Support for Educators: Using Lexia® Programs at Home

LexiaUK understands that, whether you are in the classroom or supporting students remotely, you are at the heart of student success. We want to make sure that you have the resources you need to continue to support students and their families during extended time away from school. Here are some key resources to help you support the successful implementation of Lexia products.

Our customer Support Team are hosting a series of 30-minute webinars to support educators with using Lexia at home and understanding the admin around this. **Register here to join us**!

In addition to the information on this page, this Remote Learning with Lexia sheet provides information about key program features to help inform contingency planning and support the successful continuity of student learning.

Here are some steps you can take to support home learning for your students.

Sharing Login Information with Families

Please provide parents or guardians with the following:

- Direct Login: The **email address of a staff member** who has an account in the myLexia® administrator dashboard (this is used to connect the program to your school's account). The **student's username and password**. It may help to print login cards from myLexia so that you can send them home with students or email them to families. Go to the Manage Tab (in myLexia), Click the box to the left of the class name, and select the Print Login Cards button at the bottom.

- Another way to share login information is using Home Letters available in multiple languages:
    o Core5 Home Letter (English)
    o PowerUp Home Letter (English)

For Core5 Home Letters in additional languages, visit *myLexia.com > Resources > Core5 Resources Hub > School-to-Home*

For technical support while using the program at home, families can contact Lexia Customer Support at customercare@lexiauk.co.uk. Please note that Lexia Customer Support is not able to provide parents with student usernames or passwords, or teacher emails.

Expanding Use: Rostering and Access

In some cases, schools will be rostering new or additional students at this time. If you are not the member of the team that oversees account provisioning for Lexia, the best course of action is to reach out to the person or department that typically rosters accounts, and let them know that you will be expanding use.

If you oversee the provisioning of Lexia accounts, we strongly recommend that you continue to use the same method for rostering accounts that you have up to this point to limit the disruption to staff and students. You will likely use one of the following methods:
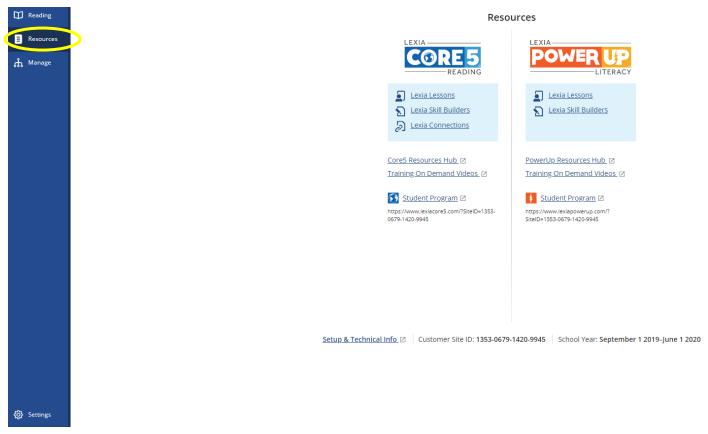
- **Manual Account Creation** You can individually create each student, class, and staff account in myLexia or you can import spreadsheets to create your staff and student accounts.

Note: Any staff member with a Teacher access role can create students and add them to a class.

Accessing and Sharing Program Resources

Accessing Program Resources
Log into myLexia and click the Resources tab on the left-hand side.

- **Setup & Technical Info:** This page has links to documents related to administrative setup, licensing, etc.
- **Resource Hubs:** There is a Resource Hub link for each program to which you have access. The hubs contain teacher's manuals, scope and sequence documents, information for parents about using Core5 and/or PowerUp from home, and more.
- **Training on Demand Videos:** These brief videos demonstrate how to manage myLexia accounts and how Lexia programs support student learning.
- **Site-Specific URL:** Create links or bookmarks using your site-specific URL for each student program to bypass the teacher email entry page and simplify the student login process.

Consider sharing some of the following with families as a packet or via your learning management system.

Visit *myLexia.com > Resources* for

- Core5 Lexia Skill Builders, Lexia Connections, and Lexia Lessons
- PowerUp Lexia Skill Builders and Lexia Lessons
- You may choose to share these resources with families in the following ways:
- Download PDFs from myLexia and email to families
- Print packets to send or mail home

<u>If home printing is limited or unavailable consider the following:</u>

- Skill Builders: Students can write the answers to many questions in a notebook. Alternatively, a PDF mark-up or annotation tool can be used to complete many of the Skill Builders electronically if they cannot be printed.
- Lessons: Most Lexia Lessons can be delivered without printing the PDF. Often, the reproducible materials that accompany the lesson can be created by hand or viewed electronically.

Additional supplemental resources can be also be shared with families and include the following:

Visit *myLexia.com > Resources > Core5 Resources Hub > Support* for Instruction for:

- Core5 Flash Cards
- Lexia Close Reads for Core5
- Printable Core5 Comprehension & Fluency Passages
- Core5 Writing Prompt Pack
- Visit *myLexia.com > Resources > PowerUp Resources Hub > Classroom Resources* for:
- Printable PowerUp Comprehension Passages
- Visit *myLexia.com > Resources > PowerUp Resources Hub > Support* for Instruction for:
- PowerUp Writing Prompt Pack

<u>Monitoring Progress and Supporting Families</u>

You can log in to myLexia.com using a supported browser or the myLexia mobile app to monitor student progress.

We recommend that you log in at least once a week to check the Class Action Plan and, if possible, follow up with families as needed to support students.

You may choose to communicate updates about usage and progress with families via email and may consider downloading and sharing recommended Lexia Lessons with parents or guardians for instruction to be done at home.

Important note about home access: To protect the privacy and security of students, LexiaUK representatives do not share login credentials with anyone who is not a staff member with a myLexia account. Schools must provide usernames, passwords, and teacher emails to parents and guardians if they wish to have students access the program remotely. If parents contact Lexia Customer Support to request this information, they will be directed to contact their school, and our Customer Support will assist the school staff member as needed to address any request.