 A pop-up verifying that a **"default category in Schoology"** must be set will appear.



73 Click **"I understand and have set up a default category in Schoology"**.



74 Click **"Next"**.



Individual Grades



Alert! You will see the categories you previously created in your vhlcentral course. If you don't see the categories, go to **"Course Editing"**.

75

Select the **"Category"** or **categories** you would like to passback to Schoology, as well as if you'd like to **"Skip unsubmitted work"**.

DASHBOARD ASSIGN GRADE TEACH

LMS Grade Sync Settings

Controls which grades are regularly sent to your LMS.

GRADE SYNC STATUS

☒ Enabled ☐ Disabled

GRADE DATA TO SYNC ⓘ

Individual grades for selected categories (one or more required)

☐ VHL

☒ Schoology

Note: Each assignment will create a new column in the LMS gradebook. Consider the number of assignments within each category before finalizing your selection.

☒ Skip unsubmitted work.

On the next sync, removal of unused columns in the LMS will be attempted. Note this operation is not supported by all LMSs.

CANCEL SAVE



Alert! "Skip unsubmitted work" will prevent unsubmitted work being sent to the LMS and allows the instructor to use any LMS features related to unsubmitted work.

76

Click **"Save"**.

Controls which grades are regularly sent to your LMS.

GRADE SYNC STATUS

☒ Enabled ☐ Disabled

GRADE DATA TO SYNC ⓘ

Individual grades for selected categories (one or more required)

☐ VHL

☒ Schoology

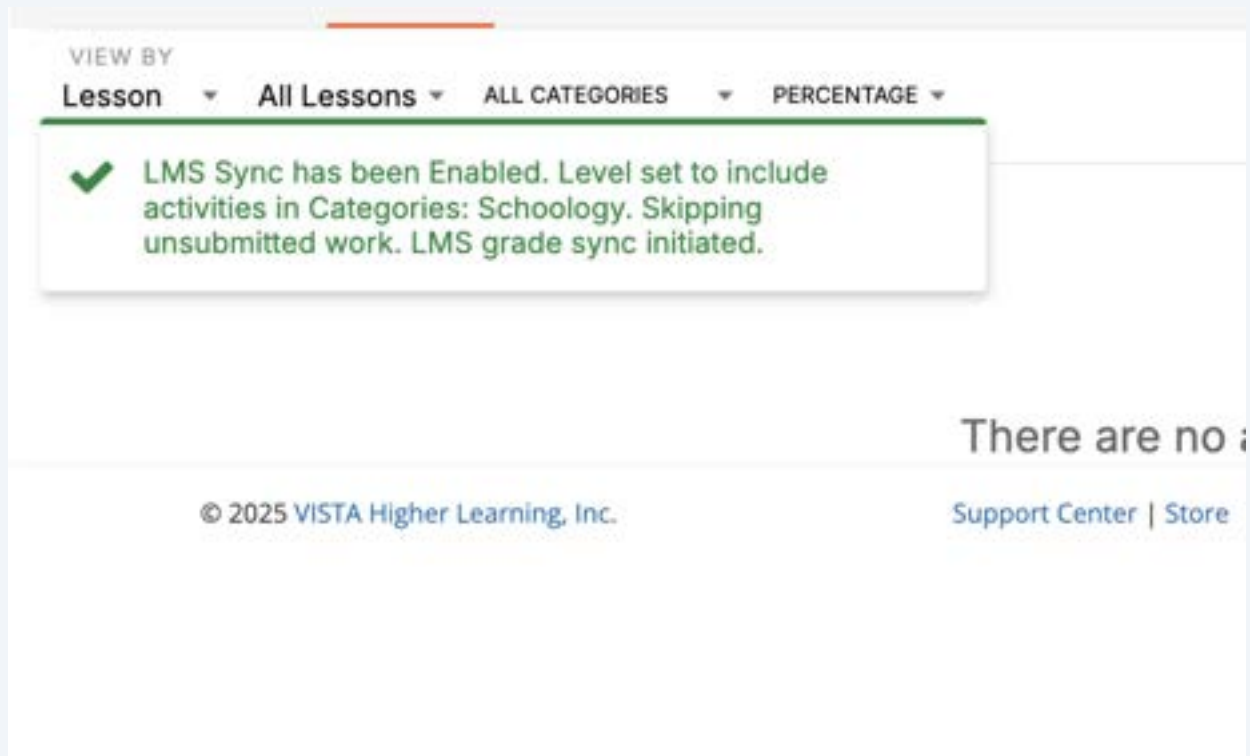
Note: Each assignment will create a new column in the LMS gradebook. Consider the number of assignments within each category before finalizing your selection.

☒ Skip unsubmitted work.

On the next sync, removal of unused columns in the LMS will be attempted. Note this operation is not supported by all LMSs.

CANCEL **SAVE**

77 You will see a confirmation of the initiation of the grade sync.



vhIcentral Gradebook Views

78

"All Lessons" view will show the **Cumulative Grade** of **ALL** activities completed along with the cumulative grade per Unit / Lesson.

DASHBOARD
ASSIGN
GRADE
TEACHING TOOLS
STUDENT COMMUNICATIONS

Gradebook
SCORES
ROSTER
LATE WORK
REPORTS
ANALYTICS

VIEW BY
Lesson
All Lessons
ALL CATEGORIES
PERCENTAGE
+ ADD ITEM
EXPORT
LMS SYNC

Student	Cumulative Grade	Lección Pre...
	64.2%	64.2%

79

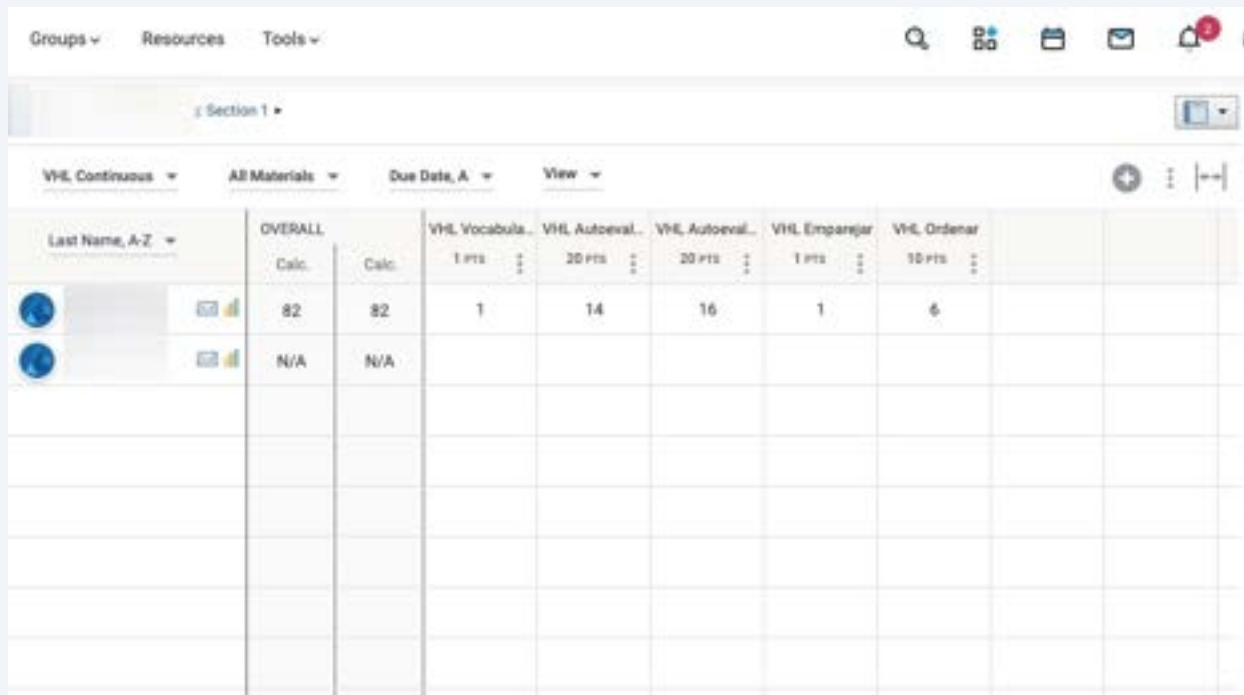
Changing from **"All Lessons"** to **"Lección Preliminar"** or any other lesson will allow you to view all individual grades based on the assigned activities and assessments.

The screenshot shows the Schoology Gradebook interface. At the top, there are navigation tabs: DASHBOARD, ASSIGN, GRADE (selected), TEACHING TOOLS, and STUDENT COMMUNICATIONS. Below these are sub-tabs: Gradebook, SCORES (selected), ROSTER, LATE WORK, REPORTS, and ANALYTICS. A 'VIEW BY' dropdown is set to 'Lesson', and a secondary dropdown shows 'Lección Preliminar' selected. Other filters include 'All Activities', 'ALL CATEGORIES', and 'PERCENTAGE'. Action buttons include '+ ADD ITEM', 'EXPORT', and 'LMS SYNC'. The main table has columns for 'Student', 'Lesson Grade', and several activities/assessments. The first row shows a student with a 64.2% grade and scores for various activities.

Student	Lesson Grade	¿CÓMO TE LLAMASTI	1/15 Hotspots: C...	1/15 Hotspots: El...	1/15 Nombres d...	1/15 Emparejar	1/15 Completa et...	1/15 ¿Cómo te ll...	1/17 Repite, por ...
	64.2%		✓	✓	✓	✓	0.0 %	0.0 %	100.0 %

Individual Grades Schoology View

80 Schoology Gradebook Example of an "Individual Grades" sync.

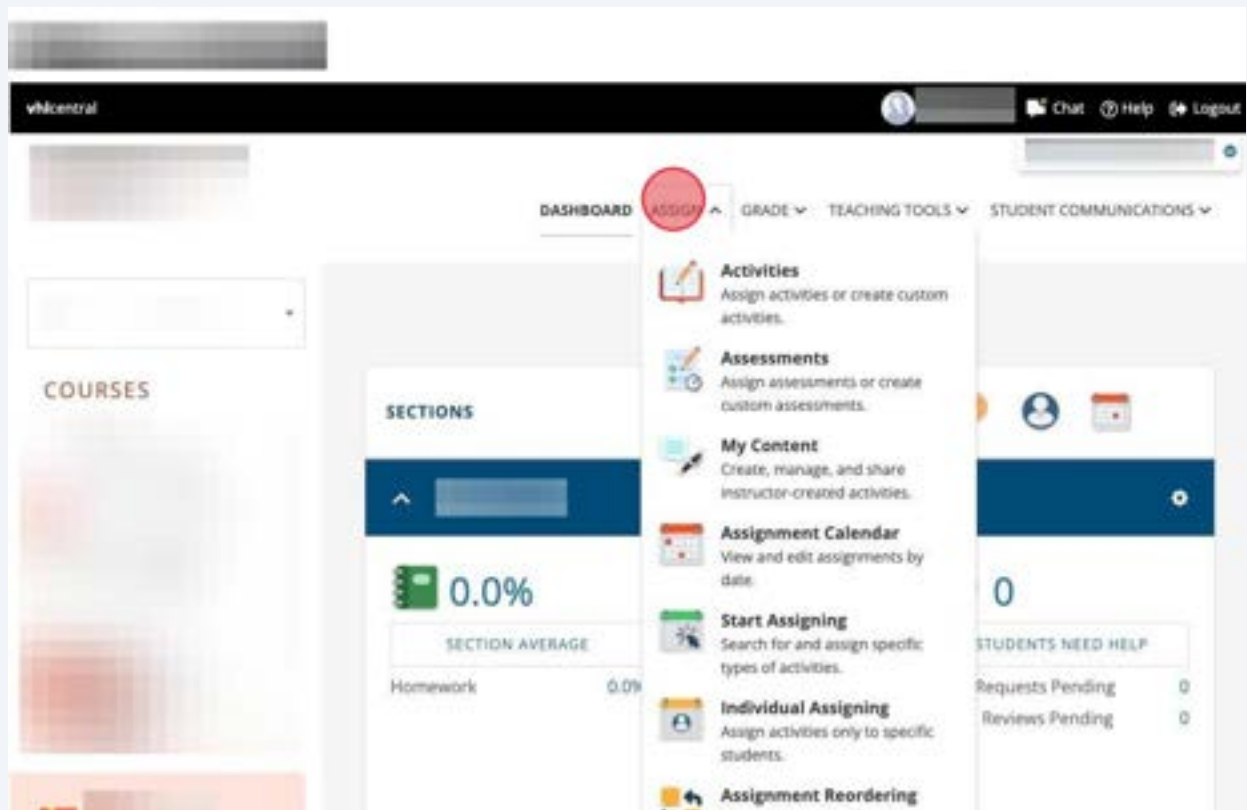


The screenshot displays the Schoology Gradebook interface. At the top, there are navigation tabs for 'Groups', 'Resources', and 'Tools'. Below these, a search bar and several icons (calendar, mail, notifications) are visible. The main section is titled 'Section 1'. Below the title, there are filters for 'VHL Continuous', 'All Materials', 'Due Date, A', and 'View'. The table below shows student names in the first column, followed by 'OVERALL' scores (Calc.), and then various activity scores: 'VHL Vocabula...', 'VHL Autoeval...', 'VHL Autoeval...', 'VHL Emparejar', and 'VHL Ordenar'. The first student has an overall score of 82 and activity scores of 1, 14, 16, 1, and 6 respectively. The second student has an overall score of N/A and activity scores of N/A, N/A, N/A, N/A, and N/A respectively.

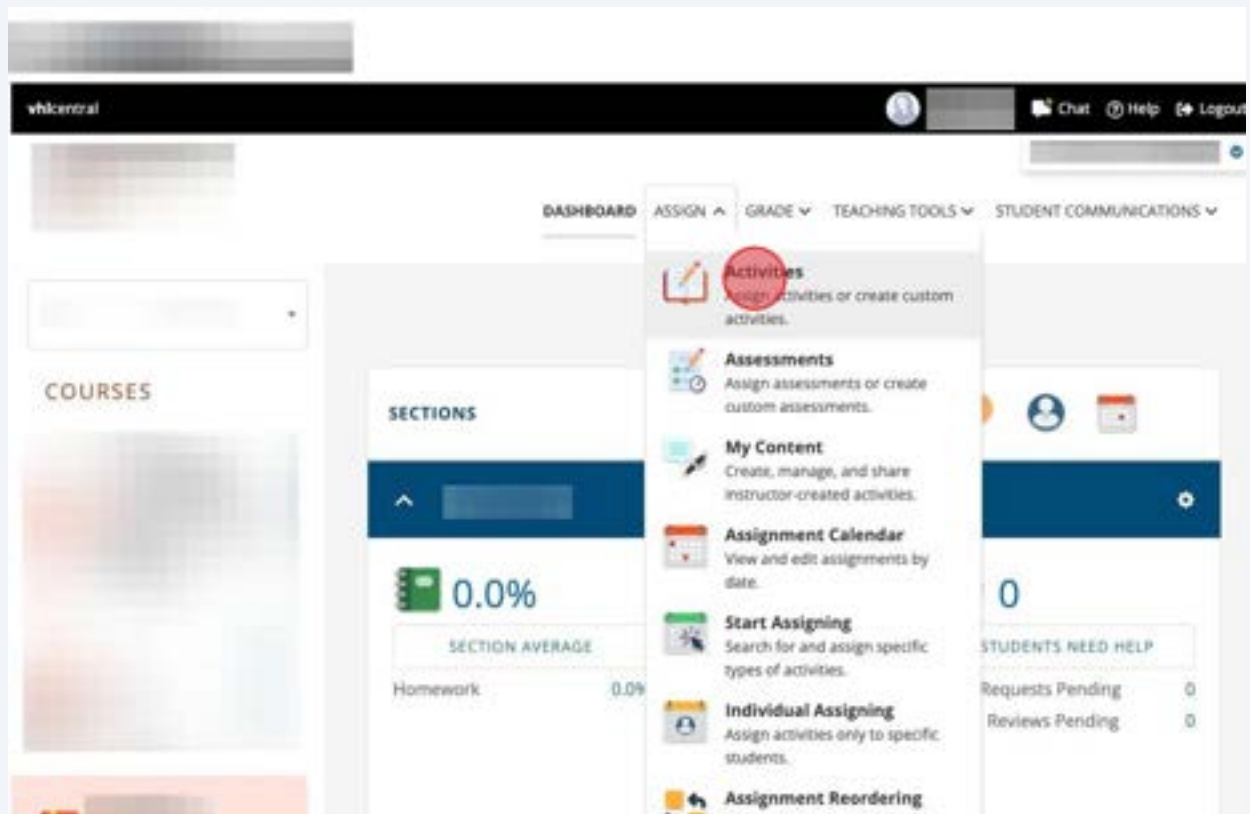
Last Name, A-Z	OVERALL Calc.	Calc.	VHL Vocabula... 1 Pts	VHL Autoeval... 20 Pts	VHL Autoeval... 20 Pts	VHL Emparejar 1 Pts	VHL Ordenar 10 Pts
[Student Name]	82	82	1	14	16	1	6
[Student Name]	N/A	N/A					

Assigning Activities

81 Click "Assign".

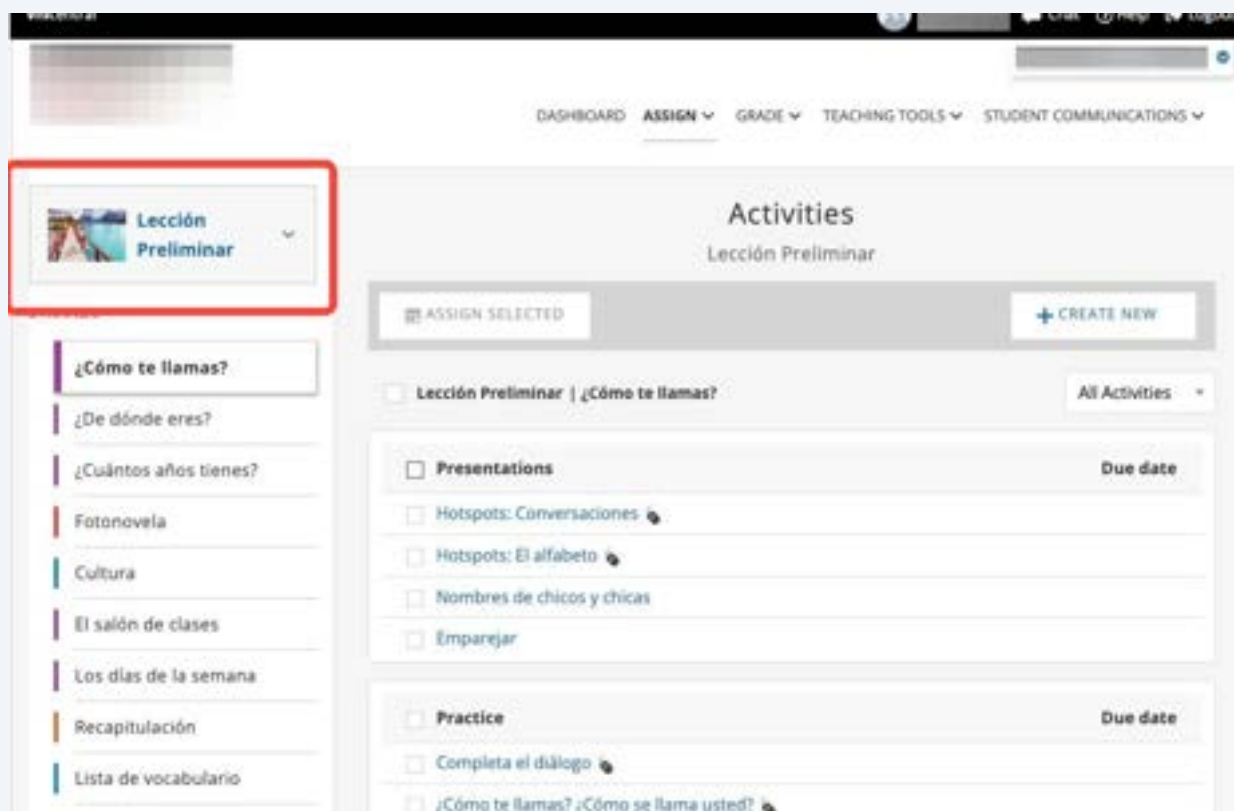


82 Click "**Activities**".



83

The **"Activities"** page allows you to assign activities individually or in bulk based on the current unit.



84

Selecting the header of a section will select all of the activities under that heading. Once you have selected your activities, they will be highlighted in green. A green pop-up will allow you to select the due date. Click **"Assign"**.

The screenshot shows the WHCentral interface. At the top, there's a navigation bar with 'whcentral', a user profile, and links for Chat, Help, and Logout. Below this is a secondary navigation bar with 'DASHBOARD', 'ASSIGN', 'GRADE', 'TEACHING TOOLS', and 'STUDENT COMMUNICATIONS'. The main content area is titled 'Activities' for 'Lección Preliminar'. On the left, under 'STRANDS', '¿Cómo te llamas?' is selected, and a dropdown menu is open, showing 'Hotspots', 'Hotspots: Conversaciones', 'Lección Preliminar | ¿Cómo te llamas?', and 'Points possible: 1'. A red circle highlights the 'Assign' button in this dropdown. The main area shows a table of activities. The 'Presentations' section is expanded, showing four activities: 'Hotspots: Conversaciones', 'Hotspots: El alfabeto', 'Nombres de chicos y chicas', and 'Emparejar', all of which are highlighted in green. The 'Practice' section is also visible, showing 'Completa el diálogo'.

85 Select a single activity.

The screenshot shows a language learning interface. On the left is a sidebar with a list of topics: ¿Cómo te llamas?, ¿De dónde eres?, ¿Cuántos años tienes?, Fotonovela, Cultura, El salón de clases, Los días de la semana, Recapitulación, and Lista de vocabulario. A dropdown menu is open for '¿Cómo te llamas?', showing options: ¿Cómo te llamas?, ¿Cómo se llama usted?, Lección Preliminar | ¿Cómo te llamas?, and Points possible: 10. The main area is titled 'Lección Preliminar | ¿Cómo te llamas?' and has a tab 'All Activities'. It contains three sections: 'Presentations' with a table of activities and due dates, 'Practice' with a list of activities, and 'Communication' with a list of activities. A red circle highlights the 'Completa el diálogo' activity in the Practice section.

Presentations	Due date
Hotspots: Conversaciones	Wed 1/15
Hotspots: El alfabeto	Wed 1/15
Nombres de chicos y chicas	Wed 1/15
Emparejar	Wed 1/15

Practice	Due date
Completa el diálogo	
¿Cómo te llamas? ¿Cómo se llama usted?	
Repite, por favor	
¿Cómo se escribe tu nombre?	
Palabras	
Ordenar	

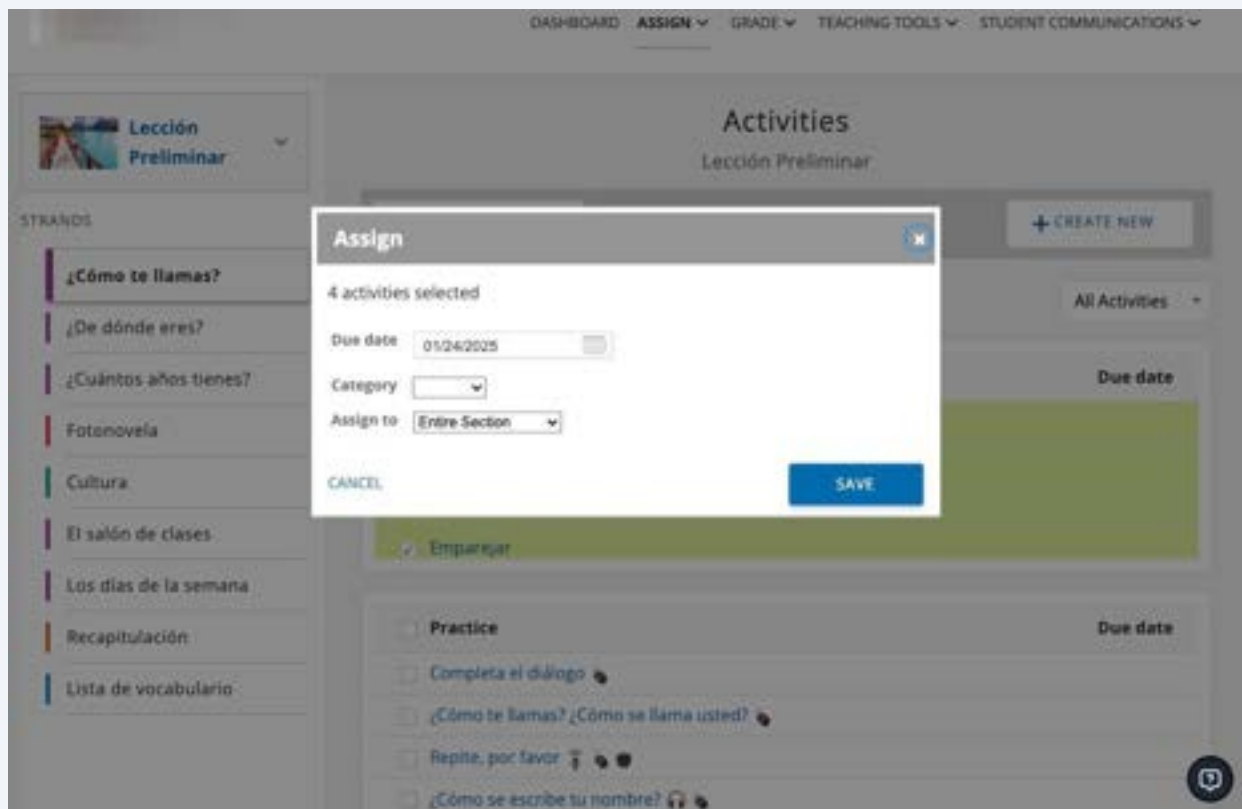
Communication	Due date
Preguntas	

86 You can also click on "Assign Selected" to select due dates.

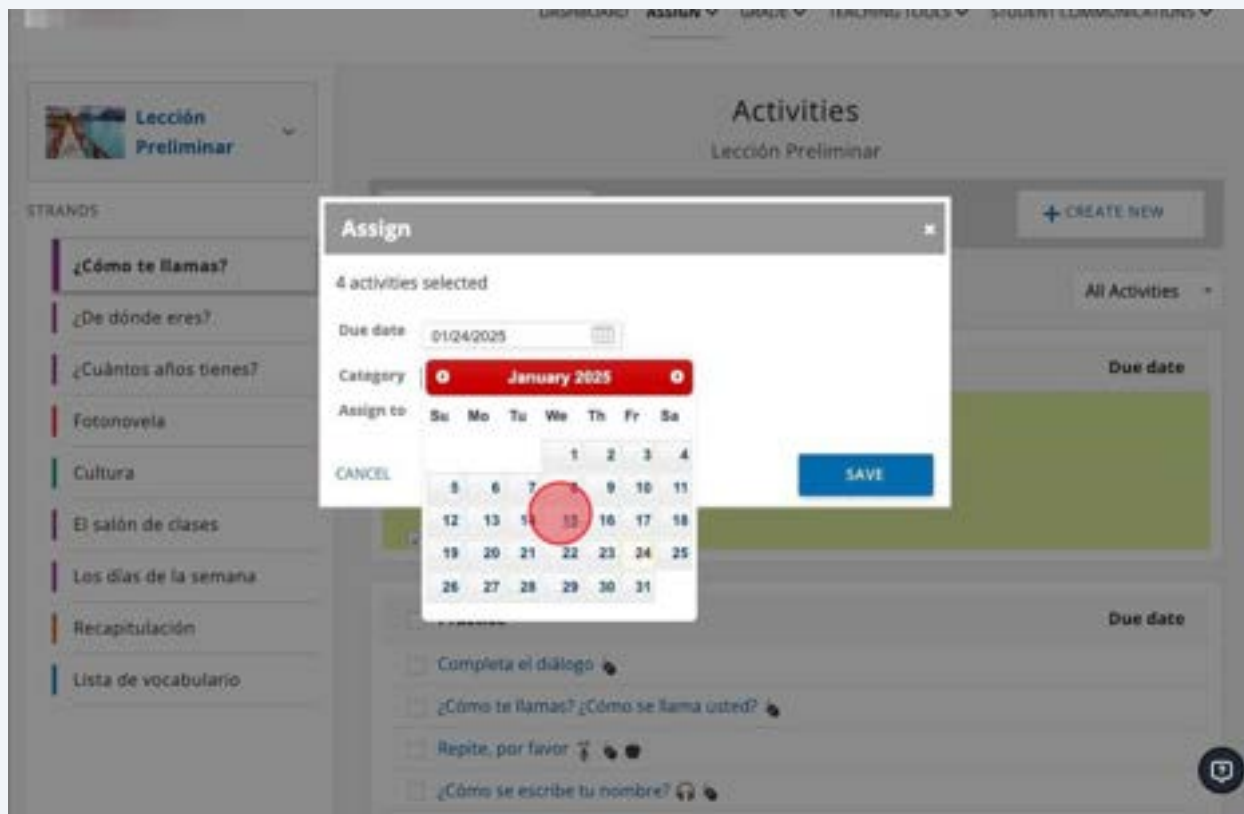
The screenshot shows the WH Central interface. At the top, there's a navigation bar with 'vhicentral' on the left and user profile, Chat, Help, and Logout on the right. Below this is a secondary navigation bar with 'DASHBOARD', 'ASSIGN', 'GRADE', 'TEACHING TOOLS', and 'STUDENT COMMUNICATIONS'. The main content area is titled 'Activities' and 'Lección Preliminar'. On the left, there's a sidebar with 'STRANDS' including '¿Cómo te llamas?', '¿De dónde eres?', '¿Cuántos años tienes?', 'Fotonovela', 'Cultura', 'El salón de clases', and 'Los días de la semana'. The main area has a button 'ASSIGN SELECTED' (highlighted with a red circle) and a '+ CREATE NEW' button. Below these, there's a section for 'Lección Preliminar | ¿Cómo te llamas?' with a dropdown for 'All Activities'. A table titled 'Presentations' lists activities: 'Hotspots: Conversaciones', 'Hotspots: El alfabeto', 'Nombres de chicos y chicas', and 'Emparejar'. A 'Due date' column is visible on the right.

87

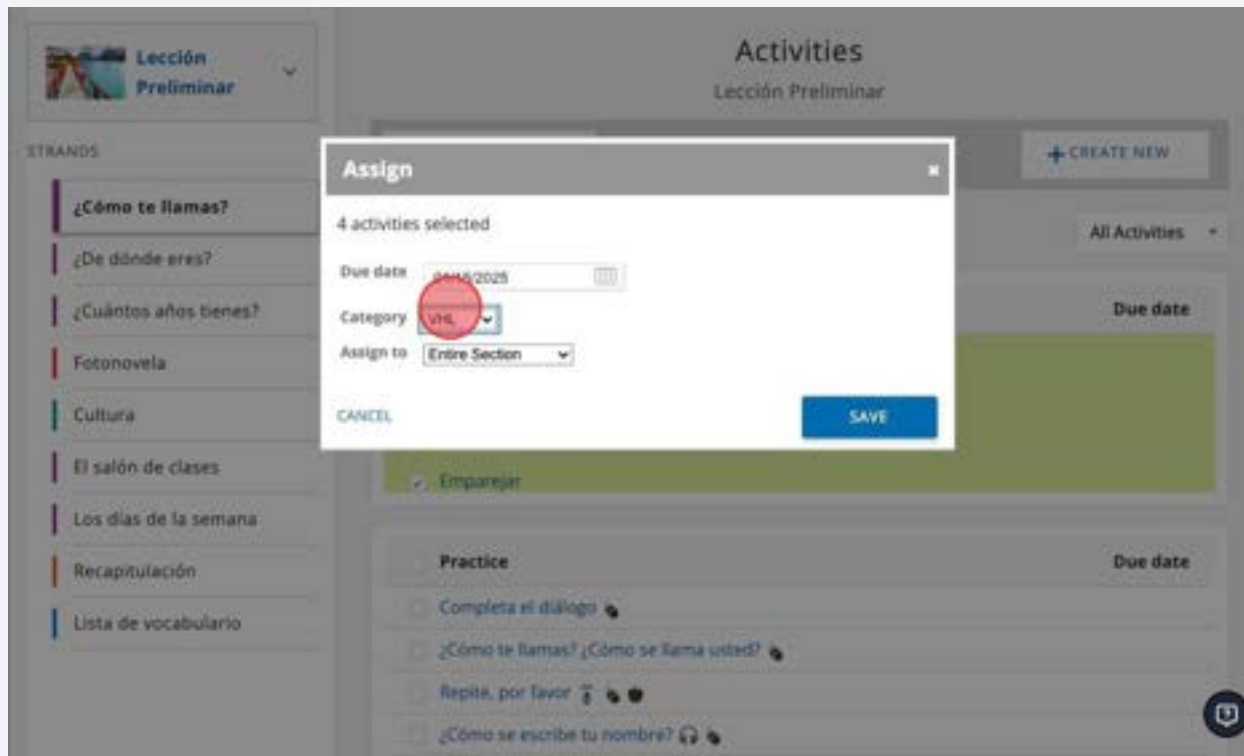
You will see a pop-up that will allow you to select the **"Due Date"**, **"Category"**, and **"Assign to"**.



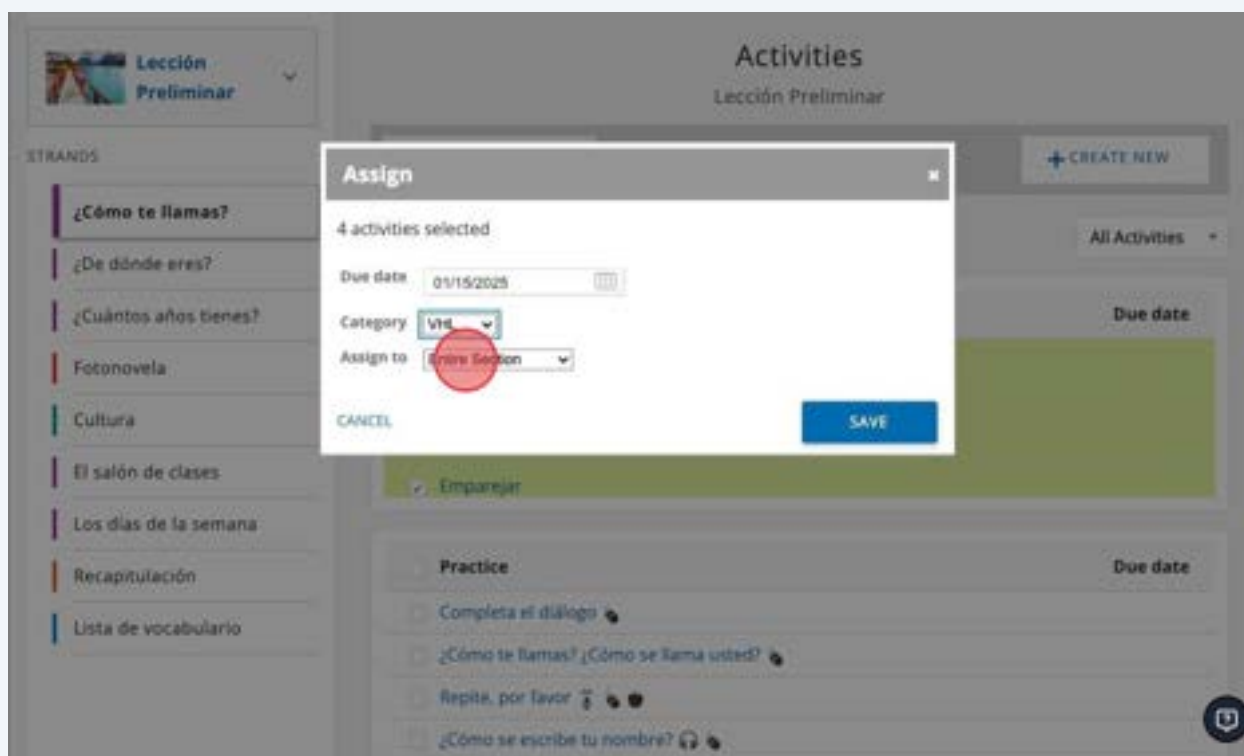
88 Select the "**Due Date**" from the calendar.



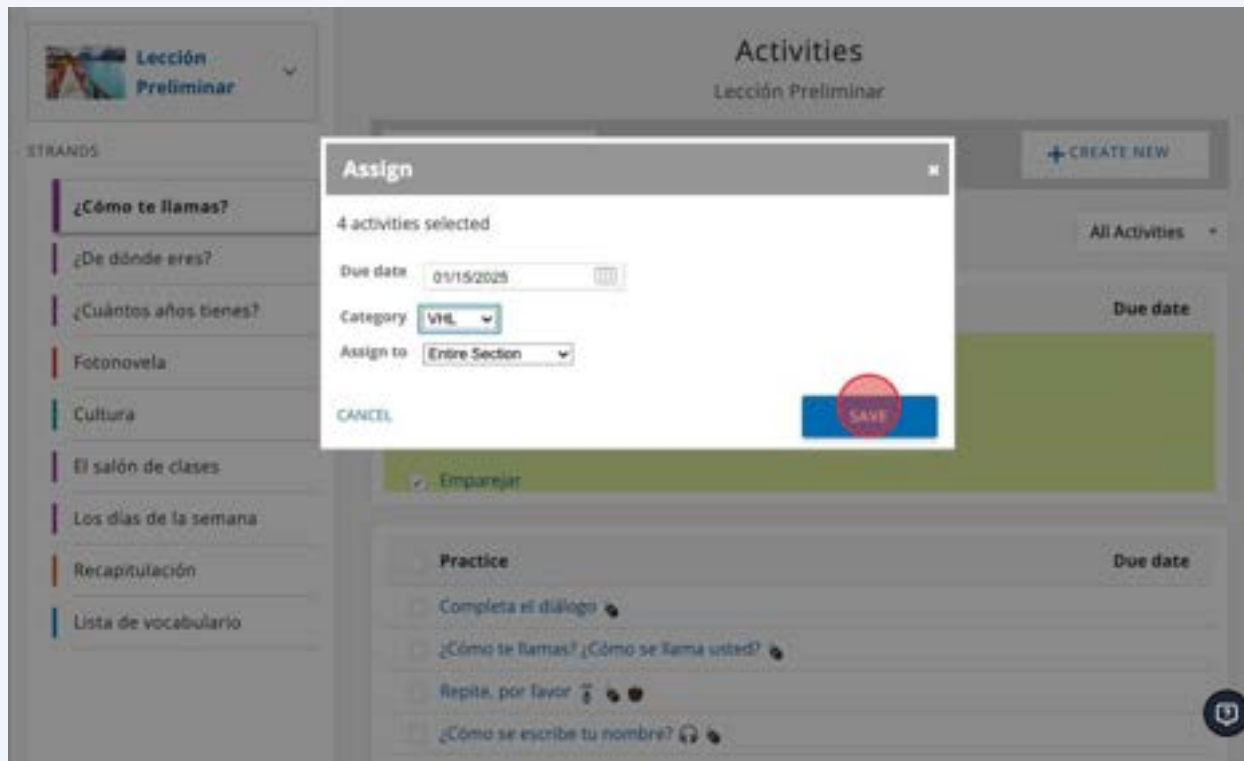
89 Select the "**Category**" that you would like those activities to be under.



90 Select who you want to "**Assign to**".

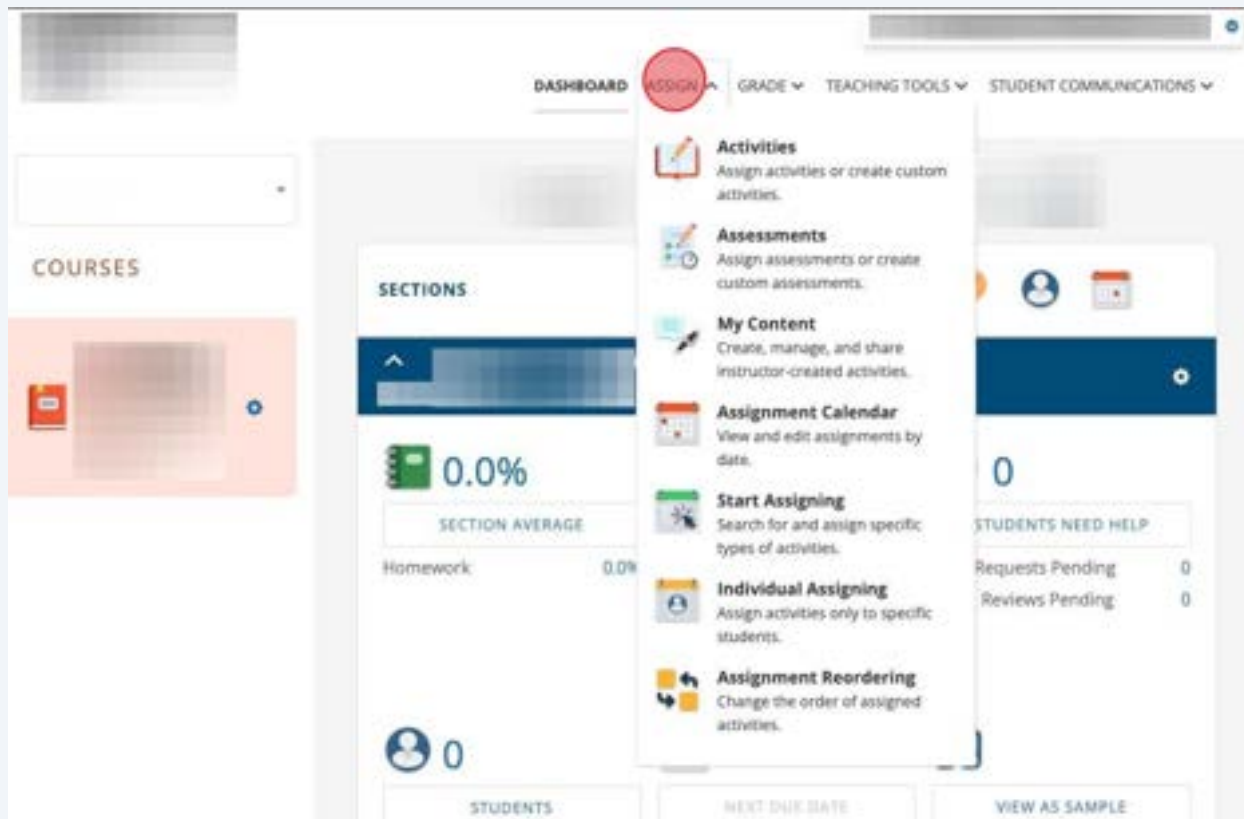


91 Click **"Save"**.

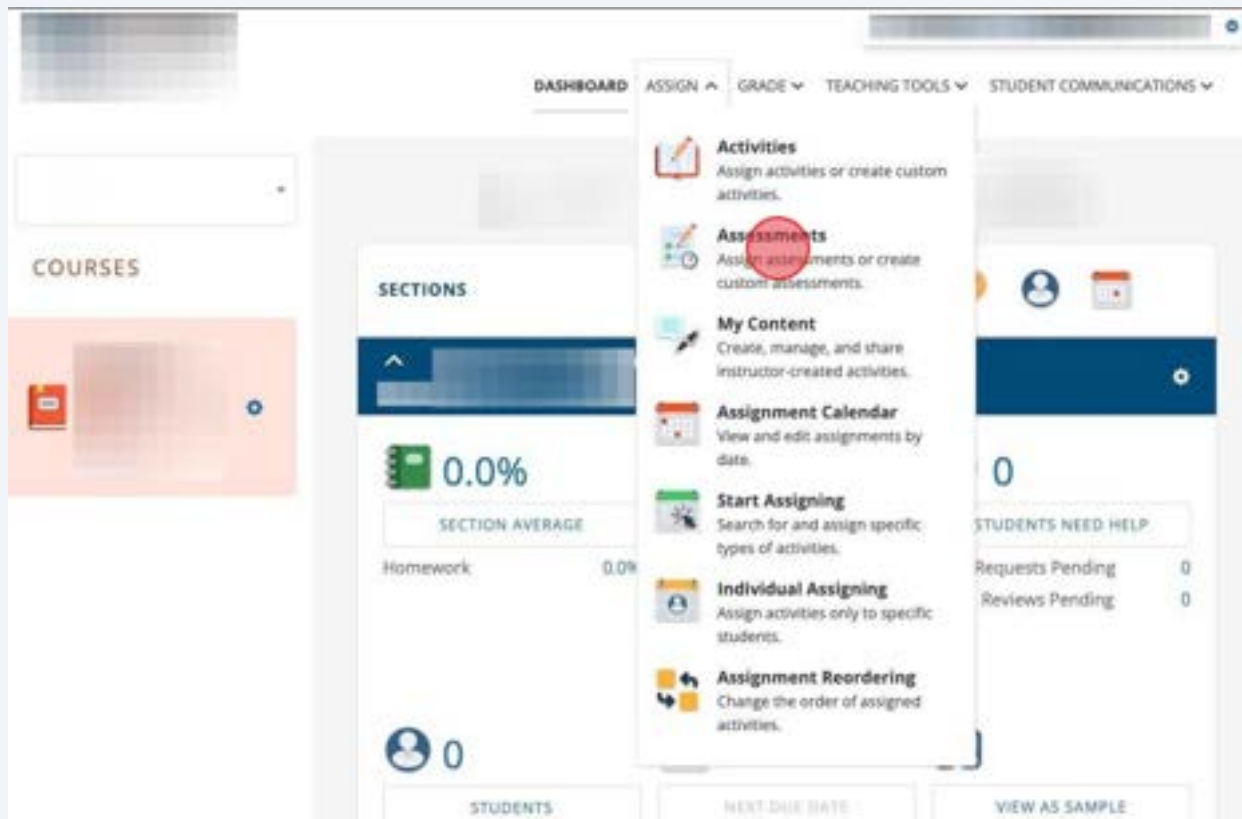


Assigning Assessments

92 Click "Assign".



93 Click "Assessments".



94 Click on the appropriate lesson/unit.

The screenshot shows a web interface for a language learning platform. At the top, there is a navigation bar with links: DASHBOARD, ASSIGN (selected), GRADE, TEACHING TOOLS, and STUDENT COMMUNICATIONS. Below the navigation bar, the 'Assessments' section is active. It displays a list of lessons on the left and a message on the right: 'No assessment activities to show. Try selecting a different lesson using the dropdown menu.' The lessons listed are:

- News and Cultural Updates (with a dropdown arrow)
- News and Cultural Updates
- Lección 1 | Hola, ¿qué tal? (highlighted with a red circle)
- Lección 2 | En la universidad
- Lección 3 | La familia
- Lección 4 | Los pasatiempos
- Lección 5 | Las vacaciones
- Lección 6 | ¡De compras!

At the bottom of the page, there is a footer with the text: 'submit help request' and '© 2025 VISTA Higher Learning, Inc. | Store | Terms of use | Privacy policy'.

95

Each lesson/unit will include different assessment categories. Each program will have its own assessment categories. In this example, you see:

- **Vocabulary Quizzes**
- **Grammar Quizzes**
- **Lesson Tests**

The screenshot shows the 'ASSIGN' page in the VISTA Higher Learning interface. At the top, there are navigation tabs: DASHBOARD, ASSIGN (selected), GRADE, TEACHING TOOLS, and STUDENT COMMUNICATIONS. Below the navigation, the 'Assessments' section is visible. On the left, there is a sidebar with a list of assessment categories: Vocabulary Quizzes, Grammar Quizzes, Lesson Tests, and Optional Sections. A yellow callout box highlights the 'Vocabulary Quizzes' category, showing details: 'Assessment', 'Contextos - Miniprueba A', 'Lección 1 | Vocabulary Quiz', 'Points possible: 40', 'Total Questions = 13', '5 Multiple choice', '5 Drop downs', and '3 Fill in the blanks'. A red circle highlights the 'Contextos - Miniprueba A' item in the list. The main content area shows a table of 'Vocabulary Quizzes' with columns for 'Assessment' and 'Due date'. The table lists two items: 'Contextos - Miniprueba A' and 'Contextos - Miniprueba B'. At the bottom, there is a footer with technical support information and copyright details.

For technical support click support.vistalearning.com, or submit help request

© 2025 VISTA Higher Learning, Inc. | [Store](#) | [Terms of use](#) | [Privacy policy](#)

96 Select the desired assessment. A pop-up will appear. Click **"Assign"**.

The screenshot shows the VhCentral dashboard interface. At the top, there's a navigation bar with 'vhcentral' logo, user profile, chat, help, and logout buttons. Below the navigation bar, there's a menu with 'DASHBOARD', 'ASSIGN', 'GRADE', 'TEACHING TOOLS', and 'STUDENT COMMUNICATIONS'. The main section is titled 'Assessments'. On the left, there's a sidebar with 'Lección 1 tal?' and a list of assessment types: 'Vocabulary Quizzes', 'Grammar Quizzes', 'Lesson Tests', and 'Optional Sections'. A red circle highlights the 'Assign' button next to 'Lección 1 tal?'. A yellow tooltip is visible over the 'Assign' button, showing details for the 'Contextos - Miniprueba A' assessment. The tooltip includes the following information:

- Assessment
- Contextos - Miniprueba A
- Lección 1 | Vocabulary Quiz
- Points possible: 40
- Total Questions = 13
- 5 Multiple choice
- 5 Drop downs
- 3 Fill in the blanks

On the right, there's a table titled 'Vocabulary Quizzes' with columns 'Assessment' and 'Due date'. The table lists two assessments: 'Contextos - Miniprueba A' and 'Contextos - Miniprueba B'. The first assessment is highlighted in green. At the bottom, there's a footer with technical support information and copyright notice.

97

Once an assessment has been selected to be assigned, the following pop-up will appear. This pop-up will allow the educator to choose:

- **Due date**
- **Category**
- **Assign to**
- **Maximum attempts**
- **Availability**
- **Time limit**

The screenshot shows a web interface with a top navigation bar containing 'DASHBOARD', 'ASSIGN', 'GRADE', 'TEACHING TOOLS', and 'STUDENT COMMUNICATIONS'. On the left, there's a sidebar with 'Assessments' and a list of items: 'Lección 1 | Hola, ¿quién eres?', 'Vocabulary Quizzes', 'Grammar Quizzes', 'Lesson Tests', and 'Optional Sections'. The main content area displays a 'CREATE NEW' button and a table with columns for 'All Activities' and 'Due date'. A modal window titled 'Assign' is open, showing the following fields:

- 1 Quiz selected**
- Due date:** 02/12/2025
- Category:** Homework
- Assign to:** Entire Section
- Maximum attempts:** 1
- Availability:**
 - The Quiz will be hidden until: I release it
 - Results will be available: when all students have been graded
- Due time:** The Quiz will be due at 11:59 PM
- Time limit:** Set a time limit (minutes): 0
- Randomize per student:** No
- Password:** Set a password

At the bottom of the modal are 'CANCEL' and 'SAVE' buttons. The footer of the page includes 'For technical support click support@hizero.com' and links for 'Store', 'Terms of use', and 'Privacy policy'.

98 Select your "Due Date".

The screenshot shows the 'Assign' modal in a learning management system. The modal is titled 'Assign' and contains the following fields and options:

- 1 Quiz selected:** A dropdown menu showing 'February 2025'.
- Due date:** A date picker showing '02/12/2025'.
- Assign to:** A calendar grid showing the days of the week (Su, Mo, Tu, We, Th, Fr, Sa) and the dates (1 through 28). The date '12' is highlighted with a red circle.
- Maximum:** A dropdown menu showing '1'.
- Availability:** A section with a 'Set a time limit (minutes):' field and a 'Randomize per student:' dropdown menu set to 'No'.
- Password:** A section with a 'Set a password:' field.
- Buttons:** 'CANCEL' and 'SAVE' buttons at the bottom.

The background shows a sidebar with 'Assessments' and a list of activities including 'Vocabulary Quizzes', 'Grammar Quizzes', 'Lesson Tests', and 'Optional Sections'. The main content area shows a 'Lección 1 | Hola, ¿quién eres?' section with a 'Due date' field and a 'CREATE NEW' button.

99 Select "**Category**" and "**Assign to**" group.

The screenshot shows a web interface for a learning management system. A modal dialog titled "Assign" is open, displaying settings for a selected quiz. The "Category" is set to "Homework" and "Assign to" is set to "Entire Section", both of which are highlighted with a red rectangular box. Other visible settings include a due date of 02/12/2025, maximum attempts of 1, and a time limit of 11:59 PM. The background shows a sidebar with "Assessments" and a list of quiz types: Vocabulary Quizzes, Grammar Quizzes, Lesson Tests, and Optional Sections. The main content area shows a quiz titled "Lección 1 | Hola, ¿qu... tal?".

vhkcentral

DASHBOARD ASSIGN GRADE TEACHING TOOLS STUDENT COMMUNICATIONS

Assessments

Lección 1 | Hola, ¿qu... tal?

Vocabulary Quizzes

Grammar Quizzes

Lesson Tests

Optional Sections

Assign

1 Quiz selected

Due date 02/12/2025

Category Homework

Assign to Entire Section

Maximum attempts 1

Availability

The Quiz will be hidden until I release it. edit

Results will be available when all students have been graded. edit

Due time

The Quiz will be due at 11:59 PM. edit

Time limit

Set a time limit (minutes). edit

Randomize per student No

Password

Set a password

CANCEL SAVE

+ CREATE NEW

All Activities

Due date

for technical support click support.whisker

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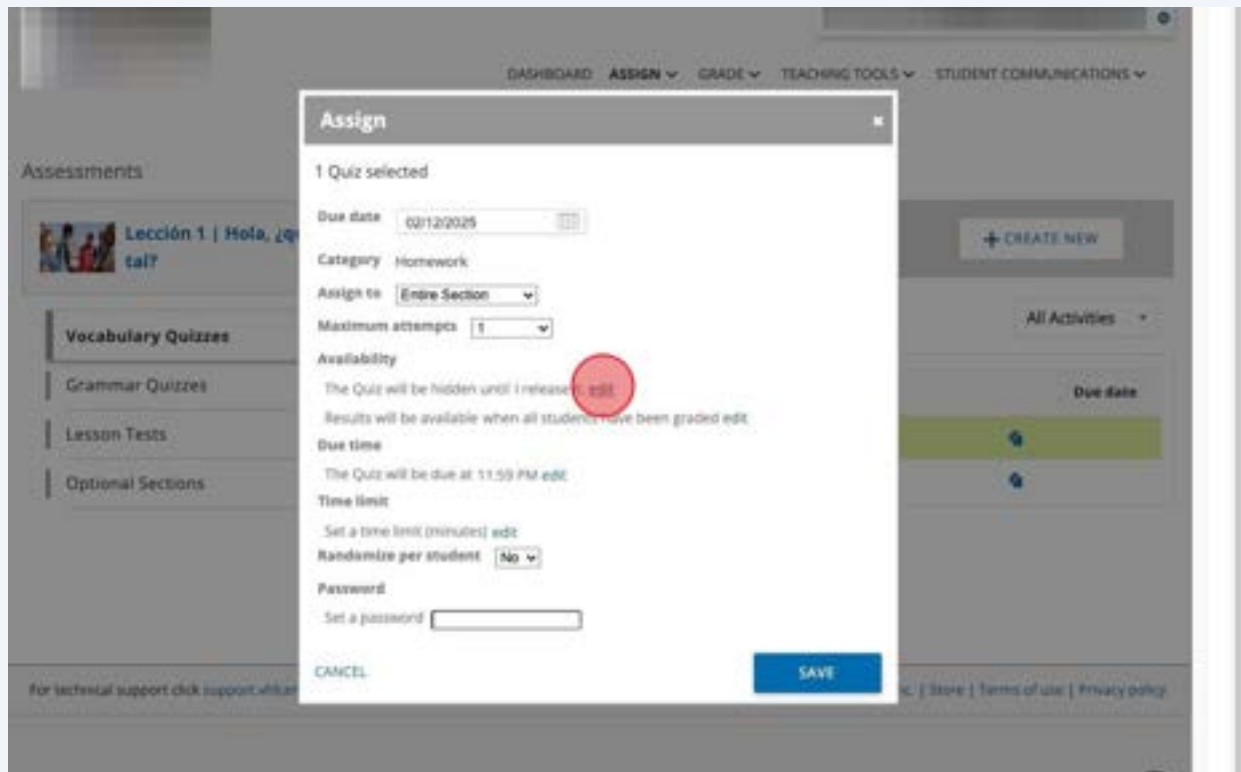
100

Select **"Maximum attempts"**, **"Availability"**, **"Due time"**, **"Time limit"** and **"Randomize per student"**.

The screenshot shows the 'Assign' dialog box in a learning management system. The dialog is titled 'Assign' and has a close button (X) in the top right corner. It contains the following fields and options:

- 1 Quiz selected**
- Due date:** 02/12/2025
- Category:** Homework
- Assign to:** Entire Section
- Maximum attempts:** 1 (highlighted with a red box)
- Availability:** 2 (highlighted with a red box)
- The Quiz will be hidden:** 3 (highlighted with a red box)
- Results will be available:** 4 (highlighted with a red box)
- Due time:** 5 (highlighted with a red box)
- The Quiz will be due:** 6 (highlighted with a red box)
- Time limit:** 7 (highlighted with a red box)
- Set a time limit (min):** 8 (highlighted with a red box)
- Randomize per student:** No (highlighted with a red box)
- Password:** Set a password
- Buttons:** CANCEL, SAVE

101 Under **Availability**, click **"edit"**.



102 Under "**Availability**", choose when the **assessment will be released**.

The screenshot shows the 'Assign' dialog box in a learning management system. The dialog is titled 'Assign' and shows '1 Quiz selected'. The 'Due date' is set to '02/12/2025'. The 'Category' is 'Homework'. The 'Assign to' dropdown is set to 'Entire Section'. The 'Maximum attempts' is set to '1'. The 'Availability' section is highlighted with a red box and contains the following options: 'The Quiz will be hidden until' (selected), 'I release it' (selected), and 'Results will be available when' (a specific date and time). Below this, the 'Due time' is set to 'The Quiz will be due at 11:59 PM'. The 'Time limit' is set to 'Set a time limit (minutes)'. The 'Randomize per student' dropdown is set to 'No'. The 'Password' section has a text input field. At the bottom of the dialog are 'CANCEL' and 'SAVE' buttons. The background shows a sidebar with 'Assessments' and a list of activities including 'Vocabulary Quizzes', 'Grammar Quizzes', 'Lesson Tests', and 'Optional Sections'.

103 Choose when **results** will be available to the students.

The screenshot shows the 'Assign' dialog box for a quiz. The 'Results will be available' dropdown menu is open, showing three options: 'when all students have been graded' (selected), 'when I release them', and 'after a specific date and time'. The 'Time limit' dropdown is also open, showing 'never' as the selected option. The 'Due date' is set to 02/12/2025. The 'Assign to' dropdown is set to 'Entire Section'. The 'Maximum attempts' is set to 1. The 'Availability' dropdown is set to 'I release it'. The 'Randomize per student' dropdown is set to 'No'. The 'Password' field is empty. The 'SAVE' button is visible at the bottom right of the dialog box.

whicentral

DASHBOARD ASSIGN GRADE TEACHING TOOLS STUDENT COMMUNICATIONS

Assessments

Lección 1 | Hola, ¿q
tal?

Vocabulary Quizzes

Grammar Quizzes

Lesson Tests

Optional Sections

Assign

1 Quiz selected

Due date 02/12/2025

Category Homework

Assign to Entire Section

Maximum attempts 1

Availability

The Quiz will be hidden until I release it

Results will be available

- when all students have been graded
- when I release them
- after a specific date and time

Due time

The Quiz will be due at

Time limit

- never

For a time limit, time only, only

Randomize per student No

Password

Set a password

CANCEL SAVE

+ CREATE NEW

All Activities

Due date

For technical support click support.whicentral

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104 Click **"Edit"** under **Due Time** to determine when the assessment is due.

The screenshot shows a web interface for managing assessments. On the left, there's a sidebar with 'Assessments' and a list of quiz types: Vocabulary Quizzes, Grammar Quizzes, Lesson Tests, and Optional Sections. The main area displays a 'Lección 1 | Hola, ¿qué tal?' section. A modal window titled 'Assign' is open, showing settings for '1 Quiz selected'. The settings include: Due date (02/12/2025), Category (Homework), Assign to (Entire Section), Maximum attempts (1), Availability (The Quiz will be hidden until I release it, Results will be available when all students have been graded), Due time (The Quiz will be due at 11:59 PM), Time limit (Set a time limit (minutes) edit), Randomize per student (No), and Password (Set a password). A red circle highlights the 'Due time' section. At the bottom of the modal are 'CANCEL' and 'SAVE' buttons. The background shows a '+ CREATE NEW' button and 'All Activities' link.

105 Select the **Time limit**.

Assign

1 Quiz selected

Due date: 02/12/2025

Category: Homework

Assign to: Entire Section

Maximum attempts: 1

Availability

The Quiz will be hidden until: I release it

Results will be available: when all students have been graded

Due time

The Quiz will be due at: 11:59 PM

Time limit

Set a time limit (minutes): edg

Randomize per student: Yes

Password

Set a password:

CANCEL SAVE

106

Decide if the questions will be **randomized per student** and if there will be a **password** included.



Alert! Please note that randomized questions will also change the order of the answers.



Tip! Passwords could be used to ensure that students don't have access to assessments when reopening or re-assessing make-ups, or if multiple periods will take the same assessment. When creating passwords, avoid using "period 1", or "p1", or reusing the same password for all assessments.

107 Click "Save".

The screenshot shows a web interface for assigning a quiz. A modal dialog titled "Assign" is open, displaying configuration options for a selected quiz. The background interface includes a sidebar with "Assessments" and a list of quiz types: "Vocabulary Quizzes", "Grammar Quizzes", "Lesson Tests", and "Optional Sections". The main content area shows a quiz titled "Lección 1 | Hola, ¿quién eres?" with a "Due date" section.

Assign

1 Quiz selected

Due date: 02/12/2025

Category: Homework

Assign to: Entire Section

Maximum attempts: 1

Availability

The Quiz will be hidden until: I release it

Results will be available: when all students have been graded

Due time

The Quiz will be due at: 11:59 PM

Time limit

Set a time limit (minutes): 0

Randomize per student: No

Password

Set a password:

CANCEL SAVE

Assignment Calendar

108 Click on **"Assignment Calendar"** to view and edit assignments by date.

The screenshot shows the Canvas LMS interface. At the top, there are navigation tabs: DASHBOARD, ASSIGN, GRADE, TEACHING TOOLS, and STUDENT COMMUNICATIONS. The 'ASSIGN' tab is selected, and a dropdown menu is open, highlighting 'Assignment Calendar' with a red circle. The dropdown menu includes the following options:

- Activities**: Assign activities or create custom activities.
- Assessments**: Assign assessments or create custom assessments.
- My Content**: Create, manage, and share instructor-created activities.
- Assignment Calendar**: View and edit assignments by date. (Highlighted with a red circle)
- Start Assigning**: Search for and assign specific types of activities.
- Individual Assigning**: Assign activities only to specific students.
- Assignment Reordering**: Change the order of assigned activities.

On the left side of the interface, there is a sidebar with a 'Lección Preliminar' section and a 'STRANDS' section. The 'STRANDS' section lists several items:

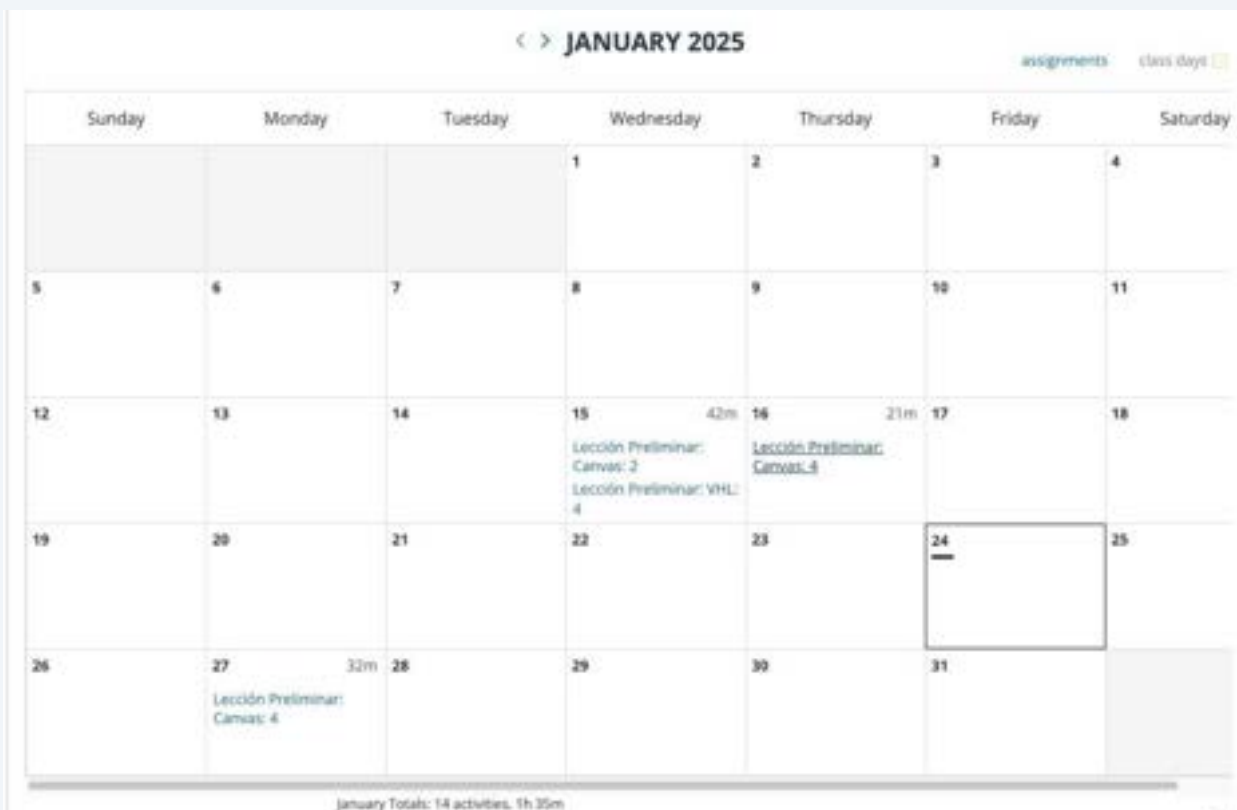
- ¿Cómo te llamas?
- ¿De dónde eres?
- ¿Cuántos años tienes?
- Fotonovela
- Cultura
- El salón de clases
- Los días de la semana
- Recapitulación
- Lista de vocabulario

In the center, there is a section titled 'ASSIGN SELECTED' with a list of assignments. The first assignment is 'Lección Preliminar | ¿Cómo', which is selected. Below it, there are several other assignments under the 'Presentations' and 'Practice' categories.

On the right side, there is a '+ CREATE NEW' button and a table showing the due dates of the assignments. The table has two columns: 'Due date' and 'Due date'. The first row shows 'Wed 1/15' for two different assignments. The second row shows 'Wed 1/15' for two different assignments. The third row shows 'Thu 1/16' for two different assignments. The fourth row shows 'Thu 1/16' for two different assignments.

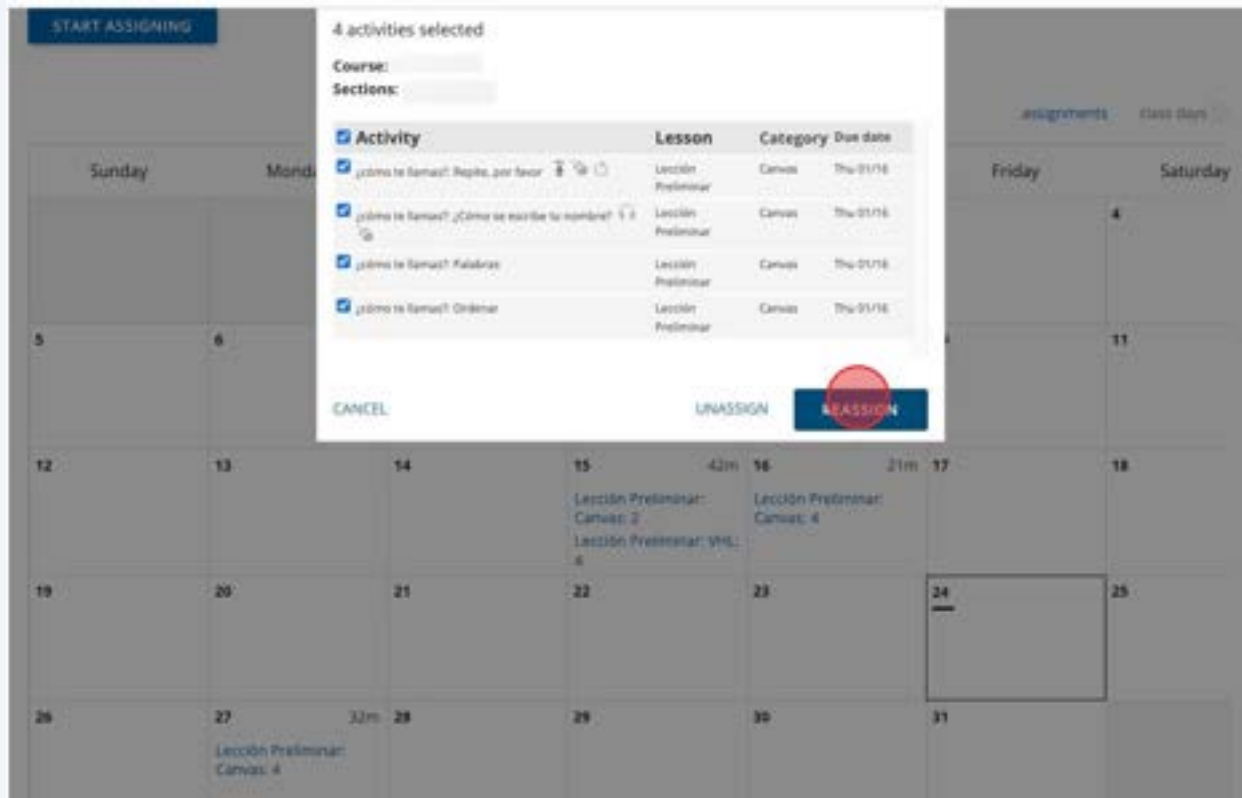
109

The Calendar will allow you to view the activities, category and the amount of time an average student should take to complete all of the assignments set for a particular day. You will also be able to see how many activities are assigned for the month and the average completion time.

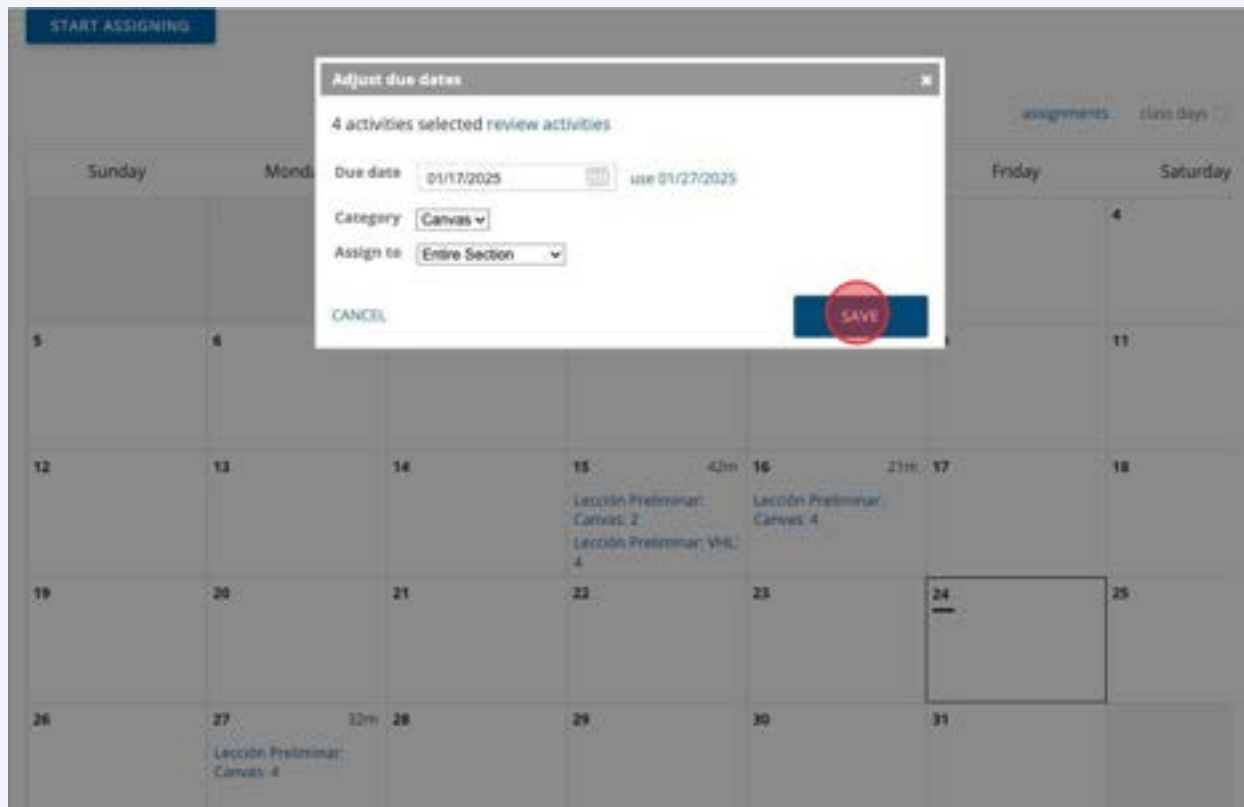


Reassigning Activities or Assessments

- 110 To reassign an activity or assessment. Click on the activity or assessment you wish to change. Click "reassign".

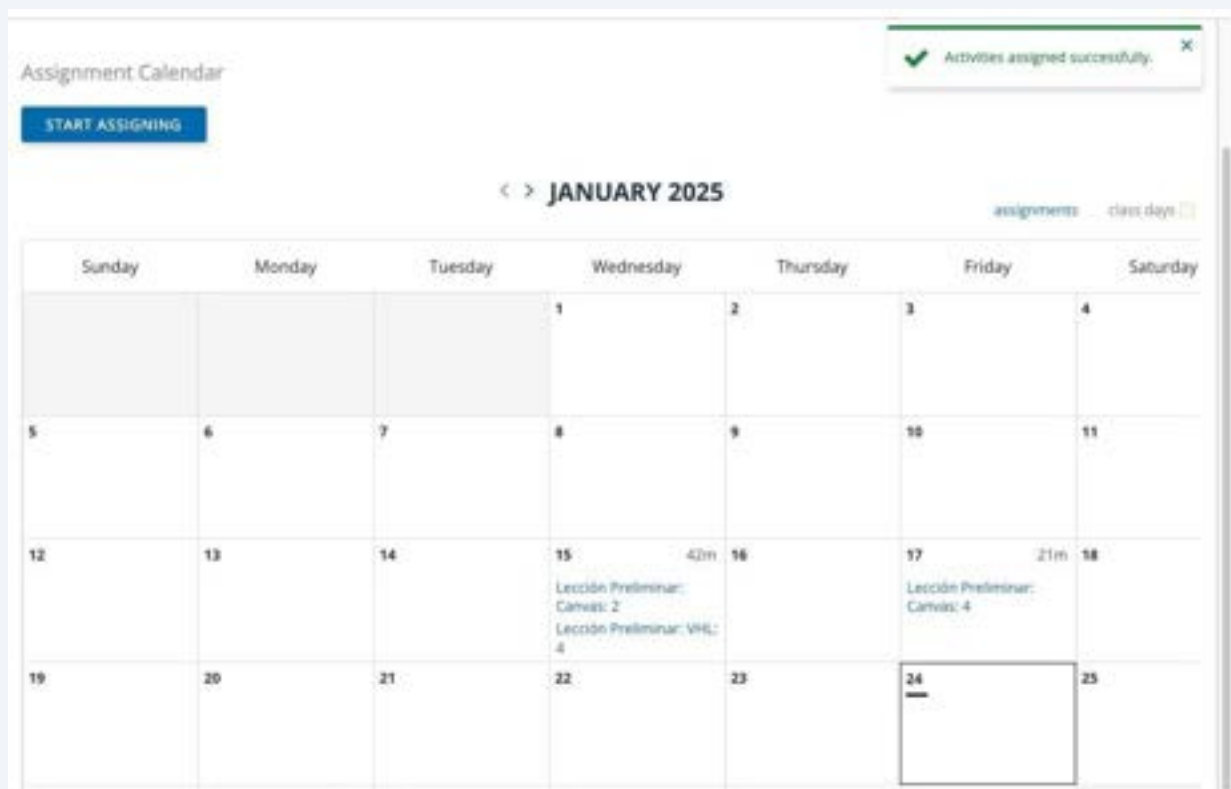


111 Click "Save".



112

Any changes made will be reflected in the **Assignment Calendar**, along with an acknowledgement that the changes have been made.



Recategorizing Assignments in Schoology



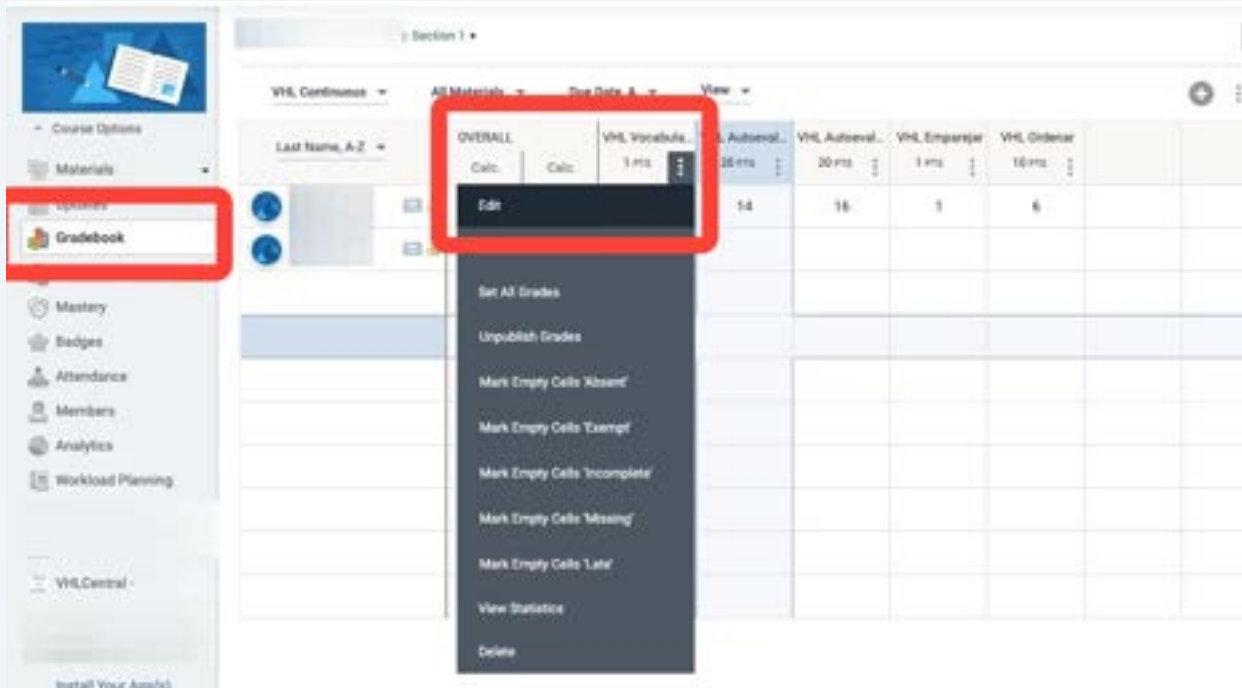
Alert! Assignments will sync to Schoology under the first or original "Assignment Group" **after** the vhlcentral due date has passed. This group should have a 0% weight if it only captures the grade sync. In that case, the assignments will need to be recategorized to their corresponding weighted category by dragging and dropping them accordingly. If they don't need to be categorized, adjust the percentage based on your district or school requirements.



Tip! Below, you will see that the first assignment group has been renamed VHL Assignments, and other assignment groups have been added. If you have questions about creating, editing, or adding weights to Assignment Groups, see your school IT or Schoology experts.

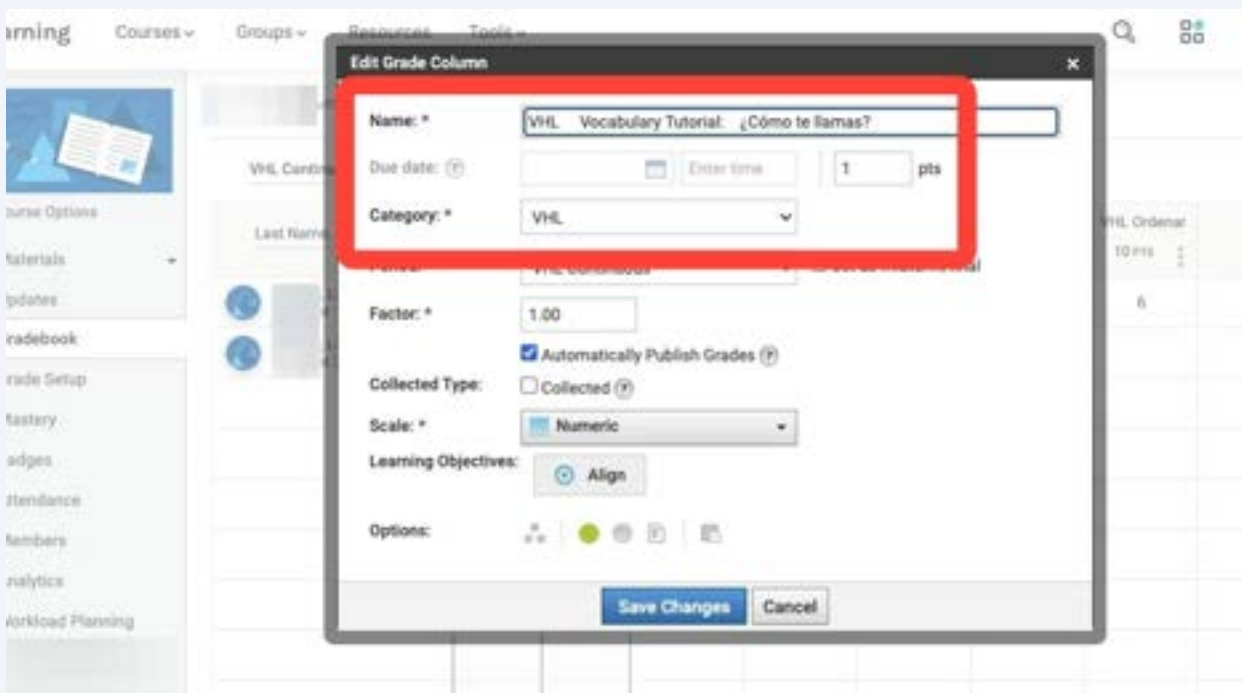
113

Vhlcentral activities and assessments will sync to the default "VHL" Assignment Category. To recategorize, go to the **Gradebook** link on Schoology. **Find the assignment or assessment** you want to recategorize. Click on the **three dots** after the points or percentage and click **"Edit"**.

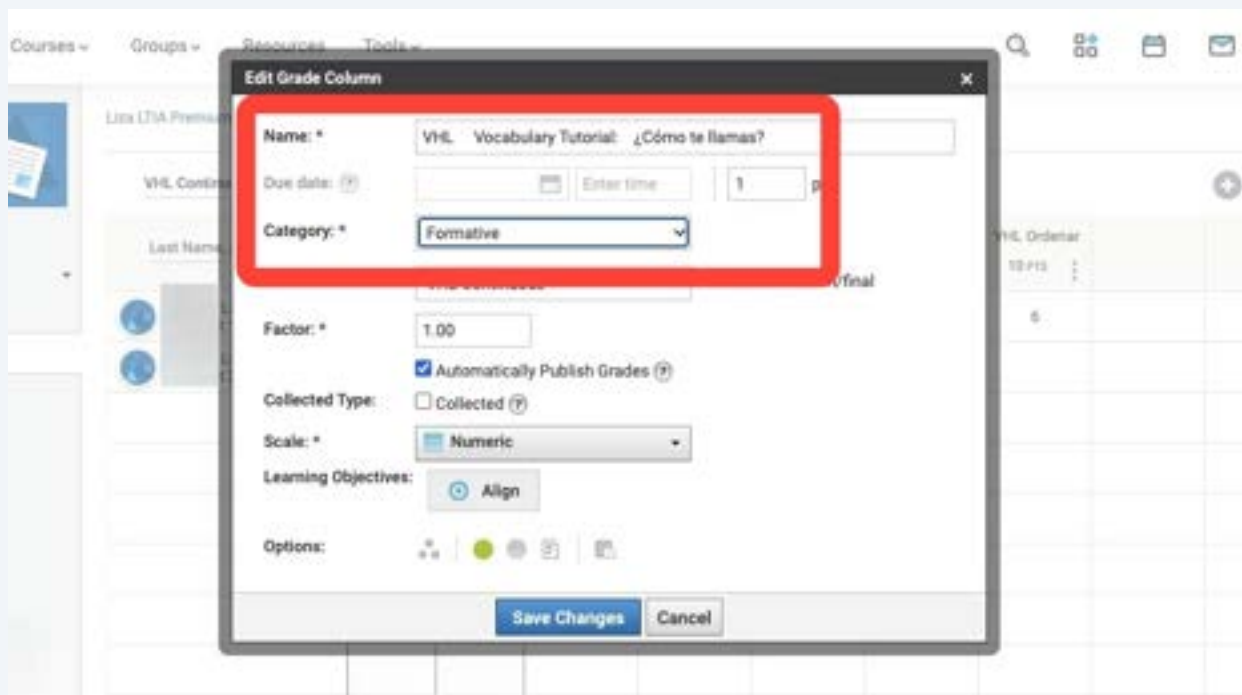


114

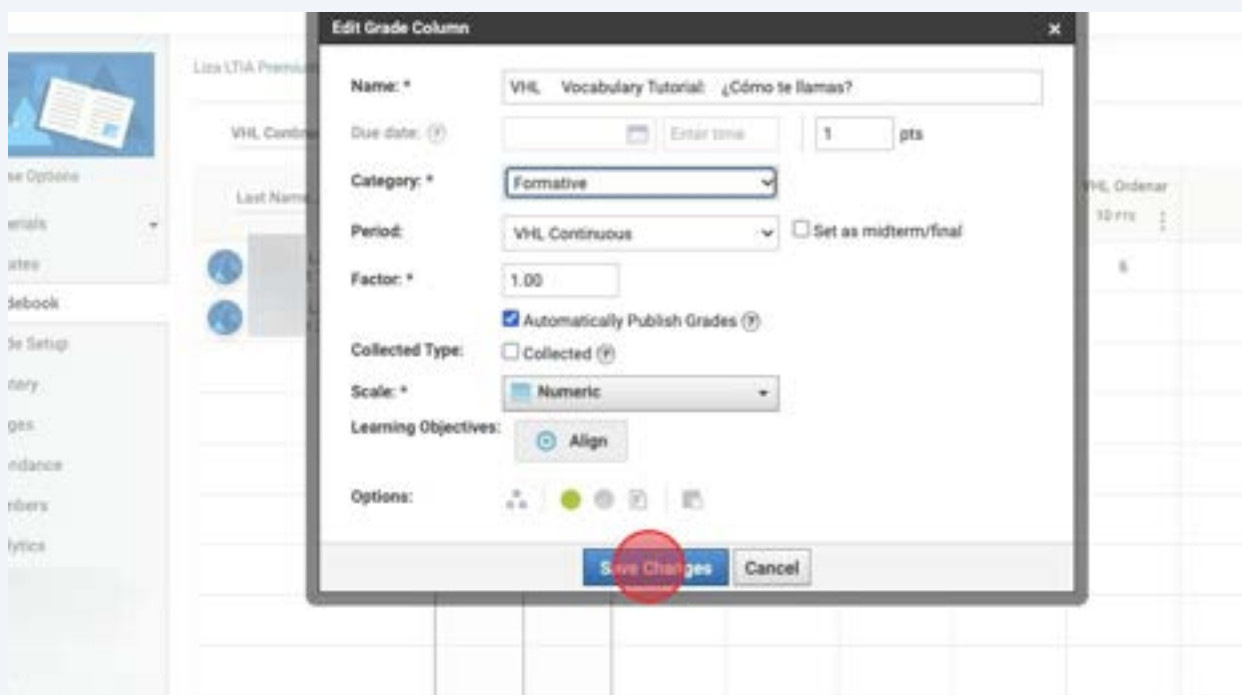
A pop-up of **"Edit Grade Column"** will appear where the category is **"VHL"**.



- 115 A pop-up of **"Edit Grade Column"** will appear where the category is changed to **"Formative"**.



- 116 Click **"Save Changes"**.



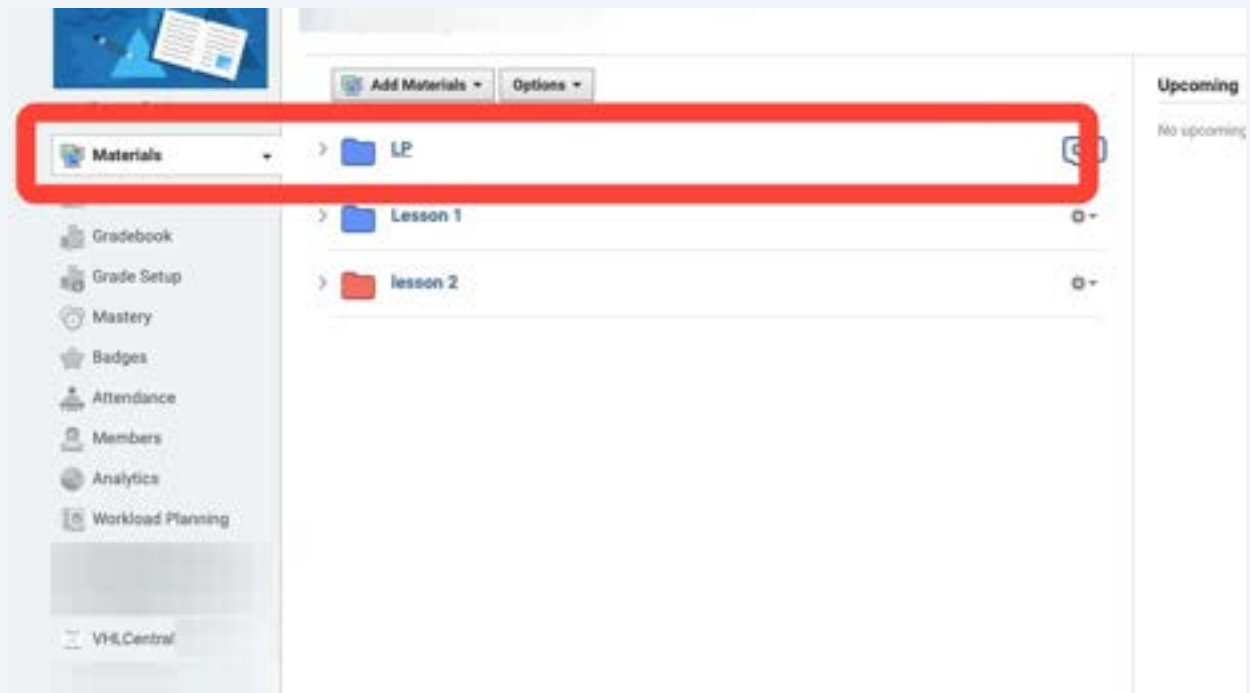
117 Repeat that process until all assignments have been recategorized.

Deep Links

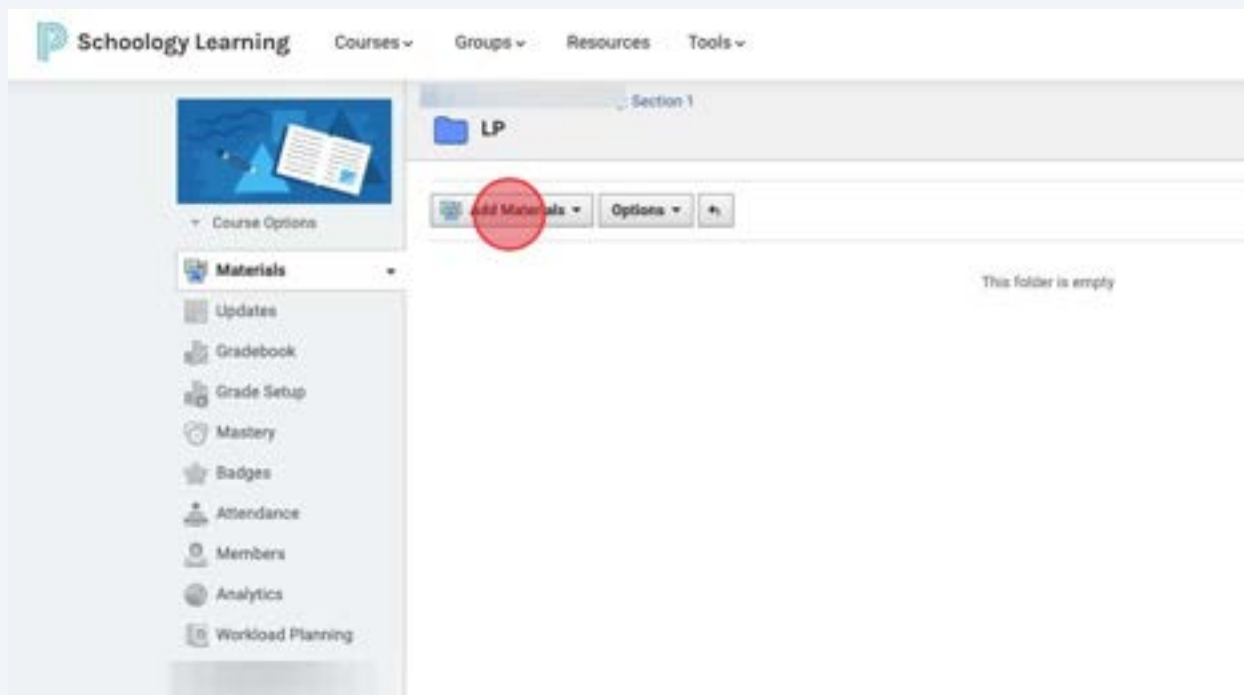


Alert! **Deep Links** are "**shortcuts**" or "**entry points**" to vhlcentral. Assignments must be completed via vhlcentral. Deep links help direct students to specific activities or assessments.

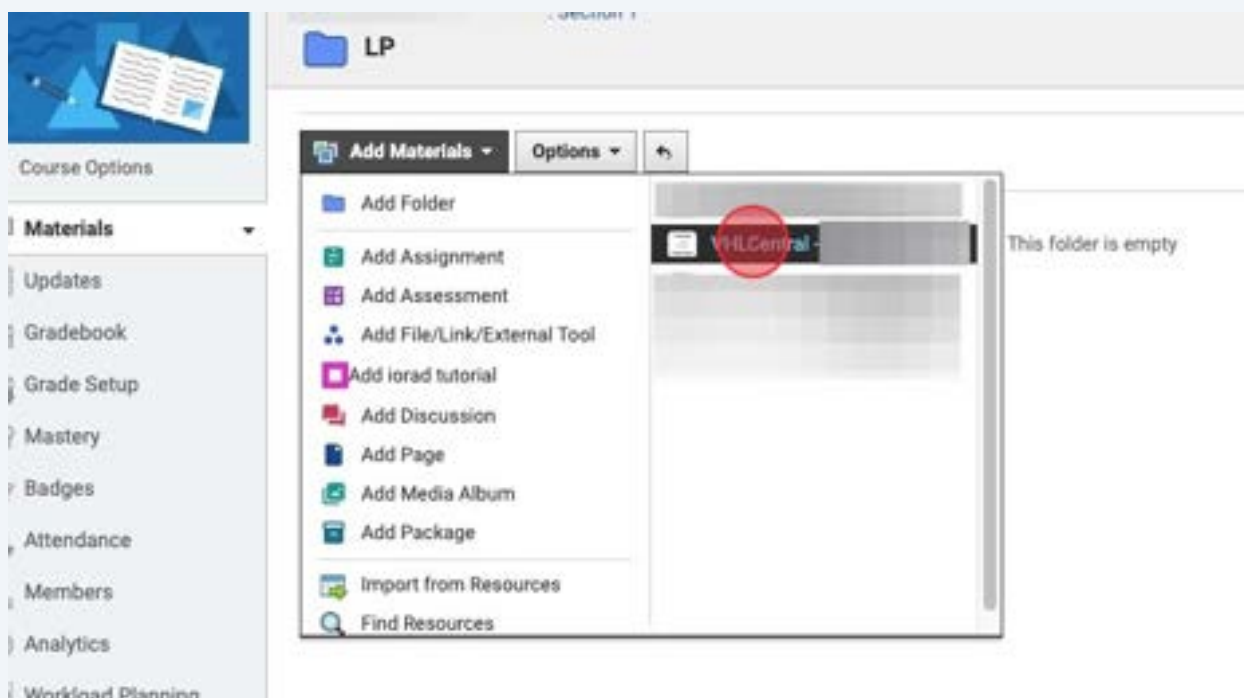
118 In Materials, go to the Folder to which you would like to create the "**Deep Link**".



119 Inside the **"LP"** folder, click on **"Add Materials"**.



120 Inside the **"Add Materials"** in the **"LP"** folder, click on **"Launch vhlcentral"**.

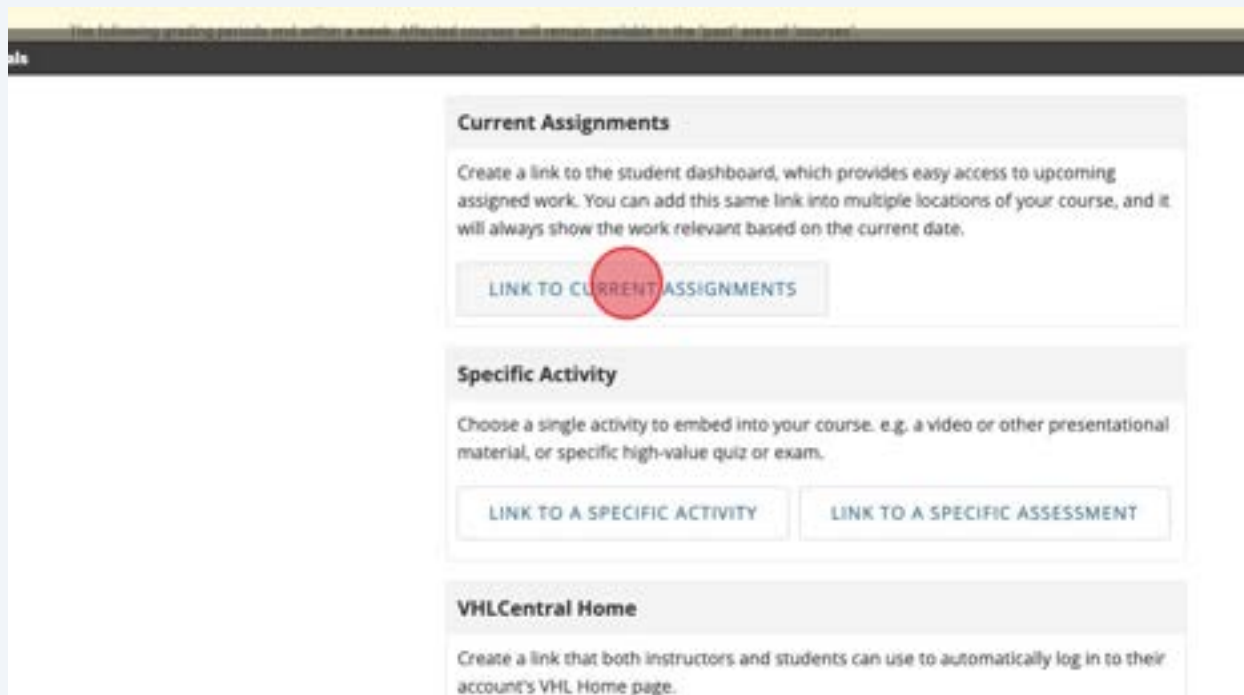


121 You will see the following pop-up with four options:

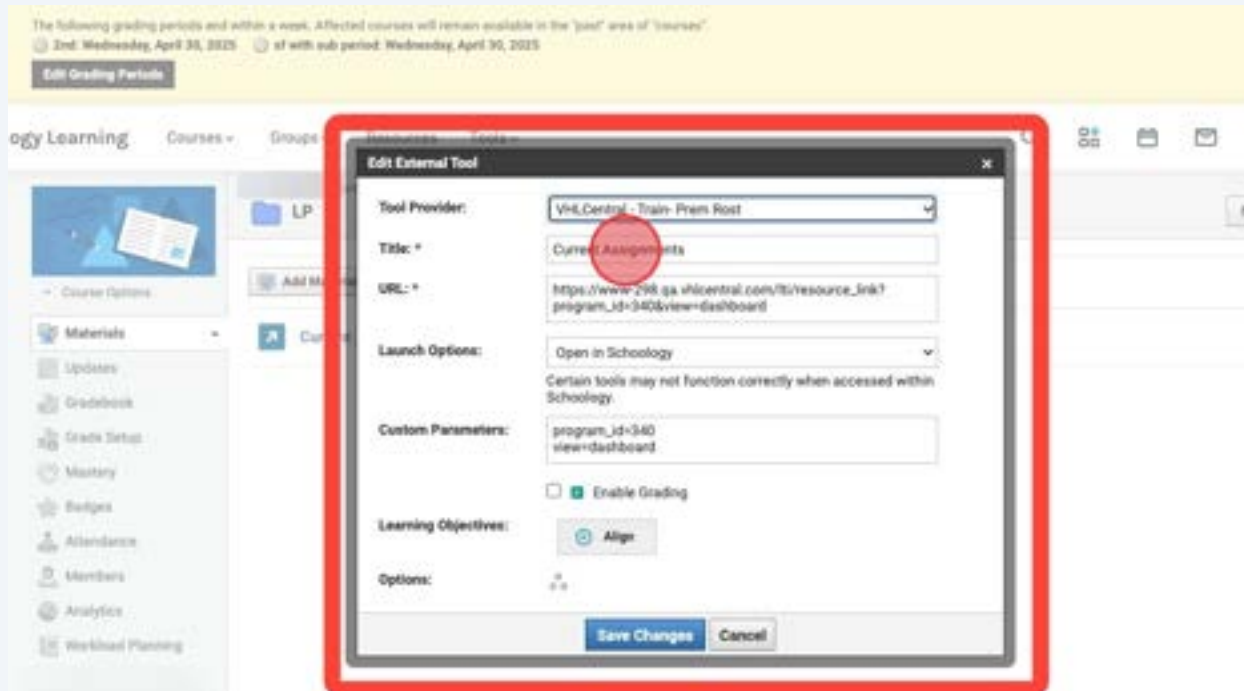
- **Link to Current Assignments** - takes the students to a modified dashboard that will show all of the assigned activities within a seven-day period.
- **Link to a Specific Activity** - takes students directly to a specific activity
- **Link to a Specific Assessment** - takes students directly to a specific assessment



122 Click "Link to Current Assignments".



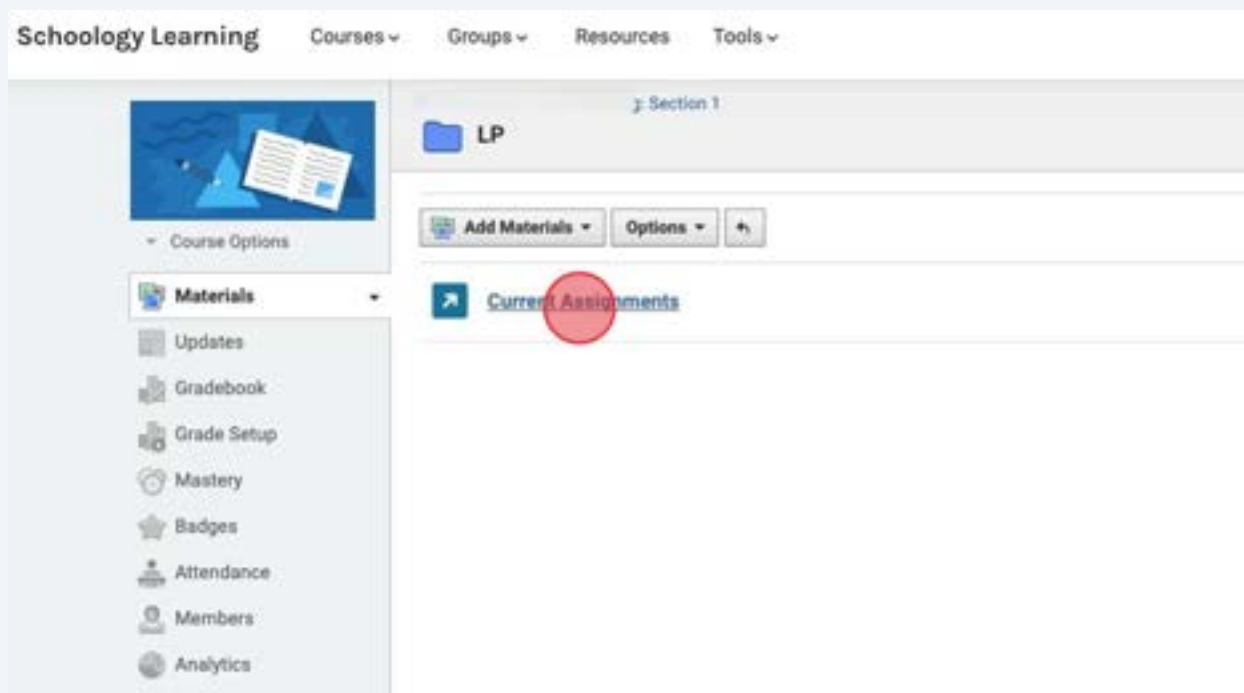
123 In the "Title" field, you can leave the "Current Assignments" name or change the name. For example: "Lesson 1 Current Assignments" or add a due date for the Lesson or Unit, or week, etc.



124 Click **"Save Changes"** once you have changed the title.

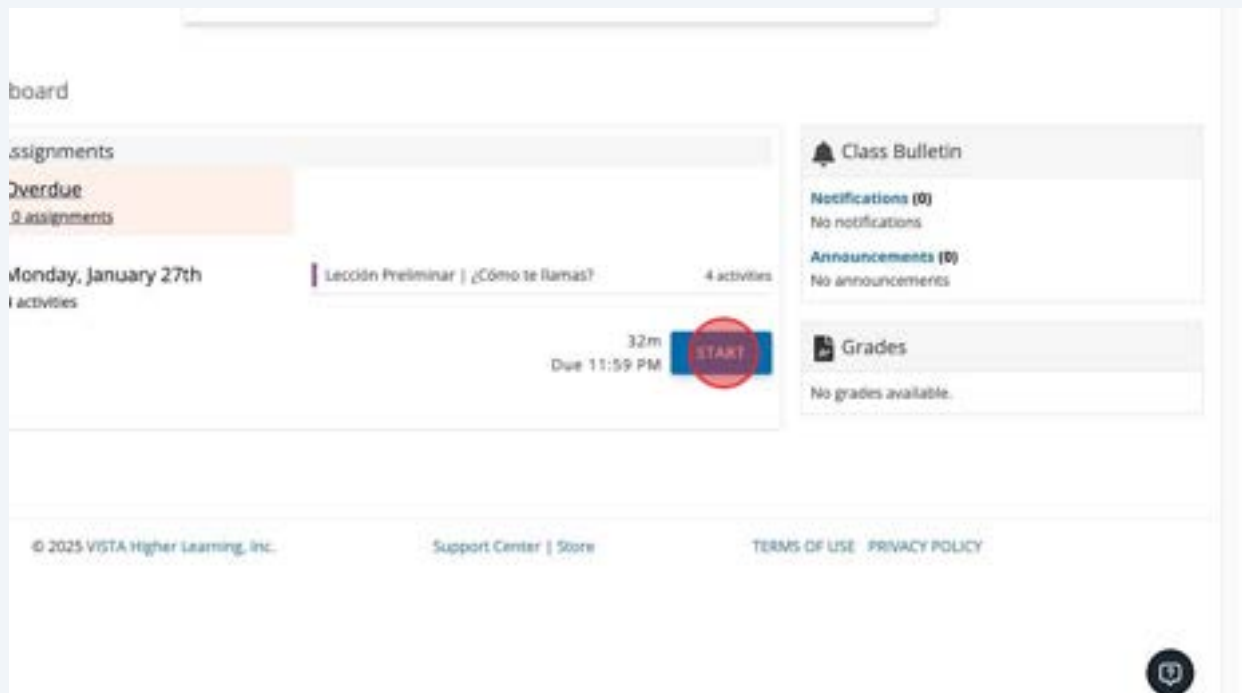
A screenshot of the 'Current Assignments' configuration dialog in Schoology. The dialog is titled 'LP' and contains several fields and options. The 'Title' field is highlighted with a red rectangle and contains the text 'Lesson 1 Current Assignments'. The 'URL' field contains a long URL: 'https://www-298.qa.vhlicentral.com/lti/resource_link?program_id=340&view=dashboard'. The 'Launch Options' dropdown is set to 'Open in Schoology'. Below this, there is a warning: 'Certain tools may not function correctly when accessed within Schoology.' The 'Custom Parameters' field contains 'program_id=340' and 'view=dashboard'. There is a checkbox for 'Enable Grading' which is currently unchecked. The 'Learning Objectives' section has an 'Align' button. At the bottom, there are 'Save Changes' and 'Cancel' buttons. The 'Save Changes' button is highlighted with a red circle.

125 Click **"Current Assignments"** or the name you changed the title to.



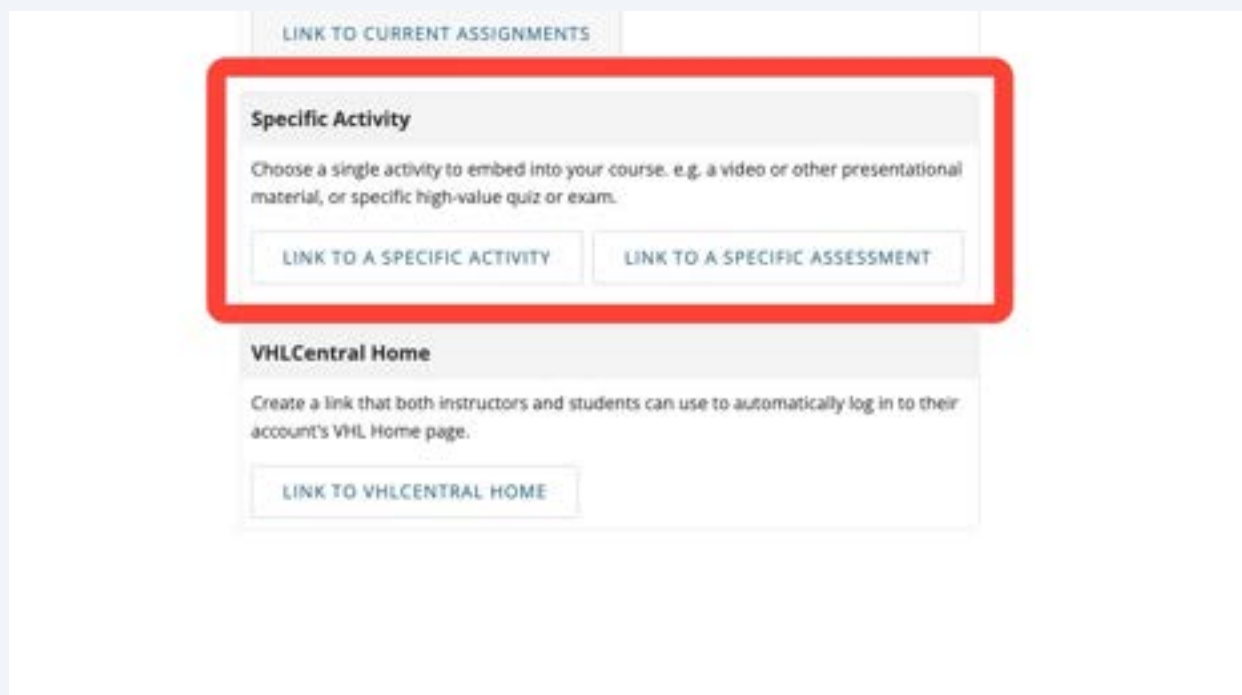
126

This is the student view of **"Current Assignments"**. Notice there is also an "Overdue" category. That will show if you have allowed students to complete late assignments, if not, students can click **"Start"** to begin to complete work in order.



127

For **"Specific Activity"** or **"Specific Assessment"**, you will repeat the initial process of clicking the **"Add Materials"** in the folder you would like to add the **"Deep Link"** to and choose either **"LINK TO A SPECIFIC ACTIVITY"** or **"LINK TO A SPECIFIC ASSESSMENT"**.





Alert! For **Grade Passback** to work properly, activities and assessments must be assigned in vhlcentral. **Deep Links** do not assign activities or assessments. If you link a specific activity or assessment that is not assigned and has a due date, students will be able to complete it, but as a teacher, you will not see the grade in vhlcentral. It will go into the student's unassigned grades.

128

Once you are inside the activity page, you will see all of the available activities that have been assigned. Click "**Link**" next to the activity you would like to create a deep link for.

Lección Preliminar: ¿Cómo te llamas?

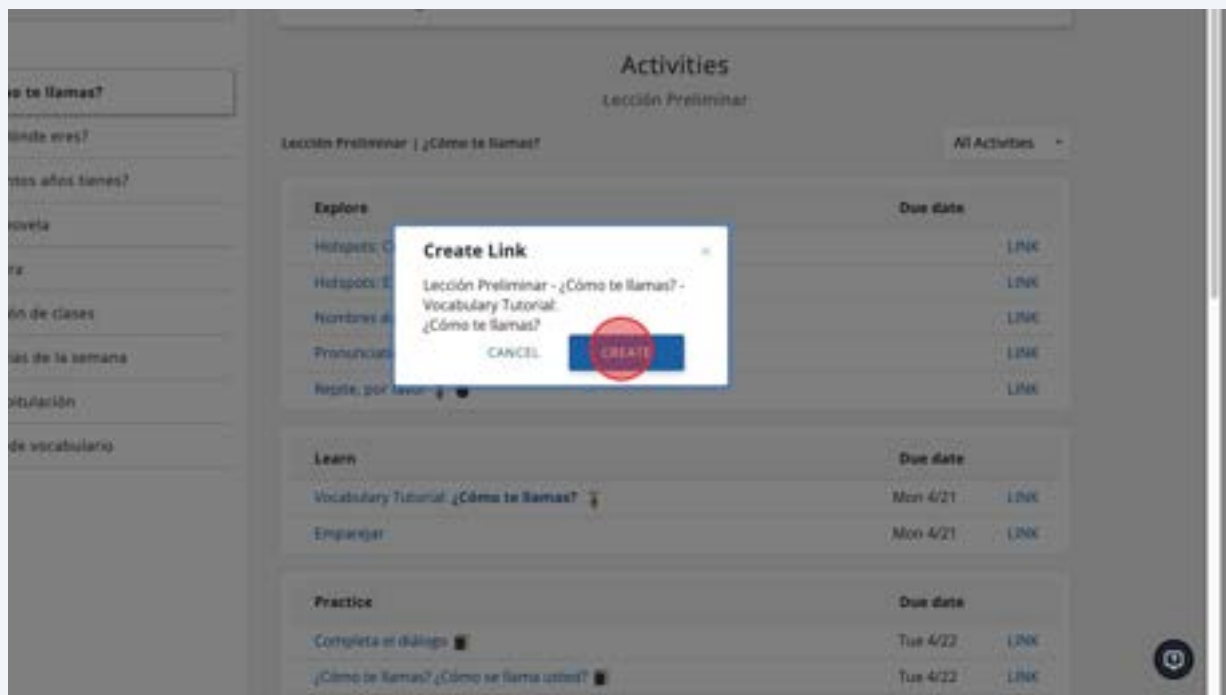
All Activities

Explore	Due date
Hotspots: Conversaciones	LINK
Hotspots: El alfabeto	LINK
Nombres de chicos y chicas	LINK
Pronunciation Tutorial: Las vocales	LINK
Repite, por favor	LINK

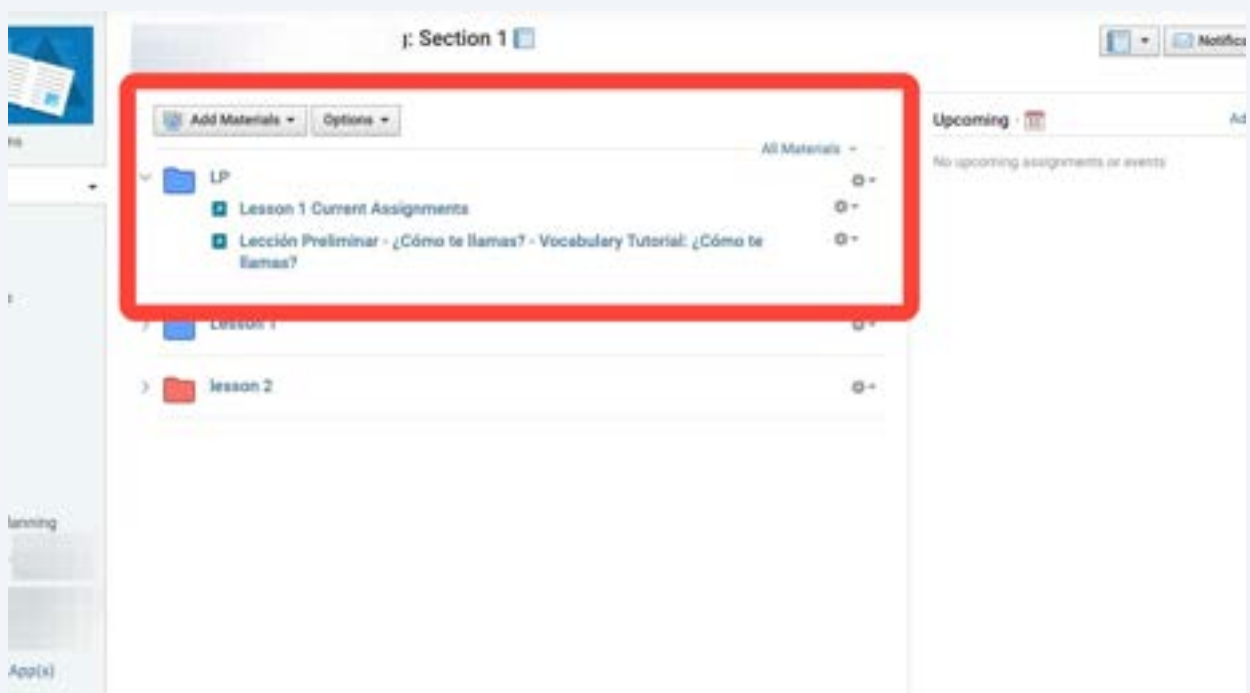
Learn	Due date
Vocabulary Tutorial: ¿Cómo te llamas?	Mon 4/21 LINK
Emparejar	Mon 4/21 LINK

Practice	Due date
Completa el diálogo	Tue 4/22 LINK
¿Cómo te llamas? ¿Cómo se llama usted?	Tue 4/22 LINK

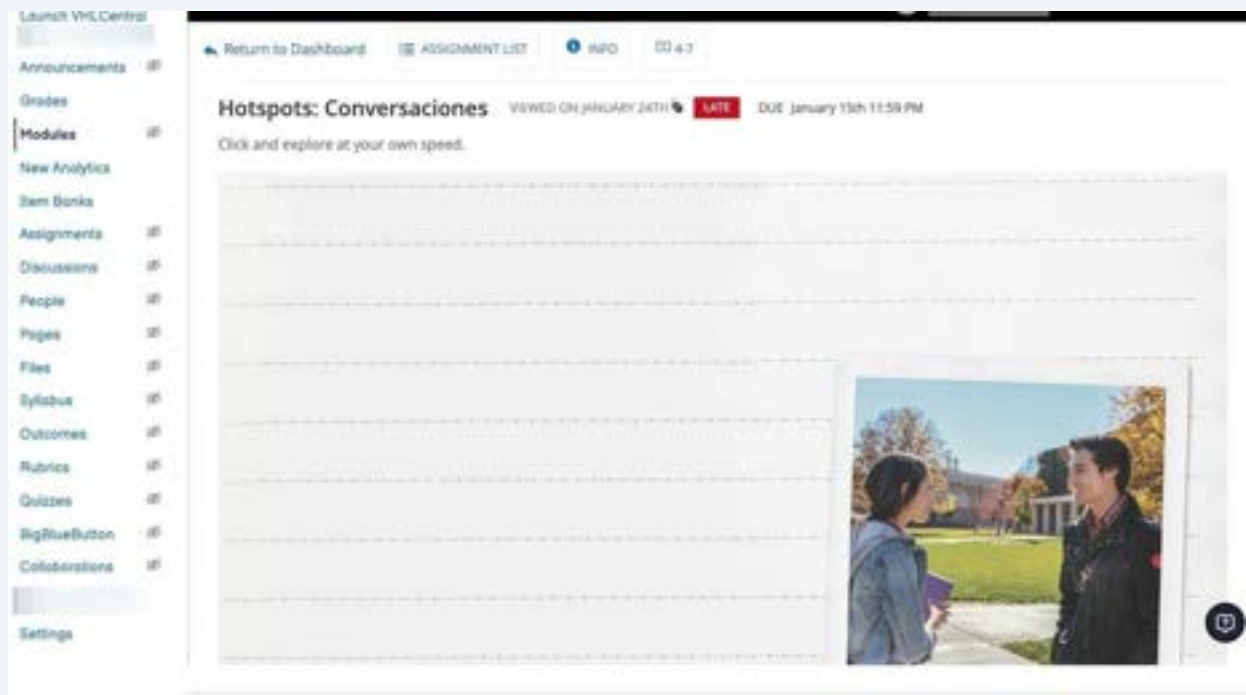
129 Click **"Create"** once you have selected the appropriate **"LINK"**.



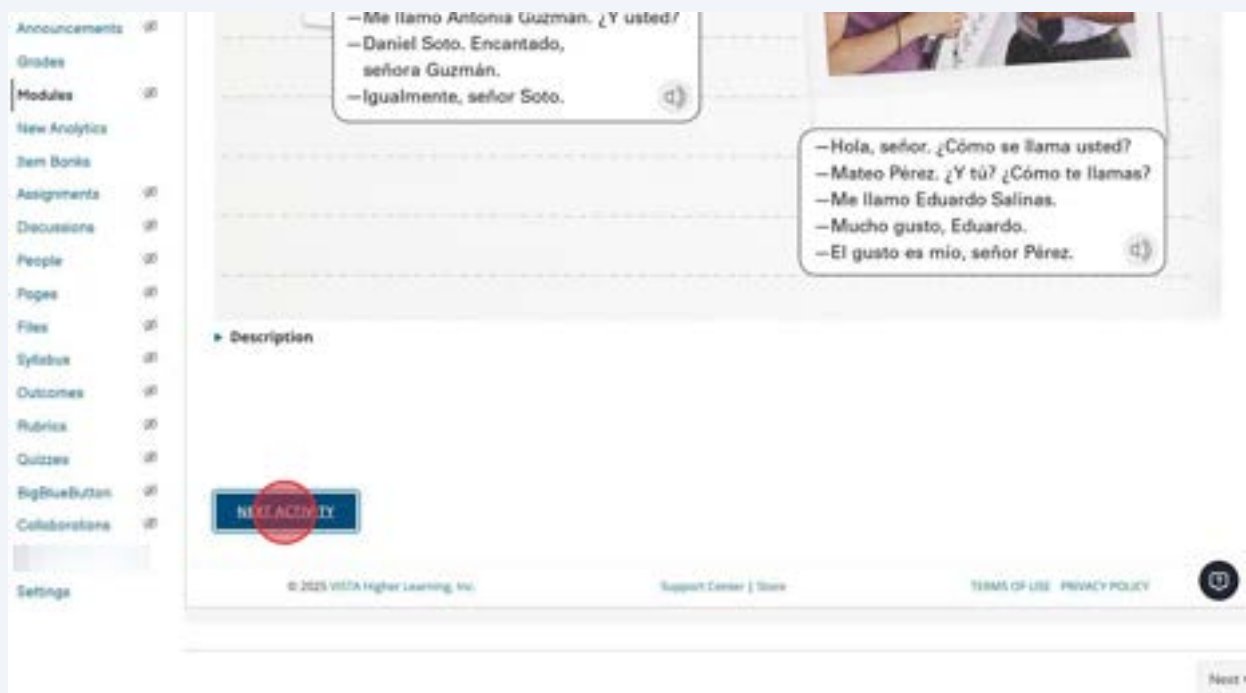
130 Below you will find examples of both **"Current assignments"** and a **"Specific Activity"** under **Modules**. Remember, the Current Assignments will take the students to a modified dashboard, while the other link will take you to the specific activity without having to see the dashboard first.



131 This is the student view of **"Specific Activity"**.



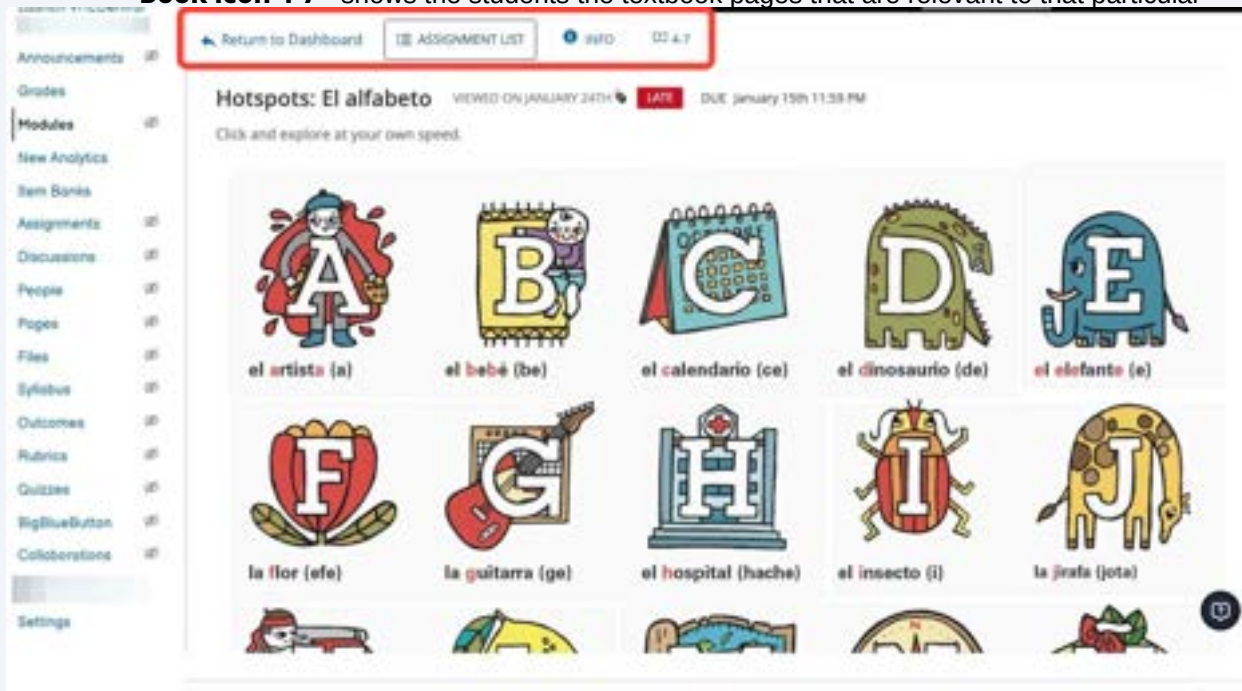
132 Once students are done with that activity, they can click on **"Next Activity"** to proceed to the next activity.



133 Once the students are in an actual activity, they will see a few links:

- **Return to Dashboard** - takes the student to the full vhlcentral dashboard
- **Assignment List** - shows a list of the assignments the students will need to complete

- **Book icon 4-7** - shows the students the textbook pages that are relevant to that particular



134 This is the student view of the "Assignment List".

The screenshot shows a student's view of the 'Assignment List' in a language learning platform. The interface includes a sidebar on the left with navigation options: Home, Launch VHS Central, Announcements, Grades, Modules, New Analytics, Item Bank, Assignments, Discussions, People, Pages, Files, Syllabus, Outcomes, Rubrics, Quizzes, BigBlueButton, Collaborations, Lucid (Whiteboard), and Settings. The main content area is titled 'Assignments' and displays a list of assignments. The first assignment is '¿Cómo te llamas?' (How do you call yourself?), which is marked as 'Open' and 'In Progress'. Below this, there are two more assignments: 'Hotspots: El alfabeto' (Hotspots: The alphabet) and 'Nombres de chicos y chicas' (Names of boys and girls). The 'Hotspots: El alfabeto' assignment is highlighted with a red circle. The main content area also features a grid of colorful illustrations representing various words and concepts, including 'Bebé' (baby), 'el calendario' (calendar), 'el dinosaurio' (dinosaur), 'el elefante' (elephant), 'Guitara' (guitar), 'el hospital' (hospital), 'el insecto' (insect), and 'la jirafa' (giraffe). The grid is organized into two rows of four items each. The top row shows 'Bebé' (baby), 'el calendario' (calendar), 'el dinosaurio' (dinosaur), and 'el elefante' (elephant). The bottom row shows 'Guitara' (guitar), 'el hospital' (hospital), 'el insecto' (insect), and 'la jirafa' (giraffe). The grid is titled 'Hotspots: El alfabeto' (Hotspots: The alphabet) and 'Nombres de chicos y chicas' (Names of boys and girls). The grid is organized into two rows of four items each. The top row shows 'Bebé' (baby), 'el calendario' (calendar), 'el dinosaurio' (dinosaur), and 'el elefante' (elephant). The bottom row shows 'Guitara' (guitar), 'el hospital' (hospital), 'el insecto' (insect), and 'la jirafa' (giraffe). The grid is titled 'Hotspots: El alfabeto' (Hotspots: The alphabet) and 'Nombres de chicos y chicas' (Names of boys and girls).

135

This is the student view of the **vh!central Dashboard**. Notice students now have access to:

- **Dashboard**
- **Assignments**
- **Grades**

