



# Iberia Virtual Option

## Parent & Student Orientation Guide

### Grades 6-12



*This Orientation Guide contains important hyperlinks to documents and videos. Please use the digital version of this Guide by accessing this link on your Chromebook:*

[https://www.iberiaschools.org/289605\\_2](https://www.iberiaschools.org/289605_2)

**Introduction** - The goal of the Iberia Parish Virtual Option, which was created in response to the COVID-19 pandemic, is to offer a high-quality rigorous alternative to traditional “face-to-face” classes, using computer-based curriculum while the pandemic restrictions are in place. Our focus during this time is your child's education; to ensure success while they are learning from home, we have created an orientation that provides information necessary for his/her success. Please take time to go through this document, read the required policies, and complete the required forms.

### Step 1

- ❑ **Contact Information Form** - An important component of a student's success in the virtual program is the communication between you and your child's virtual facilitator. The primary mode of contact will be email, but we are also requesting a phone number for each child's parent/guardian. Please take a minute to complete this form in order for your child's virtual facilitator to have the most up-to-date contact information. Click [here](#).

### Step 2

- ❑ **Chromebook Policy** - The Iberia Parish School District is pleased to provide our students in grades k-12 classrooms with access to Chromebooks. The Chromebooks will be used as a tool to enhance educational goals and objectives for our 21st century learners. If you would like to learn more about Chromebooks and Google Classroom, please click [here](#) to watch a short video. The individual use of the Chromebooks is a way to empower students to learn at their full potential and to prepare them for the real world of college and the workplace. The information contained within the Iberia Parish School District Chromebook Guidelines applies to all Chromebooks used within the Iberia Parish School District. School administrators and teachers may set additional requirements for use at their school sites or in their classrooms.
  - ❑ Click [here](#) to access the Iberia Parish School District Chromebook Guidelines.
  - ❑ Click [here](#) to access the Student Acceptable Use of Technology Resources Agreement.
  - ❑ Click [here](#) to access a video which reviews the Iberia Parish School District Chromebook Guidelines and Student Acceptable Use Policy.

### Step 3

- ❑ **Iberia Virtual Option Policy & Procedures for Grades 6-12** - For your child to be successful in the Iberia Virtual Option, it is important for you and your child to understand each of your responsibilities, as well as the grading procedures and attendance policies.
  - ❑ Click [here](#) to access the Iberia Virtual Option Policy & Procedures for Grades 6-12.
  - ❑ Click [here](#) to access a video which reviews the Iberia Virtual Option Policy and Procedures.
  - ❑ Once you have read through the policy or watched the video, please complete the Iberia Virtual Option Policy & Procedure Agreement Verification Form - Click [here](#).

### Step 4

- ❑ **Daily Attendance through JCAMPUS Student Progress Center** - Your child will have to log on to his/her own Student Progress Center (<https://pcc.iberia.k12.la.us/progress>) account every school day and click a button to post his/her own attendance. This task must be completed before 9:00am each day. If he/she fails to do this, they will be marked absent for that day. This attendance information may be adjusted based on the amount of time the student logs in the Edgenuity Program on a weekly basis.
  - ❑ Your child's username for his/her Student Progress Center is: *"first name.last name"*  
ex. john.doe
  - ❑ Your child's password is their birthdate as follows: *"mmddyyyy"* ex: 10252007
  - ❑ Click [here](#) for instructions to login and mark attendance in the Student Progress Center.

### Step 5

- ❑ **Logging Into Edgenuity** - Students will not be assigned a separate username and password in order to log into Edgenuity. Once students have used their username id and password to log into their Chromebook, they will be brought to the Clever login page. If for some reason, the student is not brought to the Clever login page, please type the following in the address bar: [clever.com/in/iberia](https://clever.com/in/iberia). Once here, the student will select Login with Google. Next, the student will select Edgenuity. They are now logged in. Here they will see the courses that they are enrolled in.
  - ❑ Click [here](#) to view a video showing how to log into Edgenuity.

### Step 6

- ❑ **Introduction to Edgenuity** - One of your responsibilities as a parent/guardian is to ensure your child is attending to their classes regularly in order to complete the coursework in the time allowed and to meet the attendance requirement. Even though you will receive a weekly email showing your child's progress in all classes, you can easily monitor their progress in each course on a daily basis. This [video](#) will show you what your child's experience will look like, how to determine if they are on track to complete the course by the end of the nine weeks, and how to monitor their grades.

***Congratulations!*** You have completed the parent orientation for the Iberia Virtual Option for Grades 6-12.

If you have any questions about this orientation or if questions arise throughout the year, please contact your child's virtual facilitator.

**Facilitator's Name:** \_\_\_\_\_

**Facilitator's Email Address:** \_\_\_\_\_

**School's Phone Number:** \_\_\_\_\_

**Chromebook Login (IPSB Google Account) Username:** \_\_\_\_\_

**Chromebook Login (IPSB Google Account) Password:** \_\_\_\_\_

**Google Classroom Code:** \_\_\_\_\_

- Please click [here](#) to see a video on how to join a Google Classroom with a Class code.