



A guide for OHS parents

What is Hapara?

Hapara is a learning platform. On Hapara each of your child's classes is called a workspace. For example, there is a Maths workspace and a History workspace. Most of the learning students will do during this quarantine period will be accessed through Hapara.

Students do not need to be online all day to work on Hapara. They can log in, open the workspaces and documents they need and then work offline. The next time they log in all of their work will automatically upload. This is true for all devices, including chromebooks.

All OHS students are enrolled in Hapara. If your child can not open it please contact our technology support officer, Mr Manderson



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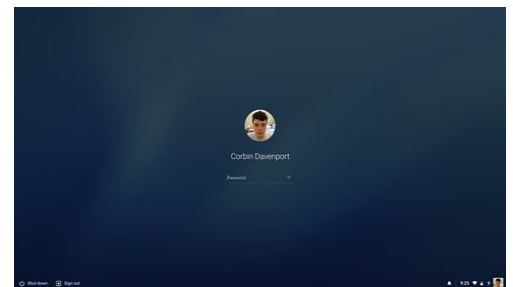


Peter.Manderson@oberonhigh.com

How do students get on to Hapara?

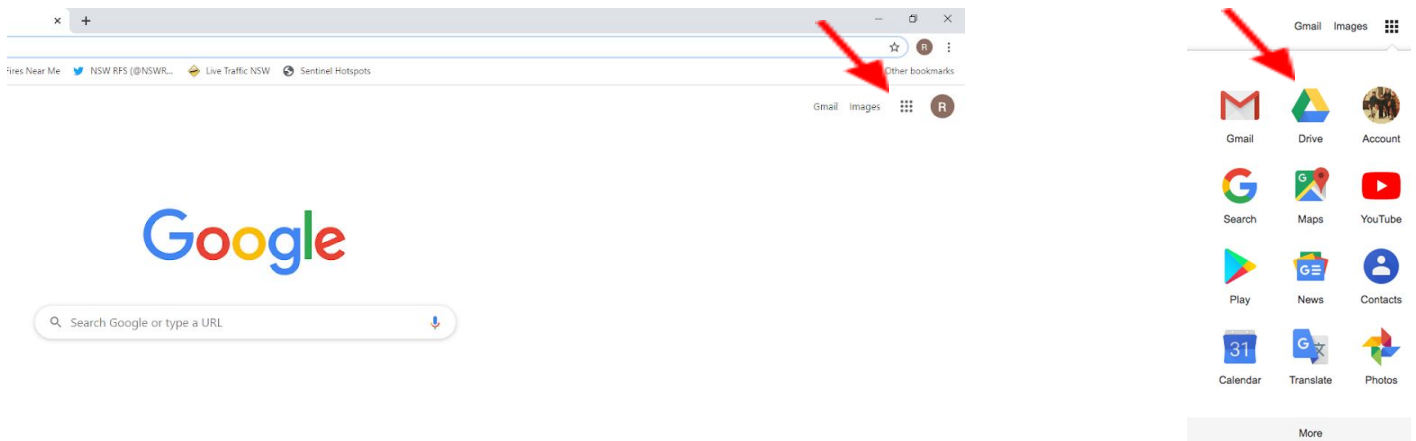
Students need to log into their Google Drive account before opening Hapara.

Students on a school chromebook log into the device using their Google Drive credentials. After doing this they are automatically logged into Google Drive and Hapara.

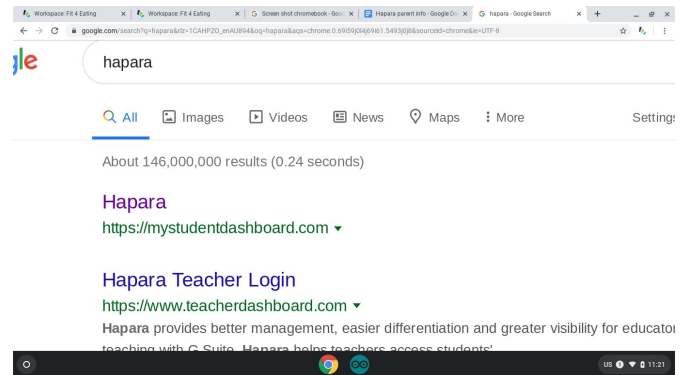


Students working on home devices log on to their Google Drive account by clicking on the nine dots at the top of the Google search page, then opening and logging into their school Google Drive account.

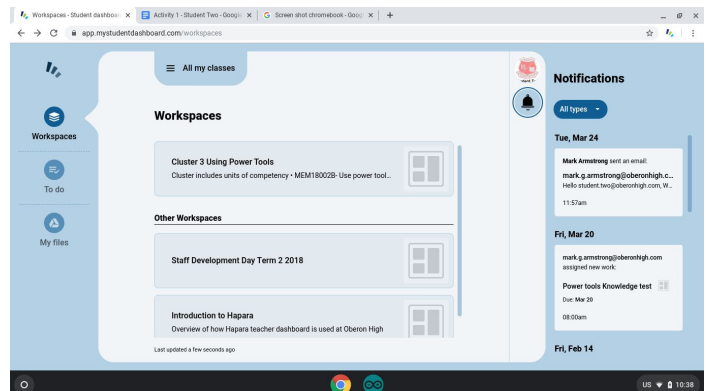
If more than one student is using the same home device each of them will have to log out of their Google Drive account when finishing so the next child can log in to their own account, enabling then to open the right Google Drive and Hapara.



To open Hapara Workspaces students should go to www.mystudentdashboard.com

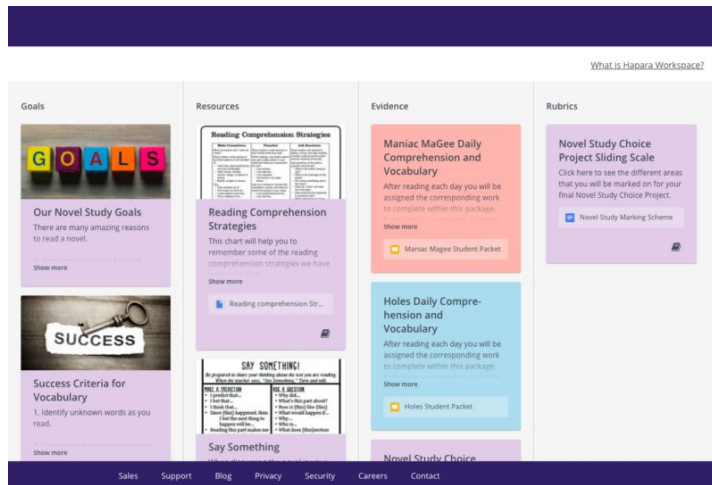


This takes them to the landing page which shows all their active work spaces. If they click on a workspace it opens in a new tab.



What does a workspace look like?

In a workspace each activity sits on a work card. There can be up to 4 columns of work cards.

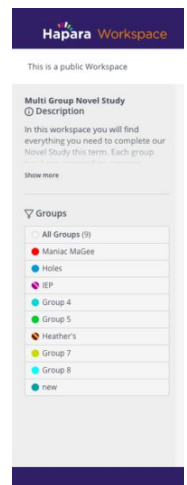


The work card column that will always appear in a workspace is **'Evidence'** (3rd column from left) These work cards are set up so students can open, work on, and submit documents

Other columns of work cards are optional and may not appear for the student if the teacher doesn't put a work card in them.

- To the left of 'Evidence' might be **'Goals'** which show students what teachers are hoping they will learn in the workspace.
- Also to the left of 'Evidence' might be **'Resources'** which are cards containing links, documents, videos etc which students will refer to while working.
- To the right of 'Evidence' might be **'Rubrics'** which can contain work cards with scaffolds and other supports to help students do the work required in the 'Evidence' column

On the left of every work space there is a menu, with information like all due dates, teacher's names, and names of people they are grouped with. They can click on these names to email those people through their school gmail account.

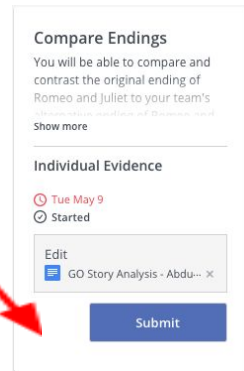


How do students hand in work?

When a task is finished students submit it by clicking on the submit button at the bottom of the work card.

If a student is required to hand in work they created from scratch teachers provide an 'Evidence' work card where they can upload a link to their work, then they click the submit button.

Occasionally students may be asked to add in their own content to Hapara on a 'Resource' card or 'Evidence' card.



When should work be handed in?

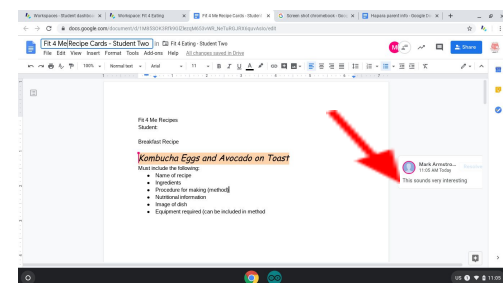
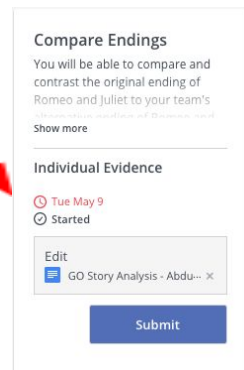
Tasks often have formal due dates which are listed on the work card.

Students must submit their work before the due date expires after that time/date Hapara records the submission as late.

Teachers receive reports of who has returned their work, and links to the work so they can mark it.

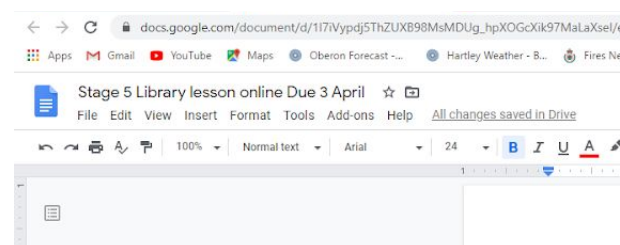
Teacher's comments appear on the side of the document

If a student is late returning work their teachers will contact you to check why they are behind.



How can you check if your child is working?

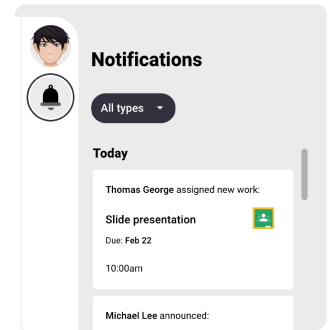
- All workspaces are listed on the landing page. students can open them 24/7 to show you the work cards.
- Overdue work will be listed in the due date list on the menu.
- Ask them to open documents from 'Evidence' work cards. Click on the phrase 'All changes saved in Drive' to see a history of when they last worked on a document. If



you click on 'previous versions' you can see how much work has been done since then.

How does a teacher check if your child is working?

- When a work card is opened or work submitted the teacher is notified.
- All documents your child opens are automatically shared with teachers, who can open them at any time. They may use the comment section to chat with the student about the work while they are working.
- Teachers can send out notifications to students in Hapara or by email. They may, for example, send instructions on how to refine work, before it is submitted.



Why does my child's workspace look different from everyone else's?

When a teacher inserts a work card into a workspace they assign it to particular student groups. This enables teachers to create different types or levels of work for different people. For example, groups might research different parts of a topic to prepare for a shared class discussion.

Your child and another child in the same class will see very different versions of the same workspace. Your child should do the work assigned to them.

How much work is on Hapara?

Teachers have designed tasks that will take approximately the same amount of time as their topic is timetabled. For example, Year 7 Projects is timetabled for two periods a week so approximately two hours worth of work is posted on Hapara weekly.

If your child is struggling to complete the work in the amount of time a subject would take at school please contact their subject teacher or learning support staff to discuss modifications.

