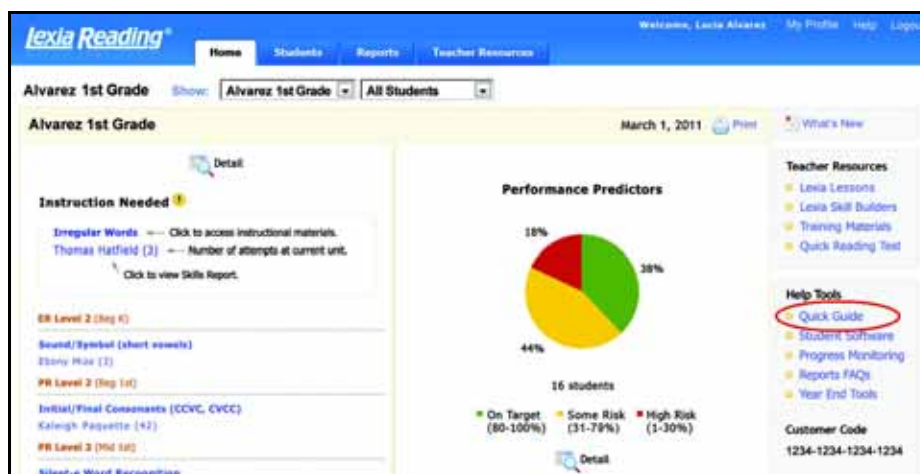


GETTING STARTED WITH LEXIA READING

This chapter contains practical information on getting started with Lexia Reading in your classroom.

GETTING STARTED TEACHER CHECKLIST

- ❑ Obtain your MyLexia username (email address) and password from your school's Lexia administrator.
- ❑ Login to MyLexia at www.mylexia.com and prepare for your students' initial use:
 - If you do not any classes assigned to you, your Home Page displays an **Add a Class** button so you can set up your class and monitor your students. Typically, your school's Lexia administrator will create student accounts. To create a class, follow the instructions in the online **Quick Guide** (*circled below*).
 - On the **Students** tab, review the class list to verify your students have the correct grade assignments.
- ❑ Allow students to login to the Lexia Reading student software (page 1-2):
 - Students who are new to Lexia Reading will use Auto Placement (page 1-3).
 - Students who are already using Lexia Reading will continue where they left off.
- ❑ After initial student use, review the class table on your MyLexia Home Page to verify placement and usage.
- ❑ Review the **Lexia Reading Recommended Usage** (page 1-2).
- ❑ Monitor the progress and usage of students on a regular basis by logging into MyLexia to view the Home Page. The online **Quick Guide** (*circled below*) explains the sections of your Home Page that you should monitor.
- ❑ Optional: In MyLexia, use the Quick Reading Test (QRT) for a phonics screening of selected or all students. The QRT is available on the Teacher Resources tab along with a complete usage and pronunciation guide.



Teacher Home Page in MyLexia

LEXIA READING RECOMMENDED USAGE

Students of all abilities can benefit from regular, consistent usage of Lexia Reading: in the classroom during center activities, in the computer lab, in before/after school programs, or even at home.

Implementing Lexia Reading successfully in your school or program can be done by following the best practices developed from the results of Lexia's norming study as well as rigorous multi-year outcome studies:

- Lexia Reading should be used in conjunction with research-based core reading instruction.
- Students should be leveled correctly (in one program and level at a time) using Auto Placement (page 1-3).
- Teachers should regularly monitor student progress by logging into MyLexia and viewing the Home Page.
- Students should meet the recommended frequency and duration of use patterns, which are specified for each student on the Class Table at the bottom of the Teacher Home Page (*shown below*). Each student's Recommended Software Usage is calculated based on the student's grade level and Performance Predictor or Lexia Skill Set. Note that younger students may need shorter, more frequent usage (e.g., 10-15 minutes daily) so they become accustomed to working on a computer.

Class Table							
Name	Grade	Performance Predictor	Prescription of Intensity		Actual Software Usage (Avg Min./Week)	Current Assignment (Level of Proficiency)	Certificate Available
			Teacher Directed Lexia Lessons	Recommended Software Usage (Avg Min./Week)			
Aviles, Oscar	1st	88%		20-40	37	PR L4 (Beg 2nd)	
Dahl, Thoraya	1st	88%		20-40	41	PR L4 (Beg 2nd)	
Donald, Adrian	1st	80%		40-60	10	PR L4 (Beg 2nd)	
Durant, Jacob	1st	85%		40-60	23	PR L3 (Mid 1st)	
Fujala, Kyle	1st	61%		40-60	12	PR L3 (Mid 1st)	
Gauthier, Anthony	1st	82%		40-60	14	PR L3 (Mid 1st)	
Kwalski, Vincent	1st	75%		40-60	22	PR L3 (Mid 1st)	
Mize, Ebony	1st	1%		80-100	10	ER L2 (Beg K)	
Newson, Alexa	1st	29%		80-100	16	PR L3 (Mid 1st)	
Paquette, Kaleigh	1st	21%		80-100	34	PR L2 (Beg 1st)	
Portillo, Jacob	1st	40%		60-80	5	PR L3 (Mid 1st)	
Prado, Jessica	1st	93%		20-40	47	PR L5 (Beg 3rd)	
Rockwell, Juan	1st	88%		20-40	40	PR L4 (Beg 2nd)	

Class Table on the Teacher Home Page in MyLexia

USING LEXIA READING STUDENT SOFTWARE

This section explains how to use the Lexia Reading student software. The student software must be installed on each student computer prior to use.

Logging Into the Student Software

1. Click the **Lexia Reading icon** on the student computer.
2. The Student Login displays after the program loads. Enter a username and password and click the green arrow button



Student Login

Username:

Password:

Are you a TeacherStaff? [Click Here](#)

Using Auto Placement (First-Time Students Only)

The first time a student logs into Lexia Reading, the student will encounter Auto Placement activities if the student does not already have a program assignment. Auto Placement is **only** for students who are new to Lexia Reading.

Auto Placement activities are presented based on the student's assigned grade (though teachers can manually adjust a student's Auto Placement setting in MyLexia). Auto Placement generally takes less than 10 minutes to complete. The student is automatically enrolled in a program and level (with all units set to 1) based on his or her performance.

Lexia strongly recommends that teachers allow students to use Auto Placement in order to be assigned to a program, although teachers can manually assign students to a program and level prior to the student logging into Lexia Reading (so that the student will not encounter Auto Placement) or after the student uses Auto Placement.

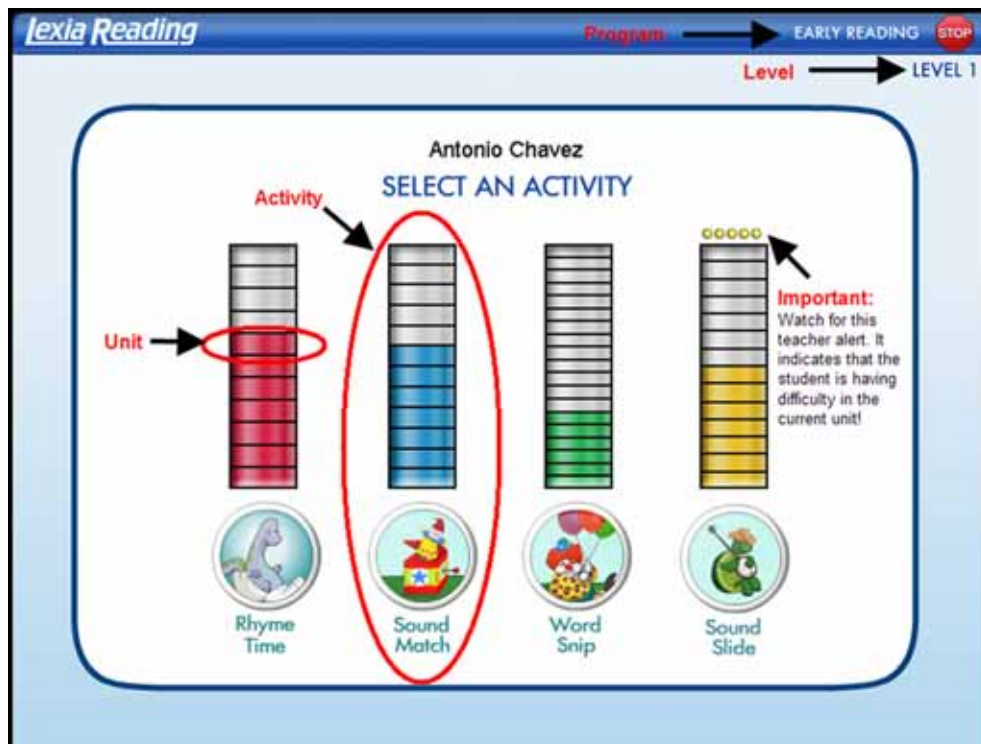
In MyLexia, teachers can view the results of Auto Placement by running a Class Auto Placement Report on the **Reports** tab or by viewing the student list on the **Students** tab. Assignments made as a result of Auto Placement are appended with the initials **(AP)**.

Selecting an Activity

After logging in and completing Auto Placement (first-time use only), the Select an Activity screen (*shown below*) allows the student to select an activity. Teachers can monitor student progress by observing this screen as students work. Directly above each activity name, a bar displays the units (represented by lines) within that activity, with completed units filled in.

A row of five yellow circles above an activity bar indicates that the student has attempted a unit three or more times without success and may require explicit teacher-directed instruction in order to progress. A row of five blue stars indicates that the student has successfully completed the activity. 'Grayed out' activities are unavailable. After a student completes an activity, they are given a limited number of opportunities to go back into it before it is grayed out.

To view information about an activity, hover the cursor over one of the activity bars. A brief summary displays the activity name, the skill it reinforces, the next unit that the student will work on, and if the branching feature is enabled.



Activity Selection Screen in Lexia Reading Student Software

Automatic Promotion after Finishing Levels and Programs

After a student completes a level, the student is seamlessly and automatically promoted to the next level. For example, when a student completes Level 1, that level is turned off and Level 2 is turned on.

After a student completes a program, the student is seamlessly and automatically promoted to the next program (provided the district has licenses for that program). For example, when a student completes Lexia Early Reading, that program is turned off and Lexia Primary Reading is turned on.



Automatic Promotion will only work when a single program and level are assigned to a student, either by the Auto Placement feature or by manual assignment.

Students are promoted to Unit 1 of the subsequent level except when students are auto-promoted into Lexia Strategies for Older Students. It is assumed that some skills in the earlier units of Lexia SOS Levels 1 and 2 have been covered in Lexia Primary Reading. Therefore, auto-promoted students start at higher units in Lexia SOS Levels 1 and 2 with skills that have not been covered in Lexia Primary Reading, as shown in the following table:

Auto Promotion into Lexia SOS Level 1: Short Vowels Sounds - OFF Consonant Sounds - ON set to unit 14 b, d, p - ON set to unit 1 Middle Vowels - ON set to unit 6 Short Vowel Words - OFF	Auto Promotion into Lexia SOS Level 2: Letter Switch - ON set to unit 19 Short and Long Vowels - ON set to unit 13 Sight Words - ON set to unit 14 2 Syllable Words - ON set to unit 10 Sentences and Paragraphs - ON set to unit 11
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Some teachers may wish for students to complete Lexia Early Reading Level 2 prior to completing Lexia Early Reading Level 1. In this case, the teacher must manually change the student's assignment to Lexia Early Reading Level 2, and then upon level completion, manually change the student's assignment to Lexia Early Reading Level 1. Upon completion of Level 1, the student will be promoted to Lexia Primary Reading Level 1 and begin in the unit where they left off.

Audio Controls

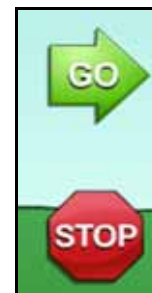
Button/Key	Description
	Repeats the audio. This button is located on the top right corner of the activity screen.
	Repeats the activity directions (Strategies for Older Students only). This button is located on the bottom left corner of the activity screen.
+ key	Increase volume.
- key	Decreases volume.

Exiting Activities, Levels, and Lexia Reading

If a student clicks STOP before completing an activity unit, he or she will have to redo that entire unit before advancing to the next unit.

Clicking STOP will always return a user to the previous screen. If a student clicks STOP during or after an activity, they will return to the activity selection screen. If more than one program/level is turned on, clicking STOP on the activity selection screen will return the student to the level selection screen. Clicking STOP again will exit and close Lexia Reading.

In Lexia Strategies for Older Students, clicking the REPEAT button will allow a student to do the same unit again.



Early Reading,
Primary Reading



Strategies for
Older Students