



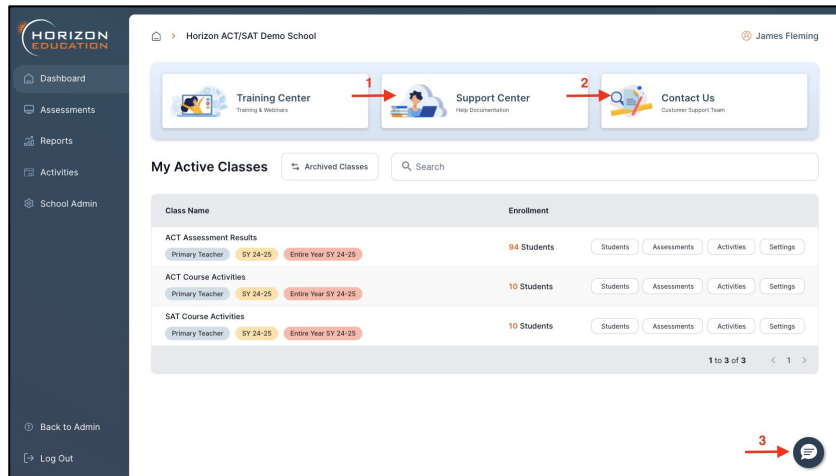
Transition Guide

Horizon Education to Progress Learning

Administrators

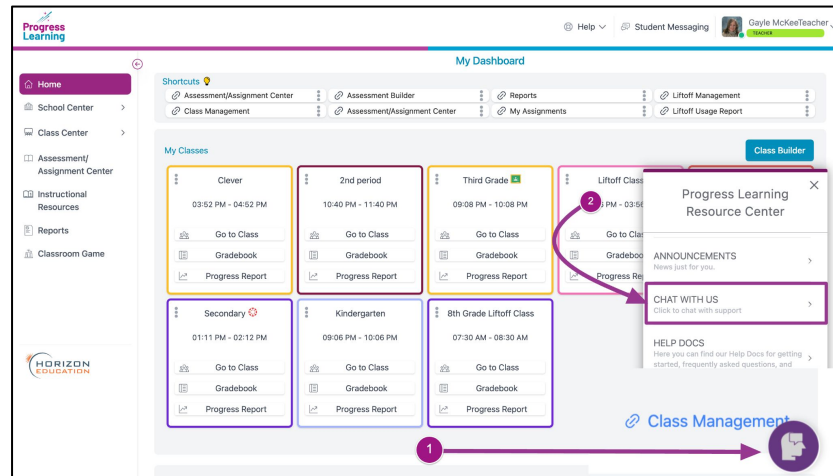
Getting Help

Where was it before?



On the **Dashboard** page, select **Support Center**, **Contact Us**, or click the **Chat icon** in the bottom right-hand corner of the screen.

Where is it now?



On the **Home** page, click the **Virtual Assistant icon** in the bottom right-hand corner of the screen. Then, select **Chat With Us** on the pop-up window.

Setting Accommodations

Where was it before?

Horizon ACT/SAT Demo School

Users Classes Terms Assessment

Students Teachers Administrators

Active Students Archived Students

Export List Import Parent List Import Student List Add Student

Search Add to Class Set Time Set Untimed Archive Users Delete Users

<input type="checkbox"/>	First Name	Last Name	Grade	Date Added	Last Active	# of Logins		
<input type="checkbox"/>	Diego	Abarca	11	October 18, 2024	March 19, 2025	9		
<input type="checkbox"/>	Angelina	Abbateiello	12	October 18, 2024	Never	0		
<input type="checkbox"/>	Fatima	Abdihakmudova	12	October 18, 2024	January 9, 2025	1		
<input type="checkbox"/>	Latifa	Abdihakmudova	10	October 18, 2024	March 19, 2025	7		
<input type="checkbox"/>	Abdurakhmon	Abdualiev	12	October 18, 2024	Never	0		
<input type="checkbox"/>	Nathan	Abend	9	October 18, 2024	November 5, 2024	1		
<input type="checkbox"/>	Adriana	Aboeva	11	October 18, 2024	February 27, 2025	23		

1 to 100 of 1923

In the left-hand menu, go to **School Admin**, select **Students**, then check the box next to each student who needs accommodations. Next, choose either **Set Time** or **Set Untimed** to apply the appropriate setting.

Where is it now?

Progress Learning

Home > Student Settings

Student Settings

Class * QA Class 25-26

Text To Speech Language Setting Timer Settings ACT/SAT Pause Assessment Settings

Accommodations for timers on activities are a global setting but can be overridden in an assignment.

Name	Student ID	Activity Timer Settings
Alvarez, Sandy		Standard Timer
Bell, Raul		Standard Timer
Chambers, Karla		Standard Timer
College, ACT		Standard Timer
College, SAT		Standard Timer
Frye, Kaylyn		Standard Timer
Shaffer, Forrest		Standard Timer

No. of rows per page 50

In the left-hand menu, go to **School Center**, then select **Student Settings**. From this page, you can adjust settings for **Text to Speech**, **Language**, **Timer**, and **Pause**.

Assigning Assessments

Where was it before?

The screenshot shows the Horizon Education web application. In the left-hand navigation menu, the 'Assessments' link is highlighted with a red arrow and the number '1'. The main content area is titled 'Assessments' and includes tabs for 'Assessment Schedule' and 'Assessment Monitoring'. Below these is a section for 'Active Assessments' with a search bar and an 'Assign Assessment' button, which is also highlighted with a red arrow and the number '2'. The 'Active Assessments' section contains a table with the following data:

Assessment Name	Assessment Section	Class Name	Assigned By	Start Time	End Time	Reveal Answers	
SAT Assessment#3	Math: Part 2	10th Grade - All	Justin Berkenstock	10/31/2024, 8:49:00 AM	(not set)	(not set)	Q [icon] [icon]
SAT Assessment#3	Math: Part 1	10th Grade - All	Justin Berkenstock	10/31/2024, 8:49:00 AM	(not set)	(not set)	Q [icon] [icon]
SAT Assessment#3	Reading and Writing: Part 2	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)	Q [icon] [icon]
SAT Assessment#3	Reading and Writing: Part 1	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)	Q [icon] [icon]
ACT Assessment#2	Math	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)	Q [icon] [icon]
ACT Assessment#2	English	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)	Q [icon] [icon]
SAT Assessment#3	Math: Part 2	11th Grade - All	Justin Berkenstock	10/31/2024, 8:49:00 AM	(not set)	(not set)	Q [icon] [icon]

At the bottom of the table, it says '1 to 16 of 16'.

In the left-hand menu, go to **Assessments**, then click the **Assign Assessment** button.

Where is it now?

The screenshot shows the Progress Learning web application. In the left-hand navigation menu, the 'Assessment/Assignment Center' link is highlighted with a red arrow and the number '1'. The main content area is titled 'Assessment/Assignment Center' and features three main sections: 'Build', 'Assign', and 'Create'. The 'Assign' section is highlighted with a red arrow and the number '2'. The 'Assign' section contains the following options:

- Assignment Builder
- Assignment Bank
- Assignment Live Monitoring

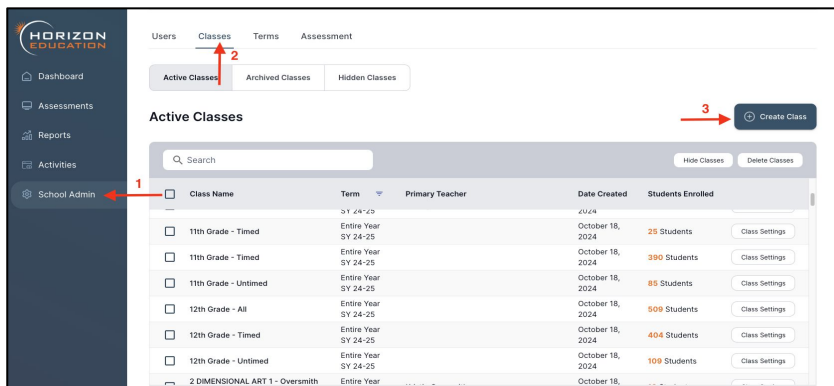
The 'Create' section contains the following options:

- Question Builder
- My Questions Bank

In the left-hand menu, go to **Assessment/Assignment Center**, then select **Assignment Builder** under **Assign**.

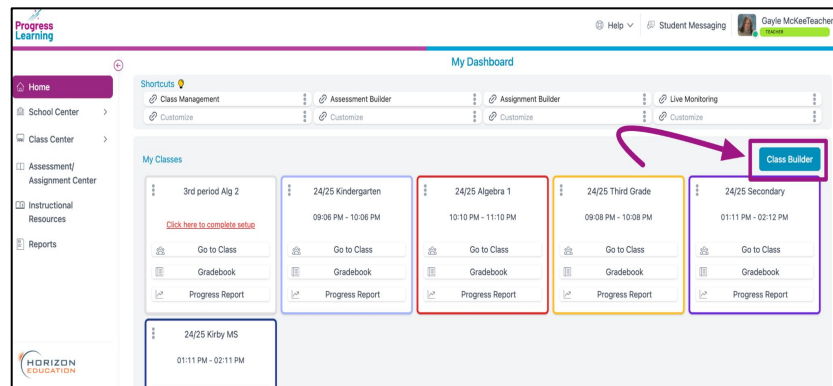
Creating Classes

Where was it before?



In the left-hand menu, go to **School Admin**, then click the **Create Class** button on the right-side of the screen.

Where is it now?



On the **Home** page, click the **Class Builder** button on the right-side of the screen.

Accessing Reports

Where was it before?

The screenshot shows the Horizon Education interface. On the left sidebar, the 'Reports' menu item is highlighted with a red arrow and the number '1'. The main content area is titled 'Reports' and features a 'Group Reports' section. Within this section, three report types are displayed: 'Group Summary', 'Group Subsection Details', and 'Group Comparison'. Red arrows with the number '2' indicate the path from 'Group Reports' to each of these three report types. Below the 'Group Reports' section is an 'Individual Reports' section with options for 'Individual Student Performance' and 'Individual Comparison'.

Where is it now?

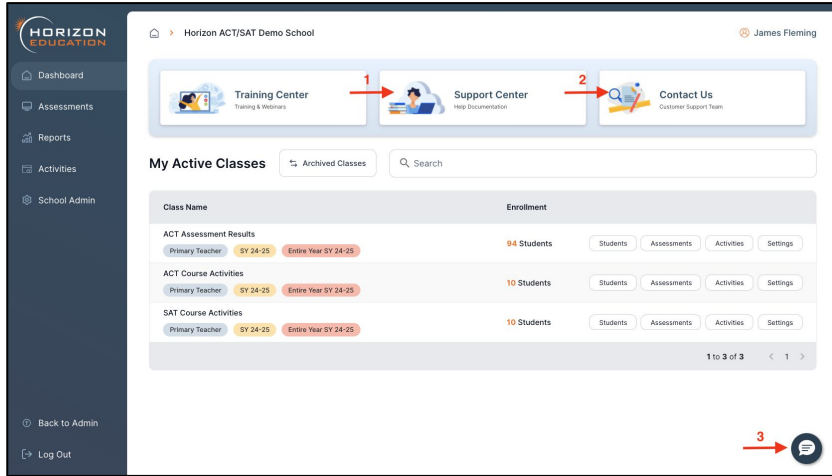
The screenshot shows the Progress Learning 'My Dashboard'. On the left sidebar, the 'Reports' menu item is highlighted with a red arrow. The main content area displays a grid of class cards, each representing a different class or assessment. Each card includes a title, a time slot, and links for 'Go to Class', 'Gradebook', and 'Progress Report'. The 'Reports' menu item in the sidebar is the new location for accessing these reports.

Reports are still accessible in the left-hand menu under **Reports**.

Teachers

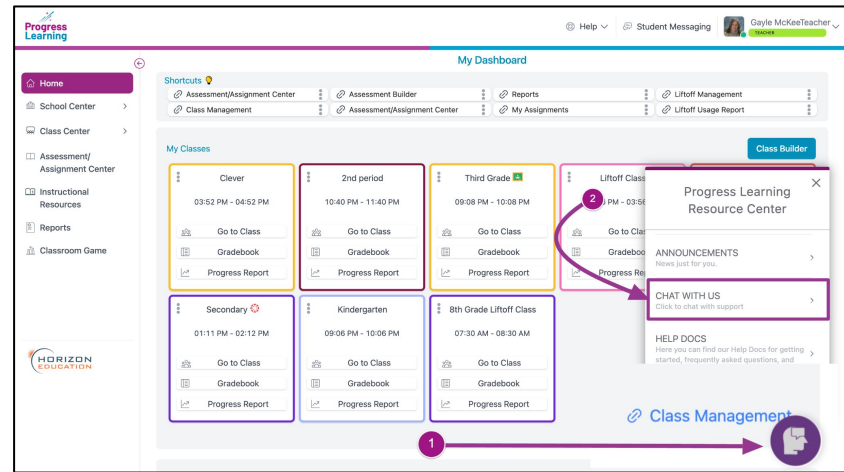
Getting Help

Where was it before?



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Where is it now?



On the **Home** page, click the **Virtual Assistant icon** in the bottom right-hand corner of the screen. Then, select **Chat With Us** on the pop-up window.

Viewing the Assessment Schedule

Where was it before?

Assessments

Assessment Schedule | Assessment Monitoring

Active Assessments

Assessment Name	Assessment Section	Class Name	Assigned By	Start Time	End Time	Reveal Answers
SAT Assessment#3	Math: Part 1	10th Grade - All	Justin Berkenstock	10/31/2024, 8:49:00 AM	(not set)	(not set)
SAT Assessment#3	Reading and Writing: Part 2	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)
SAT Assessment#3	Reading and Writing: Part 1	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)
ACT Assessment#2	Math	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)
ACT Assessment#2	English	10th Grade - All	Justin Berkenstock	10/31/2024, 8:48:00 AM	(not set)	(not set)
SAT Assessment#3	Math: Part 2	11th Grade - All	Justin Berkenstock	10/31/2024, 8:49:00 AM	(not set)	(not set)
SAT Assessment#3	Math: Part 1	11th Grade - All	Justin Berkenstock	10/31/2024, 8:49:00 AM	(not set)	(not set)

Upcoming Assessments

Assessment Name	Assessment Section	Class Name	Assigned By	Start Time	End Time	Reveal Answers
No data available						

In the left-hand menu, go to **Assessments**. From this page, you can view all Active and Upcoming assessments.

Where is it now?

Progress Learning

Home > Assessment/Assignment Center

Assessment/Assignment Center

Build

Assign

Create

Assignment Bank

In the left-hand menu, go to **Assessment/Assignment Center**, then select **Assignment Bank** under **Assign**.

Live Monitoring

Where was it before?

The screenshot shows the Horizon Education interface. In the left-hand menu, the 'Assessments' option is highlighted with a red arrow labeled '1'. In the main content area, the 'Assessment Monitoring' tab is selected with a red arrow labeled '2'. Below the tabs, a search bar contains 'Horizon Assessment for the ACT' with a red arrow labeled '3'. To the right of the search bar, 'Assessment#1' and 'ACT Course Activities' are also highlighted with red arrows labeled '3'. Below the search bar, there are four tabs: 'Live Monitoring' (highlighted with a red arrow labeled '4'), 'Live Monitoring', 'Live Monitoring', and 'Live Monitoring'. The main table displays a list of students and their assessment status across four subjects: English, Math, Reading, and Science. The table has columns for Name, Grade, and subject-specific status (Completed, Not Scheduled, etc.).

Name	Grade	English	Math	Reading	Science
Adriana Aboeva	11	Completed	Completed	Completed	Completed
Dominic Adames	10	Not Scheduled	Not Scheduled	Not Scheduled	Not Scheduled
Sophia Aguado	11	Completed	Completed	Completed	Completed
Edwin Alcorer	11	Completed	Completed	Completed	Completed
Silvana Alonso	11	Completed	Completed	Completed	Completed
Taras Ambrozjak	11	Completed	Completed	Completed	Completed
Paige Anderson	11	Completed	Completed	Completed	Completed

In the left-hand menu, go to **Assessments**, then toggle to **Assessment Monitoring**.

Where is it now?

The screenshot shows the Horizon Education Assignment Center interface. In the left-hand menu, the 'Assessment/Assignment Center' option is highlighted with a red arrow labeled '1'. In the main content area, the 'Assign' tab is selected with a red arrow labeled '2'. Below the tabs, the 'Assignment Live Monitoring' option is highlighted with a red arrow labeled '3'. The main content area displays a grid of options for building, assigning, and creating assessments and assignments. The 'Assign' tab is active, showing options for 'Assignment Builder', 'Assignment Bank', and 'Assignment Live Monitoring'.

In the left-hand menu, go to **Assessment/Assignment Center**, then select **Assignment Live Monitoring** under **Assign**.

Accessing Reports

Where was it before?

The screenshot shows the Horizon Education interface. On the left is a dark sidebar with a menu: Dashboard, Assessments, Reports (highlighted with a red arrow and number 1), Activities, and School Admin. The main content area is titled 'Reports' and has a sub-header 'Group Reports'. Below this, there are three report cards: 'Group Summary', 'Group Subsection Details', and 'Group Comparison'. Red arrows with the number 2 point to each of these cards. At the bottom, there is a section for 'Individual Reports' with options for 'Individual Student Performance' and 'Individual Comparison'.

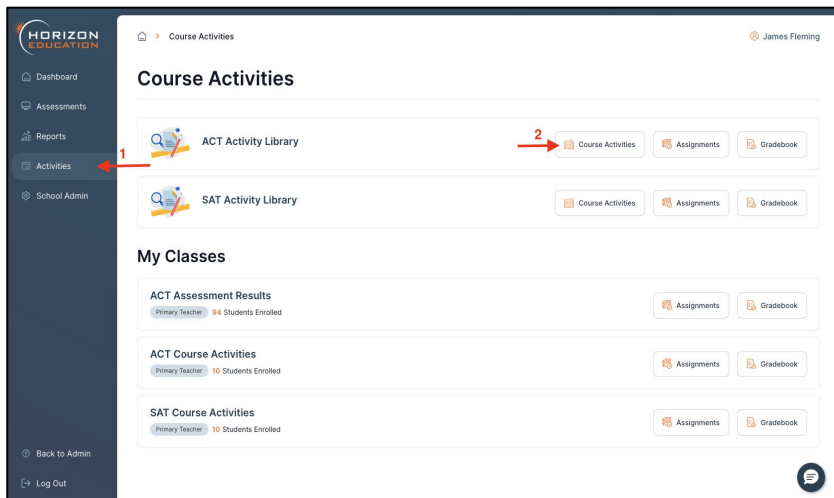
Where is it now?

The screenshot shows the Progress Learning interface. On the left is a sidebar with a menu: Home, School Center, Class Center, Assessment/Assignment Center, Instructional Resources, Reports (highlighted with a red arrow), and Classroom Game. The main content area is titled 'My Dashboard' and contains a grid of class cards. Each card has a title, a time range, and links for 'Go to Class', 'Gradebook', and 'Progress Report'. A red arrow points from the 'Reports' menu item in the sidebar to the 'Progress Report' link on one of the class cards.

Reports are still accessible in the left-hand menu under **Reports**.

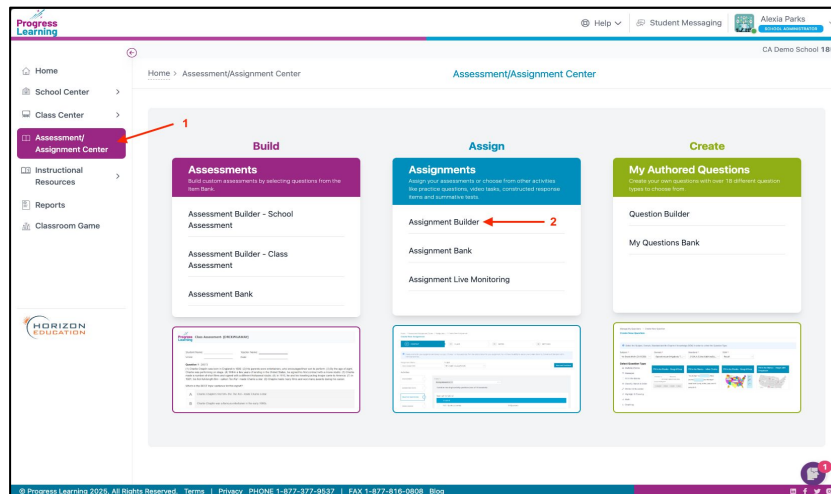
Accessing Coursework & Assigning Activities

Where was it before?



In the left-hand menu, go to **Activities**, then select **Course Activities** next to the ACT or SAT Activity Library.

Where is it now?



In the left-hand menu, go to **Assessment/Assignment Center**, then select **Assignment Builder** under **Assign**.

Accessing Coursework & Assigning Activities

Where was it before?

The screenshot shows the 'ACT Activity Library' page. On the left is a dark sidebar with navigation links: Dashboard, Assessments, Reports, Activities, and School Admin. The 'Activities' link is highlighted with a red arrow and the number '1'. The main content area has tabs for 'Course Activities', 'Assignments', and 'Gradebook'. Below these is a section titled 'ACT Activity Library' with a sub-tab 'About the ACT'. A filter for 'English' is selected, showing 33 activities. A list of activities follows, including '1.0 Introduction to the English Test', '2.0 Grammar - Parts of Speech', '2.1 Grammar - Agreement', '2.2 Grammar - Verb Forms', '2.3 Grammar - Pronoun Forms', '2.4 Grammar - Comparatives and Superlatives', and '2.5 Grammar - Idioms'. Each activity has an 'Assign Lesson' button. The 'Assign Lesson' button for '2.0 Grammar - Parts of Speech' is highlighted with a red arrow and the number '2'.

From this page, click **Assign Lesson**.

Where is it now?

The screenshot shows the 'Create New Assignment' page. The top navigation bar includes 'Home', 'School Center', 'Class Center', 'Assessment/Assignment Center', 'Instructional Resources', 'Reports', and 'Classroom Game'. The 'Assessment/Assignment Center' link is highlighted. The main content area has tabs for '01 CONTENT', '02 CLASS', '03 SETTINGS', and '04 NOTES'. The 'CONTENT' tab is active. Below the tabs is a form for creating an assignment. The 'Assignment Name' field is set to 'ACT'. The 'Subject' dropdown menu is open, showing 'ACT Mathematics' selected, with a red arrow and the number '1' pointing to it. The 'School Year' dropdown is set to '25-26'. A 'Save and Continue' button is on the right. Below the form is a section titled 'Activities' with a list of activity categories: 'ASSESSMENTS', 'DIGITAL WORKSHEETS', 'SUMMATIVE AND DOMAIN PRACTICE TESTS', 'PRACTICE QUESTIONS', 'VIDEO LESSONS', and 'CONSTRUCTED RESPONSE'. The 'SUMMATIVE AND DOMAIN PRACTICE TESTS' category is highlighted with a red box and a red arrow and the number '2'.

In the subject drop-down menu, select the subject, then select activities from the **Activities** menu.

Accessing the Gradebook, Item Analysis & Monitoring Progress

Where was it before?

ACT Activity Library

Course Activities **1** Gradebook

Gradebook: ACT Activity Library

ACT Activity Library **2** 10th Grade - All Export Gradebook

About the ACT										
1.0 What is the ACT	1.0 Introduction to the English Test	2.0 Grammar - Parts of Speech	2.1 Grammar - Agreement	2.2 Grammar - Verb Forms	2.3 Grammar - Sentence Structure					
Student Name	# of Activities Completed	Average % Correct	Independent Lesson (ITEM ANALYSIS)	Independent Lesson (ITEM ANALYSIS)	Practice Set (ITEM ANALYSIS)	Independent Lesson (ITEM ANALYSIS)	Practice Set (ITEM ANALYSIS)	Independent Lesson (ITEM ANALYSIS)	Practice Set (ITEM ANALYSIS)	Independent Lesson (ITEM ANALYSIS)
Adams, Dominic	0	0%	--	--	--	--	--	--	--	--

In the left-hand menu, go to **Activities**, then toggle to **Gradebook**.

Where is it now?

Progress Learning

Home > Reports

All Reports

PROGRESS MONITORING REPORTS

Progress Report

Student Report Card

Gradebook

Galaxy Star

View the cumulative current scores for all student activities by subject down to state standard and track Dot Ranking.

View student scores over time across all subjects and monitor progress.

Track results for assignments and student independent practice activities for your classes.

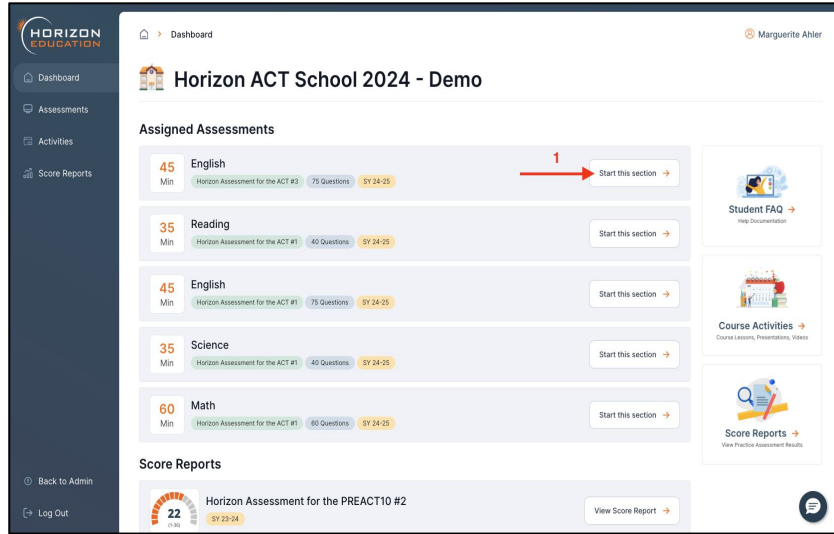
View the performance of students by tracking the number of Galaxy Stars earned out of the total stars per subject and current Alien Rankings across all subjects. You can also print certificates to reward students as they move up in Alien Rank.

In the left-hand menu, go to **Reports**, then select **Gradebook**.

Students

Starting an Assessment

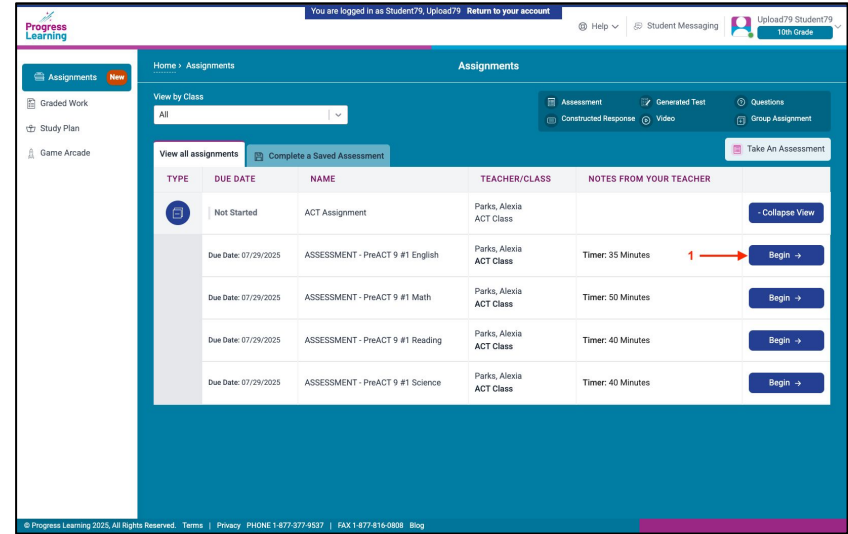
Where was it before?



The screenshot shows the Horizon Education Dashboard for a user named Marquerite Ahler. The page title is "Horizon ACT School 2024 - Demo". Under the "Assigned Assessments" section, there are five assessment cards: English (45 Min), Reading (35 Min), English (45 Min), Science (35 Min), and Math (60 Min). Each card has a "Start this section" button. A red arrow labeled "1" points to the "Start this section" button for the first English assessment. To the right of the assessments are links for "Student FAQ", "Course Activities", and "Score Reports". At the bottom, there is a "Score Reports" section for the "Horizon Assessment for the PREACT10 #2" with a "View Score Report" button.

From the **Dashboard** page, select **Start this section** next to the section you want to start.

Where is it now?



The screenshot shows the Progress Learning Assignments page. The page title is "Assignments". There is a "View by Class" dropdown menu set to "All". Below the menu, there are two tabs: "View all assignments" and "Complete a Saved Assessment". A table lists the assignments with columns: TYPE, DUE DATE, NAME, TEACHER/CLASS, and NOTES FROM YOUR TEACHER. The table has five rows of assignments, all due on 07/29/2025. Each row has a "Begin" button. A red arrow labeled "1" points to the "Begin" button for the first assignment. To the right of the table is a "Collapse View" button. At the bottom of the page, there is a footer with copyright information and contact details.

TYPE	DUE DATE	NAME	TEACHER/CLASS	NOTES FROM YOUR TEACHER
Not Started		ACT Assignment	Parks, Alexia ACT Class	
	Due Date: 07/29/2025	ASSESSMENT - PreACT 9 #1 English	Parks, Alexia ACT Class	Timer: 35 Minutes
	Due Date: 07/29/2025	ASSESSMENT - PreACT 9 #1 Math	Parks, Alexia ACT Class	Timer: 50 Minutes
	Due Date: 07/29/2025	ASSESSMENT - PreACT 9 #1 Reading	Parks, Alexia ACT Class	Timer: 40 Minutes
	Due Date: 07/29/2025	ASSESSMENT - PreACT 9 #1 Science	Parks, Alexia ACT Class	Timer: 40 Minutes

From the **Assignments** page, select **Begin** next to the section you want to start.

Viewing a Score Report

Where was it before?

The screenshot shows the Horizon Education interface. On the left, a dark sidebar menu contains 'Dashboard', 'Assessments', 'Activities', and 'Score Reports'. A red arrow labeled '1' points to 'Score Reports'. The main content area is titled 'Score Reports' and shows two assessment cards. The first card, 'Horizon Assessment for the PREACT10 #2', has a score of 22 and a 'View Score Report' button with a red arrow labeled '2' pointing to it. The second card, 'Horizon Assessment for the PREACT10 #1', has a score of 23 and a 'View Score Report' button. The top right of the page shows the user's name, Marguerite Ahler.

In the left-hand menu, go to **Score Reports**, then click the **View Score Report** button.

Where is it now?

The screenshot shows the Progress Learning interface. The top navigation bar includes 'Home', 'Graded Work', and 'Graded Work'. The left sidebar has 'Assignments', 'Graded Work', 'Study Plan', and 'Game Arcade'. The main content area is titled 'Graded Work' and features a search bar with fields for 'Teacher/Class', 'Subject', 'Start Date', and 'End Date'. Below the search bar are tabs for 'View all results', 'View assignment results', and 'View independent practice'. A table displays the following data:

NAME	COMPLETED	TEACHER/CLASS	SCORE
PreACT 9 #1 English	07/02/2025	Parks, Alexia ACT Class	30% (15/50)

A red arrow labeled '1' points to the 'View' button next to the score. The bottom of the page shows the footer: '© Progress Learning 2025. All Rights Reserved. Terms | Privacy PHONE 1-877-377-9537 | FAX 1-877-616-0808 Blog'.

From the **Graded Work** page, click the **View** button.

Completing Assignments

Where was it before?

The screenshot shows the 'Course Activities' page for Benjamin Acevedo. The left-hand menu has 'Activities' selected. The main content area is titled 'Course Activities' and shows a progress bar for '2.1 Grammar - Agreement' which is 0/2 Complete. Below the progress bar, there are four activity cards: 'Independent Lesson', 'Practice Set', 'Slide Presentation', and 'Support Video'. Each card has a 'View' button. Red arrows point from the 'Activities' menu item to the 'Assigned Activities' section, and from the 'View Lesson', 'View Practice Set', 'View Presentation', and 'View Video' buttons to the 'Completed Activities' section.

Horizon Education

Course Activities

Benjamin Acevedo

Assigned Activities

2.1 Grammar - Agreement 0/2 Complete

Independent Lesson Practice Set Slide Presentation Support Video

View Lesson View Practice Set View Presentation View Video

Completed Activities

Back to Admin Log Out

In the left-hand menu, go to **Activities**, then click either **View Lesson**, **View Practice Test**, **View Presentation**, or **View Video**.

Where is it now?

The screenshot shows the 'Assignments' page in the Progress Learning system. The user is logged in as Student79, Upload79. The page has a sidebar with 'Assignments' selected. The main content area shows a table of assignments. The first row is 'ACT Activity' with a due date of 07/30/2025 and a status of 'Not Started'. The second row is 'Domain Test - Knowledge Of Language (KLA)' with a status of '1' and a 'Begin' button. The third row is 'Summative Test - Small' with a 'Begin' button.

Progress Learning

You are logged in as Student79, Upload79 Return to your account

Help Student Messaging Upload79 Student79 10th Grade

Assignments

View by Class All

Assessment Generated Test Questions Constructed Response Video Group Assignment Take An Assessment

TYPE	DUE DATE	NAME	TEACHER/CLASS	NOTES FROM YOUR TEACHER
Assessment	07/30/2025	ACT Activity	Parks, Alexia ACT Class	
Assessment		Domain Test - Knowledge Of Language (KLA)	Parks, Alexia ACT Class	1 Begin
Assessment		Summative Test - Small	Parks, Alexia ACT Class	Begin

From the **Assignments** page, click the **Begin** button.

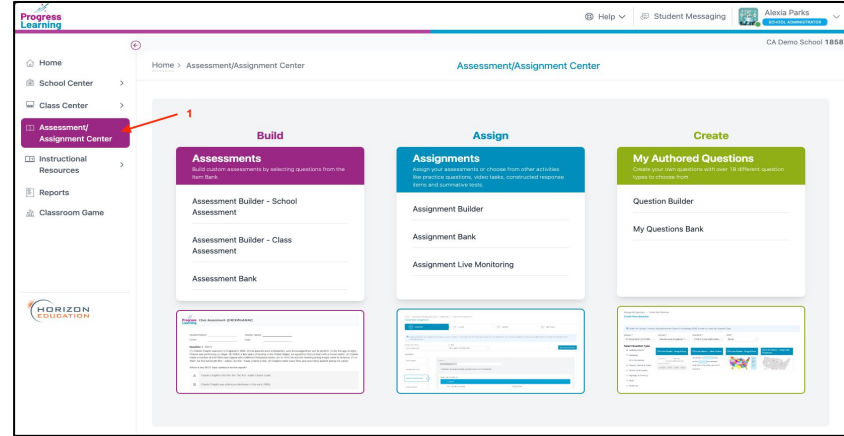
Progress Learning Enhancements

Assessment/Assignment Builder

What is it?

Create custom or pre-built assessments and assignments with just a few clicks. With access to over **200,000 rigorous, standards-aligned items** written by experienced educators, you can build assessments and assignments that **mirror your state's summative tests** and support formative checks along the way.

Where is it?



In the left-hand menu, go to **Assessment/Assignment Center**, then select **Assessment Builder** under **Assign**, or **Assignment Builder** under **Assign**.

Individualized Study Plans

What is it?

Our **auto-generated study plans** give students a clear roadmap for mastering standards. **Powered by assignment data**, these plans **adapt as students grow**, offering focused practice and instructional videos tailored to their progress.

Where is it?



For **K-1st Grade** and **6th-12th Grade**, the **Study Plan** is in the left-hand menu. For 2nd-5th Grade, go to the **Dashboard** and click on one of the planets.

Additional Tools



Remediation

Target learning gaps the moment they appear. Our platform offers **quick-click remediation** and **adaptive tools** like Liftoff, guiding each student back on track with **personalized support**.



Gamification

Learning feels like play with our **built-in arcade games, Galaxy Stars, and avatars**. As students master standards, they unlock rewards—**boosting motivation** and making learning fun.



Standards-Aligned Content

Every question, video, and activity is **aligned to your state's standards** so educators can teach with confidence and students can master exactly what's expected on test day.



Bell Ringers

Start every class with purpose. Our bellringers **reinforce prior learning, preview upcoming concepts, and free up teacher time**—all while giving students a consistent, standards-aligned routine.