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HOW IS WordBuildOnLine® ORGANIZED?

The program has two sections, one through which students log in to do the activities, and another section accessed by parents and teachers to manage students and view their progress. There is a Scope & Sequence document at the top of the website that will show you what unit comes next in each level.

Each unit consists of five activities, including an assessment on day five. There are "How-to" videos for each type of activity if the student scrolls down a bit on their "dashboard."

THE PROGRAM IS DESIGNED TO BE USED AT A PACE OF ONE ACTIVITY PER DAY.

The program limits students to that pace. There is a timer built in so students *can't* spend more than 15 minutes on one activity. For students using *Elements*, prefix and suffix help is available in the form of pop-ups during the activities. If you are using ***Elements Level 1***, the first unit consists of 13 review activities of prefixes and suffixes. The review units are not limited, and students may do as many as three of four of these activities in one session.

If you have a compelling reason for a student to move through the program at a different pace, consult the FAQ document. <https://wordbuildonline.com/home/faq>

HOW DO WE LOG IN?

Everyone logs in at <https://wordbuildonline.com/> (there is a login button in the upper right)

Every student belongs to a "group." Your group ID number(s) can be found in your parent/teacher account under the "Manage Groups" button. Students will need this number to log in.

Parents/Teachers: Select Type = Parent, then enter your username & password. There is a **Forgot?** link.

Students: Select Type = Student, and the screen will ask for your group ID. Once that is entered, a drop down list will be populated. Students click on their name, then enter their password. We don't display passwords, so if you've forgotten, you can type in and update a new one under "Manage Students" in your parent/teacher account.

HOW DOES THE PROGRAM WORK?

Every level of WordBuildOnLine starts with an introductory video, and then each unit is introduced by a short video. The first day of a new unit, students should watch the video and then do the first activity.

After students have used the program for a few days, you'll be able to see their progress by logging into your account, clicking on Manage Students at the bottom of the screen, and then clicking on an individual student name. Click on "**Progress Report**" and you'll see a summary of what that student has done in reverse chronological order. You can click **REVIEW** next to any activity and actually see the student's responses next to all the correct answers. You can also create a PDF of the progress report.

There is a **RESET** button next to the **REVIEW** button. This gives you the option of having a student do an activity over. This is mainly to deal with logistical issues like illness, a lost connection, a fire drill, etc., and should be used with caution. Don't expect your students to get everything correct, so please don't make them repeat activities.

The system automatically adjusts the level of difficulty of the content between "**Mastery**" and "**Novice**" based on an internal metric of student performance. It is perfectly normal for students to bounce back and forth between Mastery and Novice, and they won't know the difference. The important thing is that both paths result in the same assessment at the end of the unit.

WHAT IF I HAVE A QUESTION OR A PROBLEM (OR A WONDERFUL COMPLIMENT)?

Please use the Contact button in the upper right corner to ask questions and share feedback. There is also an FAQ document at the top of the page that may address any questions you have.

SAFARI USERS - Be sure to turn your "Auto-Fill" preference off to avoid problems logging in.

Have fun with **WordBuildOnLine!**

Jerry Bailey
President & CEO
Dynamic Literacy

This isn't me!
This is LEXI, your
guide for
WordBuildOnLine!

