

End User Guide
Goal Survey Impersonation



TrackOne
S T U D I O

If you require further expansion or assistance at any point in the document, please do not hesitate to contact TrackOne Studio Support through the Help Desk by sending an email to helpdesk@trackonestudio.com.

Set Up Impersonation

The screenshot displays the 'Padua College Learning Analytics Suite' Admin interface. On the left is a dark blue sidebar with the Padua College logo at the top, followed by 'Analytics' and 'Admin' buttons. Below these are menu items: Home, Result Entry, External Assessment, Analytics Setup, Subject Setup, Report Setup, General Setup, Academic Mentoring, User Management, Configuration, School, Application, Continuous, and System. The main content area has a top navigation bar with 'Login', 'Email', 'Parent / Student Portal Impersonation', and 'Caching' tabs. The 'Parent / Student Portal Impersonation' tab is active. Below the tabs is a 'Demonstration Setup' section with a checked checkbox for 'Enable demonstration mode for demonstration user'. It contains four input fields: 'Demonstration User Name' (containing 'TrackOneAdmin'), 'Demo parent code' (empty), 'Demo student code' (containing '16432'), and 'Demo teacher code' (empty). Below this is a 'Parent Portal Year Level Range' section with two input fields: 'Parent portal lower year level cutoff' (containing '7') and 'Parent portal upper year level limit' (empty). A note at the bottom of this section reads: 'Note: Please level field(s) blank if you do not want an an upper or lower limit to apply to'. At the bottom of the main content area is a 'Save Configuration' button.

1. On the **Admin** side of the Application select **Configuration** from the main menu, and then select **System**.
2. Select the **Parent / Student Portal Impersonation** tab.
3. Set the **Demonstration User Name** to your username, ie. TAnderson.
4. Set the **Demo student code** to a valid Student user (for example, to test the Year 12 Goals setup, enter the Student Code for a current Year 12 Student).
5. **Save Configuration**.

Viewing an Example Student Pathway

1. Ensure you have given yourself the appropriate student menu permissions and login as yourself
2. Select **Academic Mentoring**, followed by **My Goals** to view the student's goals
3. You will need to click Start Path to view the student's goals. While the pathway is in the **Pending Release** state the pathway will always revert to the **Start Path** state and you will need to click the **Start Path** button to view your pathway setup.

The screenshot shows a web interface for a student pathway. On the left is a navigation menu with 'My Goals' highlighted. The main content area shows a 'Student Passport' for Jack Joseph Ainsworth, Year 12 (MITCHELL), with a GPA of 12.67 (B+) and an engagement level of 4.61 (Always). Below this is an 'Instructions' section with a 'Start Path' button. A blue circle with the number '2' is placed over the 'My Goals' menu item, and another blue circle with the number '3' is placed over the 'Start Path' button.

To complete the pathway please answer the questions below and click submit.

2019 Year 12 Mentor Program: Pending Release

Goal Reflections

Please answer the following questions:

What were my strengths in Year 11?

When you reflect on your results in Year 11, what were some of my most challenging subjects? What made them challenging?

In order to improve my results, I need to take the following specific actions (please explain each action).

What do teachers sometime misunderstand about you as a learner?

What does academic success mean to you?

Student Self-Reflection