

Quick Reference for Teachers

Getting Started in Ticket to Read™



- First Read
- Words to Know
- Think About
- Read Along
- Practice
- Final Read
- Quiz

This Quick Reference guide is designed to get teachers started in Ticket to Read™. After reviewing this document, teachers will be able to:

1. Locate User IDs and Passwords for students
2. Get students started in Ticket to Read
3. Navigate the Ticket to Read program
4. Generate reports
5. Communicate with parents

System requirements:

- Monitor resolution 1024 X 768
- 512 mb RAM for Windows XP and OS 10
- Internet Explorer 6.0+, FireFox 2.0+, Safari 1.2+, or Netscape 7.0+
- Adobe Flash Player 9
- Adobe Acrobat Reader 5.0+
- Cookies, Javascript, and Pop-ups enabled
- Internet connection (broadband preferred)



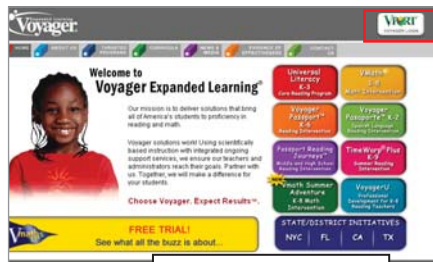
1. Locate User IDs and Passwords for students

1. Go to www.voyagerlearning.com and click the **Voyager Login** button.

2. Enter your VPORT **USER ID** and **PASSWORD** (acquired from your campus coordinator or principal). Click **Login**.

3. Click the **My Class** tab.

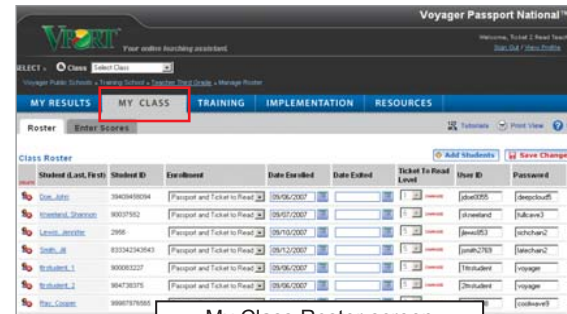
4. Print your class login information.



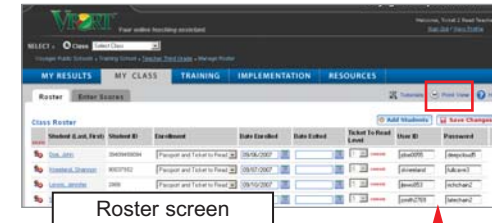
Voyager home page



Customer Login page



My Class Roster screen



Roster screen

User IDs and Passwords are automatically generated by VPORT. If not, you must go to Enter Scores to enter student RCT scores. Then, return to the Roster tab and set the Enrollment filter to activate student login information. Click **Save Changes** to accept.



2. Get students started in Ticket to Read

Provide students with their individual User IDs and Passwords. Direct students to write down this information, or you can print the list from VPORT and cut out each student's login information and give it to them.

3. On the first login, the host T.J. Ticket takes students on a tour. Then, students are taken to the clubhouse.

4. After entering their clubhouse, students click the book sitting on the desk to view the list of passages.

1. Go to www.tickettoread.com.

2. Students enter their **User ID** and **Password** and click **Sign In**. (Advise students not to share their login information with other students.)



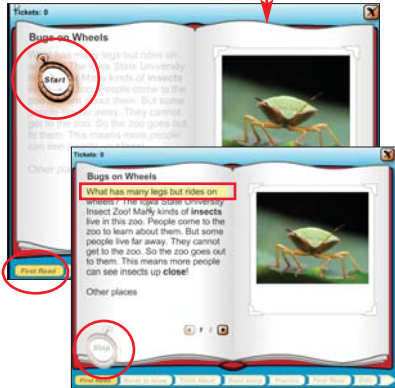
Quick Reference for Teachers

Getting Started in Ticket to Read™

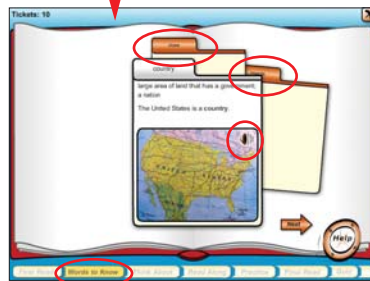


Navigate the Ticket to Read program

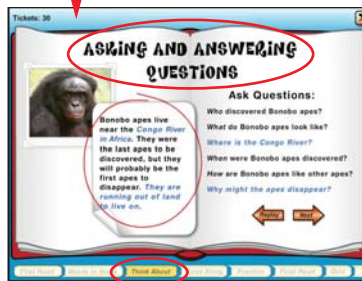
The Ticket to Read program takes students through seven progressive sections: First Read, Words to Know, Think About, Read Along, Practice, Final Read, and Quiz. The navigation bar is highlighted to indicate the section the student is in.



1. In the First Read, students read the passage cold after clicking on Start. Text can be highlighted with the mouse. Students click Stop when finished.



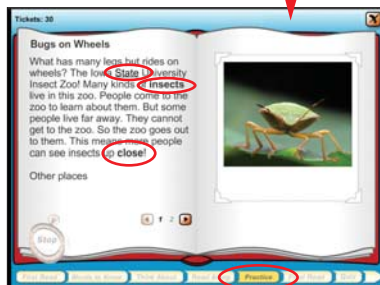
2. In Words to Know, students click on word card tabs to learn about a word. Students earn 10 tickets per word card read.



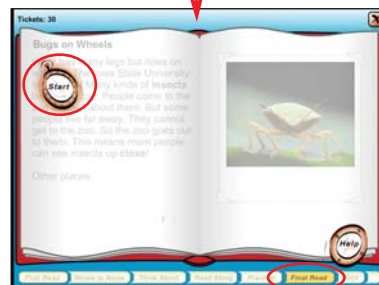
3. Think About presents information on an essential comprehension skill or strategy.



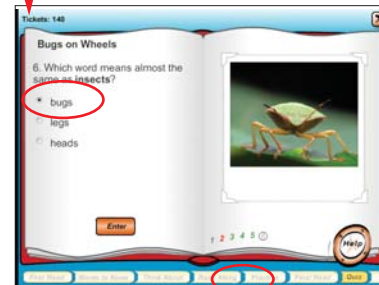
4. Students click Read Along to hear a model reading of the passage. Then, they practice reading along with the narrator at a slower pace.



5. For Practice, students click Start and begin a timed practice session. They may practice the passage twice, clicking on any word for a pronunciation.



6. Students click Start and begin reading for the Final Read. At least 80% of the passage goal must be met to earn 100 tickets and move on to the quiz.

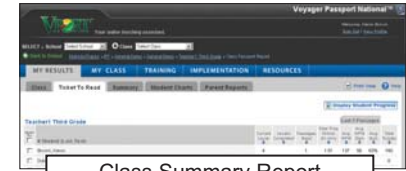


7. For the Quiz, students select the answer and click Enter. Following the Quiz, they correct all incorrect answers. Each correct answer is worth 10 tickets.



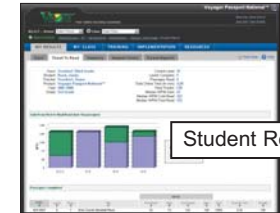
Generate reports

Log in to VPOR. Click on My Results Ticket to Read tab. View each student's Current Level, Levels Completed, Passages Read, WPM Gain, and Tickets Earned.



Class Summary Report

Click next to a student's name and Display Student Progress. See more specifics about the student.



Student Report screen



Communicate with parents

To help parents participate, do the following:

- Send home the Quick Reference for Parents
- Give parents their child's weekly Student Report
- Encourage parents to log on and view their student's progress by observing their clubhouse and their progress in the program.



Quick Reference for Parents