



STUDENT BUZZ GUIDE

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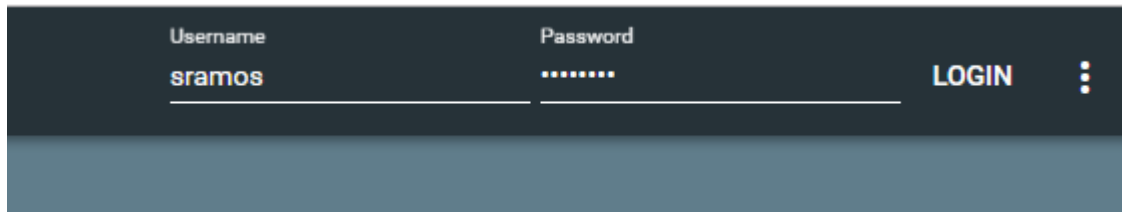
REVIEWING ACTIVITIES IN THE COURSE

This is how you access the course content.

LOGGING IN

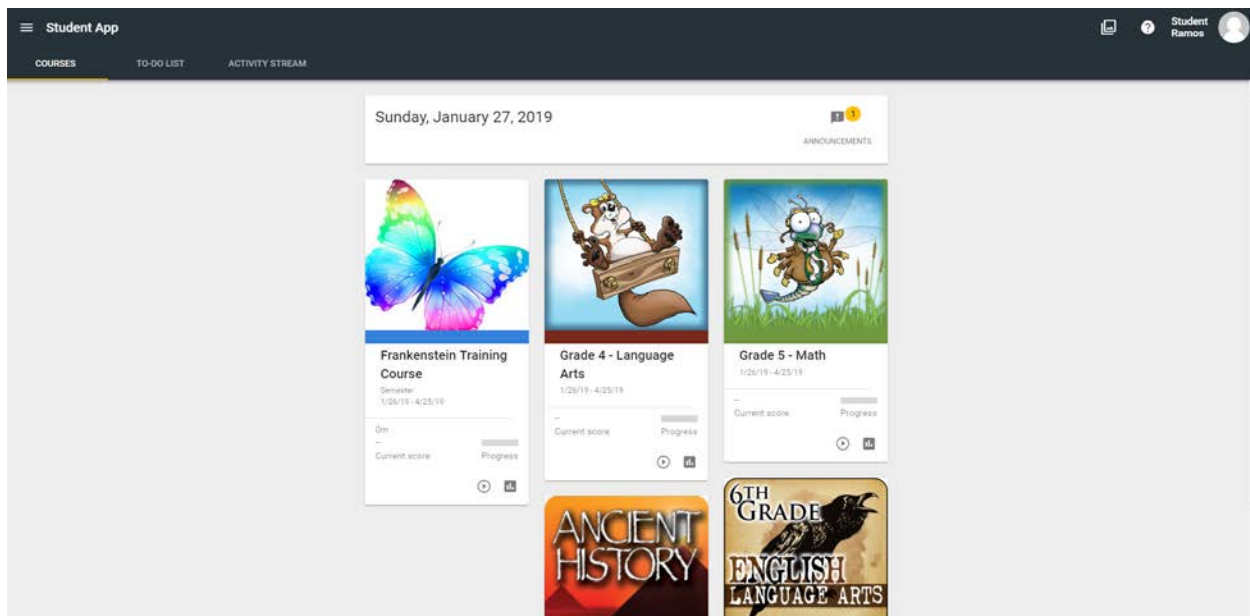
Go to <https://<yourdomain>.agilixbuzz.com/>

Enter the username and password you were provided.

A dark-themed login form with two input fields. The first field is labeled 'Username' and contains the text 'sramos'. The second field is labeled 'Password' and contains seven dots. To the right of the fields is a 'LOGIN' button and a vertical ellipsis menu icon.

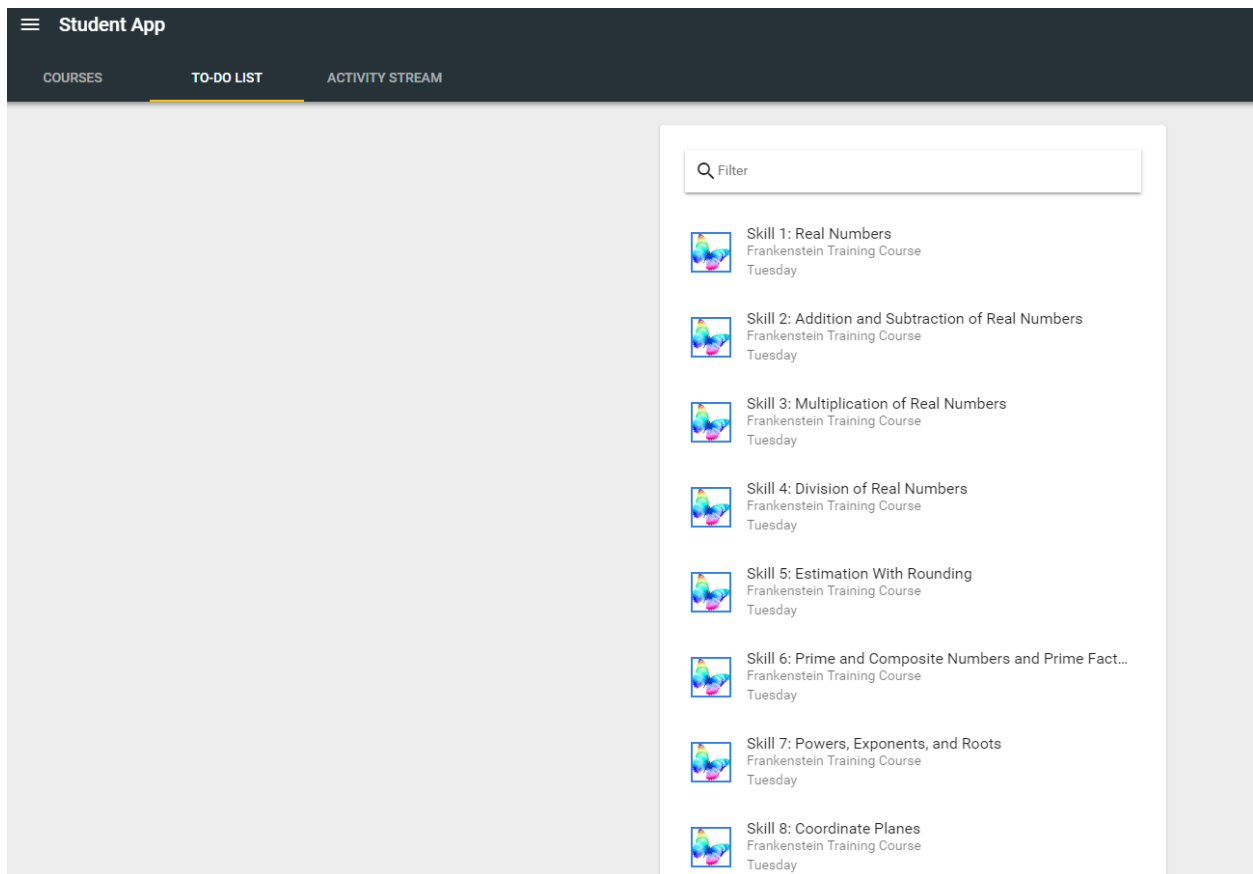
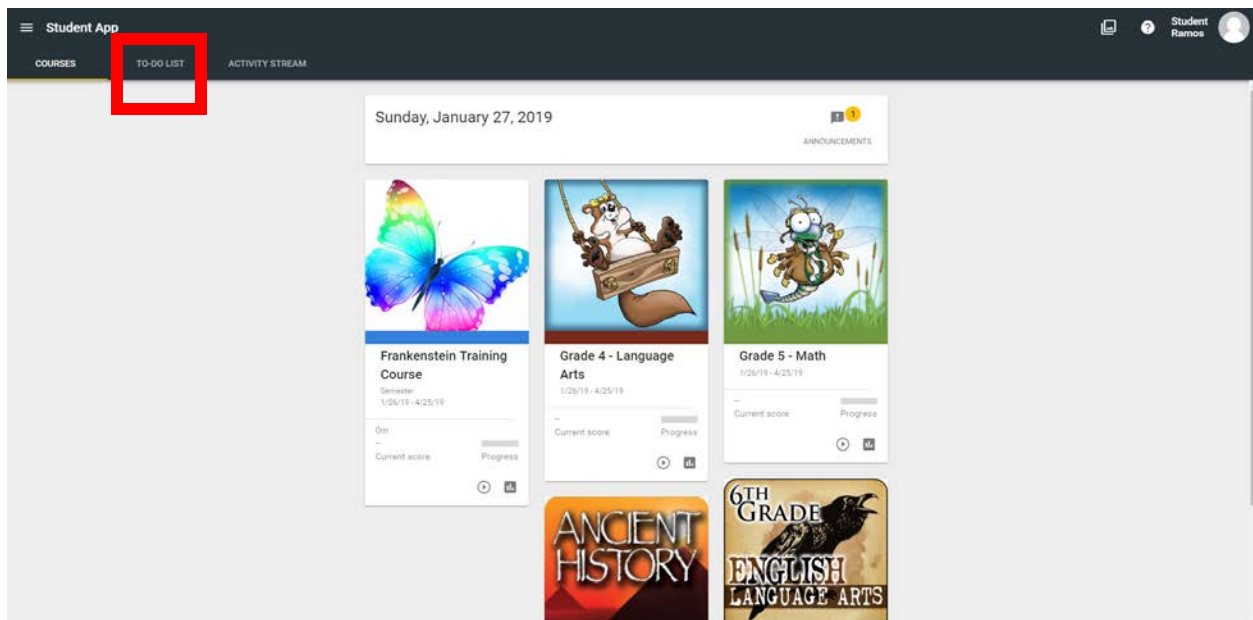
Select Login.

You are now at your “Home” screen.



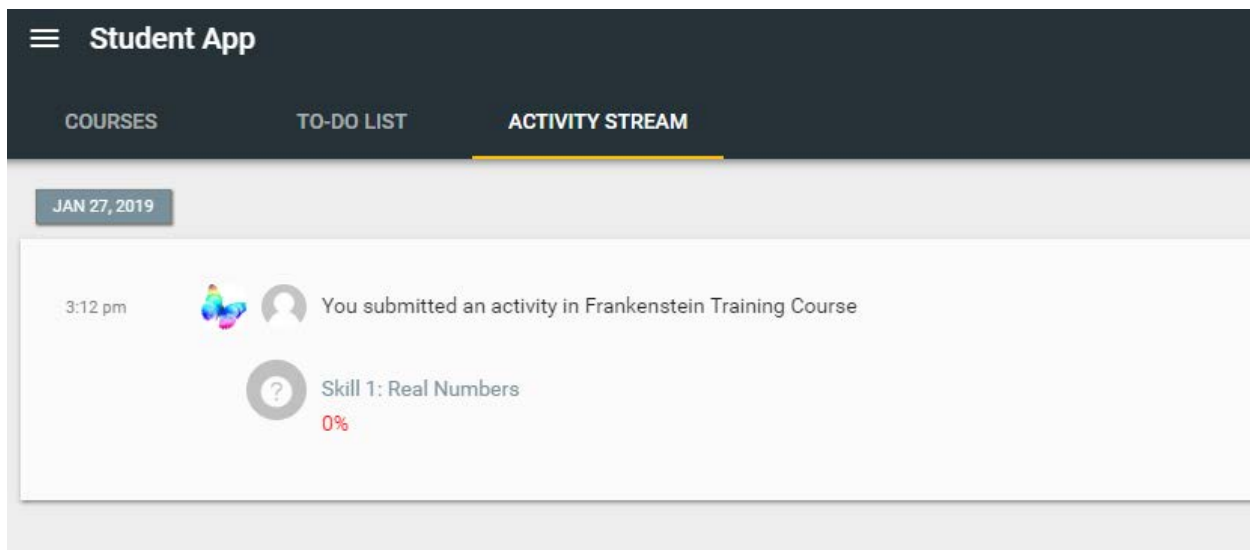
TO-DO LIST

Your To-Do List provides you a list of activities and assignments that you need to complete each day. To see the list, select the To-Do List tab at the top of your Home screen.



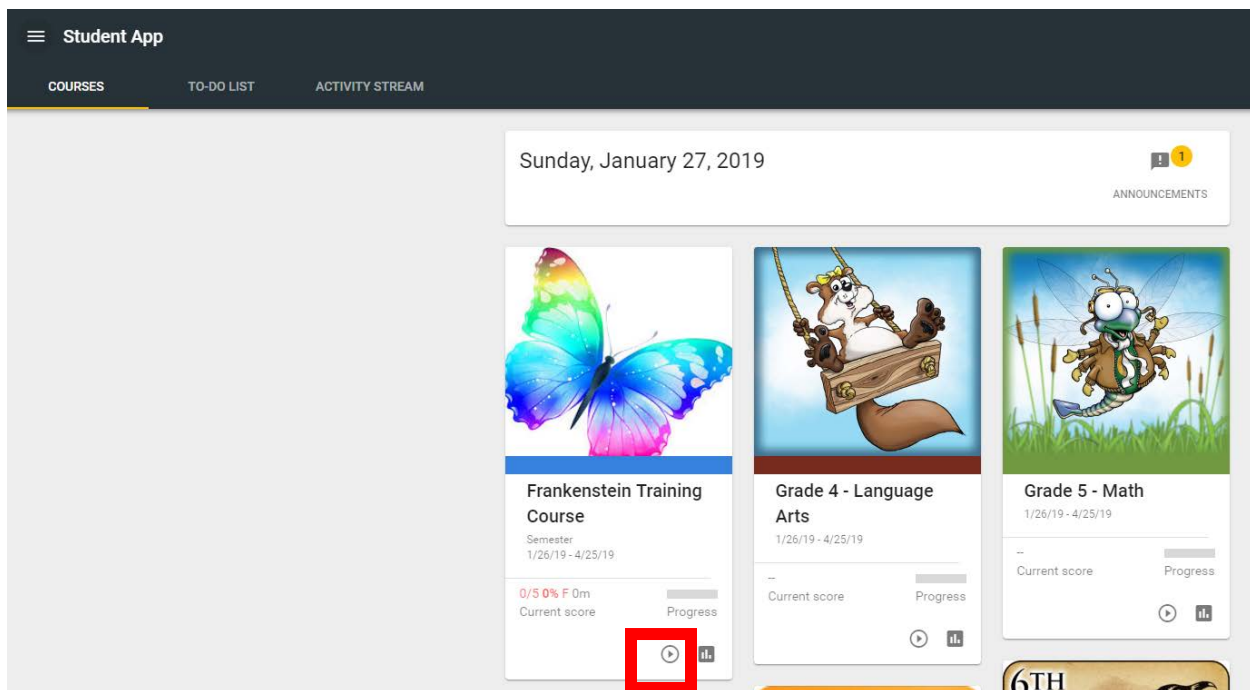
You can click on the item listed and go straight to the activity in the course.

The Activity Stream tab on your Home screen shows all your activity in all of your courses. The Activity Stream also shows all emails and announcements received.



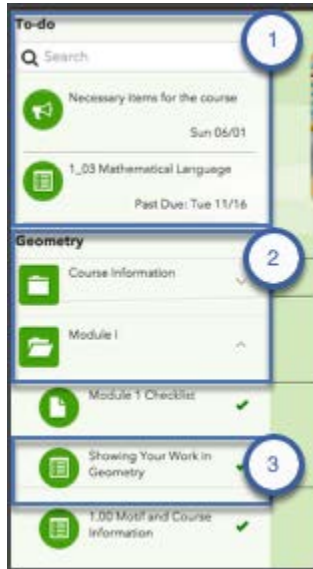
ENTER A COURSE

To enter a course from your Home Screen, select the Activities icon  on the Course Card.



1. Review the **To-do List** on the far left; it lists activities that are:
 - Past due.

- Due in the next seven days (the number of days can be altered by course admins).
- 2. Below the **To-do List** is the course sidebar navigation; click the folders to see their landing content and included activities.
- 3. Click an activity to review its details and/or complete it.



DROPBOX SUBMISSIONS

Dropbox submissions allow you to attach files and enter text into an editor.

To complete a dropbox submission:

1. Click **Show Dropbox** with the activity open.

Marine Biology - Curr... PERIOD 1 Elsie Hoffmann

Marine Biology - Current

- Course Introduction
- Overview
- Welcome to Marine Biology! ✓
- Staff Information
- Course Objectives
- Introduction Assignment
- Introduction
- Visit the Library
- Introduction Activities

Introduction Assignment Course Introduction > Overview

Introduction Assignment

Write a paper on any specific topic on marine biology that deals with a current problem we are facing today and potential solutions that have been proposed or that are now in use. Use multiple references as sources for your material. Clearly cite those sources. Paper needs to be 2 full type written pages at a minimum.

SHOW DROPBOX

2. Your choices for selecting a file:
 - **Choose File** from your computer.
 - This option allows you to browse your computer to select a file.
 - **Choose Google Document**
 - This option allows you to browse your Google Drive to select a file. Once it's submitted, Buzz also creates a PDF snapshot of the activity for you and your teacher.
3. Add comments or an audio/video file using the text editor.
4. **Save** if you want to edit and submit later or click **Submit**.

Introduction Assignment [Course Introduction](#) > [Overview](#)

Introduction Assignment

Attachment:

None

Add Attachment:

[CREATE GOOGLE DOCUMENT](#)

CHOOSE GOOGLE DOCUMENT

Choose File

No file chosen

Comments:

F Tl B I U ☰ ≡ 🔗 ⚙️ 🖼️ 🎥 🎤 √x

CANCEL

SUBMIT

HIDE DROPBOX

DISCUSSION POSTS

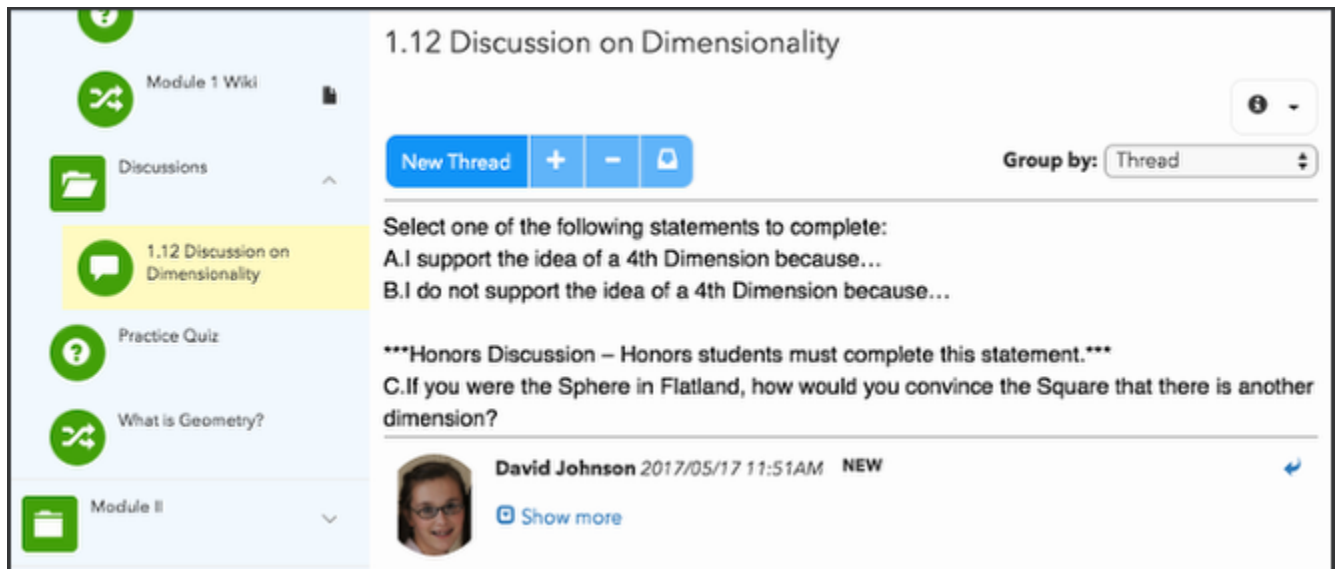
You can respond to existing threads or begin your own.

To start a new thread:

1. Open the discussion in the **Activities** tool.
2. Review any directions from your teacher.
3. Click **New Thread**.
4. Enter your post in the text editor and add any relevant attachments.

5. Click **Post**.

To respond to another's post, click the reply arrow to the right of their post.



BLOG OR JOURNAL POST

Your teacher may ask you to record your thoughts and insights regarding the subject matter in a **blog** or **journal**.

To submit a blog or journal post:

1. Open the blog or journal in the **Activities** tool.
2. Click **New Post**.
3. Complete the editable fields.
4. Enter your post in the text editor.
5. Add any relevant attachments.
6. **Submit**.

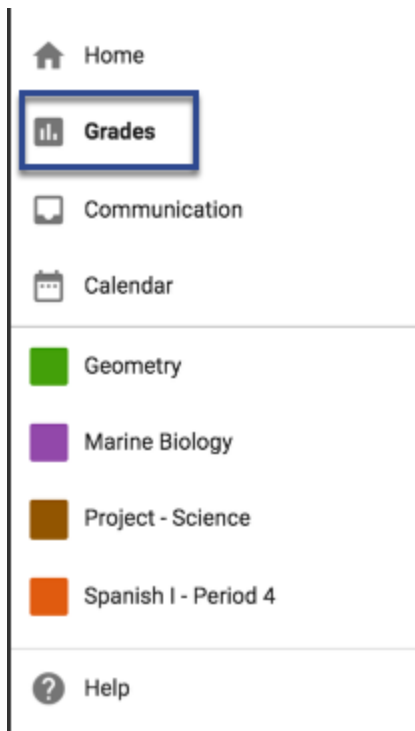
The screenshot displays a web application interface for a 'Human Impact Blog'. On the left is a sidebar menu with purple icons and text labels: 'Marine Conservation', 'Marine Conservation Activities', 'Human Impact Discussion', 'Human Impact Assignment', 'Human Impact Exam' (with a green '71' next to it), 'editable content', 'Human Impact Blog' (highlighted in yellow), 'Whale of a Tail: Humpback tails and th...', and 'Homework'. The main content area is titled 'Human Impact Blog' and includes a breadcrumb trail 'Marine Conservation > Marine Conservation Activities'. It features a user profile for 'Wanda Smith' with a circular avatar. Below the profile, there's a welcome message: 'Welcome to the marine conservation blog!'. This is followed by a paragraph: 'In this forum, we'll discuss relevant topics that deal with marine ecosystems, sharing ideas and exploring solutions to today's issues.' Then, a section titled 'To review the discussion:' contains two bullet points: 'Click on the box with the plus symbol to reveal all of the discussion posts in the thread' and 'Click on the blue down arrow in each post to read the entire post'. To the right of this text is a large image of two divers underwater near a coral reef. At the bottom of the main content area, a note states: 'This forum is graded and therefore it is recommended that you carefully and thoughtfully create your posts. Good luck!'. On the right side of the interface is a 'Students' list with names in green text: Charles Aceves, Cory Bagozzi, Neil Bly, Michael Dugan, Sharon Hall, Elsie Hoffmann, David Johnson, Wanda Smith (highlighted in yellow), Cassandra Williams, and James Williams. At the top right of the main content area, there are two green buttons: 'Home' and 'New Post'.

CHECKING YOUR GRADES AND PROGRESS

The Performance tool enables you to track your progress in many specific areas.

View progress overviews for all courses on one screen

To view your progress, open the **Grades** tool from the top section of the **Main Menu**.



If you are enrolled in multiple courses, Buzz shows you an overview of your progress in all of your courses and past courses, including:

- Your overall score.
- Your overall progress on completing gradable activities.
- Your overall progress on completing all activities.

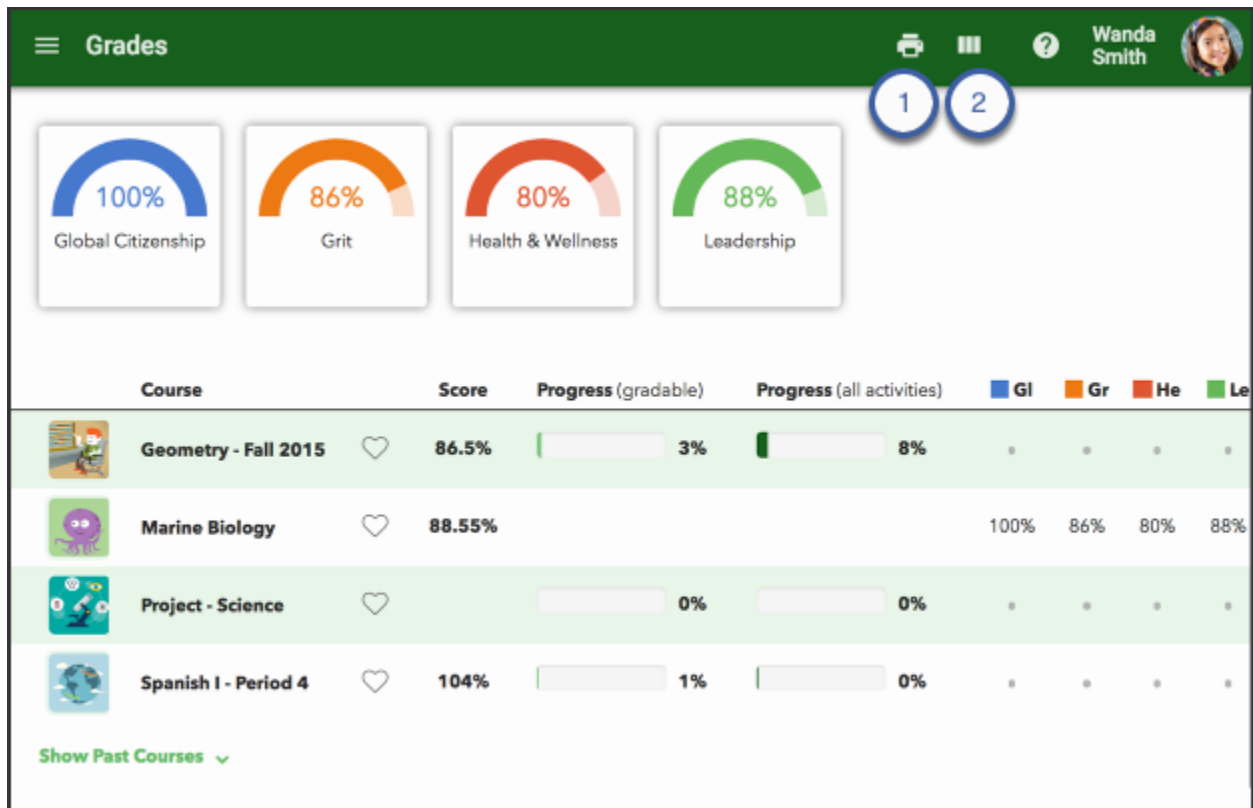
The toolbar on this screen allows you to:

1. **Print** this summary.
2. Modify what is displayed in the table; click the column headers to sort the data by that category.

The column options include:

- The course **Picture**
- **Enrollment Start Date**
- **Enrollment End Date**
- **Days Left** in the course
- **Score**
- **Teacher(s)**

- **Progress** on gradable activities
- **Progress** on all activities



View progress details for each course

To view detailed progress in a course, select the course from the **Main Menu** and click **Grades**. Here, you find:

- The **Grades** view displays detailed progress information. If the course uses periods and/or categories, you can choose to view the information organized by **Periods and Categories** or **Syllabus Order**. From this view, you can also print your grades. The detailed progress information includes:
 - The course's teacher(s) (if set up to show it).
 - How many days are left in the course (and an alert when it's almost over if set up for it).
 - Your overall percentage.
 - Your percentage of completed gradable activities, overall activities, and quizzes.
 - The due date, submission date, status, and your individual score on every graded activity.
- The **For Me** view, which displays any activities you've created or chosen for yourself as well as activities your teacher has created specifically for you.

- The **What If** view, which helps you calculate possible grade outcomes.
- The **Activity** view, which displays each activity you've worked in, when you started working on it, and how long you've spent in it.
- The **Objective Mastery** view, which displays each learning objective, each aligned activity, and how well you seem to be mastering those objectives.
 - **Note:** This tab does not appear if the course author has not defined objectives for the course. Contact your teacher if you should have access to this tab, but it doesn't appear.
- The **Analytics** view, which breaks down the overall performance of the class as a whole.
- The **Badges** view, which displays any awards you've earned.
- The **Settings** view (available only for continuous enrollment courses), which lets you change the course's end date that Buzz uses to schedule activity due dates.

The screenshot shows the 'Geometry - Grades' interface. At the top, there's a green header with a menu icon, the title 'Geometry - Grades', and user information for Wanda Smith. Below the header is a navigation bar with tabs: GRADES (selected), FOR ME, WHAT IF, ACTIVITY, OBJECTIVE MASTERY, and ANALYTICS. A 'View as: Syllabus order' dropdown is on the right. The main content area displays a 'Score: 86.5%' in green, a 'Schedule: Aug 17, 2015 - Aug 10, 2017 (7 days remaining)' in grey, and two progress bars: '3.22% of gradable activities completed (2 of 62)' and '8.4% of all activities completed (10 of 119)'. A red badge indicates '7 days remaining'. Below this is a table with the following data:

Activity Title	Score	Status	Submitted	Due
Course Information				
Test review				Jun 28, 2017

Being able to track your own progress in so many areas really helps you take control of your own learning.

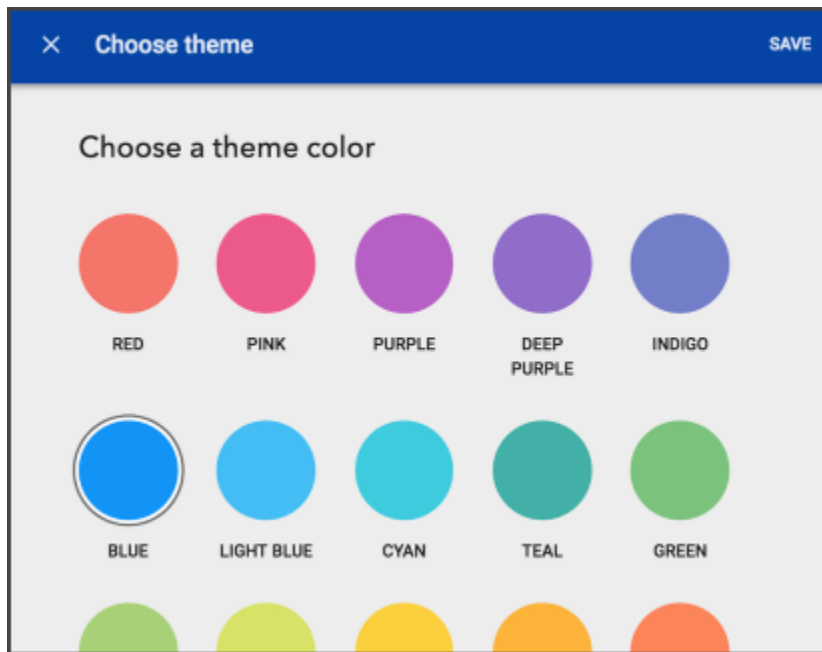
CUSTOMIZE YOUR BUZZ ACCOUNT

CHANGE INTERFACE COLORS AND BACKGROUNDS

To access your interface color controls:

1. Open the **User Menu** in the top, right corner.
2. Select **Choose theme**.
3. Select the color you want.

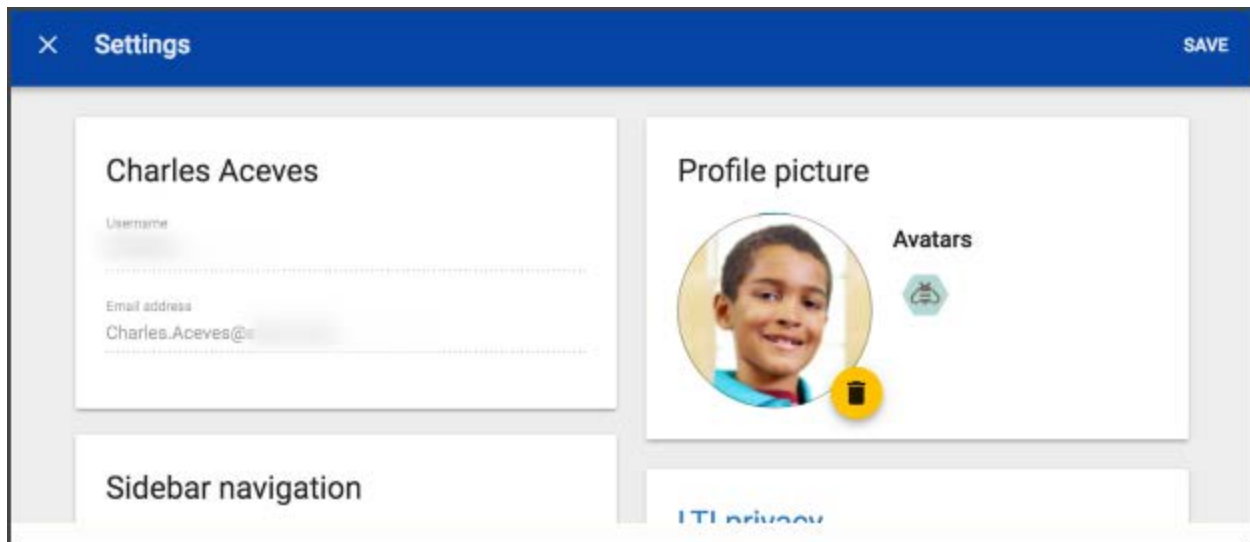
4. **Save.**



CHANGE YOUR PROFILE PICTURE

To change your profile picture:

1. Open your **User Menu** by clicking your name or picture in the top, right corner. ^[1]_[SEP]
2. Select **Settings**; if you are allowed to change your picture, **Settings** includes a **Profile picture** card where you can:
 - Choose a profile picture from a library of pre-approved **Avatars**. ^[1]_[SEP]
 - Click the garbage can (delete) icon next to an existing profile picture and click the plus sign that replaces it to browse and choose a profile picture from your device (if allowed in your organization). ^[1]_[SEP]
 - **Recommended file type:** PNG or JPG (Buzz converts all files into PNGs)
 - **Ideal size:** 300px x 300px (Buzz automatically resizes images, so uploading images smaller than 300px x 300px may reduce quality)

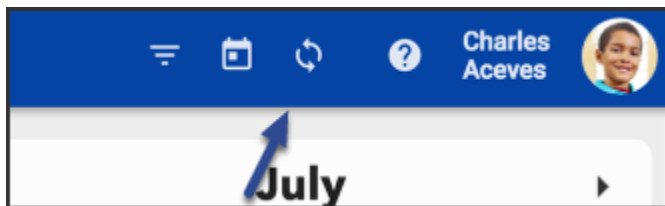


SYNC YOUR TO DO LIST TO EXTERNAL CALENDARS

To sync your Buzz Calendar to an external calendar, follow the external calendar's "Add Calendar" directions.

Don't use your calendar's "Import" feature. Importing a calendar brings in a static snapshot of your Buzz Calendar instead of syncing the calendars regularly, as the "Add Calendar" feature does.

To find your LMS Calendar's address (in iCal format), open your Buzz **Calendar** from the **Main Menu** and click ***Sync**.



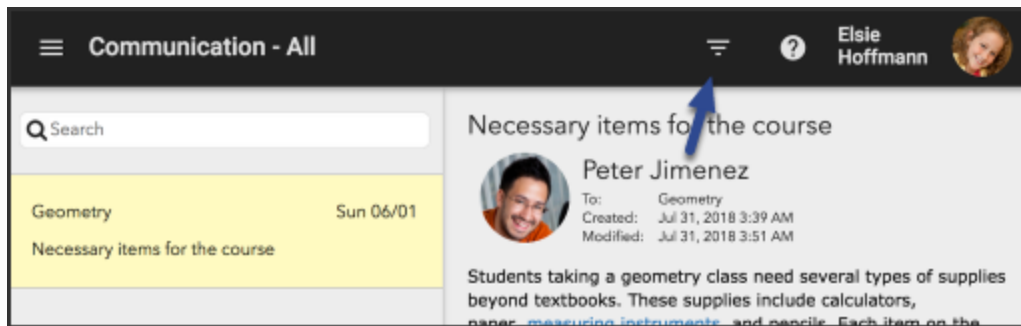
Syncing your Buzz Calendar to an external calendar helps simplify and centralize scheduling.

EMAILING YOUR TEACHER

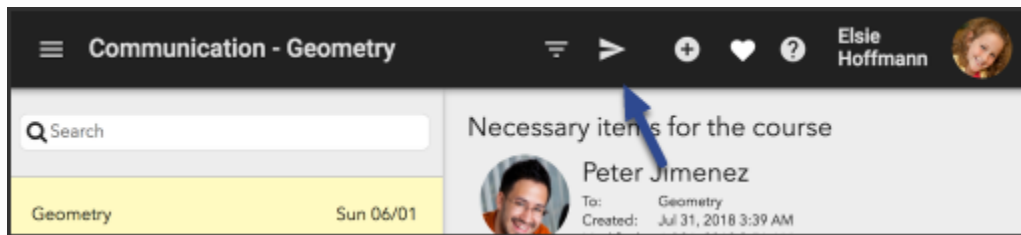
Parents/Observers cannot currently send mail using the **Communication** tool.

To send messages:

1. Open the **Communication** tool from the **Main Menu**.
2. Click the filter icon in the toolbar and select the desired course.



3. Click the send mail icon in the toolbar.



4. Write your message and click **Send**. Keep in mind that any message sent here is delivered to course graders in addition to your teacher. If you need to communicate with your teacher privately, use external email or another platform.



Review course announcements

1. While course announcements appear in your **Home** and **Activities** tools, you can also search for and review them with the **Communication** tool.
2. You can review messages from all courses or use the filter icon to review messages from a single course.

Communication - All

David Johnson


Search

Geometry

Sun 06/01

Necessary items for the course

1



Peter Jimenez

To: Geometry

Created: Jul 31, 2018 3:39 AM

Modified: Jul 31, 2018 3:51 AM

2

Necessary items for the course

Students taking a geometry class need several types of supplies beyond textbooks. These supplies include calculators, paper, [measuring instruments](#), and pencils. Each item on the supply list is vital to the student's success in their high-