



Exact Path

Program Administrator Quick Start Guide: North Dakota Families & Home Education



As the parent, family member, or caregiver, you have been set up as an Edmentum Exact Path **Program Administrator**. You are responsible for creating learner users and overseeing the administrator actions in Exact Path. Follow this guide to begin using Exact Path right away.

1

Log In

1. Go to login.edmentum.com
2. Enter your provided credentials for Account, User Name, and Password.
3. Click **Log in to Edmentum**.
4. Complete the security settings fields.
5. Click **Save and Apply**.

2

Create Users (students)

To create individual users:

1. Click **Administration Center** (top of the page).
2. From the **Users** drop-down, click **Manage**.
3. Click **Create a User/(student)**.
4. Complete the required fields with an * with your child's/student's information.
5. Check the box beside the student location. (Location naming convention is your last name first initial.)
6. Click **Save & Return to Users** if you are done adding students/children or **Save & Create Another User** to add additional students/children.

3

Create a Class

1. Click **Exact Path** (top of the page).
2. Click **My Classes**, then **Manage Classes**.
3. Click **+Create a Class** (upper right of the screen).
4. Enter the following information: Class Name, Instructors (you), Location, Grade (grade is optional).
5. Click a student's name to add him/her to the class.
6. When finished adding students, click **Save Class**.

4

Schedule a Diagnostic Test

-OR-

Auto- Generate a Learning Path

1. Choose the subject (math, reading, or language arts) for the diagnostic assessment you wish to schedule.
2. Click **Scheduling**. Your current **Diagnostic** and **Academic Year** should be selected by default.
3. Select the student(s) who will take the diagnostic and click **Schedule**.
4. Set the date and time the test will be available to students and click **Schedule**.

-OR-

You can choose to bypass the diagnostic and create an on-grade level adaptive learning path for your student.

1. Select a subject (math, reading, or language arts).
2. Click **Knowledge Map**.
3. Scroll down to the specified student you wish to generate a path for and select the folded map icon next to their name. Their path is created, and they are ready to start learning!
4. If the content is too easy or too difficult, the learning path will adjust accordingly.



View Student Diagnostic Results

1. Select a subject (math, reading, or language arts).
2. Select **Student Results** and select the appropriate diagnostic.
3. To view individual student results in the **Student Summary Report**, click a student's name.



Monitor Learning Path Progress

The Knowledge Map allows you to monitor student performance, growth, and progress in the learning path.

4. Select a subject (math, reading, or language arts).
5. Click **Knowledge Map**. This view will show student performance as it compares to every available skill in the Edmentum K-12 skills progression.
6. Click **Current Activities**. This view will show you the specific set of skills a student is working on in his/her learning path at that moment, as well as past performance on previous Progress Checks.

Get Help Using Exact Path

1

Getting Started Page

The Exact Path Getting Started page was developed specifically for North Dakota educators, families, and students to include helpful videos and webinar resources for a successful Exact Path implementation.

Visit the page: <https://get.edmentum.com/exact-path-getting-started-nd/>

2

How To/Tours

How To/Tours give you step-by-step directions for how to perform the most important tasks in Exact Path. These tours are built into your Exact Path experience, so you are performing the task as you complete the tutorial.

1. Click Help Center (top right of page). The Help Center pop-up appears.
2. Select one of the How To/Tours. Pop-up windows guide you through the task.

3

Learn and Support Center

The Learn and Support Center contains quick-reference guides and videos that help you use Exact Path to its fullest potential.

1. Click Help Center (top right of page).
2. From the Help Center pop-up, scroll to the bottom and click Online Help. The Learn and Support Center opens in a new tab.

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Customer Support

If you have further questions, you can contact our Customer Support team directly by phone or email:

- 800.447.5286
- nddpixp@edmentum.com

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Parent Videos

You can watch on-demand videos at the North Dakota Exact Path Playlist:

https://www.youtube.com/playlist?list=PLaKK_ZeH621FtYphdtesbkzhhn_DfywTj