

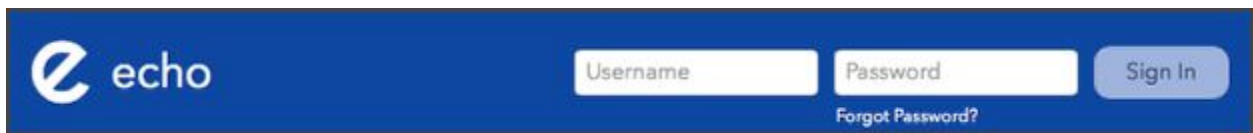
# Echo Quick Guide for Parents

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## Login On

To log into Echo, you must have a username and a password. Only a school staff member can provide you with your username and password. To log into Echo:

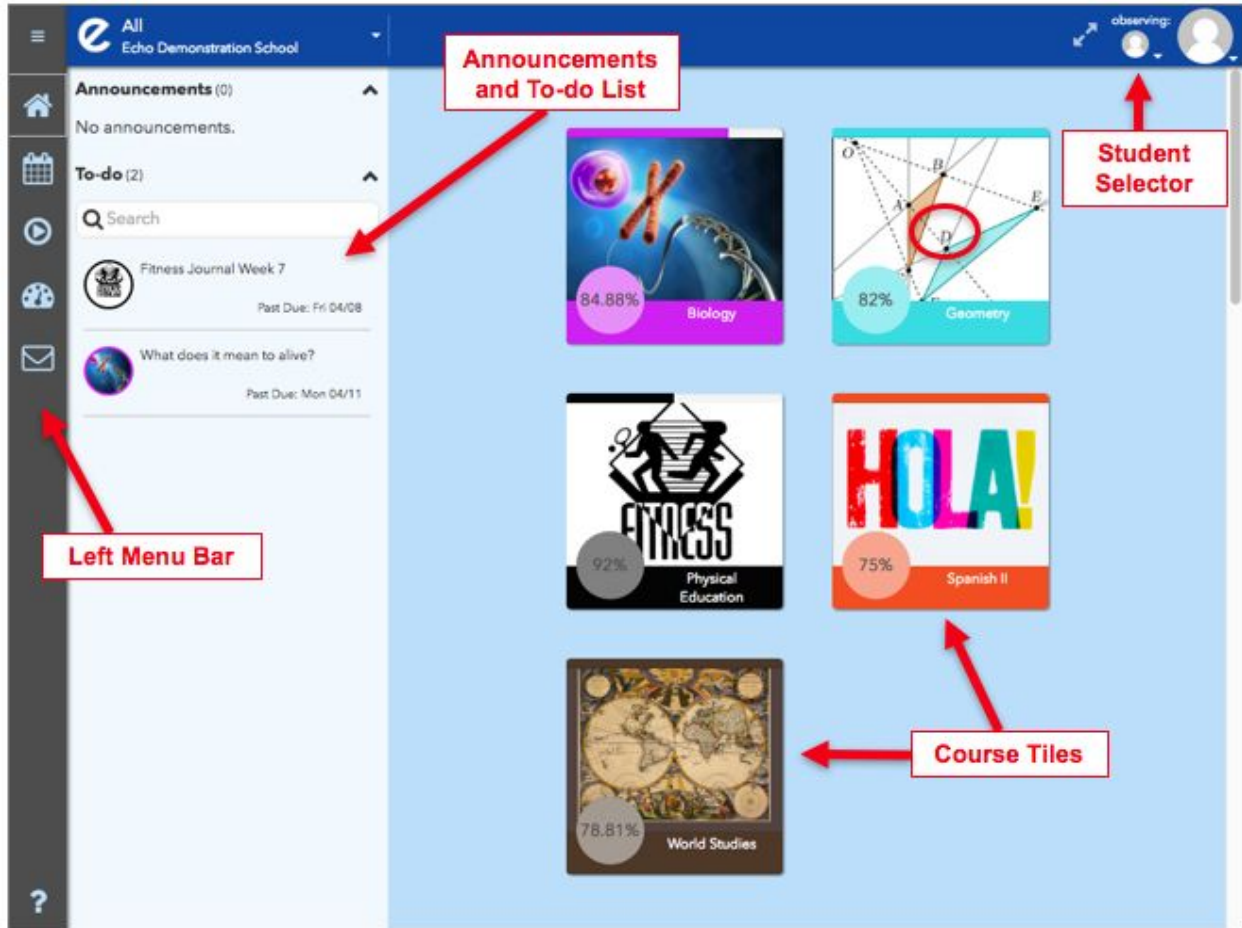
1. Use a web browser (i.e. Chrome, Firefox, or Safari) and enter the following URL  
<http://vwcs.echo-ntn.org/>
2. In the upper right, enter your username and password
3. If prompted, select the “Parent” role.



## Basic Navigation


After login in, you are seeing Echo almost exactly like your student sees Echo. Some things to notice ...

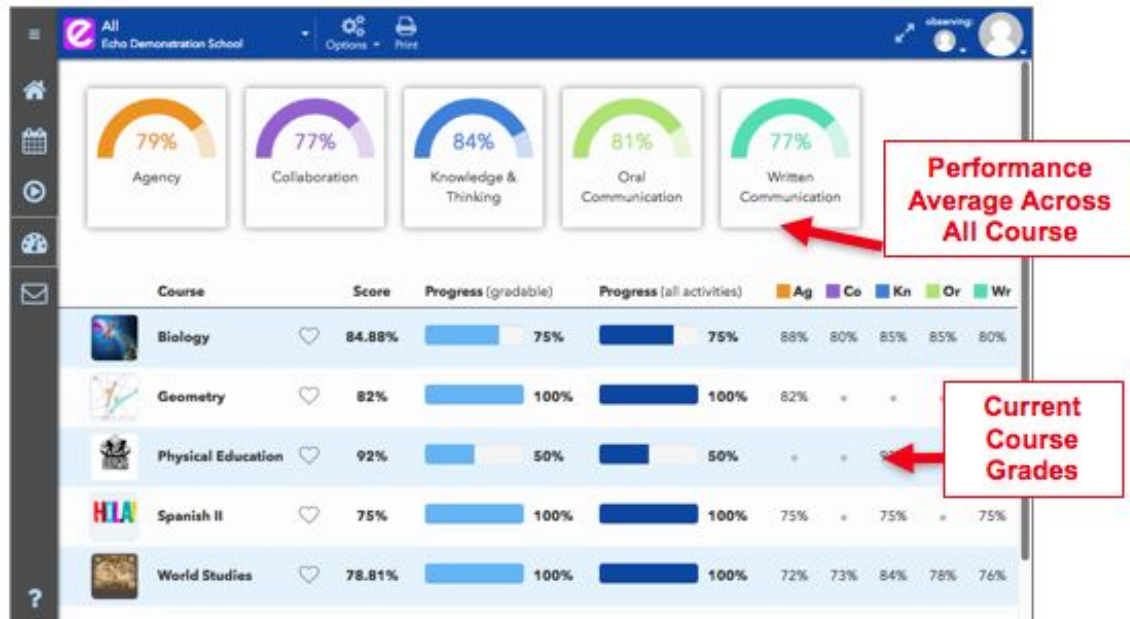
- On the left side of the window is a list containing announcements and the student's “To-do” list with upcoming assignments.
- In the main Echo workspace, you can see tiles (or buttons) for each course your student is enrolled in. You can open these courses by double clicking the course tiles.
- On the far left of the window is a grey menu bar with several icons.
- If you have more than one student using Echo, you can switch between them using the selection button at the top right of the window.



## Viewing Student Grades

To view your student's grades, open the "Performance" tool in the left menu bar. It looks like a gauge on your car's dashboard. Inside the Performance tool, at the top you will see a series of graphs that represent how your student is performing against the school-wide outcomes across all of his or her courses. Below that is a list of the individual courses your student is enrolled in

and his or her grades. 



By clicking on the course name in the list (or when you open a course before clicking the “Performance” tool), you can dive deeper into your child’s performance within that course. From within a course, the “Performance” tool allow you browse various aspects of student performance including grades on assignments, mastery of the course objectives and any badges the student may have earned.



Opening Courses

To see what is happening in your child's courses, open the course double clicking the course tile or click the "Activities" tool in in the left menu bar. This view allows you to see the daily agenda for the course, what assignments are on your student's to-do list and the course

syllabus of activities and any assignments that are coming up.



Tip: To quickly switch between courses, use the drop down navigation button on the top menu bar.

### Need Additional Help?

If you are experiencing difficulties, please contact [Justin Bragg](mailto:j_bragg@vwcs.net) at [j\\_bragg@vwcs.net](mailto:j_bragg@vwcs.net) or [419-238-2500](tel:419-238-2500) You can also see more detailed documentation in the Echo Support Center by

clicking the Help button at the bottom of the left menu bar.

