



Welcome, Teachers! This checklist will guide you through essential set up tasks to ensure you and your students are ready to use EdgeEX.

EdgeEX is a new course series in Imagine Edgenuity. Many management tasks will remain the same, such as staff and student management. However, managing courses and taking action related to enrollments have a unique EdgeEX experience for educators. EdgeEX gives students an enhanced experience and learning tools for support.

- ☐ Log into **Imagine Edgenuity** using your educator credentials to access EdgeEX. **Contact your administrator or Imagine Learning Customer Success Manager if you need assistance.*

SET UP TASKS

EdgeEX Course Sections

Sections are unique to EdgeEX courses and essential for student enrollment, management, and monitoring. Administrators must create a section and then the teacher(s) assigned to the section can view and manage it.

- ☐ Locate and view your EdgeEX section(s)
 - Assigned teachers can view and manage section(s) of an EdgeEX course
 - To locate a section, from **Manage Courses**, apply filter for series: EdgeEX and/or search for section(s)
 - Click section name to access the **Section Hub**

TIP: Pay close attention to the naming convention for the section and look for teacher assigned to the section.

- ☐ Manage your EdgeEX section(s)
 - Explore course **Content** information and structure
 - Review course **Options** and update as needed
 - View and download course **Resources** as desired

Need Help Center? Check out
EdgeEX - Getting Started for Teachers



Student Management

- ☐ Ensure students have accounts and options as needed
 - Students use Imagine Edgenuity accounts to access EdgeEX courses, and any new students are added the same way you would for Imagine Edgenuity.
 - The same student options will apply to EdgeEX and Imagine Edgenuity courses.

TIP: Accommodations / modifications options for EdgeEX courses are set on the student profile.

EdgeEX Student Enrollment

An assigned teacher or administrator can enroll students in an EdgeEX course by enrolling them in a course section.

- ☐ Enroll student(s) in EdgeEX course section
 - Enroll students in a section the same way you would enroll them in a heritage Imagine Edgenuity course.
 - To quickly locate EdgeEX sections, apply filter for series: EdgeEX and confirm the teacher assigned.
- ☐ View students enrolled in course section and manage enrollments as needed
 - EdgeEX enrollments are visible from the **Section Hub > Enrollment** tab.
 - Assigned teachers can manage and monitor individual student enrollments as needed.

TIP: Click on a student's name from the Enrollments view to access the individual student Enrollment Hub.

PROGRESS MONITORING & DATA

Assigned teachers monitor EdgeEX course section and individual student data from a few new places in addition to some of the same ones as heritage Imagine Edgenuity courses.

Establish a basic beginning reporting routine and determine how often you will perform progress and mastery checks and which data and reports to use.

EdgeEX Educator Launchpad

- ☐ View **Educator Launchpad** throughout the day to identify students who need attention right away to continue working in their EdgeEX course
 - The **Educator Launchpad** displays on the home page and replaces the Dashboard for EdgeEX courses.
 - Assigned teachers see and manage alerts for only their sections.
 - Take action immediately on **Assessments to Unlock** and **Out of Retakes**. Complete **Work to Grade** often.
 - Use the **Quick View** to take action for all students or an individual student.

Want to learn more? Check out the Help Center
[EdgeEX - Using the Educator Launchpad](#)



EdgeEX Reports

EdgeEX course data generates in some of the existing Imagine Edgenuity reports and new EdgeEX specific reports.

- ☐ Monitor **Section Hub - Enrollments** data on a routine basis more than once a week
 - Group-based EdgeEX report for all enrollments in a section accessible to an assigned teacher.
 - From the **Section Hub**, click **Enrollments** tab and view data.
 - Key data metrics: target and actual progress, pacing, grade, and active time per student in section.
- ☐ View **Enrollment Hub - Student Gradebook** at least weekly to track progress and take needed actions
 - Individual student's EdgeEX course data accessible to an assigned teacher.
 - From the **Enrollments** tab click student name; alternatively, from Manage Enrollments click section by student.
 - Key data metrics: target and actual progress, grade, activity level data and actions.
 - Navigate activity details and make instructional decisions.

BEST PRACTICES

- ☐ Determine EdgeEX implementation model and usage goals.
- ☐ Set and communicate weekly expectations.
- ☐ Consider implementing student goal-setting and self-monitoring protocols. If desired, use Imagine Edgenuity's **Student Goal Sheet** to help students take ownership of learning.
- ☐ Conference with students and develop an action plan for assisting struggling students:
 - What type of conferencing schedule will you put in place?
 - How will you provide support for students inside and outside of the classroom?
 - Will you require guided notes, eNotes, or other support resources?
- ☐ Celebrate student success! Consider using Imagine Edgenuity's [student achievement certificates](#) to recognize students.

Visit the [EdgeEX section of the Imagine Edgenuity Help Center](#) for more information, guidance, and resources.