

EDSBY FOR PARENTS

Hello RCSD High School Parents & Guardians,

Regina Catholic Schools had chosen Edsby to give you a modern way to follow your child(ren)'s academic progress, get school updates, submit absences, and much more. We are excited to invite you to this platform!

Families are an important part of the school community, and Edsby is a great tool to support your child(ren). Edsby pulls together real-time information about students and presents it in a clear, easy-to-understand format for families.

Before invitations are sent this month, please ensure that the email address your school has on file is up-to-date. Each parent/guardian requires a unique email address on file—please do not share the same email address.

On **September 16th**, please watch email inbox for an invitation from Edsby to connect to your child in high school. If you have a child in elementary school, you will get that invitation on September 30th. Each parent/guardian of the child will be required to create an account. You will only need to create an account once. If you have multiple children—even if they attend different schools—you will have access each of them in one account.

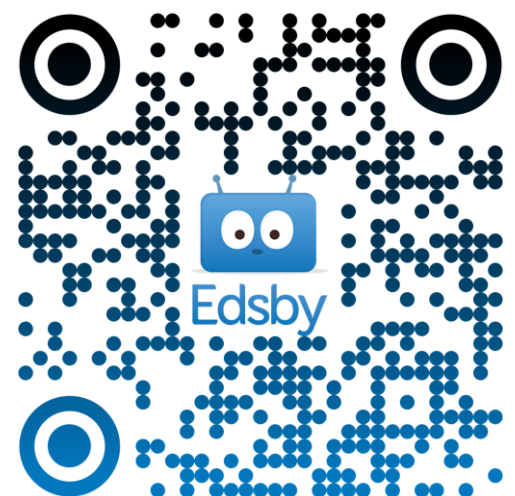
To activate a new Edsby account, or connect a student to your existing Edsby account, you will **click the link that comes in the emailed invitation**.

If you have any questions, please [watch our video](#) (or scan the QR code) which clearly explains the process for creating your account.

We look forward to connecting with you on Edsby very soon!



Yours in education,
Regina Catholic Schools



EDSBY FAQ FOR PARENTS

How do I start using Edsby?

Edsby will send an invitation to the email address you've given the school. The subject of the email will be "Invitation from Edsby to connect with (your child's name)'s school." The invitation is sent to all families as a bulk message, so please check your spam or junk mail. Invitations will be sent out September 16th for High School students and September 30th for Elementary students. Before invitations are sent, it is important that each parent/guardian using Edsby has their own unique email address on file at the school.

How do I create an Edsby parent account?

You only need one Edsby parent account, but you will receive a separate email invitation for each of your children. Please make sure that the school has unique email addresses on file for both parents/guardians.

To create an account, click the link in your emailed invitation. Your email address and username will already be entered. You will be asked to enter and confirm a password. Create your Edsby account. This will log you in, and a "Welcome to Edsby" message will be sent to your email address. The information for your child will be immediately visible to you.

How do I link multiple children to one Edsby account?

If you have more than one child attending a school in RCSD, you will get a separate email invitation for each child. You will use the same account for each child.

If you have created your Edsby account for your first child, you will click the link in the email for each additional child, and then choose *Login to your existing Regina Catholic Schools Edsby parent account*. Enter your Edsby username (your email) and password. Repeat for each child. Your Edsby account will show all your children.

How do I access Edsby?

- On computer: visit rcsd.edsby.com on any web browser.
- On an IOS or Android device: download the Edsby app. The server name is RCSD.

How can I view Edsby in other languages?

Edsby automatically uses the language of your web browser or device's operating system. However, if you want to change the language, go to *Account Settings > Preferences > Preferred Language*. Parents and students can set their language preference in both the web browser and app.

Edsby also supports [Microsoft Translator](#) and [Google Translate](#) browser extensions. A student or parent can use either of these tools to translate any content in Edsby. Learn more about configuring languages in Edsby [here](#).

How will I know that I have been invited to Edsby?

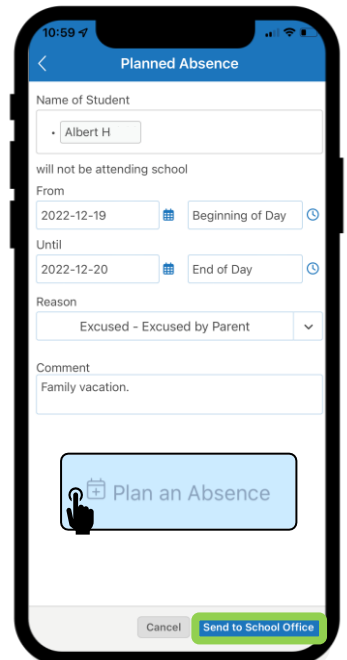
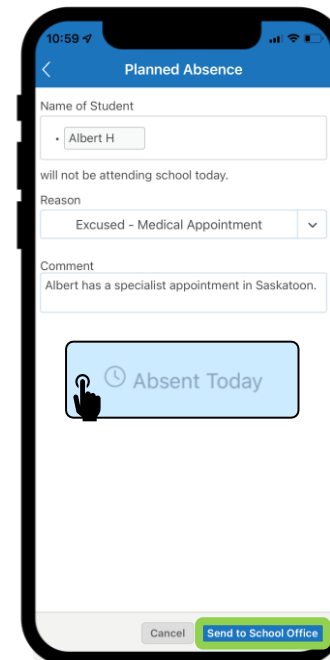
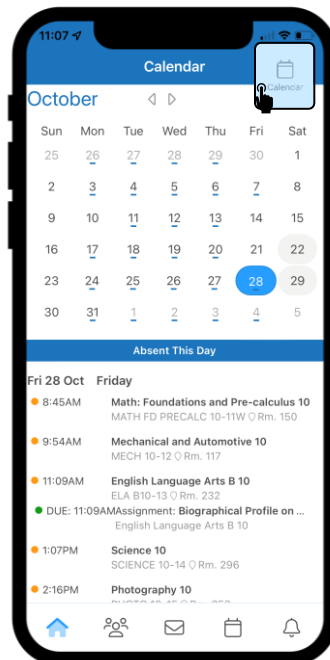
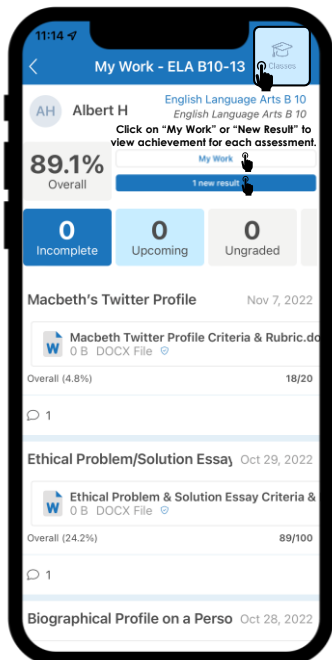
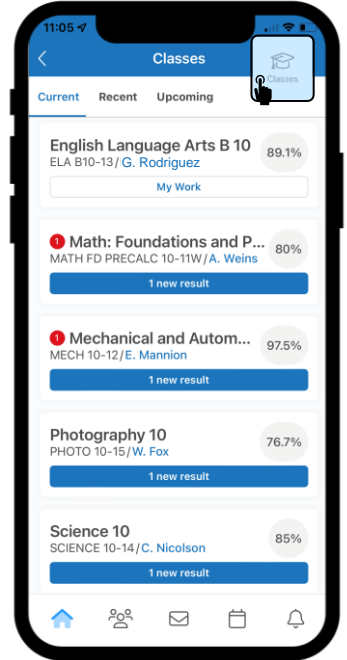
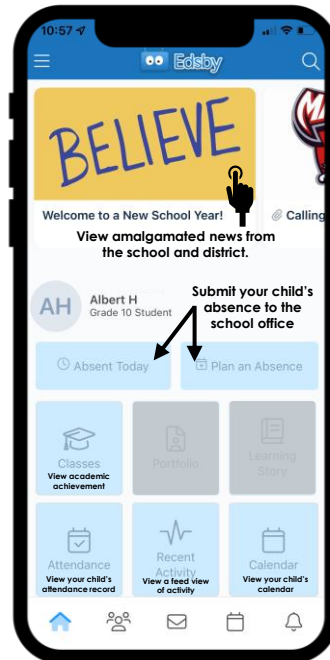
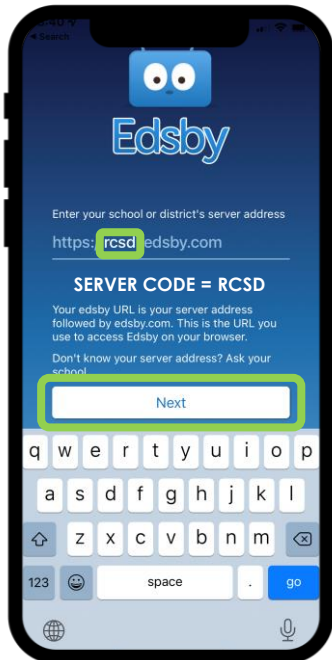
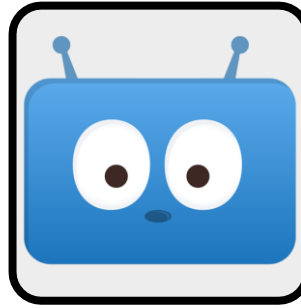
You will get an email to the email address you have given the school. The subject is "Invitation from Edsby to connect with (your child's name)'s school". The invite is a bulk invite, so please check your spam or junk mail if you do not see it in your inbox.

Can I schedule an absence for my child using Edsby?

Yes. You can schedule an absence for your child for the current date or a date in the future. [Click here for more information on planning absences.](#)


EDSBY APP FOR PARENTS

Search “Edsby” in your preferred app store and install on your phone/tablet and follow the steps below.



NEW GRADING FLAGS

- Edsby is designed to increase student engagement/empowerment and aligns with best practice assessment pedagogy.
- Edsby assessment flags will replace the previous gradebook codes of NHI, NHIO, UNEX, OMIT, and RCVD.
- Unlike the previous gradebook platforms, Edsby assessment flags do not have a value or calculation behaviour associated with them. Therefore, no flag will apply an automatic zero.
- It is expected that students complete all assessments even if they are submitted past the teacher assigned due date.
- Late assignments will receive a grade flag of OVERDUE until such time as they are submitted. It is an expectation that late assignments be handed in as soon as a possible. Overdue work will be accepted up until the next assignment recovery day. After this, incomplete tasks will be graded as 0.
 - It is important to note that the overdue flag does not have an impact on a student's average. Students with overdue flags will not see the most accurate course grade until the overdue assignments are submitted or are graded as 0 after recovery day.
- Teachers are committed to providing quality assessments and ongoing feedback to learners.
- Edsby will empower families to encourage their child to complete all assessments and monitor their child's academic progress in each course.
- The purpose of Edsby's assessment flags is to provide teachers, students, and parents/guardians with additional information about academic achievement, progress & work habits, so that interventions supportive to student success can be enacted prior to impacts on a student's average in a course.

<div>  EDSBY ASSESSMENT FLAGS </div>				
PARENT/STUDENT PORTAL VIEW	MY WORK	SUMMARY	DESCRIPTION	NEXT STEPS
Overdue	OVERDUE	INCOMPLETE	The due date has passed for a required assessment. An opportunity still exists for the student to complete/submit the assessment. There is no impact on the student's overall average at this time. A zero will be applied if the assessment is not submitted by the next recovery day.	Once the student submits the assignment, the teacher will switch flag to Received Late in order to clear the overdue and incomplete status in the student's My Work Summary.
Received Late	N/A		The assessment was submitted after the due date.	Teachers will add the student's grade on the assignment to the gradebook once it is assessed. The flag will stay for tracking purposes.
Reschedule	INCOMPLETE		An in-class assessment has not been completed. The student is responsible for arranging a time with the teacher to complete it. There is no impact on the student's overall average at this time. A zero will be applied if the assessment is not completed by the next recovery day.	Once the student completes the assignment, teachers will remove flag in order to clear the incomplete status in the students' My Work Summary.
Excused	N/A		The student has not attempted the assessment, and no grade is recorded in the gradebook. Therefore, it will not have any impact on the student's overall average. The teacher has used their professional judgement and other assessments to evaluate the outcomes related to this task.	N/A
Overall (-)	N/A		The student has attempted the assessment and the grade has been recorded in the gradebook. However, the teacher has excluded the assessment from contributing to the student's overall average. The teacher has used their professional judgement and other assessments to evaluate the outcomes related to this task.	Teachers will keep the recorded grade in the gradebook for informational purposes. The assessment will not impact the student's overall average.
0	N/A		A grade of 0 indicates either: a) The student has attempted a required assessment with a result of 0, or b) A required assessment was not submitted and the opportunity to receive a grade for it has passed. A grade of 0 has been applied. The student is still encouraged to complete and submit the assessment, as it may be considered as evidence of learning to determine a passing grade	N/A