



LinguaFolio  
Online

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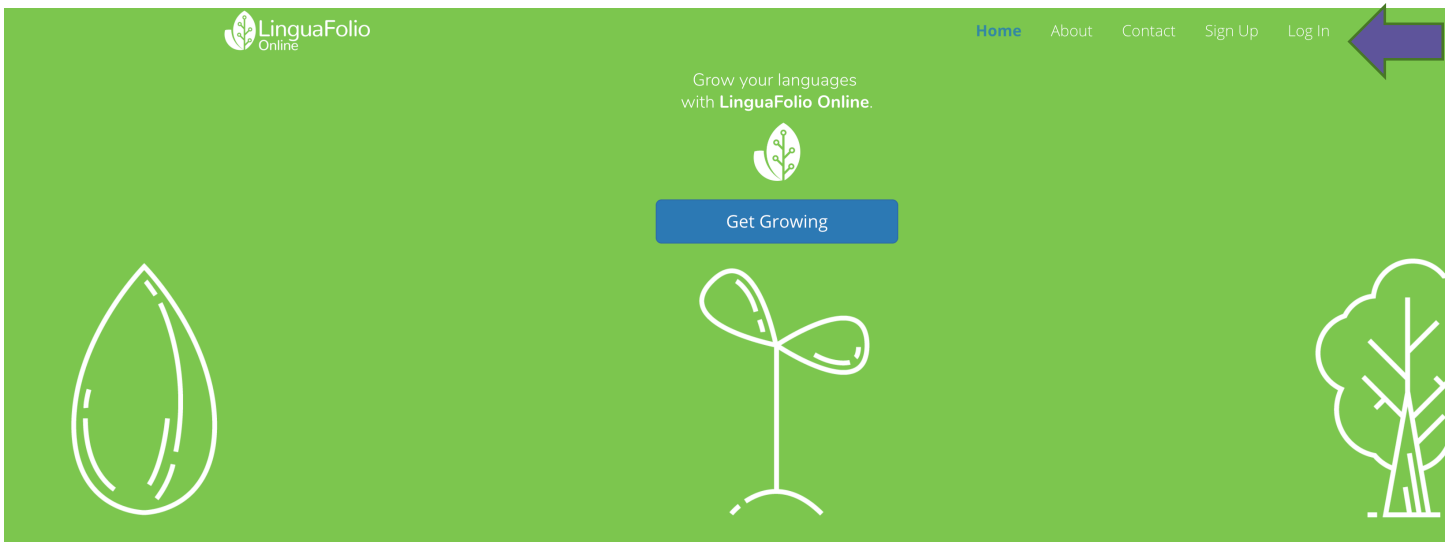
# Instructor Tutorial

Assigning Can-Do Statements to Groups

# Instructor Tutorial: Assigning Can-Do Statements to Groups in LinguaFolio Online

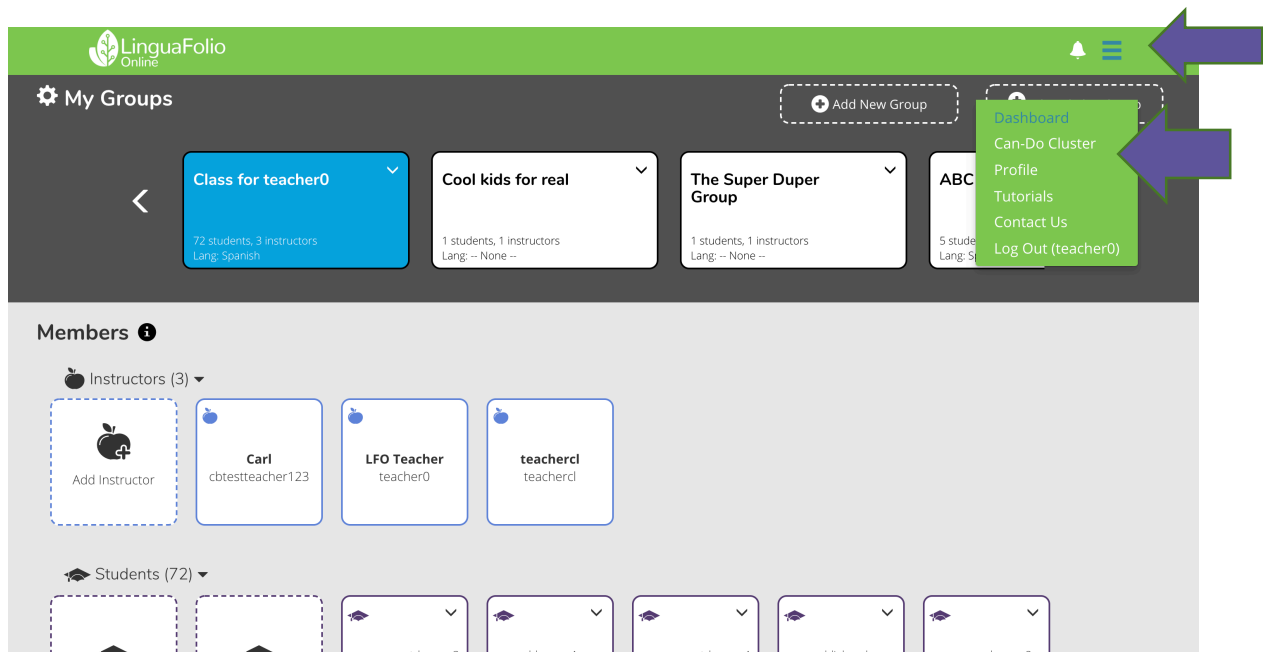
This tutorial provides instructors with information about how to assign Can-Do Statements to groups using LinguaFolio Online.

1. Go to [linguafolio.uoregon.edu](http://linguafolio.uoregon.edu). Log in by clicking “Log In” near the top right corner of the screen.



2. Next, you will see the screen below. After entering your username and password, click “Log In.”

3. You will be brought to the instructor dashboard. It will look similar to the one featured below. From the dashboard, you can assign Can-Do Statements to student groups. To do so, click the menu in the top right corner and select “Can-Do Cluster”



5. After clicking “Can-Do Cluster,” you will be brought to the page featured below. If you want to create a new Can-Do Cluster, click “Create New Can-Do Cluster” to begin.

Home / Manage Can-Do Cluster

Can-Do Cluster Assignment [+ Create New Can-Do Cluster](#)

Cluster Name	Assigned Can-Do	Assigned to Group	Start Date	End Date	Color	Can-Do Type
ABC group	7	The Super Duper Group	From: 10/03/18	To: 11/30/18		NCSSFL-ACTFL 1.0
CB Test 2.0 Cluster	4	Classic Demo Group	From: Perpetual	To: Perpetual		NCSSFL-ACTFL 2.0
CB Test	4	Class for teacher0	From: Perpetual	To: Perpetual		NCSSFL-ACTFL 1.0
Test 2.0 Cluster	3	Class for teacher0	From: Perpetual	To: Perpetual		NCSSFL-ACTFL 2.0
ABC group	7	ABC group	From: 10/03/18	To: 11/30/18		NCSSFL-ACTFL 1.0
1st Period	250	-- NONE --	From: Perpetual	To: Perpetual		NCSSFL-ACTFL 1.0

6. Then, name the Can-Do Cluster (by unit, chapter, or whatever term best aligns with your syllabus) and select a start and end date. The selection of these dates is optional. Once you have typed in the name of your Can-Do Cluster, click “Create.”

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## New Can-Do Cluster

Name

Start Date (optional)

End Date (optional)

Color

Can-Do Type

Create

?

8. Click on the “Assigned Can-Do” number for your Can-Do cluster to add/remove/edit the Can-Do statements.

Home / Manage Can-Do Cluster

**Can-Do Cluster Assignment** [+ Create New Can-Do Cluster](#)

Cluster Name	Assigned Can-Do	Assigned to Group		Start Date	End Date	Color	Can-Do Type
ABC group	7	The Super Duper Group		From: 10/03/18	To: 11/30/18		NCSSFL-ACTFL 1.0
CB Test 2.0 Cluster	4	Classic Demo Group		From: Perpetual	To: Perpetual		NCSSFL-ACTFL 2.0
CB Test	4	Class for teacher0		From: Perpetual	To: Perpetual		NCSSFL-ACTFL 1.0
Test 2.0 Cluster	3	Class for teacher0		From: Perpetual	To: Perpetual		NCSSFL-ACTFL 2.0
ABC group	7	ABC group		From: 10/03/18	To: 11/30/18		NCSSFL-ACTFL 1.0
1st Period	250	-- NONE --		From: Perpetual	To: Perpetual		NCSSFL-ACTFL 1.0

9. In the Can-Do edit page, select the correct communication modes and proficiency levels from the tabs. Choose as many Can-Do Statements as you like by checking the boxes next to them.

Home / Manage Can-Do Clusters / ABC group

**Edit Can-Do Cluster: ABC group** ⓘ

**Modes:**

Interpersonal Communication (1) Interpretive Listening (0) Interpretive Reading (0) Presentational Speaking (1) Presentational Writing (0)

**Levels:**

Novice Intermediate Advanced Superior Distinguished

Low Mid High

**Novice Low**

**I can greet my peers.**

☐ I can say hello and goodbye.

☒ Testing custom can do Delete

[+ Add Custom Learning Target](#)

**I can introduce myself to someone.**

☐ I can tell someone my name.

[+ Add Custom Learning Target](#)

**I can answer a few simple questions.**

☐ I can respond to yes/no questions.

☐ I can answer an either/or question.

☐ I can respond to who, what, when, where questions.

[+ Add Custom Learning Target](#)

10. To select which groups the Can-Do Cluster that you created will be assigned to, click on the edit icon (pencil) and select the group from the dropdown. Click the green checkbox to save it.

Home / Manage Can-Do Cluster

**Can-Do Cluster Assignment** [+ Create New Can-Do Cluster](#)

Cluster Name	Assigned Can-Do	Assigned to Group	Start Date	End Date	Color	Can-Do Type
ABC group	7	The Super Duper Group	From: 10/03/18	To: 11/30/18	Blue	NCSSFL-ACTFL 1.0
CB Test 2.0 Cluster	4	Classic Demo Group	From: Perpetual	To: Perpetual	Green	NCSSFL-ACTFL 2.0
CB Test	4	Class for teacher0	From: Perpetual	To: Perpetual	Orange	NCSSFL-ACTFL 1.0
Test 2.0 Cluster	3	Class for teacher0	From: Perpetual	To: Perpetual	Orange	NCSSFL-ACTFL 2.0
ABC group	7	ABC group	From: 10/03/18	To: 11/30/18	Blue	NCSSFL-ACTFL 1.0
1st Period	250	Class for teacher0	From: Perpetual	To: Perpetual	Green	NCSSFL-ACTFL 1.0
7th Period	11	Cool kids for real	From: 10/03/18	To: 02/15/19	Blue	NCSSFL-ACTFL 1.0
7th period Spanish 1preAP	250	The Super Duper Group	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
AP French	212	ABC group	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
ASL III	113	SFHS1	From: 06/07/18	To: 07/13/18	Purple	NCSSFL-ACTFL 1.0
Can-Do statements for CB testing group	0	Hoocak Holt'e	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
Can-Do statements for liguliug liu g	0	Class for Some Language	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Spanish 200	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Los burros de las colinas verdes	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Chinese 1	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Fren 295/496 - F16	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Test Group	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Classic Demo Group	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0
		Test batch upload	From: Perpetual	To: Perpetual	Blue	NCSSFL-ACTFL 1.0

Congratulations! You successfully assigned Can-Do Statements to groups!

Please note that if you are using a customized version of LinguaFolio Online, the appearance of the screens featured in this tutorial may vary slightly. Any differences in functionality will be noted.

The U.S. Department of Education Title VI, under grant #P229A140004, supports development of LinguaFolio Online. Contents do not necessarily represent the policy of the U.S. Department of Education nor imply endorsement by the federal government.

