This is what your home screen will look like when you login to your instructor account on <u>https://linguafolio.uoregon.edu/</u>

←	⇒	C 🔒 https://linguafolio.uoregon.edu/teacher/menu						¶☆ =
l	j	nguaFolio					Help Profile	teacher0
			Home My Students	Activity Feed	Student Can-Do Overview	Student Sign Up	Tasks	Review
Feedback/Issue?		LINGUAFOLIO ONLINE MAIN MENU Welcome! Click Here to View a List of Your Students Click here to view Educator's Tutorial Click here to view Evidence Exemplars						
					© 2015 Ce	nter for Applied Second Langua	ge Studies (CASL	S)

To help you navigate your account, all of the tabs displayed will be explained in this tutorial. However, take note of the tabs titled "My Students", "Activity Feed", and "Profile", for they may prove to be the most useful. "My Students" This is where you can add or remove students and see their passports.



1: Select the group from the drop-down group menu.

2: Upload students and create their accounts one by one.

3: Upload students and create their accounts via spreadsheet.

4: Remove students from

a group.

5: View students' passports.

6: Add/Remove yourself from groups, or get the join code for each group. This section is also available in the "profile" tab.

"Activity Feed" This is where you can fluidly filter and review students' evidence.



The activity feed automatically displays the most recently uploaded evidence at the top of the page. Review students' evidence by leaving comments and selecting their ability to do the Can-Do. Also, you can filter your activity feed based on groups, Can-Dos, evidence, and tasks.

"Student Can-Do Overview" Here you can see the overall progress of your class.



In this tab you will select one of your groups, the language, the skill, and lastly the level, which provides an overall view of what the students in that section have checked for their Can-Do statements.

"Student Sign Up" Go here to get registration codes for your class and get detailed student sign up instructions.



Press 'Submit'.

7. They will then be emailed an activation link which they must confirm before they can access the site.

8. When they sign up with the above registration code, they will automatically appear in your list of students.

In the middle of this page you will find a table that displays all of your groups' registration codes. Students will need these in order to register, so please follow the instructions above the table that describe how students should go about registering. "Tasks" This section only applies to Arabic, Russian, and Chinese (Mandarin).

	ЖТЖ	XIXIXI				x ixix	
	Home	My Students	Activity Feed	Student Can-Do Overview	Student Sign Up	Tasks	Rev
 TASK BASED EVIDENCE Language: Arabic Mode: Interpersonal Communication • Level: Novice Low • 							
Search STATEMENT I can greet people in a polite way using single words and Task: Arabic IC- NL-greeting Topic: Elementary subjects Function: Greet/introduce	I memorized	phrases.				View this Task	
I can introduce myself to someone.							
Task: Arabic IC-NL-introduction Topic: Elementary subjects Function: Greet/introduce						View this Task	
I can answer simple questions using one or more words.							
There are currently no tasks for this Can-Do.							
I can answer questions about my preferences using one of	or more word	ls or memorized ph	rases.				
							1
There are currently no tasks for this Can-Do.							
I can react to a statement using one or more words or m	nemorized ph	rases.					

In the "Tasks" tab, there are activities centered around certain Can-Do statements in Arabic, Chinese, and Russian. Each of these activities are meant to be prompts that elicit evidence for one or multiple Can-Dos.

"Review" Here is another way to sort and review evidence.

Ŋ	uaFo	online						1elp Profile 4
			Home My Stude	ents Activity	/ Feed Student Can-Do O	verview Studen	t Sign Up	Tasks 🤇
Ren anguage	VIEW es: Chil e to Review Date ¢	nese (Man	darin) (6) ▼ cen-Do	♦ Title	♦ Skill d	Level d	> Туре ф	Status \$
0	05/14/2015	learner0	I can greet people in a polite way using single words and memorized phrases.		Interpersonal Communication	Novice Low	Flashaudio	Reviewable
0	05/29/2015	reneechn	I can greet people in a polite way using single words and memorized phrases.	ni hao wo jiao	Interpersonal Communication	Novice Low	Мр3	Reviewable
0	05/29/2015	reneechn	I can say hello to a person I do not know.	5	Interpersonal Communication	Novice Low	Text	Reviewable
0	02/27/2015	learnerO	I can discuss familiar topics in other subject areas, such as geography, history, music, art, science, math, or literature.		Interpersonal Communication	Intermediate Mid	Picture	Reviewable
0	02/02/2010	learner	I can understand simple words and phrases about daily activities.		Interpretive Listening	Novice Mid	Web20	Reviewable
	02/02/2015	learner0	I can understand many different types of texts that	Testing Can-Do	Interpretive Reading	Intermediate High	Text	Reviewable

In this tab you can review evidence by clicking on the "+" next to each entry. Much like in the "Activity Feed", this tab allow you to review and filter evidence, but in this tab you have the option to organize evidence in more ways than in the "Activity Feed". "Profile" This is where teachers can manage their groups, languages, and more.



The "Profile" tab allows teachers to "Edit" their groups, languages, email address, and more.

By clicking "Edit" on "Groups I belong to", teachers can manage their groups in many ways. After clicking "Edit" on "Groups I belong to" in the "Profile" section, you come to this page.



 Leave a group.
 Add or remove students from a group.
 Look up a join code.
 Create another group.
 Join a pre-existing group. After clicking "Join a Group" on "Groups I belong to", you come to this page.



Here you can join a group by putting in the group's join code. Once you have put in the code, click "Join Group" and you will be added to that group. After clicking "Create a New Group" on "Groups I belong to", you come to this page.

Nome Ny Students Activity Feed Student Can-Do Overview Student Sign Up Tasks Revision	\rightarrow	G	https://linguafolio.uoregon.	edu/account/editgrou	ps#						5
Home My Students Activity Feed Student Can-Do Overview Student Sign Up Tasks Revie		in								Help Profile	teache
My Groups Fordp Name My Groups Fordp Name					Home	My Students	Activity Feed	Student Can-Do Overview	Student Sign Up	Tasks	Review
			MANAGE GROUPS My Group Name Group Name UnJain ABC group UnJain Class for Some Langu UnJain Cool kids for real UnJain Cool kids for real UnJain Koocak Hoirt'e UnJain New TestGroup UnJain SFHS1 UnJain UnJain Keyper Strategroup Waster UnJain Keyper Strategroup UnJain Keyper Strategroup UnJain Keyper Strategroup Keyper Strategroup	Create a new Grou Group Name: Group Type: The Fields Description: Contact Name: Contact Phone: Contact Email (again): Cancel Create Group	p. Spanish 200 Class ▼ Parent Group: below are all option Spanish class star Professor Banderz 867-5309 info@uoregon.edu info@uoregon.edu	CASLS Val. Iting winter term. S Example: 5 J J	55-555-5555		Join Code 13295KQ35 13295KQ35 143295KQ35 14961NW86 qx8 P3083UF97 5M8620MX93 327598NR58 FM1740ET62 VS2536FW69 H5471XD14	Marrage Marrage Marrage Marrage Marrage Marrage Marrage	

Fill out the form as directed. When you click "Create Group", the group will appear in your list along with a new join code that you can then distribute to students and instructors to register them for that particular class. "Help" tab, this is where you can get help with LinguaFolio Online.



In the "Help" tab, you can find resources to help you with LinguaFolio Online. Most importantly, you can find links to the "LinguaFolio Network Site". Logging out of LinguaFolio Online.

