

Palmetto High School
Summer 2020 Credit Recovery

Dear Parent/Guardian:

Your child is being offered the opportunity to recover credits and grades online during the summer. Students will need access to a computer and internet in order to work on their courses in Odyssey.

This summer program will run from June 1 – July 15.

How It Works:

➤ Technical Information

- Website: **manateeschools.owschools.com**
- Searching for this in a search engine does not work. You must type it, and then bookmark it. **If you do not include the “manateeschools” part, you will not be able to login.**
- Use Chrome or Safari as your first choices for web browsers. Internet Explorer often has problems pulling up materials and saving student responses.
- Login: Student ID
- Password: student
- The “Due Dates” in Odysseyware are automatically generated and DO NOT reflect the fact that some students will have more than one course to complete during summer. Do not use these as a guide for pacing. Assignments do not close or become blocked based on the due date.
- If you need assistance, there is a HELP button on the bottom of the login screen. There you will find most answers to questions. You will also be able to contact tech support.

➤ Pre-Tests:

- There is a pre-test for each unit for most core classes. The pre-test will excuse you from some of the lessons. Unfortunately, some classes and electives do not have this option.
- **During the pre-tests, you will not be able to answer the extended response and non-multiple-choice questions. Just go to the next question.**

➤ Performance Tasks/Projects:

- You are **NOT** required to complete the projects. If a project shows as assigned after you take a pre-test, please message your teacher so that it can manually be exempted. Unfortunately, this can only occur after each unit's pre-test. You may also just click through it and submit the project so that your teacher is notified that a project has been completed, and s/he will change its status to skipped.

➤ Blocked Assignments:

- If you score poorly on a lesson, quiz, or test, the system will block you from moving on to the next item - even if it had already been assigned. Your teacher receives a notification and will try to open the assignment as soon as possible; however, this will slow you down. There may be a delay in opening these, especially after school hours and over weekends and holidays.

➤ Cheating/Plagiarism:

- If you copy and paste items as answers to questions, please know that you will earn 0 points for that assignment.

➤ Grading:

- Once you have completed the course, your grade will be printed and submitted to the Registrar. If you have earned a C or higher, the grade will replace the original grade, resulting in grade forgiveness. If you earn a D, the credit and grade will be entered, but the original F will remain part of your GPA.

Frequently Asked Questions:

- *What if I don't understand the content?*
 - Make sure you are watching the tutorials and videos in the lessons, taking notes, and reading the required texts (sometimes you have to click a link).
 - If you still don't understand, consider visiting Khan Academy's website and searching for the topic you are supposed to be learning about. There are many other wonderful resources on the internet that you can use. Copying content from the internet and submitting it as your own answer though is considered plagiarism.
- *I've never learned about/read [topic or title], so how can I answer the questions on the pre-test?*
 - A pretest is meant to measure what you know already. If you don't know, try to make an educated guess and move to the next question. You are not expected to know all the answers on the pre-test.
- *Do I have to do all the assignments, or can I just do the end of unit tests?*
 - Just like a normal class, the tests and quizzes are only worth a portion of your grade. Lessons are worth 70%, so not completing them would result in no higher than a 30% in the course. That means you must complete the lessons (70%), quizzes (20%), and the tests (10%).
- *What do I do if my password isn't working?*
 - First, check that you are on the correct website. It must say manateeschools.owschools.com in the address bar; otherwise, you are on another school district's website, even if it looks the same.
 - If you have verified the correct URL is being used, please send an email to your assigned teacher.
- *When can I have another course added? (or) Why do I only see one course when I have 4 semesters to work on?*
 - Students are only allowed to have one class at a time. When you finish the course or only have the exam remaining, another course will be added IF there is time still remaining for a course to be completed. For example, if you finish a course the day before summer credit recovery ends, another will not be added because there is not enough time to complete the next course.
- *I submitted my pretest, but why don't I have any assignments?*
 - Once a pretest is submitted, an actual human being (your teacher) has to assign each lesson based on which questions you answered incorrectly. This takes time. Once the teacher checks in, s/he will work on all actions needed by all students. Last summer, there were over 300 students enrolled in summer credit recovery, so this does take time.
- *Why did I get a zero on the extended response?*
 - Until your teacher logs in to grade your extended response, the Odysseyware program leaves the point value as zero. Although this can be frustrating for you as a student, your teacher will grade it as soon as s/he can.
 - If you have lifted the answer from a website or other source, you may receive a zero. If that situation is noted, you will also receive a message in Odyssey regarding the finding. If this happens repeatedly, you may be removed from Odyssey and required to complete your credit recovery through FLVS.
- *Why did I only have [insert number] assignments and now I have a hundred assignments?*
 - Lessons are not assigned until after the pre-test. Your teacher will then log in and assign each lesson, quiz, and test that your pretest indicates that you need. That does take time. Please be patient. However, that is why you may suddenly have many more assignments to complete. You may certainly go ahead and take the next pre-test if you would like. If more than a day (school days, which are Monday through Thursdays in June) has passed and there are still no assignments, please email your assigned teacher for assistance.

- *Can you just reset the pre-test so I can take it again?*
 - Once a pretest is submitted, Odyssey has already identified the lessons, quizzes, and tests that you need. Retaking it will not change this list. Retaking the pre-test will not result in less assignments.
- *Why can't I answer some of the questions in the pretests?*
 - For pre-tests, only the multiple-choice questions are scored. When you get to an extended response, you simply go to the next question.
- *I messaged my teacher five minutes ago, so why haven't I heard back, yet?*
 - There are many students in the summer credit recovery. Please be patient. You can expect a response within a day (school days, Monday through Thursday). If your message is a request for an action to be taken, often those do not warrant an email back. Simply check Odyssey to see if it has been resolved.
- *How is my grade calculated?*
 - Lessons: 70%
 - Quizzes: 20%
 - Tests: 10%
- *I finished my class yesterday, so why doesn't my credit show in Focus already?*
 - Credits are printed by your assigned teacher. At the end of the summer session, all credit sheets will be given to the registrar. A copy is also kept for the administration's records. Credit sheets will be entered as time allows and only when time is available that is not focused on tasks related to the opening of the school year. In other words, the grades may not appear in Focus until the beginning of the following school year. If you have a question about credits earned, please email your assigned teacher.
- *What happens if I don't finish a course?*
 - If you do not finish a course, you will need to speak to your counselor regarding options for credit recovery. School counselors return the first week of August. You may also contact Mr. Perez if there is an immediate concern.

Who to Contact:

- Your teacher in Odyssey: Click Message, and then choose your teacher.
- ***Senior teacher:*** Mr. Bradshaw
 - bradshad@maanteeschools.net
 - School: 941-723-4848 ext: 2010
 - GoogleVoice: 941-479-0428
- ***9th-11th Last name A-L teacher:*** Mr. Perez
 - perezm@manateeschools.net
 - School: 941-723-4848, ext. 2122
 - GoogleVoice: 941-479-0180
- ***9th-11th Last name M-Z teacher:*** Mr. Wilkes
 - wilkesb@manateeschools.net
 - School: 941-723-4848, ext. 2076
 - GoogleVoice: 941-500-4886