



# Office Hours

Warm Springs Middle School

Week One 8/17/22

## WEDNESDAY (0, 1-6) (1:45 release)

Early Release

Period 0	7:55 - 8:45
<b>Pride Time P1</b>	<b>9:00 - 9:15</b>
Period 1	9:15 - 9:40
Period 2	9:44 - 10:09
<b>BREAK</b>	<b>10:09 - 10:24</b>
Period 3	10:28 - 10:53
Period 4	10:57 - 11:22
Period 5	11:26 - 11:51
Period 6	11:55 - 12:20
<b>LUNCH</b>	<b>12:20 - 12:50</b>
<b>OFFICE HOURS</b>	<b>12:54 - 1:45</b>

- Pride time is the first 15 min of period 1 and is extremely important in preparing for office hours after lunch. Pride time and office hours both take place in your 1<sup>st</sup> period class. After lunch on Wednesdays only, all students report back to 1<sup>st</sup> period classes for Office Hours.
- Once OH is up and running Pride Time will be devoted to completing OH action plans as well as check grades and organizing binders and backpacks as needed

# PRIDE TIME

Vision, schedules and the importance of 1<sup>st</sup> period

*Vision For Office Hours:* To offer weekly time built into the school day that allows All students the time to complete missing assignments as well as bring grades up.

# Computer Basics

## Step 1: Assign computers to students

Please assign classroom computer to each student (same # identified computer every time during 1st period and OH)

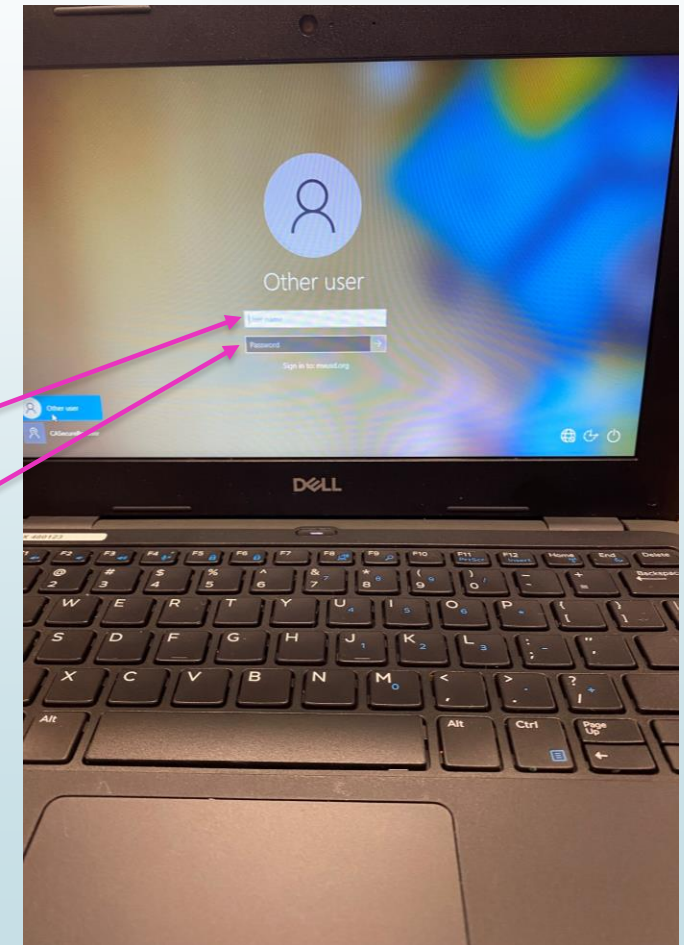
## Step 2: Review computer check-in and check-out process

## Step 3: Have students log in to computers

### **Student login info:**

**Username: 9 digit #**

**Password: *MvUSD+birthmonth+birthdate+!*  
(i.e. *MvUSDmmdd!*)**



# Microsoft 365

## Step 1: SIGN ON

Open an internet browser and go to: [portal.office.com](https://portal.office.com)

## Step 2: APPLICATIONS

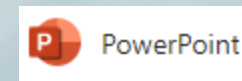
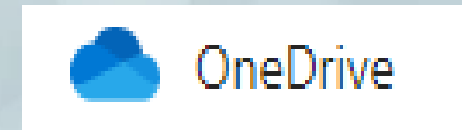
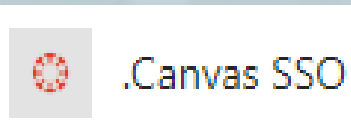
Familiarize yourself with finding your most frequently used apps. You can find apps by:

1. Clicking the “Waffle Icon” on the top left 

OR

2. Using the search bar at the top of your screen 

## Common Applications





# AERIES-Get Logged In!

https://www.murrieta.k12.ca.us/Page/7402

High Contrast OFF ON

HOME SCHOOL INFORMATION SCHOOL DIRECTORY TEACHERS DEPARTMENTS FAMILIES STUDENTS CALENDARS

Aeries	ASB (Leadership)	AVID	Band
Behavioral Health	Canvas-Student Portal	Cheer	Choir
Colorguard	Community Activities	Drama	Khan Academy
Leadership (ASB/WEB)	Library	Pridevision	More

Counseling Enroll Learning Links Menus Student Store Office 365 Transportation 24/7 Reporting

**Springs Middle School**

Purpose  
Rigor  
Integrity  
Determination  
Empowerment

#GOBLUE

Paw

## STUDENTS:

Sign into Aeries with your school provided email and password to access your schedule, grades, standardized tests scores, messages, and more.

## Murrieta Valley USD

English

**Aeries**  
Student Information System

Email

NEXT

Forgot Password? Create New Account

Get the Aeries Mobile Portal App!

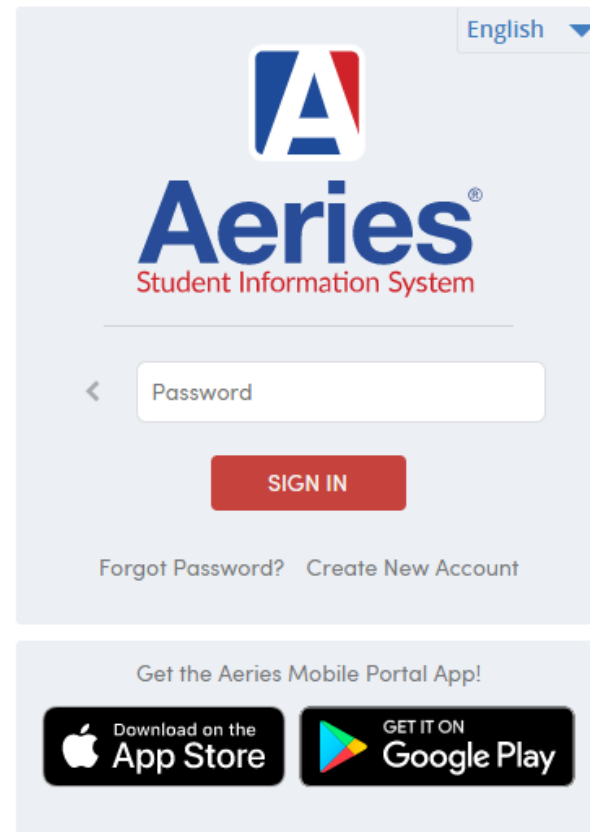


MVUSD Aeries Portal hours of operation: 6:00AM to 11:59 PM PST  
For assistance call your local school registration office

9digit@mvusd.org

Password: MvUSD then the month and day of your birthday!  
(MvUSDmmdd!)

## Murrieta Valley USD



English ▼

**Aeries**  
Student Information System

< Password

**SIGN IN**

[Forgot Password?](#) [Create New Account](#)

Get the Aeries Mobile Portal App!

Download on the App Store

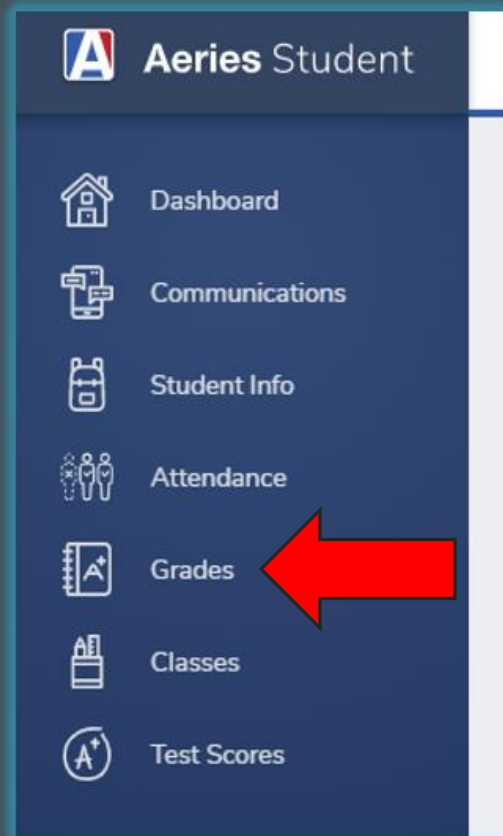
GET IT ON Google Play

MVUSD Aeries Portal hours of operation: 6:00AM to 11:59 PM PST

For assistance call your local school registration office

- If you had a different password that you have forgotten, click on 'Forgot Password?' and follow the prompts. An email will be sent to your Outlook email with the information you need.
- If you are new to our school district (MVUSD) see Ms. Kristi to get started
- If you still need assistance, see Ms. Kristi in the library

# Check Your Grades



- ❖ Use a desktop not a phone
- ❖ Click on 'grades' and then 'grades' again in the dropdown menu for report card grades

# Report Card Grades

Grades																Print
Per	Crs-ID	Course	Teacher(s)	6 Wk	12 Wk	1st Sem	6 Wk	12 Wk	2nd Sem	Cred	Cit	WH	Abs	Tdy	Comments	
1	26157	Comp Science 1	42 GUERRERO, H	D	C	C+				5.00			0	0		
1	26158	Comp Science 2	42 GUERRERO, H				C-			5.00	S	S	0	0		
2	22600	Science 6	16 MAHNKE, T 56 SHIPP, JOHN	B	C+	B-	B+			5.00			0	0		
3	25600	PE 6	10 SAYLOR, T	A+	A+	A+	A+			5.00	S	S	0	0	D - Participates Regularly	
4	21600	Math 6	19 PULATIE, J	B-	B+	B-	C			5.00	S	S	0	0	E - Positive Attitude / Pleasure to have in Class	
5	23600	Language Arts 6	40 BLEY, B	B	D	B	B			5.00	O	O	0	0	C - Student is an Asset to the Class	
6	24600	Social Stu 6	40 BLEY, B	B	A	B	C			5.00	O	O	0	0	C - Student is an Asset to the Class	

**How do your teachers calculate your grades in each of your classes?**

**How are your grades weighted?**

**Which gradebooks are they using? (AERIES? Canvas?)**



After each semester check your transcript

Gradebook Details

Report Card History

Grades

Grade History

Graduation Status

Transcripts

College Entrance

Requirements



# Transcripts

Student Name	Student ID	Grade	Birthdate	Counselor	Transcript of Student Progress																																																																																																																																																																																																																																																																																																																																																						
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*Binders*

*[Click here for set-up](#)*