**Welcome!**

**The following is an overview of the four Ripple Effects Dashboards - Student, Educator/Implementer, Admin and District Admin. It covers:**

- **who the dashboards are designed for**
- **how to access the dashboards**
- **what is in each dashboard**
- **tips for navigating**

**If you have questions - we are here to support, so please contact us <u>support@rippleeffects.com</u> or 888.259.6618**

**Before you start, some things to know:**

*Which Dashboard is for me?*
**Students/Youth Dashboard- The Student Dashboard is one of the ways that youth can access their programs. However, most organizations have an established protocol for how students access digital programs (i.e. Clever, ClassLink, School webpage, etc.), contact us for help with integration & set-up.**

**Educators/Implementers Dashboard - Use the Educator Dashboard to access student and educator programs, implementation resources, and manage student records.**

**Admin Dashboard - The Admin Dashboard has all the features of the Educator Dashboard, as well as the ability to manage records & set permissions for educator/implementers, customize (block) topics for your site and access any playlists created with the Playlist Creator tools.**

**For some sites, the individual(s) who are overseeing implementation of Ripple Effects and the individual(s) implementing it with youth may be the same person(s). In this case, our recommendation is to work from the Admin Dashboard.**

**District Admin Dashboard– Designed for those overseeing several sites. From this dashboard, administrators have access to each of their site's Admin Dashboard, as well as district level data.**

*I purchased Bouncy's You Can Learn, where do I find it?*
***Bouncy's Ready to Learn Resilience* program includes both physical and digital components. The physical elements of your program are shipped to the address designated by your site's purchaser. The digital elements are accessible in each site's Ripple Effects Educator & Admin Dashboard.**

*We are using a single sign-on (SS0) system (i.e. Clever or ClassLink) to access the student programs, what does this mean for me?*
**Youth will access the programs through your SSO system (Clever or ClassLink). Ripple Effects does not roster staff/educators through Clever/ClassLink. All staff use their respective Ripple Effects dashboard to access the Ripple Effects programs, tools & resources. Once in the dashboard, they will self-register to create their Ripple Effects account.**
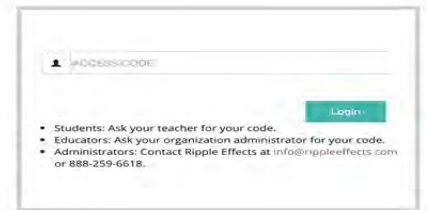
*I need some assistance. What do I do?*
**More implementation resources are found on the <u>Implementer's Support web page</u>. Or, contact us at 888.259.6618 or <u>support@rippleeffects.com</u>**
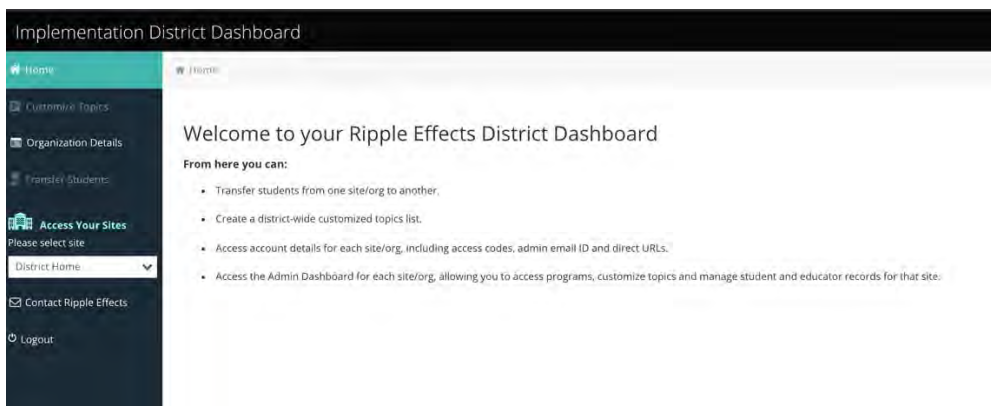
# District Dashboard

**To start:**

1. **Either go to rippleeffects.com and click on "sign-in" on the top right. Or go directly to the dashboard portal page https://rippleeffectsweb.com/adminportal/**

2. **Enter your organization's 9-digit District Access Code**

**From the District Dashboard, you will be able to:**

- **Access the Admin Dashboard for each of your sites, allowing you to access that site's programs and related functions (see Admin Dashboard description for full listing)**

- **Customize/block topics in the programs (*RE for Teens* & *RE for Kids*) across all of your sites**

- **Transfer youth records from one site to another***

- **View usage data for your District and by site**

- **View your sites' license details**

- **Receive Ripple Effects notifications**

- **Access implementation resources**

- **Access Student and Educator dashboard access codes and URLs for programs**

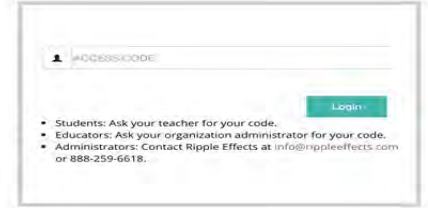- **Contact Ripple Effects for support**

**\*For sites with Single Sign-On Systems (i.e. Clever or Class link), this functionality is managed by those systems.**

# Admin Dashboard

**To start:**

2. **Either go to rippleeffects.com and click on "sign-in" on the top right. Or go directly to the dashboard portal page https://rippleeffectsweb.com/adminportal/**

3. **Enter your site's 9-digit Admin Access Code**
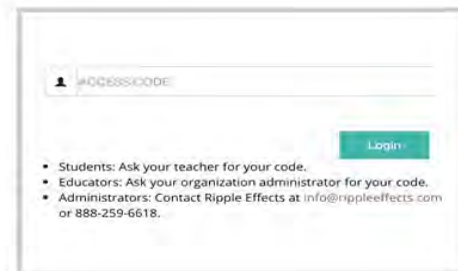


**From the Admin Dashboard, you will be able to:**

- **Directly access any the youth programs (*Ripple Effects for Teens, Ripple Effects for Kids, Pocket Coach* and *Screen for Strengths*) that your site purchased**

- **Directly access any of the educator tools that your site purchased for planning (*Playlist Creator Apps)* and progress monitoring (*Data Viewer*)**

- **Directly access any of the professional development programs (*Educator Ally, Pocket Ally*) that your site purchased**

- **Manage educator/staff accounts for your sites**

- **Manage (import/delete/edit/transfer) youth records***

- **View and delete the playlists that educators have created with *Playlist Creator Apps***

- **Reset program passwords for youth***

- **Customize (block) topics in the youth programs across your site**

- **Receive Ripple Effects notifications**

- **Access implementation resources**

- **Access Student and Educator Dashboard access codes and URLs for programs**

- **View your site's license details**

- **Record & edit contact info for your site's designated Ripple Effects admin**

- **Contact Ripple Effects for support**

**\*For sites with Single Sign-On Systems (i.e. Clever or Class link), this functionality is managed by those systems.**

# Educator/Implementer Dashboard

**To start:**
1. **Either go to rippleeffects.com and click on "sign-in" on the top right. Or go directly to the dashboard portal page: https://rippleeffectsweb.com/adminportal/**

2. **Enter your site's 9-digit Educator Access Code.**

**From the Educator Dashboard, you will be able to:**

- **Directly access any of the youth programs (*Ripple Effects for Teens, Ripple Effects for Kids, Pocket Coach* and *Screen for Strengths*) that your site purchased**

- **Directly access any of the educator tools that your site purchased for planning (*Playlist Creator Apps)* and progress monitoring (*Data Viewer*)**

- **Directly access any of the professional development programs (Ally for Educators, Pocket Ally) that your site purchased**

- **Manage (import/delete/edit) youth records***

- **View and manage the playlists that you have created with *Playlist Creator Apps***

- **Reset passwords for youth***

- **Receive Ripple Effects notifications**

- **Access implementation support resources**

- **Retrieve Student Dashboard access codes**

- **Contact Ripple Effects for support**

*For sites with Single Sign-On Systems (i.e. Clever or Class link), this functionality is managed by those systems.**

# Student Dashboard*

## To access Student Dashboard, direct students to:

1. **Either go to [rippleeffects.com](rippleeffects.com) and click on "sign-in" on the top right. Or go directly to the dashboard portal page: [https://rippleeffectsweb.com/adminportal/](https://rippleeffectsweb.com/adminportal/)** (Bookmark the portal page to streamline access)

2. **Enter your site's 9-digit Student Access Code**



3. **From the Student Dashboard, have youth click on the program or assessment icon that you want them to use.**

**Additional Tips:**

- **Register student accounts in the Admin or Educator Dashboards. If you are a site that uses Clever or ClassLink to roster your student information, then you will not need to roster your students, nor will they ever use the Ripple Effects Student Dashboard.**

- **A student can use the same login and password information to access any Ripple Effects student program or assessment.**

- **Editing/retrieving student login information and resetting passwords is done from both the Educator & Admin Dashboards.**

- **Access codes for your site's Student Dashboard can be found under "Organizational Details" in the District, Admin, and Educator/Implementer Dashboards.**

**\*Sites using single sign-on systems (Clever/ClassLink), will never use the Student Dashboard.**