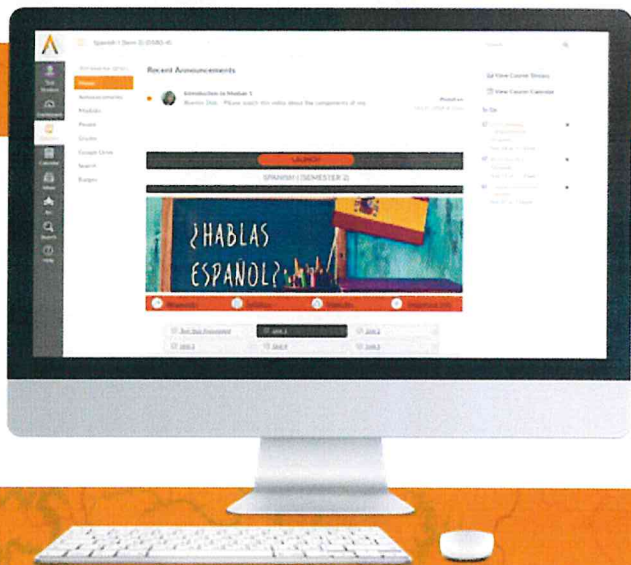# LAUNCH QUICKSTART

GETTING STARTED

Hello, and welcome to Launch! We're excited you're taking an online class with us... You will receive your login credentials and other important information from your school counselor or Launch Liaison. Once you have this information, it's time to get started! Visit **launch.instructure.com** to log in.

It is important that you log into Canvas regularly and participate in your courses to stay enrolled. Failure to log in or participate will result in notifications to your parent, guardian and counselor and you may be dropped from the course.
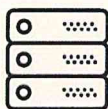
NAVIGATING CANVAS

Announcements
Teachers post a video announcement every week. Be sure to watch announcements for important course information and instruction.

Modules
You will use the modules page to navigate between units and assignments. You will see a check-mark after you complete an assignment.

Grades
The grades tab allows you to see your current progress in your Launch class, and also to see your teacher's feedback comments.

Google Drive
You will use Google Drive to create many of your assignments, and then you will submit your Google files to Canvas.

To Do
This is where you'll find a list of assignments and due dates. This list is found on the course homepage and will lead you to videos, discussions and other assignments.

Recent Feedback
You can see your teacher's recent feedback, including rubrics and comments. Respond to your teachers feedback to enhance your learning experience.
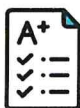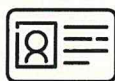
Syllabus
This links to the syllabus for your course. The syllabus outlines your course's major topics and concepts by unit.

Instructor Information
You can see who your Launch teacher is at the bottom of the course homepage.

Calendar
This tab opens a calendar view that lists all of your assignments and due dates.

Inbox
You will use your Canvas inbox for all communication with your Launch teacher, including asking your teacher questions.

GETTING SUPPORT

Teacher Support
Have a question about content, an assignment, or grade? Contact your teacher using the Canvas Inbox.

Technical Support
Trouble with Canvas? Contact Launch Support by phone at **(417) 523-0417** or email at **support@fueledbylaunch.com**.

Schedule Support
Need to change your schedule or re-enroll in a Launch course? Contact your school counselor or Launch liaison.

Launch Parent Portal at a Glance:

Launch Parent Portal is an all-new feature designed to keep parents up to date on their students' progress in Launch virtual classes. Guardians may access the portal to see an overview of their students' current grades, and they'll also gain access to quick links to navigate to the Canvas page of their child's course(s). Parents will also find guides and resources for supporting their virtual students in the portal, and they are able to RSVP for Launch parent webinars presented by our very own National Board certified Launch counselors! Lastly, parents can use the parent portal to sign up to receive newsletters to stay up to date on all things Launch.

Parent Portal How-Tos:

How can parents reach out to a Launch Counselor?

If your student is a full-time virtual student, you will be able to submit a request for mental health support in the Launch Parent Portal by visiting your student's page and selecting the "Request Mental Health Support" button. After you fill out the form, it will be emailed to a Launch counselor who will reach out to you about your request.

Where can I view resources for supporting my child?

Resources are available for parents and guardians through the Launch Parent Portal home page. When you sign in, a link to the schedule of upcoming webinars will be available on the front page. Also, you can click the "Guides & FAQ" link at the top of every page to see the materials we provide to support you and your virtual learner.

Parent FAQs

How do I sign up for a Launch Parent Portal account?

Parents and guardians can sign up for the Launch Parent Portal with the user ID provided to them on their students' enrollment report. The first time you visit the Parent Portal page, you will need to click the 'Forgot Username or Password' link to set up a password for your account. If you aren't sure what your User ID is, reach out to us: the enrollment team at **enroll@fueledbylaunch.com** is here to help!

Who has access to Launch Parent Portal?

In order to access Launch Parent Portal, you will need to be registered as a guardian of your child by your home school district.

What is the purpose of Launch Parent Portal?

The Launch Parent Portal provides quick and easy access to view your student's grades and check in on their courses, plus provides many additional resources for supporting your online learners.

How can I see my child's grades?

When you visit the Parent Portal, you will be able to review the information Launch has on file for your student and check in on their grades in their Launch classes. Each student's account displays a graph overview of grades for every current Launch course, which provides an at-a-glance progress view. If you want to dig deeper, that's possible, too—a section with further detail about each class is located at the bottom of the page. In addition, there are links to view each course and its grade breakdown directly in Canvas.

What else can I use Launch Parent Portal for?

Launch Parent Portal also gives parents of full-time virtual students the opportunity to contact Launch counselors and request counseling support. In addition, a collection of guides and resources are available to all guardians, and all also have the ability to RSVP to an upcoming webinar in Launch's Parent Webinar Series. Last but not least, Launch Parent Portal also provides parents the ability to sign up for newsletters to stay up to date with both their elementary and secondary students.