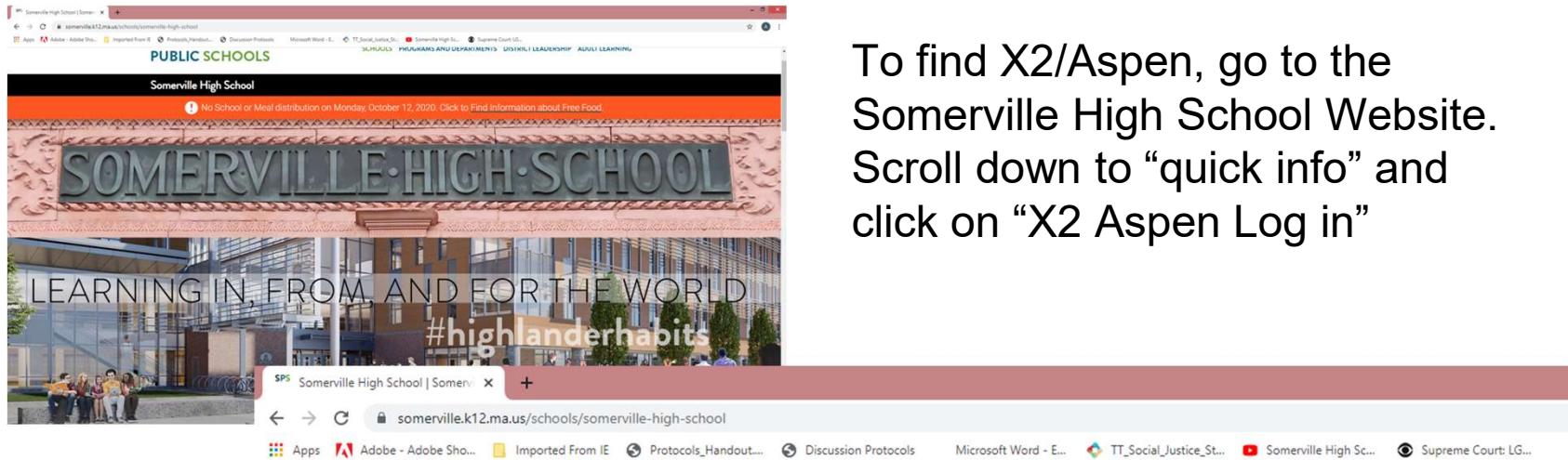


Using Aspen - A Quick Guide for Parents and Guardians

Somerville High School Fall 2020

What is X2/Aspen?

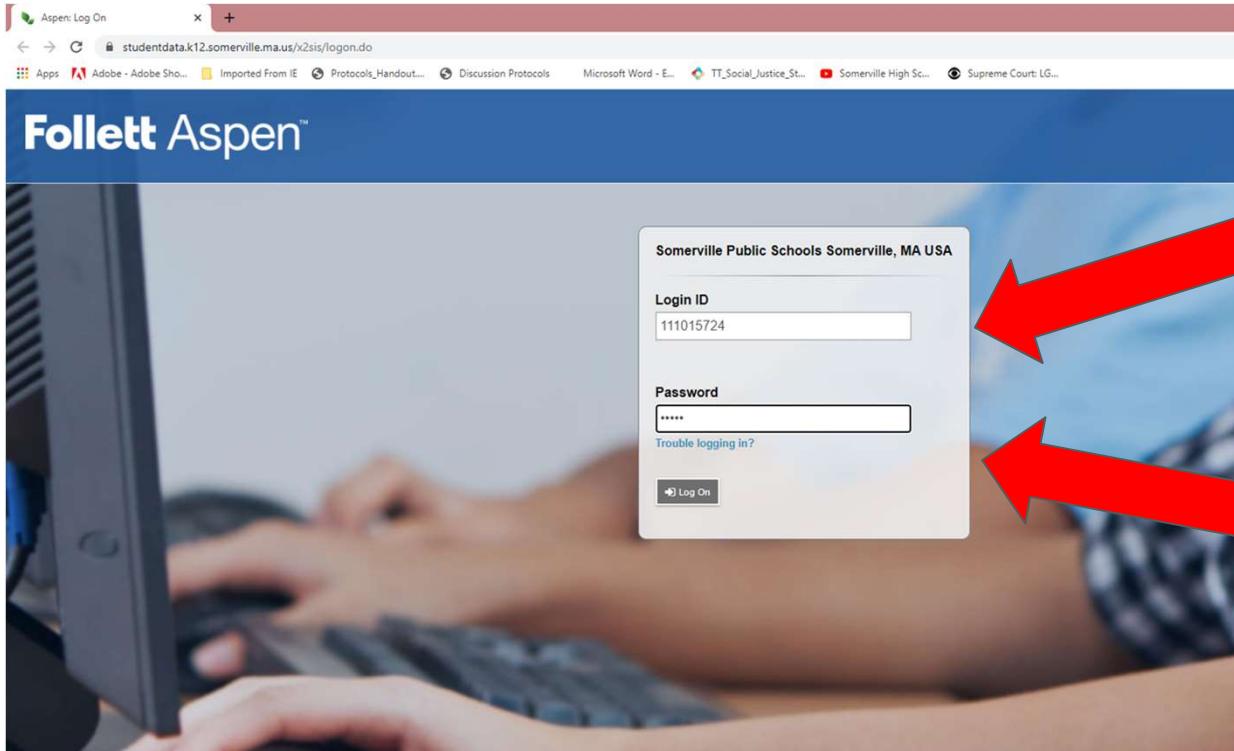
X2/Aspen is Somerville High School's student information system. Students and families can find most of their essential SHS information in X2/Aspen, including announcements and opportunities, their schedule, Google Classroom codes, zoom links, and grades.



To find X2/Aspen, go to the Somerville High School Website. Scroll down to “quick info” and click on “X2 Aspen Log in”

QUICK INFO

- [Breakfast and Lunch Menus](https://somerville.k12.ma.us/foodresources). Free breakfast, lunch, and other food resource information can be found here: <https://somerville.k12.ma.us/foodresources>.
- X-2 Aspen Login: <https://studentdata.k12.somerville.ma.us/x2sis/logon.do>
- Student newspaper: [The Piper](#)
- Join an [After School Club or Activity](#)
- SHS Library Website: <https://sites.google.com/view/shs-library/home>
- Destiny Library Catalog: <https://somerville.follettdestiny.com>
- SFLC School Based Family Liaison, [Vanety Cruz](#)
- SHS Volunteer Coordinator: Please contact [Meghan Sousa](#)
- School Nurses: 2020-2021 SHS Nurses are Terri Emens, Maria Tully (ext. 6168 and 6164). [School Nursing](#)
- [CHA Somerville Teen Connection](#)
- Transcripts: Graduates from Somerville High School who require copy of their transcripts and companies seeking high school graduation verification should contact [Barbara Favaloro](#).
- [Contact Somerville High School](#)



To log into Aspen, type in your student's 9 digit local identification number. It should start 11100.....

Then enter the password.

If you don't know your student's ID number or password, ask your student, or contact the appropriate SHS House.

Pages My Info Academics Groups Calendar Locker Quest

Announcements

Home
Page Directory

- Welcome to Aspen by Follett Software Company.
- Monday, October 12th: NO SCHOOL-Indigenous Peoples' Day

The rest of the schedule remains the same for the A Week. Thank you!

- Click on the links below for announcements:
 - [12th Grade-Class of 2021](#)
 - [11th Grade-Class of 2022](#)
 - [10th Grade-Class of 2023](#)
 - [9th Grade Experience-Class of 2024 NGE](#)
 - [Multilingual Information](#)
- [Student Resource Guide](#)
- [Student Technology Quick Links!](#)
- High School students can use this link to order your MBTA bus pass.
- Click [here to view](#) your teacher's Google Classroom codes and the supplies needed for your classes. Also, please join you grade level Google Classroom page. Highlanders- you must be signed into your K12 account to see the codes.
- Can't get into your Zoom - you must be in your K12 account. If you have are using the district-issued Chromebooks, please [Sign Out](#) of the Chromebook or [Restart](#) the Chromebook by pressing the Power Button and choosing the appropriate menu option. **Closing and opening the lid will not work.** Signing back in to a district-issued Chromebook will automatically log you into their K12 Zoom account so you will be able to join a Zoom meeting without needing to sign in again. **If you have any immediate issues, please send an email from YOUR SCHOOL ISSUED EMAIL TO: GoogleSupport@k12.somerville.ma.us.**
- Click [here](#) for Somerville Teen Connection Information
- SENIORS: Yearbook Information-Everything you need to know for the Class of 2021

You will see an announcements page when you first log in. There are many helpful links here, such as links to get technology help, bus passes etc. There are also links and contact information for each of your classes.

- PHYSICS C-MECHANICS AP - Teich, Yaron - 7(A-W)
 - [7 - Mr. Teich's AP Physics C: Mechanics](#)

Link to Zoom Class -- password is [REDACTED]

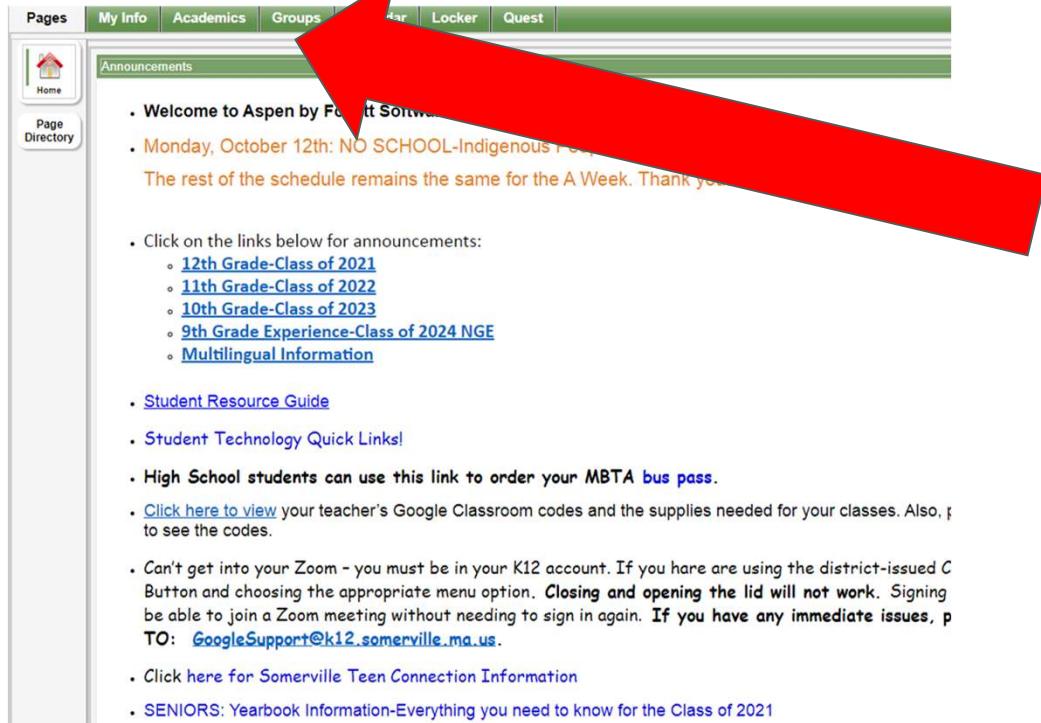
Google Classroom Code: [REDACTED]

[yteich@k12.\[REDACTED\].us](mailto:yteich@k12.[REDACTED].us)

Office Hours: 2:15-2:45pm (Mondays and Tuesdays)

Remote 7 meets from 8:00-8:45am on Mon/Tues/Thurs/Fri

On the main announcements page, when you scroll down, you should be able to find contact information and zoom links for each class. This is an example of what you might see.



Pages My Info Academics Groups Star Locker Quest

Announcements

- Welcome to Aspen by Puffett Software
- Monday, October 12th: NO SCHOOL-Indigenous People's Day
- The rest of the schedule remains the same for the A Week. Thank you.

Click on the links below for announcements:

- [12th Grade-Class of 2021](#)
- [11th Grade-Class of 2022](#)
- [10th Grade-Class of 2023](#)
- [9th Grade Experience-Class of 2024 NGE](#)
- [Multilingual Information](#)

[Student Resource Guide](#)

[Student Technology Quick Links!](#)

High School students can use this link to order your MBTA bus pass.

[Click here to view](#) your teacher's Google Classroom codes and the supplies needed for your classes. Also, [click here](#) to see the codes.

Can't get into your Zoom - you must be in your K12 account. If you have are using the district-issued C Button and choosing the appropriate menu option. **Closing and opening the lid will not work.** Signing be able to join a Zoom meeting without needing to sign in again. **If you have any immediate issues, p TO: GoogleSupport@k12.somerville.ma.us.**

[Click here for Somerville Teen Connection Information](#)

SENIORS: Yearbook Information-Everything you need to know for the Class of 2021

You can also see your student's grades in X2-Aspen. Click on the Academics Tab.

| Pages | My Info | Academics | Groups | Calendar | Locker | Quest | | | | | | | | | |
|------------|-------------|---|----------|-------------------------------|--------|-----------------------|--------|------------------|--|--------|------|--------------|--------------|--|--|
| Classes | | Attendance | | | | | | | | | | | | | |
| Details | Assignments | Options ▾ | | Reports ▾ | | Help ▾ | | Search on Term | | Filter | Sort | a-z | | | |
| Attendance | | 0 of 9 selected  | | | | | | | | | | Current Year | Current Term | | |
| | | <input type="checkbox"/> Description | Course | Description | Term | Teacher | Clsrm | Term Performance | | Abs | Tdy | Dsm | | | |
| | | <input type="checkbox"/> PHYSICS C-MECHANICS LAB - SEM | 383L-001 | PHYSICS C-MECHANICS LAB - SEM | 1 | Teich, Yaron | PHYS1 | | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> FITNESS EDUCATION | 931-023 | FITNESS EDUCATION | 2 | Carter, Matthew | GYM2 | | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> ENGLISH LITERATURE AP | 040-002 | ENGLISH LITERATURE AP | 9 | McCracken, Lindsay | EN6 | 95.56 | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> Mentor | SPA-073 | Mentor | 9 | Linville, Thomas | REMOTE | | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> SPANISH 5 HONORS | 454-002 | SPANISH 5 HONORS | 9 | Piper, David | LA5 | 100.0 | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> WORLD HISTORY MODERN AP | 130-005 | WORLD HISTORY MODERN AP | 9 | Blake, Theodore | SS7 | 100.0 | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> ORCHESTRA HONORS | 853-001 | ORCHESTRA HONORS | 9 | Blickenderfer, Andrew | ORCH | | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> CALCULUS AP-AB | 251-004 | CALCULUS AP-AB | 9 | Semple, Eric | MA10 | | | 0 | 0 | 0 | | | |
| | | <input type="checkbox"/> PHYSICS C-MECHANICS AP | 383C-001 | PHYSICS C-MECHANICS AP | 9 | Teich, Yaron | REMOTE | 90.08 A- | | 0 | 0 | 0 | | | |

Click on a class name to get more specific information about assignments and grades in that class

You can see students' current grades in each class

The screenshot shows a school management system interface. At the top, there's a navigation bar with links for Pages, My Info, Academics, Groups, Calendar, Locker, and Quest. Below the navigation bar, it says "Classes :: 040-002 - ENGLISH LITERATURE AP".

The main area has three tabs: Details, Assignments, and Attendance. The Attendance tab is currently selected, showing an "Attendance Summary" table with columns for Type (Absent, tardy, dismissed) and four time periods (T1, T2, T3, T4). The teacher listed is McCracken, Lindsay.

On the right side, there's an "Average Summary" table showing category weights and averages for Assessments, Classwork, Essays & Papers, and Homework.

A large red arrow points upwards from the bottom of the first screenshot towards the top of the second screenshot.

The second screenshot shows the same interface but with the Assignments tab selected. It displays a list of assignments with columns for AssignmentName, DateAsgn, DateDue, Score, and a checkbox column. The assignments listed are:

| | AssignmentName | DateAsgn | DateDue | Score |
|--------------------------|-----------------------------|-----------|-----------|-----------------------|
| <input type="checkbox"/> | First Muse SDH and 3x3 | 10/6/2020 | 10/7/2020 | 80% 4.0 / 5.0 (4) |
| <input type="checkbox"/> | Dusting 9 Steps Annotations | 10/5/2020 | 10/6/2020 | 100% 5.0 / 5.0 (5) |
| <input type="checkbox"/> | Blog Setup and First Post | 9/30/2020 | 9/30/2020 | 93% 14.0 / 15.0 (14) |
| <input type="checkbox"/> | Postmodern Notes | 9/27/2020 | 9/27/2020 | 100% 5.0 / 5.0 (5) |
| <input type="checkbox"/> | Letter to Teacher | 9/25/2020 | 9/25/2020 | 100% 10.0 / 10.0 (10) |
| <input type="checkbox"/> | Entry Survey | 9/24/2020 | 9/24/2020 | 100% 5.0 / 5.0 (5) |

To see grades on individual assignments, click on the "assignments" side tab. You will be able to see a list like this:

The screenshot shows the 'Notifications' page in the X2/Aspen system. At the top, there is a green navigation bar with tabs: 'Pages', 'My Info', 'Academics' (which is highlighted in green), 'Groups', 'Calendar', 'Locker', and 'Quest'. Below the navigation bar, the left sidebar has several tabs: 'My Details', 'Transcript', 'Current Schedule', 'Contacts', 'Attendance', 'Assessments', 'Notifications' (which is circled in red), and 'Requests'. The main content area is titled 'Subscriptions for Email Notifications' and lists three categories: 'Attendance', 'Conduct', and 'Grades'. Each category has a checkbox labeled 'Subscribe'. The 'Grades' category includes a detailed description and a 'Grade Threshold' input field set to '70'.

| Subscribe | Name | Description |
|-------------------------------------|------------|--|
| <input type="checkbox"/> | Attendance | This subscription will notify you of any attendance entry for this student. |
| <input type="checkbox"/> | Conduct | This subscription will notify you of any conduct incident by this student. |
| <input checked="" type="checkbox"/> | Grades | This subscription will notify you when any grades below a specified threshold are entered for this student. Grades are scaled as a percent from 0 to 100. If a student receives a class assignment or test grade that is below the specified threshold, a notification will be sent to your email address. In the space below, please enter a grade threshold to use for determining what grades to report. This should be a number from 0 to 100. For example, an entry of 75 would trigger a notification for any grade entered that scaled below 75%. Grade Threshold <input type="text" value="70"/> |

You can adjust your settings so that X2/Aspen sends you notifications if your child is absent or if their grades drop.

Go to the “My Info” tab on the top of the page, then select Notifications from the left tab.

Click in the white box next to the notifications you want sent to you and next to the the email addresses you want them sent to.

The screenshot shows the Aspen software interface. On the left, there's a sidebar with a dropdown menu set to "Last 7 days", checkboxes for "Attendance" and "Grades" (which is checked), and a vertical scroll bar. The main area has two sections: "Tasks" and "Published Reports".

Tasks

| Received | Workflow | Task | Subject |
|----------|----------|------|---------|
| No Tasks | | | |

Published Reports

| Filename | DateUploaded | Creator | Description |
|-------------------------------|--------------------|---------------|----------------------------|
| Interim Progress Reports - HS | 10/23/2020 8:59 AM | Breslin, John | Report card for [REDACTED] |

[1 - 1 of 1]

To see Report Cards and Progress Reports, go to the Aspen homepage (the first page you go to when you log on) and scroll down. On the bottom right you'll see "Published Reports". Click on "Interim Progress Reports-HS".

You may need to click on the PDF to open the Report Card