

Parents Guide

Your child's school has subscribed to Spellzone. This Parents Guide will provide the information required to support your child's use of Spellzone at home.

What is Spellzone?

Spellzone is an online English spelling resource used by students aged seven to adult. Spellzone is adaptable for all abilities and is suitable for students with literacy difficulties, dyslexia and those learning English as a foreign language. It is also very useful for those who want to improve or practice specific spellings for a school project or exam. Spellzone includes:

Spelling Ability Test

- Measures spelling ability.
- Provides a baseline 'Spellzone Score'.
- Creates a personal 'Course Pathway'.
- Automatically retests and updates according to new learning.

Starter Course

- Suitable for students aged seven to adult.
- Entry level resource in eight units.
- Teaches basic phonic spelling rules using multi-sensory activities and tests.
- Pre-loaded word lists including the top 100 high-frequency words.

Main Course

- Suitable for students aged nine to adult.
- A complete teaching course.
- Basic, Intermediate and Advanced levels in 36 units.
- Teaches all English spelling rules and includes:
 - 'Rule breakers'.
 - Basic concepts such as vowels, consonants, syllables, prefixes and suffixes.
 - Teaching text includes definitions, sentence context and learning tips.
- Interactive spelling tests to check understanding.
- Results seen instantly with 'traffic lights' code to keep learning on track.

Word Lists

There are 1,000s of word lists available on Spellzone including course lists, vocabulary lists and user created lists. All word lists, including those created by students, can be:

- Used with:
 - o Look, Say, Cover, Write, Check one of the best ways to learn spellings.
 - Listen and Spell test learning using audio.
 - Spelling games a fun way to reinforce learning.
 - Printable worksheets for off-line activities and study.
- Translated into 92 languages

www.spellzone.com



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What will the school do?

Spellzone is available for use on school computers, home computers and mobile devices.

The school will provide your child with a Spellzone username and password.

All activity on Spellzone is logged and your child's progress will be monitored. Teachers are able to produce a range of reports on an individual's activity and results.

What will my child need to do?

To log in they will need to go to the following website: https://www.spellzone.com

Click on the Log in button at the top right of the screen and enter their username and password.

The Spellzone username and password provided by school is case sensitive.

If your child cannot remember their login details they will need to ask their teacher. Do not contact Spellzone as they are unable to access these details.

When you child logs into Spellzone for the first time, they will be prompted to take the Spelling Ability Test*. On completion of the test, they will be provided with a baseline Spellzone Score and a personal 'Course Pathway' which shows the Spellzone units to be completed (see Spelling Ability Test and Course Pathway Notes below). The test is repeated at key points and the score and pathway updated according to progress made.

In addition to the Spelling Ability Test and personal Course Pathway, teachers may occasionally set specific tasks to be completed in the classroom or as homework. These may be word lists to support the Course Pathway or for a specific subject, for example key words used in a project or exam.

Tasks will only appear in the 'My Spellzone' page when the start date occurs. The deadline date for the task will be shown.

*unless deactivated by the school

What will parents need to do?

Parents will need to commit to supporting their child to use Spellzone by enabling computer access and encouraging them to complete the programme when required to do so.

Can I view my child's activity and results?

All activity and results are stored securely on-line. Your child can view their results by logging into Spellzone and clicking on '**My results**'.



Spellzone technical requirements

Spellzone is an on-line resource and can be used on any internet connected PC, laptop or mobile device. We recommend the use of headphones, especially when students take the Spelling Ability Test.

Choice of browser

For best performance, we recommend: <u>Google Chrome</u>, version 40+ You can also use Internet Explorer version 9.0+, Firefox version 3.5+, Opera 10.5+ or Safari 4.0+. Some features of Spellzone may not work on older versions of these browsers.

Sound in Spellzone

Sound features in Spellzone use HTML5 audio and occasionally HTML5 speech synthesis.

Test your browser will work with Spellzone voice facilities here:

https://www.spellzone.com/pages/help/faqs_technical.cfm

Using a mobile

On mobile browsers sound will not play automatically and you always need to click on the icon to play the sound. On the Spelling Ability Test on a mobile you will need to click on the icon to play each sound.

Games

The Spellzone games are built in HTML5. If your games do not work then <u>check that JavaScript is</u> <u>enabled</u>.

If JavaScript is enabled and you still cannot play the games, please check that your browser version is up to date. Note that we recommend using <u>Google Chrome</u>.

Auto-Correction, Check Spelling and Predictive Text

To get the most out of Spellzone we suggest that you disable the *Auto-Correction, Check Spelling* and *Predictive Text* features when using any smart device such as an iPad, iPhone or Android.

Please see your device user manual for instructions.



Spelling Ability Test and Course Pathway Notes

The Spelling Ability Test is used to:

- Provide a starting point for students in the Spellzone spelling course.
- Provide a tailored course individually for a student (their **Course Pathway**) which will include the Spellzone Starter Course (if required) and Main Course.
- Find specific gaps in a student's spelling ability.
- Document student achievements and provide evidenced progress.
- Identify units that students should repeat.

Method of testing

The Spelling Ability Test is a series of words randomly drawn from three lists and getting progressively more difficult. Each word relates to a particular unit, with at least two words representing every unit.

Once a student gets a set percentage of questions incorrect in any part of the test, the test will finish and they will be presented with the results. This varies at different stages of the test but normally around 2 to 3 questions incorrect out of 10 will cause the test to finish.

Spelling Ability Test Results

Results of the test are given in two ways:

- As a percentage score.
- As a Course Pathway. This will indicate both the point at which they should start the Spellzone course and any individual units which should be studied.

NOTES: The test will give a general indication of spelling ability though the test is not intended to give an indication of spelling age.

Teachers and parents should be mindful that it is not possible to build in safe guards to prevent students referencing a dictionary or other aids in order to enter the correct spelling of a test word.

How to turn Spelling Ability Test ON and OFF?

The default for NEW student logins is ON.

The Spelling Ability Tests for each student can be turned ON and OFF at any time by teachers and administrators.

NOTE: The Spelling Ability Test and Course Pathway are linked

If a student has a Course Pathway and the auto testing is disabled, then the Course Pathway is removed. All previous test results are retained in the student's results but a Course Pathway is not visible to the student until the auto-testing is re-activated.



How long does the Spelling Ability Test take?

The Spelling Ability Test can take anywhere between 1 minute and 15 minutes depending on the ability of each student. There are 110 questions in the full test and to answer all questions correctly takes approximately 15 minutes.

How often is the Spelling Ability Test taken?

Students cannot take the Spelling Ability Test at any time they feel like it. They can only access the test when at certain points mentioned below*.

A student is provided with a link to the Spelling Ability Test:

- The first time of logging into an account or the first login after the test has been set as automatic for the first time.
- After every 8 units that are completed.

The algorithm deciding if a Spelling Ability Test is due at a certain point in the course will apply the test immediately when the user reaches key points in the course – as outlined above.

For users who haven't previously done the Spelling Ability Test it is applied at the given key point regardless of what Spellzone units they have previously studied.

*Teacher and Administrators can reset the test at any time.

NOTES:

Students are given the chance to start-again at any stage of a Spelling Ability Test, for example if they become distracted or know they have made some errors. This choice will take the student back to the beginning of the test and will delete the answers given previously regardless if they were correct or incorrect.

The student will be informed if the Spelling Ability Test was not completed. If not completed, the test will continue from the last point the student reached.

It may be possible for a student to find the Spelling Ability Test through front end areas of Spellzone and via external links.



Advertising on Spellzone

Spellzone is used by schools, colleges, individuals, families and homeschoolers across the world. In order to keep prices low and to support the continued development of Spellzone, we accept some advertising via Google AdSense.

The advertising is only visible to those who are NOT logged into Spellzone. When a Spellzone subscription is purchased (or during a school trial), NO advertising will appear when users are logged in.

Spellzone is committed to being a responsible member of the educational community. Care has been taken not to include any inappropriate material and the Spellzone resources do **NOT** contain content of a sexual or violent nature.

If you notice an advertisement that you feel is offensive or inappropriate, please <u>inform</u> <u>Spellzone</u> and include the name and web site address (URL) of the company that is advertising.

Spellzone would like to remind parents and teachers that children using the Internet should be supervised. For more information, be sure to read the Spellzone <u>Terms and Conditions</u>.