

## Rostering Back to School Features – 2023–2024

For the 2023–2024 school year, EasyBridge will provide you with additional tools to manage your users. In addition, for teachers who manually roster their classes, they will have a new way to roster their classes on the Savvas Realize™ Learning Management System in addition to the existing methods available to them.

### User Management – Highlights

Enhanced User Management features that save you time when it comes to managing your students, teachers and administrators.

- Save time by being able to suspend and delete users that no longer need access to the system. No need to call Savvas Technical Support to achieve this.

SAVVAS EasyBridge

Welcome Mike | Help | Support & Training | Settings | Sign Out

Schools Users Classes Products Learning Systems View Reports District

< Matt Swanson

Student profile

Account links

Student Profile \* Required field

First name \* Matt Middle name Last name \* Swanson

Email address

School(s) \* (2) Selected Grade 10

Username \* For Savvas login test\_user12321 Username available SIS user ID

Delete user Suspend user

Profile created manually on Oct 13, 2013

Create user

Which type of user would you like to create?

☒ Administrator  
☐ Teacher  
☐ Student

Users created manually in EasyBridge are not associated with any automated update process. They will be required to login directly to Savvas platforms, which does not include single sign-on from the district.

Cancel Next



Savvas access \*

☐ EasyBridge (includes Realize reports)  
☐ Realize assessment authoring and sharing (includes Realize reports)  
☒ Realize reports  
☒ SuccessMaker Admin Dashboard and Reports

Email notifications \*

☒ Off  
☐ Individual and daily summary  
☐ Only daily summary

Save Cancel

- Create Administrators under the new accounts area and assign them different levels of Savvas Access.

- Improved Class filtering will allow you to manage classes more quickly and efficiently.

**Search Classes** | Your district has 23022 active classes. [View all](#)

**Roster Source(s):** ☒ Auto Rostered ☒ Manually Rostered ☒ Google Classroom

**Show:** ☐ Only Show Linked Google Classes ☐ Only Show NYR Opted-Out Classes ☐ Show Deleted Classes ☒ Show Hidden Classes  
☒ **Only Classes Without Teachers** ☐ Only Classes With Manual Teachers

Class Name: [v] Contains the text: [ ] [x]

+ Add Filter [Search]

<input type="checkbox"/> Class ^	Teacher	Grade	School	Subject	Roster Source
<input type="checkbox"/> 2nd Grade English_Updated - 2(A) - YR-23	No Assigned Teacher	03	Apple Grove High School	English_Updated	Auto Rostered - PowerSchool

- The “Only Classes Without Teachers” filter will help you sort through resource gaps at the beginning of the year.

**Search Classes** | Your district has 23022 active classes. [View all](#)

**Roster Source(s):** ☒ Auto Rostered ☒ Manually Rostered ☒ Google Classroom

**Show:** ☐ Only Show Linked Google Classes ☐ Only Show NYR Opted-Out Classes ☐ Show Deleted Classes ☒ Show Hidden Classes  
☐ Only Classes Without Teachers ☒ **Only Classes With Manual Teachers**

Class Name: [v] Contains the text: [ ] [x]

+ Add Filter [Search]

<input type="checkbox"/> Class ^	Teacher	Grade	School	Subject	Roster Source
<input type="checkbox"/> 2nd Grade English_Updated - 1(A) - YR-23	Gerald Smith Sue Smith	02	Apple Grove High School	English_Updated	Auto Rostered - PowerSchool

- The “Only Classes With Manual Teachers” filter will help you pinpoint those classes with manual teachers that could be acting as substitute teachers that may need to be cleaned up.

- Administrators now have the power to add an expiration date to manually added teachers that belong to a class. If an End Date is supplied, teachers will lose access to the class at the end of the date specified.

Teachers   <a href="#">Add Teacher(s)</a>   <a href="#">Remove Selected Teacher(s)</a>								
2 enrolled, 1 deleted								
	Teacher Name	Teacher of Record ▼	Teacher Assignment	Start Date	End Date	Updated By	Updated Date	Status
<input type="checkbox"/>	Gerald Smith	No	Manually Added	Jun 26, 2023	Apr 12, 2024 <a href="#">✎</a>	EBP_Test Admin	06/26/2023	Enrolled
<input type="checkbox"/>	Sue Smith	No	Manually Added	Jun 26, 2023	Apr 12, 2024 <a href="#">✎</a>	EBP_Test Admin	06/26/2023	Enrolled

- Administrators will be able to Increment a student's grade level in bulk. This new feature will allow admins to promote students in the selected schools from within EasyBridge.

**SAVVAS EasyBridge** Welcome maria1 | [Help](#) | [Support & Training](#) | [Settings](#) | [Sign Out](#)

Schools Users **Classes** Products Learning Systems **View Reports** **District** **New Year Rollover** **Increment Grade Level**

**Classes** **Bulk Add/Update Classes**

**Search Classes** | Your district has 93 active classes. [View all](#)

**Roster Source(s):** ☐ Auto Rostered ☐ Manually Rostered ☐ Google Classroom

**Show:** ☐ Only Show Linked Google Classes ☐ Only Show NYR Opted-Out Classes ☐ Show Deleted Classes ☒ Show Hidden Classes ☐ Only Classes Without Teachers ☐ Only Classes With Manual Teachers

Filter By ... Search will ...

+ Add Filter

**New Year Rollover** **Increment Grade Level**

Incrementing the grade level will raise the current grade level for all the students. It is recommended that this be coordinated with your New Year Rollover process. Students who were previously incremented for the current year will not be included when running the process.

**Organizations to increment**

☒ Entire District

☐ Select (individual schools)

Select school(s)

**Options**

☐ Exclude 12th graders

☐ Promote 12th graders to Grade 13

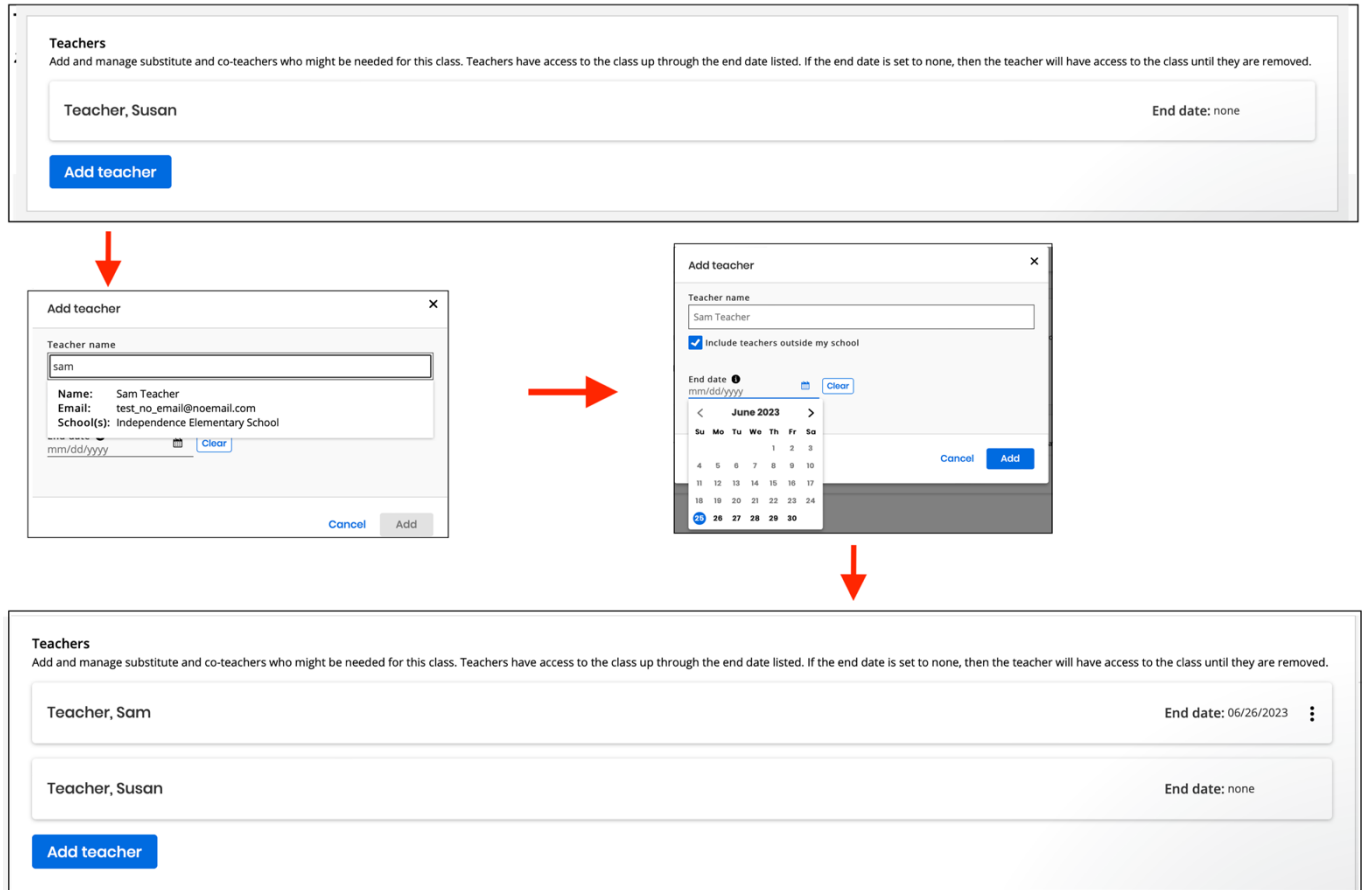
☐ Promote 12th graders to Ungraded (UG)

- Using the bulk method to increment grade levels will be a required step for schools using SuccessMaker if they are not using another method to increment student grade levels.

# Teacher Roster Changes – Highlights

Teachers now have the ability to add their own co-teachers to classes in Realize and for those teachers that manually roster classes, they can take advantage of the time saving “Roster by Class Code”.

- Under the Realize Class Settings, teachers can add and manage other teachers that need access to their classes as well as add an expiration date if desired.



- For those teachers that manually roster classes in Realize we created a new time saving feature called “Roster by Class Code” that will allow teachers to invite students with an existing Realize account to join their class using a class code.

The screenshot shows the 'Class Settings' page for a class named 'Literacy Grade 5'. The page is part of the Realize interface, with a sidebar on the left containing links to Assignments, Data, Students & Groups, Discuss, Settings (highlighted), and Programs. The main content area is titled 'Class Settings' and includes a 'Save' button. It contains the following fields and options:

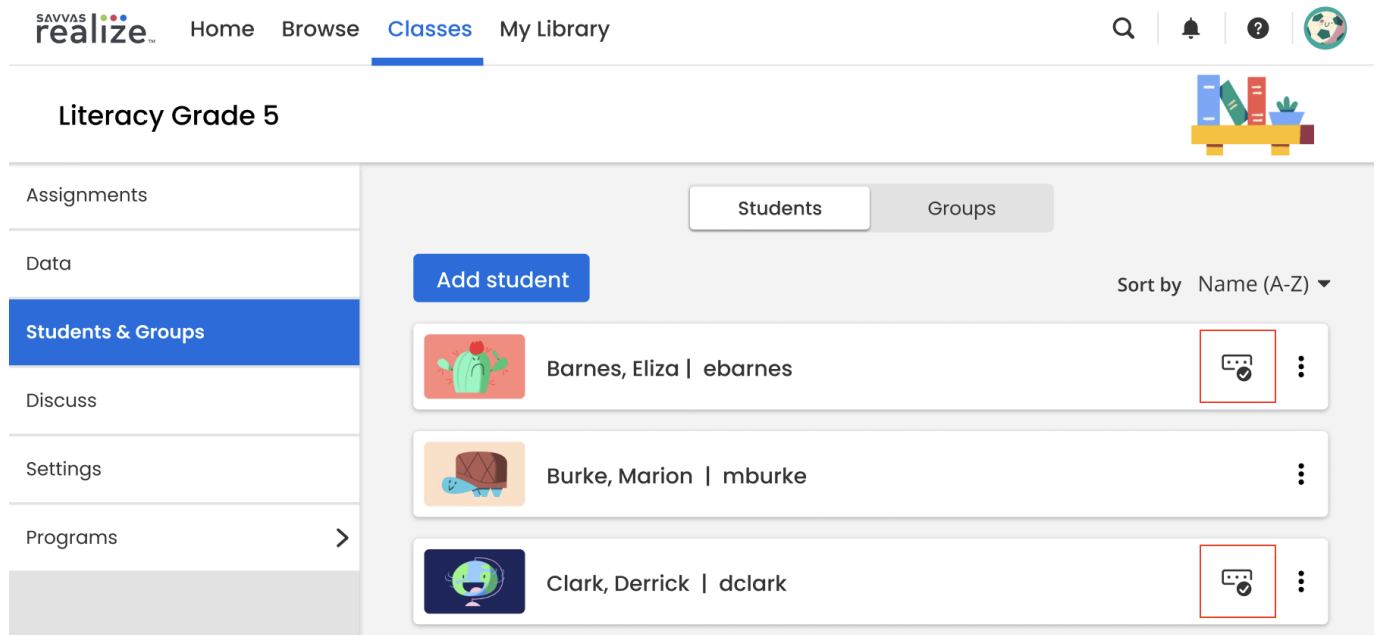
- Class Name:** Literacy Grade 5
- Institution:** REALIZE EDITORIAL SCHOOL
- Class Code:** KSA02D
- Allow students to join this class using class code:** On (checked)
- Buttons:** Copy code, Generate new code
- Class Picture:** A grid of 10 icons representing various subjects like science, math, and general education.

- Teachers can manage Class Code under class setting and give that code to the students.

The screenshot shows the 'Join Class' page for students. At the top, the Realize logo is visible, followed by navigation links: Home, Browse, and Classes (highlighted). The main text reads: 'You are not enrolled in any class yet'. Below this, it asks 'Got a class code from your teacher?' and features a blue 'Join class' button. At the bottom, there is a large, empty rectangular box for the user to enter their class code.

- Students can click on the “Join Class” button in Realize and join with Class Code

- o Students that joined the class with a code are differentiated in the Students and Groups section of the class.



The screenshot shows the Savvas Realize interface for a class named "Literacy Grade 5". The "Students & Groups" section is active, displaying a list of students. The "Students" tab is selected, and the "Add student" button is visible. The interface includes a sidebar with navigation options like Assignments, Data, Students & Groups, Discuss, Settings, and Programs. The top navigation bar shows Home, Browse, Classes, and My Library. The right side of the page has a search icon, a bell, a question mark, and a globe icon.

Student Name	Student ID	Actions
Barnes, Eliza	ebarnes	More options (three dots)
Burke, Marion	mburke	More options (three dots)
Clark, Derrick	dclark	More options (three dots)

- o The use of "Roster by Class Code" can be controlled by the administrator in EasyBridge or turned off by the teacher under the class settings.