



Aspen Reference Guide: *Checking Student Academic Progress*

March 2018

Using Aspen for DCPS Families

This guide makes it easy for families to monitor student progress by class, category, assignment, and standards. Parents can also use Aspen Mobile to email teachers.

Aspen Reference Guide Checking Student Academic Progress (Aspen Mobile)

Navigation: Open phone browser >> Visit: aspen.dcps.dc.gov



NOTE: Aspen Mobile adjusts based on the screen size of your mobile device or browser window so what you see here may vary slightly.

To Access Academics:

1. Click 



Academics List

Year
Current Year

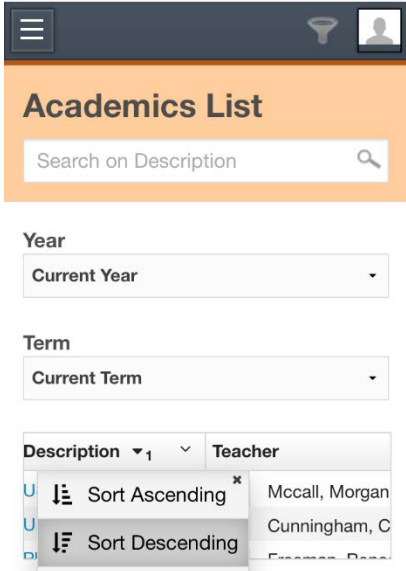
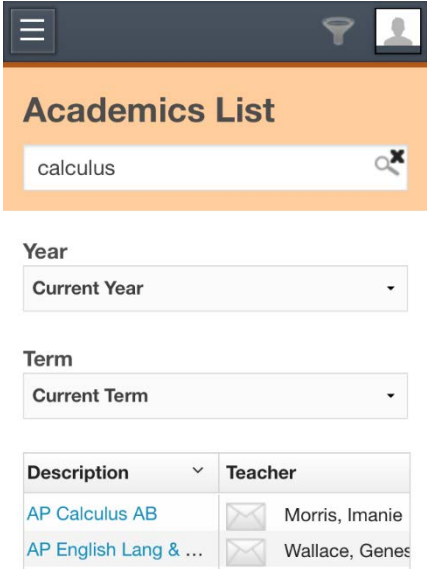
Description	Teacher	Term Avg	Cumulative
AP Calculus AB	Morris, Imanie	97.7 A	N/A
AP English Lang &...	Wallace, Genesis	89.0 B+	N/A
Cinematic Arts Pro...	Dubose, Harmony		N/A
Internship 0.5	Williams, Detrice		N/A
Introduction to Stre...	Blandon, Makayla		N/A
Lunch	Williams, Detrice		N/A
Physics I	Freeman, Renee		N/A
Ungraded Advisory...	Cunningham, Camilla		N/A
US History & Geog...	Mocall, Morgan		N/A

2. A list of your student's classes will appear.



Note: There are a few ways to modify the Academics List:

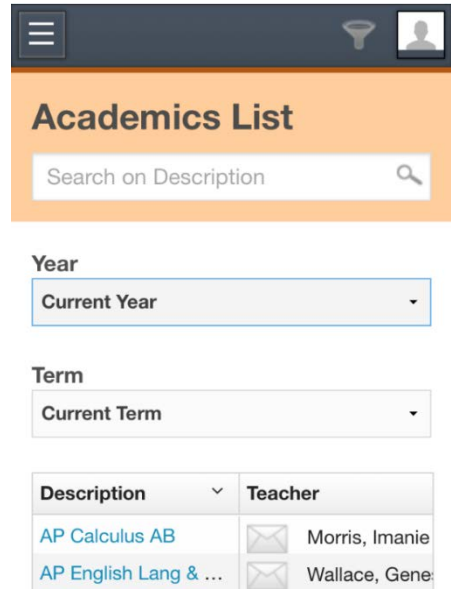
Search on results to narrow down a lengthy list of classes.



Tap the arrow to the right of the description to sort the classes in alphabetical order ascending or descending

To Check Grades:

1. Click on class Name and a Class Summary will populate.



Average Summary

Category		Term 1	Term 2	Term 3	Term 4
Assessments	Weight	40.0%	40.0%	40.0%	40.0%
	Avg	88.8 B+	95.0 A		
Homework	Weight	10.0%	10.0%	10.0%	10.0%
	Avg	92.9 A	100.0 A		
Participation	Weight	10.0%	10.0%	10.0%	10.0%
	Avg	93.3 A	96.7 A		
Practice and Application	Weight	40.0%	40.0%	40.0%	40.0%
	Avg	75.0 C	100.0 A		
Gradebook average	Weight	100.0%	100.0%	100.0%	100.0%
	Avg	84.2 B	97.7 A		
Pooled grade					

Section

Description

This section shows the following:

Category: A breakdown of the gradebook by assignment type category.

Weight: A percentage showing how much the category is worth toward the overall grade.

Term Columns: Broken out by quarter, trimester, or semester, depending on your district's calendar. Each term has an associated grade:

Average Summary

Category	Term 1	Term 2	Term 3	Term 4
Weight	40.0%	40.0%	40.0%	40.0%
Avg	88.8 B+	95.0 A		

Gradebook average: The calculated grade average for each term.

Posted grade: The grade posted for report cards. This does not show a grade until the teacher posts grades using Aspen.



NOTE: A blank cell for a category means no grade has been entered yet.

Assessments Overall Average

91.9 A-

Assessments Term

Term 2

Assessments Grade Summary

Assignment	Grade	Due Date
Assessments 4	27.5 / 28 (27.5)	10/5/17
Assessments 3	28 / 32 (28)	9/21/17
Assessments 2	24 / 30 (24)	9/18/17
Assessments 1	12 / 13 (12)	9/5/17

Upcoming Assessments Assignments

Assignment	Due Date
No records	

Running Totals

This section shows the average of all assignments included in the date range for the current term or semester. This can give a more accurate snapshot of your or your student's performance than the current term average, which doesn't take previous terms into account.

Standard Summary

This section provides data about standards the teacher has aligned to assignments, as well as your or your student's progress in meeting each standard.

Section

Description

(Category) Overall Average

This section shows the current running average for the category.

(Category)Term

Tap the drop-down to select the term you want to view category assignment data for.

(Category) Grade Summary

This area shows the assignment name, grade, and due date for all assignments past their due date.

Upcoming (Category) Assignments

This area shows assignments the teacher made that are not yet due.



Note: Tap any blue column header to sort the data in that table in ascending alphabetical order. Tap it again to sort in descending order.

Aspen Reference Guide Checking Student Academic Progress (Aspen Mobile)

1. A list of your student's classes will appear.

Homework Overall Average
96.4 A

Homework Term
Term 2

Homework Grade Summary

Assignment	Grade	Due Date
Introduction to Functions	20 / 20 (20)	11/13/17

Upcoming Homework Assignments


Assignment	Due Date
No records	

AP Calculus AB
Introduction to Functions
Due
 Monday, November 13, 2017
Score
 20 / 20 (20)
Teacher's Attachments




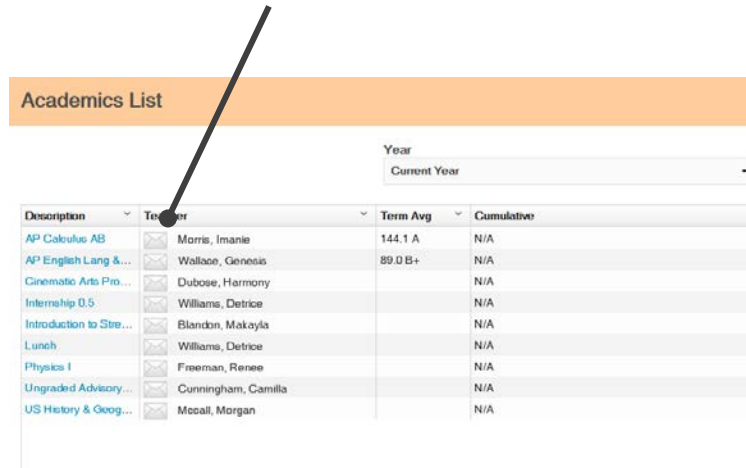
Student Submission
 No Student Submission for this assignment












- Note:**
- You can download a file in Aspen Mobile by tapping its name.
 - If an assignment is an online quiz, a file with the  icon appears in the Attachments area. Students can tap the icon to take the quiz.

To Email a Teacher:

1. While logged on as a parent or family member, in the **Academics** area, tap the envelope icon  next to the name of the teacher you want to email.



Description	Teacher	Term Avg	Cumulative
AP Calculus AB	 Morris, Imanie	144.1 A	N/A
AP English Lang &...	 Wallace, Genesis	89.0 B+	N/A
Cinematic Arts Pro...	 Dubose, Harmony		N/A
Internship 0.5	 Williams, Detrice		N/A
Introduction to Ste...	 Blandon, Makayla		N/A
Lunch	 Williams, Detrice		N/A
Physics I	 Freeman, Renee		N/A
Ungraded Advisory ...	 Cunningham, Camilla		N/A
US History & Geog...	 Mccall, Morgan		N/A



Note: Your preferred email service launches, with the teacher's email address in the TO: field.

ASPEN Contact Information

Help Desk Telephone: 442-9281 (Option 1)

Email: dcps.aspen@dc.gov

Hours of Operation: Monday - Friday 8am - 5pm

Last Updated: March 2018