



## Teacher's Guide To Student Record Tracking

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# Setting Up Names of Courses

## 1. Teacher Account

Before students can start Breezin' Thru – you need to set up names of course (e.g. Choir11)

Log in with your teacher access code and click the Set Course Name icon on the Teacher dashboard to set up the names of the courses you are teaching.

→ Set Course Name

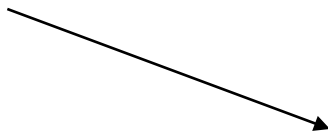


## 2. Set Up Course Names

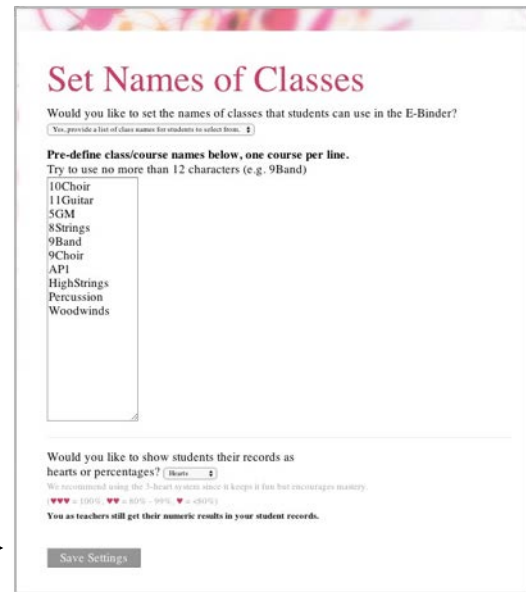
Click the drop down and choose to pre-define course names.

Type in your course names, one class per line.

Then save your settings.



→ Save Settings



## 3. Other Setting Options

Breezin' Thru Theory is designed to build mastery & rapid results, while keeping things fun & motivating. As such we have created the following **default settings**. We highly recommend that you keep these settings. If you wish to change them you can, but note they are universal settings for all students.

### A. 3-Heart System

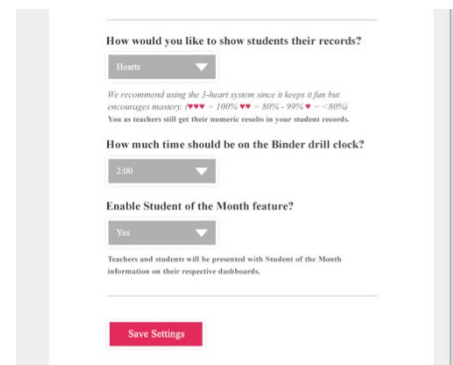
- When a student completes a drill, they will see their score & time.
- But when they view their chapter summary, they'll see a 3-heart system ♥♥♥ (100%), ♥♥(80-99%), ♥(<80%)
- This keeps things fun and adds privacy to their records
- You as a teacher will always see their numeric results.

### B. 2-Minute Timer

- This keeps kids on task, and when time is up they can still keep going & get 100%
- Other options are: 3 or 4 minutes OR you can turn it off completely.

### C. Student of the Month Feature

- Tracks the student who's done the most "100%" drills that month.





## 1. Logging In

**Important:** You need to tell your students two key things when introducing Breezin' Thru Theory to students to avoid multiple records.

### 1. Student Names

- **Instruct your students** to type in their name the same way each time they log in.
- *For added privacy,* you can have students add two numbers after their last name.

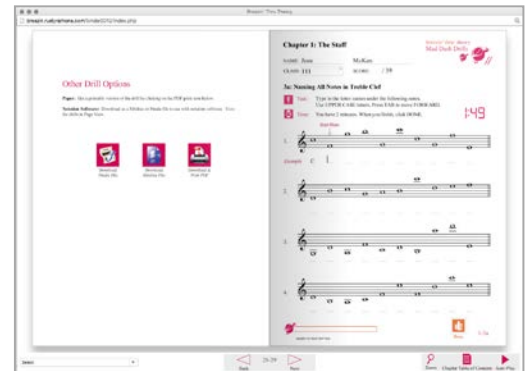
### 2. Class Name

- Tell your students to select the same class each time.

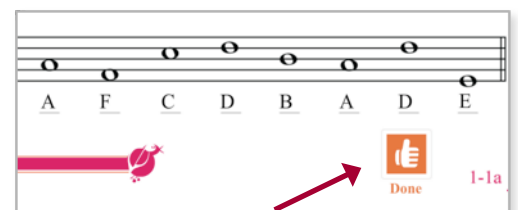
## 2. Submitting Results

### 1. E-Binder

- When students complete drills in the e-binder they are given the choice to try again or submit.
- **If they don't hit the SUBMIT BUTTON,** their results will not be recorded.



- The first step is to do a drill and then press the **'DONE'** button shown here at the bottom of the page.



- When the 'Done' button is pressed, the drill is auto-assessed and these buttons appear. Students can try again, print or **submit their results to you.**



- When a drill has been **submitted,** a green check mark appears.



### 3. Seeing Their Results

Students will see their results in 3 places: 1. Drill page, 2. E-Binder Chapter TOC, 3. Website–Student Dashboard

#### 1. E-binder: Drill Page

**Chapter 3: Rhythm Intermediate**

NAME: Nancy Helstab  
CLASS: API SCORE: 10 / 10

**3a: Finding Rhythm of 2 Beats With 16th Notes**

**Task:** Click to circle the rhythm examples that contain NOTES & RESTS adding up to 2 BEATS.

**Time:** You have 2 minutes. When you finish, click DONE.

0:11  
SCORE  
100%

#### 2. E-Binder: Chapter Table of Contents

**Chapter 6: The Major Scale**

Name: Kelly Jones  
Class: 9Band

Drill Name	Completed
6-1 The Major Scale	
6-2 Building Major Scales	
<b>Mad Dash Drills</b>	
1a. Building Major Scales Bb & F	♥
1b. Building Major Scales C & G	♥
1c. Building Major Scales D & A	♥♥
2a. Scale Degrees Numbers in Treble Clef	
2b. Scale Degrees Numbers in Bass Clef	♥♥♥
3a. Scale Degrees Names in Treble Clef	♥♥♥
3b. Scale Degrees Names in Bass Clef	
<b>Composer's Corner</b>	
A Round With Ostinato Bass	

**Printable!**

Print Results Download Table of Contents

You as teachers always get numeric results in your records.  
But this keeps it fun for kids & has them strive for mastery!

♥♥♥ = 100%  
♥♥ = 80% - 99%  
♥ = < 80%

### 3. Seeing Their Results (Cont.)

#### 3. Website: Student Dashboard <NEW!>

- Accessed from Student Subscriber Area



- Shows Overall Progress

- > Number of Drills Completed
- > Level of Mastery  
♥♥♥ (100%) vs. ♥♥ vs. ♥ (< 80%)
- > Progress by Chapter

- Fun & Motivating Rewards!

- > Collectable Breezin' Avatars for every 10 drills completed at 80% or better.
- > Musical Golden Eggs for every 10 drills at 100%.
- > See how they're tracking for 'Student of the Month'.

The dashboard features a welcome message for Colin, a progress report with a donut chart showing 123 drills completed (80% mastery), a 'Mad Dash for Student of the Month' progress bar comparing Colin's 8 drills to a leader's 13, a table of active chapters, a reward collection gallery, and a section for golden eggs.

Chapter Name	Avg. Score	Drills
'1 - The Staff	♥♥♥	16 / 16
'2 - Rhythm Basics	♥♥♥	16 / 16
'3 - Rhythm Intermediate	♥♥	5 / 16
'4 - The Piano Keyboard	♥	3 / 8



## Viewing Overall Progress <NEW!>

### A. Your BT Theory Teacher Dashboard



- Has 3 components:
- > Overall Progress
  - > Download Student Results
  - > Set Course Names
- These are accessible from the Main Subscriber area once you've logged in.



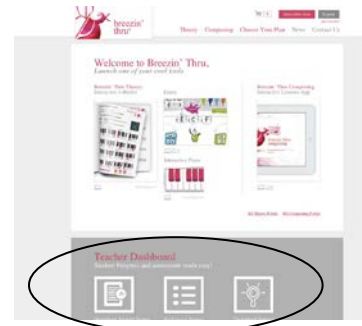
### B. Viewing Overall Progress

- Cool carts & graphs provide a snapshot of student progress in seconds!
- Zero in on the Results you want:  
*By School, By Class, By Chapter, By Drill or By Student.*
- Shows # of Drills completed
- Degree of Mastery  
♥♥♥ (100%) vs. ♥♥ vs. ♥ (< 80%)
- Average Scores
- Who's tracking to be 'Student of the Month' (most drills completed at 100% that month)
- As Students start completing drills, your charts will fill with meaningful data and that will be a great time to explore all the wonderful info at your fingertips



## Downloading Student Records

1. **Retrieving Student Records.** In your Teacher Dashboard, look for the button “Download Students Scores”.



## 2. Filtering Options

1. You can **choose to select a specific** time zone, class, student, chapters/drills and dates for your report. *(You will see that the “Download” button indicates the number of student records you have selected)*
2. To download scores, **click** on either the **Basic Report** (student names & scores only) or **Full Report** ( Includes drill times and submission dates) The report is downloaded as a .csv file which can be opened in any spreadsheet application such as **Excel, Google Docs or Numbers.**

### Student Scores

Select the options below to filter the students' scores you would like to **download**. The file you receive will be a CSV file that can be opened in any spreadsheet application, such as Excel.

All fields are optional.

Show dates using which timezone?

Class Name:

Student Name:

Chapter:

From:  /  To:  /

OR Last  days

**Basic Report**  
(Class/Student names & drill scores)

**Full Report**  
(+ Drill times & submission dates)

## 3. The Report

1. **Notice** the report includes each person’s First Name, Last Name and Class. (*\*\*Remember that the results you receive will be based on the filters you have selected.*)
2. **Each** report will also include the following info for each student who has submitted:
  - a. # of drills completed
  - b. Their average score on all drills completed
  - c. Stats for each completed drill
    - i. Best score and time
    - ii. Date of first attempt (*Full report only*)
    - iii. Date of best attempt (*Full report only*)

Class Name	First Name	Last Name	Drills Completed	Average Score	1-1a Score %	1-1a Seconds	1-1a First Attempt	1-1a Best Attempt
AP1	Nancy	Helstab	3	97	100	47	2012-08-13 1:22 PM	2012-08-13 1:22 PM
MT101	Jane	Doe	1	100	100	47	2012-08-13 1:22 PM	2012-08-13 1:22 PM
P2Band	John	Brown	6	97	97	51	2012-08-14 7:19 AM	2012-08-14 7:19 AM

3. **Save & Print your Report** – the whole report or just the first page which lists all your students and includes the number of drills completed and their average score. If using Excel, there are some formatting tricks to make the report easier to read e.g. Try using “Auto-formatting” features, or Freeze Panes, or bold the Headers.

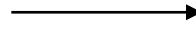


## 1. Introduction

Here is an edit feature that lets you do the following:

- Change Class Names
- Change Student Names (If you find typing errors)
- Merge a student's records
- Delete 'bogus' or 'test' student records

You can find this on the Download Student Scores page.



**A WORD OF CAUTION:** This is a very powerful feature. Once you make a change it can't be undone. So please be certain with your changes.

## 2. Edit Student/Class Names

1. Let's say John Smith has 2 different student records because of a typo in his last name.

Class	Student Name	# of Drills	Average Score	Best Scores for these Drills			
				1-1a	1-1b	2-1a	2-1b
Vocal9	John Smith	3	80%	100%	90%	50%	
Vocal9	John <b>Smih</b>	3	90%		85%	85%	100%

2. To fix this, go to the Download Student Scores page & click on the "Name Correction" button in the bottom right column.

3. Go to the STUDENT Name section

- Pick the name you wish to change from the drop down menu
- Type in new name
- Click "Change student name" button & Presto it's done!

**Student Name**

Select the student name to change:

New student name:

First name:

Last name:

To delete a student, select their name and enter 'delete' as their First Name.

4. Once you have fixed the typo, the Breezin' computation engine makes sure that all records/scores are merged properly, ensuring that your student's best times and scores are kept.

<u>After - Newly Merged Records</u>				Best Scores for these Drills			
Class	Student Name	# of Drills	Average Score	1-1a	1-1b	2-1a	2-1b
Vocal9	John Smith	4	94%	100%	90%	85%	100%