

Niagara Catholic District School Board – Maplewood *connectEd* Reporting Kindergarten Communication of Learning Templates – October 2016

Login to the Maplewood *connectEd* site at:

<http://mw.ncdsb.com>

Maplewood connectEd

Central Office
Central Office

Elementary

Alexander Kuska K.S.G. Catholic E S.	Our Lady Of Fatima Catholic E S (G)	St Denis Catholic E S	St Mary Catholic E S (n)
Assumption Catholic E S	Our Lady Of Mount Carmel Catholic E S	St Edward Catholic E S	St Mary Catholic E S (w)
Canadian Martyrs Catholic E S	Our Lady Of Victory Catholic E S	St Elizabeth Catholic E S	St Michael Catholic E S
Cardinal Newman Catholic E S	Sacred Heart Catholic E S	St Gabriel Lalemant Catholic E S	St Nicholas Catholic E S
Father Hennepin Catholic E S	St Alexander Catholic E S	St George Catholic E S	St Patrick Catholic E S (n)
Holy Name Catholic E S	St Alfred Catholic E S	St James Catholic E S	St Patrick Catholic E S (p)
Loretto Catholic E S	St Andrew Catholic E S	St John Bosco Catholic E S	St Peter Catholic E S
Mary Ward Catholic E S	St Ann Catholic E S (f)	St John Catholic E S	St Philomena Catholic E S
Michael J Brennan Catholic E S	St Ann Catholic E S (s)	St Joseph Catholic E S (g)	St Theresa Catholic E S
Monsignor Clancy Catholic E S	St Anthony Catholic E S	St Joseph Catholic E S (s)	St Theresa Catholic E S
Mother Teresa Catholic E S	St Augustine Catholic E S	St Kevin Catholic E S	St Thomas More Catholic E S
Notre Dame Catholic E S	St Charles Catholic E S	St Mark Catholic E S	St Vincent De Paul Catholic E S
Our Lady Of Fatima Catholic E S (s)	St Christopher Catholic E S	St Martin Catholic E S	

Secondary

Blessed Trinity Catholic SS	Holy Cross Catholic S S	Notre Dame College School	Saint Michael Catholic High School
Denis Morris Catholic High School	Lakeshore Catholic High School	Saint Francis Catholic S S	Saint Paul Catholic High School

Continuing Education

Father Patrick H. Fogarty Adult Learning	St. Ann Adult Learning Centre	St. John Summer School	St. John Adult Day Learning Centre
St Ann Non-Credit Learning Centre	St. John Adult Learning-Night School		

Select your school from the list.

Login with the same username and password as for your Niagara Catholic email.

maplewood
connectEd
for Teachers

Maplewood connectEd is designed to pro administrative staff. Unauthorized use of ; prosecution under student conduct code ;

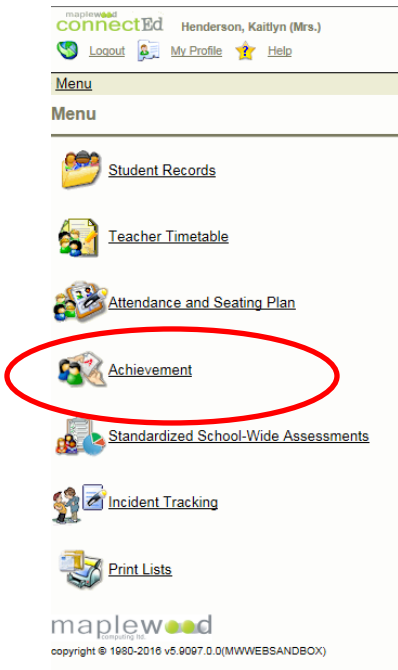
User name:

Password:

Login

***Please ensure “pop-ups” are enabled in your browser.

Select the **Achievement** menu:



To view a class at a time, click on **Marks/Comments by Class:**

> [Menu](#) > [Achievement](#) > Marks/Comments by Class

Teacher: Henderson, Kaitlyn (Mrs.) Term: Progress (Nov 15)

Class: [KBC0Ja - Belonging & Contributing](#) Topic: All

Topic	Key Learning/Growth in Learning/Next Steps in Learning (K)	Pillars of Learning (K)	Belonging & Contributing
Subtopic			
Category			
Item			
Date			
Assessment Type			
Denominator Weight			
Di Nardo, Elena			
Le, Robert (Robbie)			
Palombi, Anna			
Roy, Paul			
test, test			
Test, Test			
Vercillo, Bruna			

Select classes (Year 1/J and Year 2/K) from the dropdown. The Term will default to the first chronological unlocked term. Select one "Topic" or "All".

There will be 8 classes listed (four for Year 1/J students and four for Year 2/K students):




- KBC0J/KBC0K Belonging & Contributing
- KSW0J/LSW0K Self Regulation & Well Being
- KLM0J/KLM0K Literacy & Mathematics
- KPI0J/KPI0K Problem Solving & Innovating


Class:	KBC0Ja - Belonging & Contributing	To
	KBC0Ka - Belonging & Contributing	
Topic	KLMDJa - Literacy & Mathematics	
	KLMDKa - Literacy & Mathematics	
Subtopic	KPI0Ja - Problem Solving & Innovating	
	KPI0Ka - Problem Solving & Innovating	
Category	KSW0Ja - Self Regulation & Well Being	
	KSW0Ka - Self Regulation & Well Being	


FOR PROGRESS REPORTING:

To complete the Kindergarten Communication of Learning – Initial Observations template, select the *Belonging and Contributing* classes with the Term “Progress” selected from the header. Here you will be able to add comments for progress reporting under “Key Learning/Growth in Learning/Next Steps in Learning” for each student.

To add the comment, click on the comment icon:

Di Nardo, Elena			
Le, Robert (Robbie)			
Palombi, Anna			

 comment can be entered

 comment has been entered

The comment box will open to enter the comment:

Demonstrating Literacy & Mathematics Behaviours - Di Nardo, Elena

Context Sensitive Word: Quick Comment: School #s

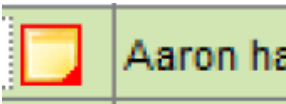
Comment for Report Card

This is a test of the comment for literacy and mathematics Communication of Learning.]

- Use the Context Sensitive Words from the dropdown list
- Spell Check is an icon in the bottom left of the comment box
- No scroll bar will appear – if your text goes longer than the size of the box, this will tell you that you have reached the limit of the comment size.
- When you click “OK”, the comment will be saved
- Comments are printed in font Arial size 9
- Click the Print Preview button to generate a PDF that will look exactly like what will generate on the physical report card. The text will be red if the comment is too large:

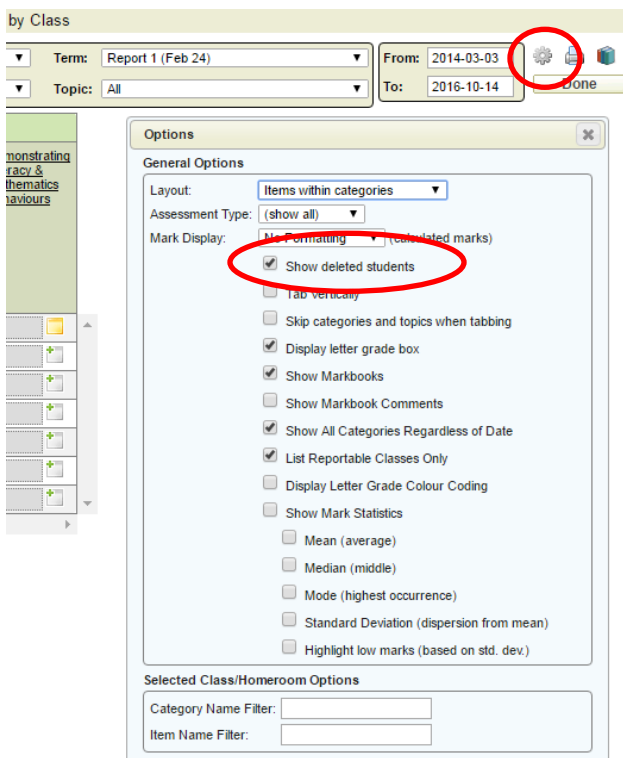
Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234. Aaron has outstanding projects due. Test comment text 1234.

The comment icon will be outlined in red if the saved comment is too large:



To switch to a different class, click on the dropdown beside class and select the class.

To complete a report card for a deleted student (i.e. student that has left your school), click on the “gear” icon and check “Show deleted students” from the options screen.



To apply a comment to multiple students, click on the title of the frame (i.e. *Demonstrating Literacy & Mathematics Behaviours*) and select “Apply Group Comment...”

Teacher: Henderson, Kaitlyn (Mrs.) Term: Report 1 (Feb 24)
 Class: KLM0Ja - Literacy & Mathematics Topic: All

Topic	Pillars of Learning (K)	Demonstrating Literacy & Mathematics Behaviours
Subtopic		
Category		
Item		
Date		
Assessment Type		
Denominator Weight		
Di Nardo, Elena		
Le, Robert (Robbie)		

Apply Group Comment...
 Apply Group Quick Comment...

Demonstrating Literacy & Mathematics Behaviours - Group Comment

Context Sensitive Word: Quick Comment: School #s

Comment for Report Card

Enter your comment in the comment box and click “Continue...”

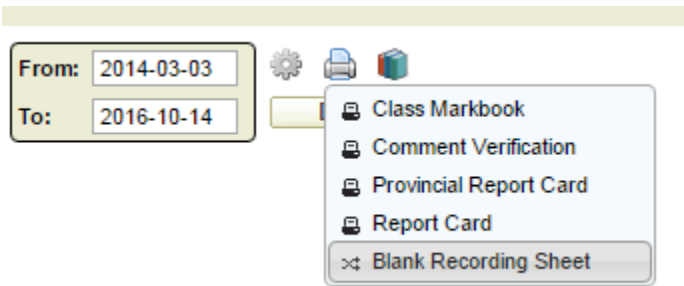
Group Comment Options - Demonstrating Literacy & Mathematics Behaviours

Student	Grade	Demonstrating Literacy & Mathematics Behaviours
<input type="checkbox"/> Di Nardo, Elena	J	
<input type="checkbox"/> Le, Robert (Robbie)	J	
<input type="checkbox"/> Palombi, Anna	J	
<input type="checkbox"/> Roy, Paul	J	
<input type="checkbox"/> test, test	J	
<input type="checkbox"/> Test, Test	J	
<input type="checkbox"/> Vercillo, Bruna	J	

Method:

Select the students you want to copy the comment to and then click “Apply”.

To generate and print a class list, click on the printer icon to the right of the header and select “Blank Recording Sheet”.



To view a student at a time Click on **Marks/Comments by Student**

Teacher: Henderson, Kaitlyn (Mrs.) Term: Report 1 (Feb 24) Markbook Items From: 2012-03-01 To: 2016-10-11 Done

Class: All Topic: All

Student: Di Nardo, Elena

Topic(s)	Class	Programs	Report 1	Comments: Report 1
Key Learning/Growth in Learning/Next Steps in Learning (K)	KBC0Ja			
[-] Pillars of Learning (K)	KBC0Ja			
Belonging & Contributing	KBC0Ja	<input type="checkbox"/> ESL/ELD <input type="checkbox"/> IEP		
[-] Pillars of Learning (K)	KLM0Ja			
Demonstrating Literacy & Mathematics Behaviours	KLM0Ja	<input type="checkbox"/> ESL/ELD <input type="checkbox"/> IEP		This is a test of the comment for literacy and mathematics Communication of Learning
[-] Pillars of Learning (K)	KPI0Ja			
Problem Solving & Innovating	KPI0Ja	<input type="checkbox"/> ESL/ELD <input type="checkbox"/> IEP		
[-] Pillars of Learning (K)	KSW0Ja			
Self Regulation & Well Being	KSW0Ja	<input type="checkbox"/> ESL/ELD <input type="checkbox"/> IEP		

Comments can be entered in this area as well with the same icons.



comment can be entered



comment has been entered

The comment box will open and you can enter the comment.

To have “ESL” and/or “IEP” selected, click on the appropriate box in the “Programs” column. (Refer to *Growing Success: The Kindergarten Addendum, 2016* to determine if and when these programs would be selected.)

Prior to printing report cards, you can spell check all of your students’ reports by selecting “Report Card Spell Checker” from the main Achievement menu.

If there are not any errors, you will see an icon with a green checkmark. If there are errors, you will see an icon with a red “x” and the number of spelling errors that you can click on to resolve.

Menu > Achievement > Report Card Spell Checker - Results

Report Card Spell Checker - Results

Select Homerooms/Classes Include Deleted Students Spell Check Term

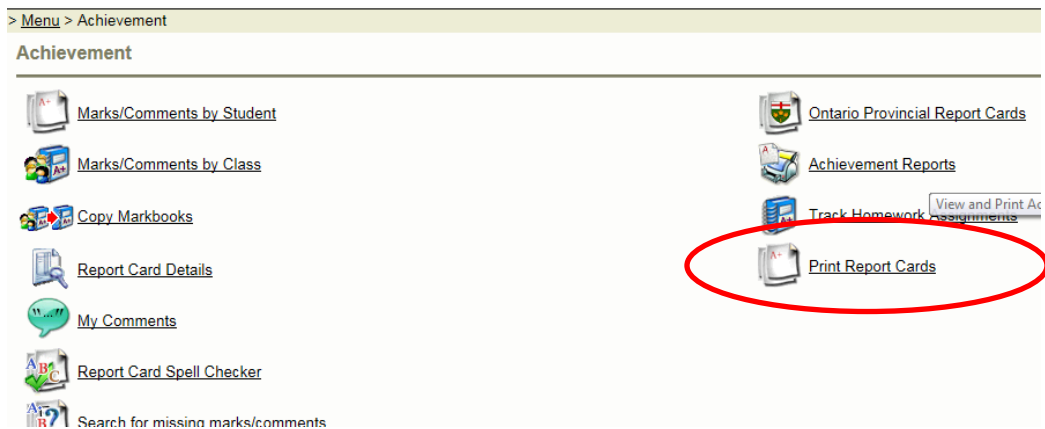
Class Homeroom

102 ELPH Henderson, Kaitlyn Term: Report 1

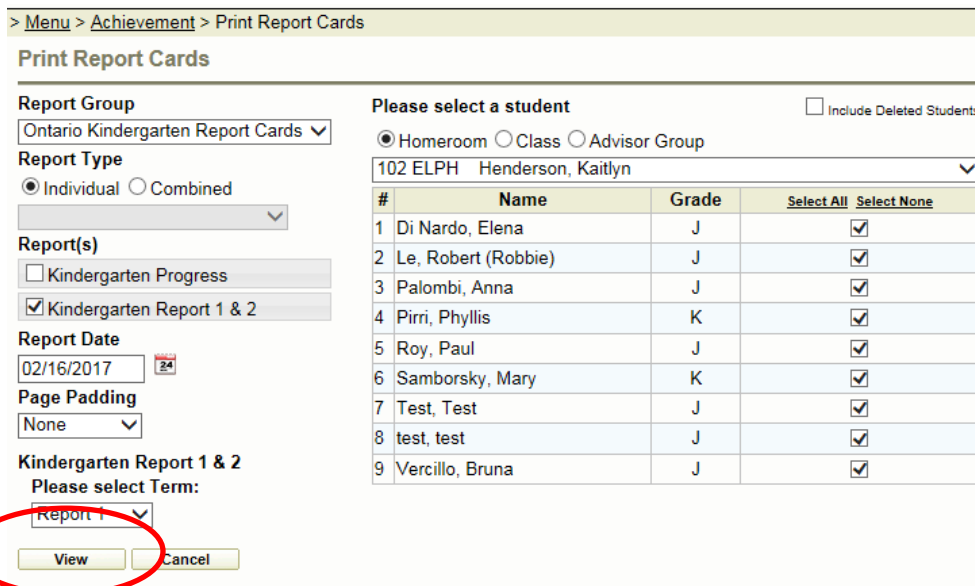
Student	Checked	# of spell check errors
Di Nardo, Elena		0
Le, Robert (Robbie)		3

Printing Reports

While in the Achievement menu, click on Print Report Cards



Select the appropriate Report, Report Date, Term and Homeroom



Click **View**

The pop ups must be enabled for you to see the report card because it will open as a PDF or a different screen, depending on your browser settings.

Ontario Ministry of Education Kindergarten Communication of Learning

Date: February 16, 2017

Student: Elena Di Nardo	OEN: 000000000	Days Absent: 0	Total Days Absent: 0
Year 1 <input checked="" type="checkbox"/> Year 2 <input type="checkbox"/>	Teacher: Mrs. K. Henderson	Times Late: 0	Total Times Late: 0
Early Childhood Educator:	Early Childhood Educator:		
Board: Maplewood Board Office	School: Sample Elementary School		
Address: 123 Main St. Cornwall, Ontario N6H 5L8	Address: 1971 Mallard Road North Plantagenet, Ontario N6H 5L8	Principal: Mr. J. Smith	Telephone: (519)632-2227

Belonging and Contributing ESL IEP

Key Learning / Growth in Learning / Next Steps in Learning