



TRACKING STUDENT PROGRESS

Online courses work very differently than traditional face to face courses. Students will progress through their course(s) at a guided, but flexible pace. Butler Tech Online grades will generally not show up on a student's report card, but Butler Tech Online will e-mail or mail student progress reports home so that parents/guardians can keep track of their student's performance and progression in their online course(s). Parents/Guardians with a valid e-mail will receive progress reports. Those without an e-mail address will receive paper copies through regular mail.

Parents/Guardians can create a Parent Insight Window Account and can then login at anytime to check the progress of their student(s). Here is how to get started:

1. Go to <http://btol.angellearning.com>
2. Click the link below the login boxes that says, "Request a Parent Insight Window account."
3. Enter your First Name, Last Name, E-mail Address, and your student's Username and click Submit.
4. Enter your student's Password and click the Add button.
5. The next screen will confirm that your account request has been submitted and you will receive an e-mail with your username and password. If you do not receive this e-mail, check your junk e-mail folders or contact our office.
6. Go to <http://btol.angellearning.com> and login using your e-mail address and the password you were given.
7. Click on the student's name to see their overall status. Click on the course name to see details more that course.
8. On the overview page, you can click "Column Descriptions" to help understand what the data means.
9. Please contact our office if you are having trouble understanding the information. Here are some descriptions of this information as well:

Current Grade – Completed - This represents the quality of work completed by the student. This percentage is determined by dividing the points earned into the points possible for completed lessons.

Current Grade – All - This would be the student's final course grade and is calculated by dividing the points earned into total points possible for the course.

Adjusted Grade - This would be the student's grade if it were to be given today. It is calculated by taking the points earned divided into the total points possible for lessons that should be completed as of today's date according to the student's personalized education plan.

Butler Tech Online Grading Scale:

All grades for students, regardless of their home school, will be based on the following scale:

A	92 – 100
B	83 – 91
C	74 – 82
D	65 – 73
F	0 – 64

Butler Tech Online Exams:

All Butler Tech Online courses have a required end of course assessment. All students, regardless of any local policies will complete these exams.

Exams should not be taken until the course is 100% complete. Exams cannot be taken until the current grade for all lessons is at least a 65%. Exams must be taken in a proctored setting.

Taking the exam signifies that the student is satisfied with their course grade and students will not be permitted to complete additional coursework once the exam has been taken.