



How to use the Blue Canoe Teacher's Dashboard (Klipfolio)

The Blue Canoe Teacher's Dashboard (Klipfolio) is included with every classroom subscription. It enables you to track your students' use of Blue Canoe.

Getting Started

Blue Canoe will set up your Dashboard (Klipfolio) account after setting up your students' Blue Canoe accounts. You will receive an email from Klipfolio. Click "Join Account" to see a screen like the one below. Create a password and click "Create Account" to be put into your classes dashboard. You can also "Sign up with Google" if that's more convenient.

Already have an account? [Sign in](#)

 Sign up with Google

OR SIGN UP WITH EMAIL

First Name
Penny

Last Name

Company
Blue Canoe

Phone Number
**Optional*

Business Email
pennywilliams10@yahoo.com

Password 

Create Account

By signing up for Klipfolio, you agree to our [Terms of Service](#).

Your Dashboard will at first be empty.

Note: Your students' accounts will NOT appear in your Dashboard until they have logged into their Blue Canoe account and finished their first two introductory *Lessons*. If any of your students are missing, please contact them to understand if they are having any technical challenges with getting started.



Dashboard Overview

Before you get started, please watch this [Overview of the Blue Canoe Teacher's Dashboard](#).

Here is what the main Table of Users will look like, with 1 row for each student:

Status	Last Played	Play Days	Goal Met Days	GMD This Week	GMD Last Week	Total Pts	Pts This Week	Pts Last Week	App Version
Active	Nov 9, 2020	31	28	2	3	4,788	417	426	2.12.0
Active	Nov 9, 2020	115	112	1	5	17,700	120	858	2.13.2
Active	Nov 9, 2020	46	43	1	6	6,554	120	860	2.13.1
Active	Nov 9, 2020	175	167	1	5	26,515	232	736	2.13.1
Active	Nov 9, 2020	22	20	1	6	3,697	134	881	2.13.1
Active	Nov 9, 2020	29	29	1	4	3,907	120	500	2.13.1
Active	Nov 9, 2020	35	35	1	6	5,036	141	930	2.13.1
Active	Nov 8, 2020	30	26	0	3	3,719	50	395	2.13.1
Active	Nov 8, 2020	189	181	0	3	26,192	71	390	2.13.2
Active	Nov 8, 2020	26	23	1	3	3,618	126	445	2.13.1
Registered	Nov 7, 2020	0	0	0	0	0	0	0	2.13.1
Active	Nov 5, 2020	16	12	1	0	2,339	170	50	2.13.1
Active	Nov 2, 2020	17	13	1	2	2,202	120	341	2.13.1
Unregistered (abc11xyz)	Jan 1, 2000	0	0	0	0	0	0	0	
Unregistered (xyz11acb)	Jan 1, 2000	0	0	0	0	0	0	0	

- **Status:** This column is important as you get all of your students up-and-running with Blue Canoe. Each student will be in one of three states:
 - *Unregistered* [temporary password] - has not registered their account. If they have not received the system email with their temporary password, this is what you can give to them.
 - *Registered* - has registered their account, but has not completed the introductory *Lessons* (two Lessons in blue tiles that they will never see again once completed)
 - *Active* - has completed the introductory *Lessons* and has full access to everything in the app
- **Goal Met Days (GMD):** Students learn best when they are consistently practicing for at least 10 minutes a day, and we have designed our Today's Plan recommended activities to take approximately 10 minutes. When they complete a Today's Plan, they earn their goal for the day ("Goal Met"). You can ask students to get a certain number of Goal Met Days per week (e.g. 5) and easily check if they have done that for the week. Note that each student will be able to see the same thing from their



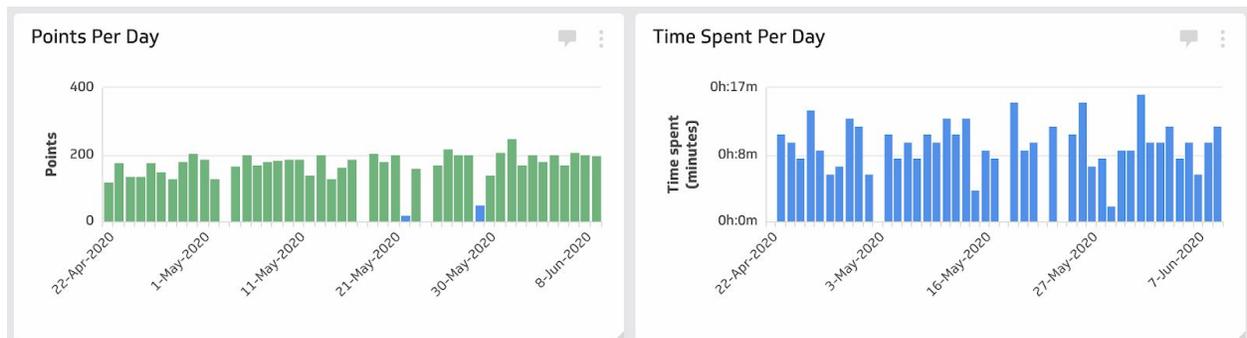
calendar, because a full green dot = Goal Met for that day. The shaded columns in your Dashboard track GMD this week (Sun – Sat), last week, and total.

- **Points:** Blue Canoe assigns points when an activity is completed, and the number of points corresponds to the amount of time it takes on average. 100 points should take approximately 10 minutes. When a student earns 50 points in a day, they earn a ½ Goal Met Day, and when they earn 100 points in a day, they earn a Goal Met Day. Many students continue to practice more than 100 points in a day, and they continue to earn additional points that way. Note that by tracking points instead of time, we can track actual activity and completion, and eliminate the risk of including time when the student has the app open but is focused on doing something else.
 - Notes: Students can earn 100 points by completing the activities recommended in Today's Plan, or by completing alternative activities that either you assign or that they browse and select for themselves. If a student quits an activity in the middle of it (e.g. doesn't complete a game of Color it Out, or stops before completing a Lesson, there are no points awarded.)
- **Tracking and encouraging consistent practice.** The combination of GMD and Points gives you the ability to track the total amount of time students practice, and also the consistency. We strongly believe that 10 minutes a day for 6 days will have more positive impact than 60 minutes all in one session. For school districts that require tracking of time spent by students on online resources, Points provides that, with 10 points = 1 minute.
- **Other columns.** The main dashboard also provides the date of the last time a student has played ("Last Played"), and the total number of days that the student has done at least a minimal amount of practice in the app ("Play Days"). It also provides the version of the app that is on the student's device ("App Version"). Many mobile devices are set up to automatically update the app when a new version is released, but some are not. If you ever notice that a student's version is out of date, you can remind them to update it by going to the App Store on their device, searching for Blue Canoe, and clicking "update".



Individual

For more detailed information on a particular student's activities, select them from the Table of Users, and you will see a daily log of their points and time spent. (Note: Actual time spent does not measure time watching videos.) Note that when a bar in the Points per Day chart is green, the student has met their goal for that day (≥ 100 points). If the bar is blue, or blank, the student has not met their goal for that day.



Using the Dashboard to track homework or credit for class

Many teachers want to use the Dashboard to help track usage in order to provide credit for their students.

- Many systems ask for details of the time that students spend actively on a digital resource like Blue Canoe. You can use the Points for this. 100 Points is approximately equivalent to 10 minutes. Note that students only receive points when they complete an activity, and the number of points awarded is based on the expected amount of time needed to complete the activity. So it is a conservative measure.
- Many teachers assign their students to complete a certain number of Goal Met Days per week, and then can track students' achievement in the Dashboard.

Technical questions or issues

We hope that this will help make your experience using the Dashboard fast and easy. If, however, you have questions or issues, please let us know at

support@bluecanoelearning.com