Haiku Basics

Website: https://artios.haikulearning.com/
If you have used Haiku before, your login and password are the same as previous years. If you are new to Haiku, your login and password are:
- Login: firstnamelastname - Ex: John Smith would be johnsmith (no spaces)
- Password: **temppass**. When you first login, you should be prompted to change it to something different. **The password must be at least 6 characters long.**

Portal Page (attachment 1)

Portal Page (aka 'Home'): This is the first page you see whenever you log into Haiku.
- Classes are listed on the left hand side of the page.
- Class and school announcements are on the right with a report card for current grading period just below.
- Clicking on a class name will take you to that class's home page.

Class Page   (attachment 2)

On the left is a list of pages associated with this class. Most of these are weekly pages, containing notes from the class, as well as the assignments for that week.

In the middle of a class page is information about that specific page: notes from the class that week, assignments for your students, etc. and any files, images, or links that are associated with these lessons and assignments.

On the right, there is often additional information, files, or links.

At the top right is a set of tabs:
- Calendar - Depending on how the class assignments are structured, the calendar will often have assignments on their due dates and is similar to the calendar on the main Haiku portal page.
- Connect – This tab contains:
- Inbox – you can send and receive emails through Haiku. For students and parents, it is generally limited to only sending emails to the teacher.
- Dropbox (for students and teachers only) – this allows a student to 'turn in' an assignment online. Some classes allow/require dropbox assignments, some do not allow them. Only a student can dropbox an assignment. The option is not available from the parent log-in.
- Announcements – this a list of current announcements for the class. These also appear on the main Portal page.
- Discussions – some classes set up discussion groups for students who are working jointly on a project. Usually there will be a link from the Weekly assignment page for the student to access the discussion but they could also access it from this tab.
- Assess – This tab contains:
    - Assessments – Haiku has the option for online test. If a class gives on online test or quiz, there will often be a direct link from the Weekly assignment page for the student to access the appropriate test. The student can use this tab to view old tests when studying for the exam or just to see what they missed.
    - Grades – this allows you to view the most recent 20 or so grades for the class. (see attachment 3) Also you can click on a grading period and see all of the grades for that grading period.

You can return to the main portal page any time by clicking 'Home'. (right hand side at the very top)

Keeping up with Homework.

When you are on a specific page, say, Week 1, the assignments listed on that page are due the next week (Week 2). Additional files, web-links or other important information will be included on the page. Be sure to read all of the assignment parts. Note any due dates, since some assignments are multi-week assignments and may have parts with different due dates.

Keeping up with Grades

Grades can be seen in 3 places.

> 1 – **Report card on the main portal page.**   This will be a subtotal for the current grading period. Please realize that this will not necessarily be the final grade for the grading period once class participation and quarterly projects are taken into account.

> 2 – **Recent grades at the bottom of the Haiku portal page.** This will be the most recent grades for all of a student's classes. As a parent, you can use the drop-down list to choose which of your students' grades you want to see.

> 3 – **Recent grades for a single Class.** This can be accessed by clicking 'Grades' from the class page or by clicking on the name of the class in the **Report card** on the main portal page.

Several things to remember.

- A grade is not visible on Haiku until a teacher publishes it. Sometimes a teacher will wait until all of the students' work has been graded before publishing, so you will still want to check your student's backpack to see any returned graded papers.
- A '- -' next to a grade means the teacher has published the grade but, for some reason, has not assigned a grade to your student. This could mean your student did not turn in an assignment on time or could be for an extra credit project that only a few students did.
- An ' I ' would mean that the assignment was Incomplete and would translate into a zero (0) in the gradebook. An 'NA' would mean Not Applicable. This would mean that the assignment was not graded but would not count against the student when totaling grades.

Final thoughts

Checking Haiku should become a regular part of your homeschool routine. Remember that Artios is here to walk alongside you on your journey. We are here to help you with planning the classes and assignments and with creating an environment of learning for your students. Ultimately, the parents are responsible for their student's schooling and making sure their student is getting the best of what Artios has to offer.