

# Use and Policies of Centaur Plus

## CENTAUR PLUS INSTRUCTIONS – FALL 2016

Thursday September 15- Thursday December 8

**Centaur Plus is on Tuesdays and Thursdays this fall.**

### POLICIES

- Sign up for your sessions by the Monday and Wednesday afternoon for each Tuesday/Thursday session.
- Students with Ds/Fs each grading period will be scheduled into sessions automatically. There is NO self-selection if you get a D or F.
- Attendance is taken (including tardies). Don't be late.
- Grade Level study halls are available initially with the following teachers: Mielke, Simons, Mende, Greenberg, Cordell, Novick. They will hold study halls until the library and MPR are open.
- The Tech Center is also available for students wishing to work on assignments and projects.

### EXTENDED LUNCH

- Students with a 3.2 GPA or higher and no more than 7 tardies in any one period from Spring semester 2016 qualify for extended lunch until the 8 week grading period. Keep your grades and attendance up to continue with Extended Lunch.
- This will be reassessed at the 8 week grading period. Newly qualified students at that time will earn extended lunch.

### SIGNING UP FOR CP SESSIONS AND CHECKING PLACEMENT

**Your password is your 9-digit student ID number.**

DO NOT change your password

DO NOT request a new password

If you are having difficulties see Ms. R. Snyder in room 30 or send her an email.

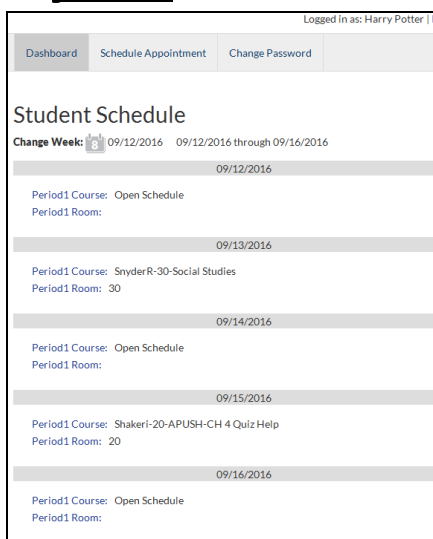
**SAVE/BOOKMARK URL:** <https://app.enrichingstudents.com/Login/Index>

Make sure this is what shows up in the URL window

### FIRST STEP

1. LOGIN

2. Your **username** is your **Gmail** address and your **password** should be your 9 digit student ID number. Please do not change your password.

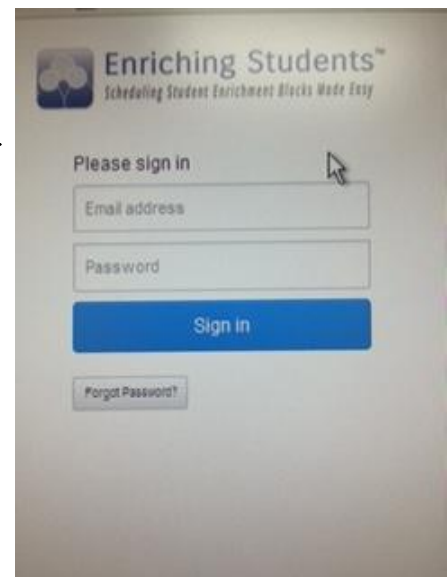


Dashboard

3. Your student **Dashboard** will show your schedule for the present week.

4. Check where you are scheduled to go every Tuesday and Thursday morning (A teacher can override any session you self-selected)

5. **VERY IMPORTANT:** If you want to see the upcoming week and see if you have been scheduled (before you try self-selecting), click on calendar icon (shows an "8")



## How to Schedule yourself (This is called Self-Selection)

6. Click on “**Schedule Appointment**” at the top of the page
7. **IGNORE WHERE IT SAYS PERIOD 1**
8. Check the dates. Use the arrow to the right of the “F” to go to the following week.
9. Click on either the Tuesday or the Thursday
10. The day you want will turn green. Be sure you are on the right day
11. If you have scheduled yourself into a session previously the teacher will be listed under “**My Teachers**”. Click on “**Schedule**” if you want to see attend a session with one of those teachers again. Check there are available seats.
12. If no teachers are listed or you want to see a teacher not listed, then click on “**Other Teachers**” and select the appropriate department.

Dashboard Schedule Appointment Change Password

Scheduling: 09/05/2016 - 09/09/2016

Period1 (all appt types)

**My Teachers**

Shakeri, Paige - Shakeri-20-Social Studies Seats Avail: 17 Scheduled Today  
Appt Type: Extra Help  
Last Appt: 09/08/2016

SnyderR, Rachel - SnyderR-30-Social Studies Seats Avail: 17  
Appt Type: Extra Help  
Last Appt: 09/08/2016

**Other Teachers**  
(select dept.)

13. A list of all the teachers in that department will appear with all of the offerings for that day.
14. Make sure there are seats available
15. Find the teacher whose session you want to attend and click on schedule.
16. If it worked the session will light up in back at the top of the page (see previous page). If you don't see a session highlighted, then try again.
17. **Please schedule yourself by the Monday afternoon and Wednesday afternoon at the latest for the next days CP session**
18. **Don't wait or where you want to go might no longer be available.**
19. Even if you think you know where you are going, double check the every Tuesday and Thursday morning.

Social Studies

Gyepes, Kendra - Gyepes-34-Comparative/Absolute Adv. review Seats Avail: 18  
Appt Type: Extra Help  
Last Appt: Never

Kochevar, Jennifer - Kochevar-21-Study Skills Seats Avail: 18  
Study skill- Sum it up! Good to help comprehend information and become better writers.  
Appt Type: Extra Help  
Last Appt: Never

Long, Raymond - Long-36-Social Studies Seats Avail: 18  
Appt Type: Extra Help  
Last Appt: Never

Mende, Elliot - Mende-22-12th Grade Study Hall Seats Avail: 36  
Appt Type: Study Hall  
Last Appt: Never

Mielke, David - Mielke-129-12th Grade Study Hall Seats Avail: 36  
Appt Type: Study Hall  
Last Appt: Never

## **ALSO VERY IMPORTANT**

**If you do not see a schedule button, it means a teacher has already scheduled for that day. Go back to your Dashboard, pull up the date and check. You cannot override a teacher. You must go to that teacher's CP session**

**My Teachers**

**Other Teachers**  
Social Studies

Mende, Elliot - Mende-22-12th Grade Study Hall Seats Avail: 36  
Appt Type: Study Hall  
Last Appt: Never

Mielke, David - Mielke-129-12th Grade Study Hall Seats Avail: 36  
Appt Type: Study Hall  
Last Appt: Never

There is no schedule button so you have already been scheduled by a teacher