

# Odyssey Quick Start

GUIDE FOR STUDENTS AND PARENTS

Log-On to: <https://odyssey.duvalschools.org>

You will use your normal DCPS Username and Log-on information to access the site.

## Launch Pad and Assignments

Click an activity name to start.

This icon opens your portfolio.

An orange ring means you have an assignment.

Click the X to log out of Odyssey.

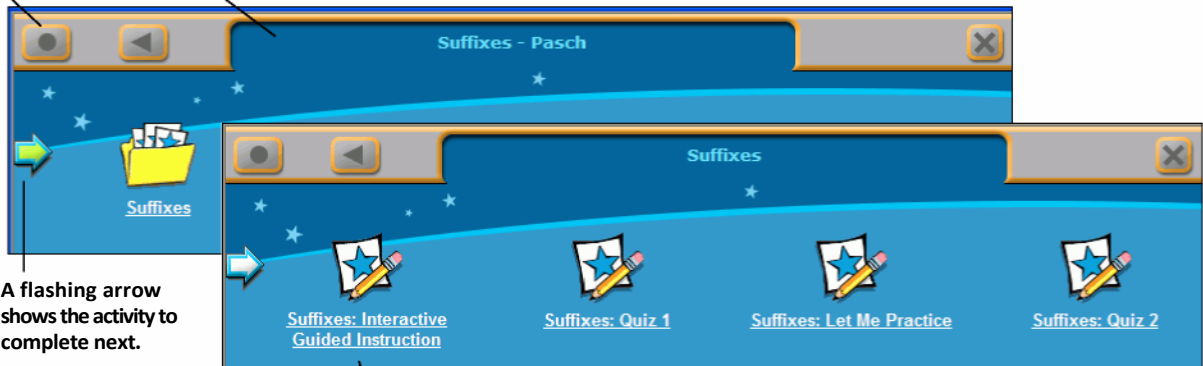
Odyssey Writer is a writing tool.

If this icon is in motion, you can view your graded papers.

This icon opens a toolkit of student resources.

Click an assignment to open this window.

Return to the launch pad.



A flashing arrow shows the activity to complete next.

# Portfolio and Reports

Recent Work below

Assignment Status on page 3

Student Score Report on page 4

## Recent Work

**John Adams (johnadams)**  
Student Portfolio

Recent Work | Assignments | Reports | Help

Print

John Adams (johnadams)'s Recent Work for period 2/3/2009 to 3/6/2009

Activity Name	Type	Subject	Date	Score	Status
Crystal Lake		Language Arts	2/26/09 12:42:36 PM	N/A	
Spring Break 2009		Language Arts	2/26/09 11:43:18 AM	N/A	
Spring Break		Language Arts	2/25/09 5:07:51 PM	N/A	
Explorer 5 Writing Strats Test		Language Arts	2/25/09 4:31:58 PM	N/A	
Password, Please - 40897		Math	2/25/09 11:36:50 AM	100%	
Explorer 5 Algebra Test		Math	2/24/09 3:19:47 PM	43%	

**Attendance**  
Last Login: 2/26/2009

Display your work on activities from:  
 Today  
 Week  
 Month

**Icon Key**

**Activity Types**

- Learning Activity
- Lesson Quiz
- Objective-based Test
- Odyssey Writer Activity
- Scored Learning Activity
- Chapter Test
- Authentic Task

**Non-core Activity Types**

- Learning Activity
- Lesson Quiz
- Objective-based Test
- Odyssey Writer Activity
- Scored Learning Activity
- Chapter Test
- Authentic Task

**Status**

- Complete
- Incomplete
- Not Started
- Suppressed

Close

Annotations:  
 - Click X to log out.  
 - Click a column heading to sort.  
 - Status icons display your progress.  
 - Click a score to display the summary.  
 - Icons denote the type of learning activity.  
 - Click to display the icon key.

# Assignment Status

The screenshot shows the 'Stanley King (stanleyking) Student Portfolio' interface. The 'Assignments' tab is active. On the left, there are three filters: 'In Progress' (selected), 'Completed', and 'All'. Below these is a 'Click Details to display more information about the assignment.' callout pointing to a 'Details' link in the table. Another callout points to the 'In Progress' filter with the text 'Click to display status for assignments.' A third callout points to a 'Print' button in the table with the text 'An assignment's status is shown as not started (blank page icon) until a minimum of one task in the assignment is completed.'

**Assignments In Progress:**

Assignment Name	Subject	Date	Level	Status	Teacher
<a href="#">Details</a> Gr 5 Operations with LP	Math	3/28/09 9:10:52 PM	5		Brode
<a href="#">Details</a> Operations Pretest	Math	3/28/09 6:52:24 PM	3		Pasch
<a href="#">Details</a> Gr 5 Idioms	Language Arts	3/28/09 6:27:09 PM	5		Pasch

Below the table, there is a list of assignments with a 'Print' button at the top right. The status column contains several blank page icons.



# FAQs

## Q: I see a blank browser window after logging into Odyssey.

**A:** After clearing cookies, cache, or history on your workstation, you may see a blank browser window when you log into Odyssey. Minimize the blank window and look for a prompt similar to the following:

**When you send information to the Internet, it might be possible for others to see that information. Do you want to continue?**

Click **Yes** and restore the browser window.

## Q: I logged into Odyssey, but I don't see the launch pad.

**A:** If the launch pad does not appear after you log in, it may be hidden behind the login screen. Minimize the login screen or select the launch pad from the taskbar at the bottom of the screen.

## Q: How do I log out of Odyssey?

**A:** When exiting, click the launch pad **X** button; do not click the browser close (X)  button.

To close the student portfolio, click the portfolio **X** \_\_ button.

## Q: How do I complete a test or quiz?

**A:** Use the Odyssey **Stop**, **Exit**, **Turn In**, and **Continue** buttons after completing tests and quizzes. If you use the browser window's **X** button to close a completed test or quiz window, your activity results may not be logged correctly.

## Q: May I adjust the text size in my browser?

**A:** Adjusting the text size to **Largest** in Internet Explorer may result in less than optimal screen display. Set the text size to **Medium** in Internet Explorer.

## Q: The taskbar is in front of my Odyssey screen.

**A:** The Windows XP taskbar may partially obscure Odyssey screens. To auto-hide the taskbar, right-click the taskbar and click **Properties**. In the **Properties** dialog box, check **Auto-hide the taskbar**, and click **OK**. The taskbar remains hidden but pops up when you move the cursor to the bottom of the screen.

## Q: The control strip is in front of my Odyssey screen.

**A:** On Mac computers, it is recommended that you minimize the control strip on the desktop.

## Q: May I maximize Odyssey screens?

**A:** You can maximize or resize most Odyssey screens. CompassLearning recommends that you leave the screens at their default and original size.

## Q: My pop-up blocker is preventing Odyssey from opening windows.

**A:** Disable any third party pop up blocker installed on a workstation. The pop up blocker in Windows XP SP2 must also be disabled. Odyssey requires the capability to have at least two browser windows open simultaneously.

## Q: May I use keyboard shortcuts?

**A:** When you are using Odyssey, avoid browser keyboard shortcuts, such as F11, F3 (find), and F5 (refresh). Use the Odyssey navigation buttons instead of the function keys (keys across the top of the keyboard). One exception to this is using the F8 function key for displaying closed captions in some Language Arts 38 activities (see below).

## Q: Does Odyssey offer closed captions?

**A:** Yes, for Odyssey Language Arts 38 activities in these chapters:

- Vocabulary Skills
- Process Skills: Think Alouds
- Comprehension
- State Simulation Assessments

To display closed captions for these activities, students may press the F8 function key.

## Q: May I use the Delete key?

**A:** When you are using Odyssey, do not press the Delete key. Instead, use Odyssey's back buttons.

## Q: Does Odyssey use right-click or Control-click shortcuts?

**A:** When you are using Odyssey, do not use rightclick (Windows) or Controlclick (Mac) shortcuts. Use Odyssey's buttons and menu items instead.

## Q: Does Odyssey respond to double-clicks?

**A:** Avoid multiple clicking in Odyssey. All Odyssey functions are initiated by single mouse clicks.

# For Parents

With Odyssey, schools can encourage parents to access their child's Odyssey accounts. With a parent user name and password defined, parents have access to the student's individual portfolio of a student's recent work, assignments, and scores, organized in the same tabs as the student portfolio. Access to your child's Odyssey portfolio lets you view recent work, assignments, and attendance within Odyssey, helping meet Title IV requirements.

## Recent Work

Selecting the **Recent Work** tab displays activities your child has worked on the current day, the current day plus the past week, or the current day plus the past 31 days.

- To preview an activity, click the activity name.
- To display the questions and answers to a quiz or chapter test, click the score (not shown).
- To display the objectives tested and the score on an objective-based test, click the score. **Click X to log out.**

**John Adams (johnadams)**  
Student Portfolio

Recent Work | Assignments | Reports | Help

Attendance  
Last Login: 3/7/2009

Print

**John Adams (johnadams)'s Recent Work for period 2/4/2009 to 3/7/2009**

Activity Name	Type	Subject	Date	Score	Status
Crystal Lake		Language Arts	2/26/09 12:42:36 PM	N/A	
Explorer 5 Algebra Test		Math	2/24/09 3:19:47 PM	43%	
Explorer 5 Writing Strats Test		Language Arts	2/25/09 4:31:58 PM	N/A	
<a href="#">Password, Please - 40897</a>		Math	2/25/09 11:36:50 AM	100%	
Spring Break		Language Arts	2/25/09 5:07:51 PM	N/A	
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**Icon Key**

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- Chapter Test
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**Status**

- Complete
- Incomplete
- Not Started
- Suppressed

Close

Display your child's work on activities for:  
Today  
Week  
Month

Click to display the icon key.

Click a column heading to sort.

Status icons display progress.

Click to preview the activity.

Click a score to display questions and answers for quizzes and chapter tests; or objectives tested and the score for an objective-based test.

## Assignments

Selecting the **Assignments** tab displays your child’s assignments in progress, completed, and not started for today plus the past 365 days. Clicking **Details** for an assignment displays information about all of the activities in the assignment.

**NOTE Recent Work** displays student status for **activities**; **Assignments** displays student status for **assignments**.

## Reports

Selecting the **Reports** tab lets parent users generate three reports:

**Attendance** displays—for a time period you select—how often your child has worked in the system each day and for how long each day.

**Duration** displays—for a time period you select—all the activities your child has completed and the time spent on each. You can view the activities and your student’s answers on quizzes and tests. To focus the information displayed, select a specific subject. To preview an activity, click the activity name. To display the questions and answers to a quiz or chapter test, click the score (not shown below). To display the objectives tested and the score on an objective-based test, click the score (not shown below).

Print from the PDF view.

**Student Score** displays—for a time period you select—scores for all of the activities your child has completed, along with the

1. Select a report.

2. Select a subject.

3. Select a date range.

5. Click Generate.

Click to preview the activity.

Language Arts Level 1	Number of Completions	Completed Date	Completed Time	Time on Task(hh:mm:ss)
<a href="#">Explorer 3 WA &amp; Vocab III Test</a>	5	09/01/2005	12:10:02 PM	00:07:40
<b>Total Time spent in Language Arts Level 1</b>				
00:07:40				
Language Arts Level 2	Number of Completions	Completed Date	Completed Time	Time on Task(hh:mm:ss)
<a href="#">Comprehension: Story Elements with Setting - LA372</a>	1	01/09/2007	3:57:34 PM	00:09:20
<b>Total Time spent in Language Arts Level 2</b>				
00:09:20				
Language Arts Level 3	Number of Completions	Completed Date	Completed Time	Time on Task(hh:mm:ss)
<a href="#">Old Time Word Show: Let Me Practice (homophones) - R0024</a>	1	09/26/2007	8:25:31 PM	00:05:04
<b>Total Time spent in Language Arts Level 3</b>				
00:05:04				
Language Arts Level 4	Number of Completions	Completed Date	Completed Time	Time on Task(hh:mm:ss)

time spent on each. You can view your child’s answers on quizzes and tests and preview activities. To focus the information displayed, select a specific subject and activity.