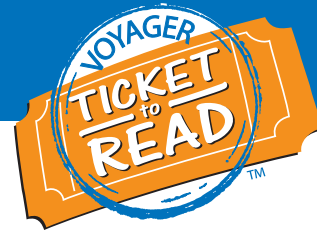# Quick Reference for Teachers
Using the Ticket to Read® Phonics Component
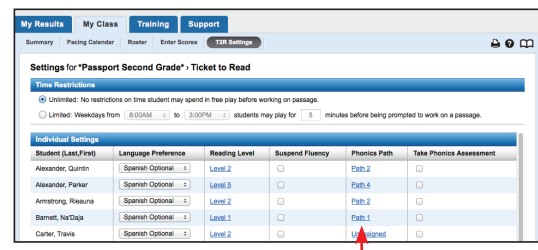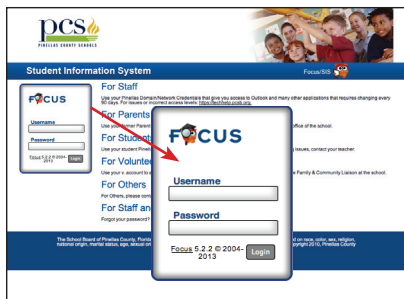## Pinellas County Schools

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

1. Set Phonics Path for students
2. Get students started in Ticket to Read phonics component
3. Navigate the phonics component
4. Generate reports
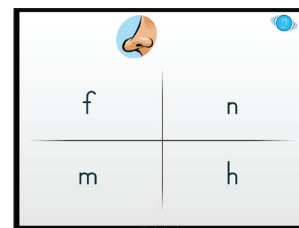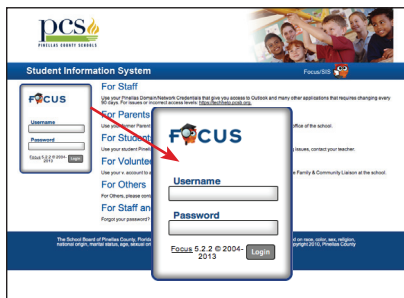5. Communicate with parents

Set Phonics Path for Students

1. Go to **http://focus.pcsb.org**. Enter your PCS Focus (R2.D2) Username and Password. Click Login.

2. On the right side of the next screen, select <u>VPORT</u> under **Teacher Programs**.

3. Voyager Passport students' **User IDs** and **Passwords** are set to "auto-level," but you may assign your students to a specific phonics path on the **T2R Settings** screen (**My Class** tab).

Get Students Started in Ticket to Read Phonics Component

Provide students with their individual **User IDs** and **Passwords**. You can print labels from VPORT by selecting "Student Password Report" on the **More** screen (**My Results** tab).

1. Go to **http://focus.pcsb.org**. Enter the child's PCS Focus (R2.D2) Username and Password. Click Login.

2. On the right side of the next screen, select <u>Ticket to Read</u> under **Student Programs**.

3. On first login, students in grade 1 take the online test to place them in the correct path. After completing the test, they take the program tour. Kindergarten students go directly to the tour and path 1.

Example of text items

4. Students earn Ticket Tokens after completing activities in Zogwog Land. They can choose a toy from Uncle Tocket's Lab to fill their Toy Shop.

System requirements:
- **Monitor resolution 1024 X 768**
- **Windows XP/Vista/7 and Mac OS 10.5.8+**
- **Internet Explorer 8.0+, FireFox 5.0+, Safari 5.0+**
- **Adobe Flash Player 10.3+**
- **Adobe Acrobat Reader 9.0+**
- **Cookies, Javascript, and Pop-ups enabled**
- **Internet connection (broadband preferred)**

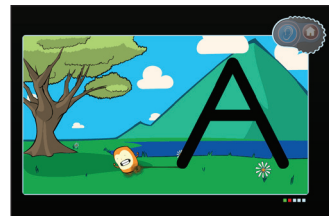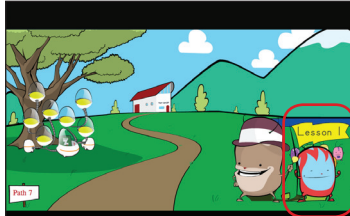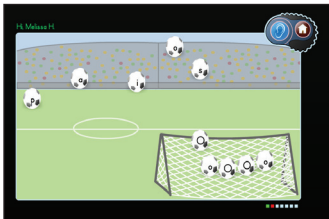**3** **Navigate the Phonics Component**
The Ticket to Read phonics component has 14 instructional paths and three entry points (paths 1, 7, or 12) for students. The program takes students through several sessions of activities and then a set of mastery activities to complete each path.
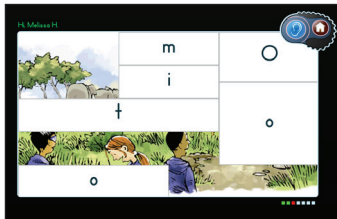
1. Students enter Zogwog Land with the Zogwog characters. Each character is a session of activities. Students enter each new session by clicking on the Zogwog presented on the right side of the screen.

2. The program introduces phonic elements to students via short videos. Before beginning each activity, the program narrator provides instructions.

3. The program guides students from the introduction through each activity. The number and type of activities in each session varies from path to path. Below are examples of activities.
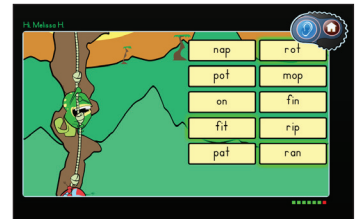

Students click the soccer ball with the letter sound indicated.

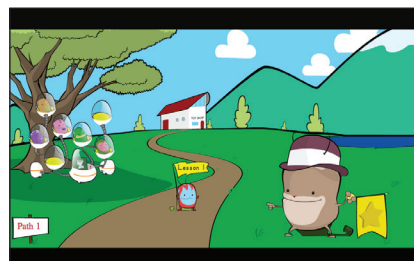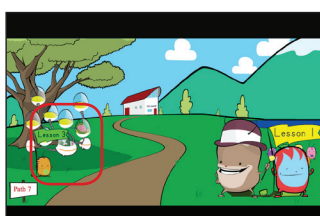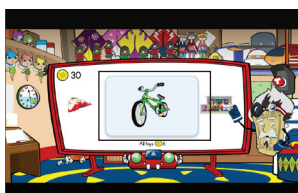Students click on the letter sound indicated to reveal a picture.

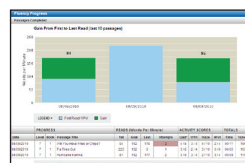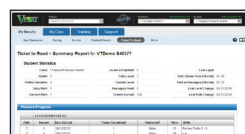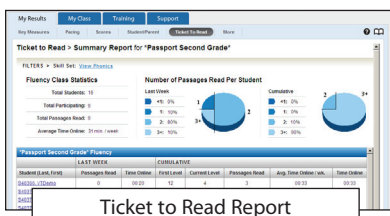Students click on the picture that begins or ends with the sound.

Students click on each word pronounced by the narrator.

4. After completing a session, students receive Ticket Tokens to redeem for toys in Uncle Tocket's Lab. These toys are then added to a Toy Shop and can be played with at a later time.

5. When students go back to Zogwog Land, if they had a high success rate on the last session, the Zogwog will be sleeping in the pod. If they need more practice, the Zogwog is standing.

6. Once students complete all of the sessions, they must complete mastery activities given by Big Zogwog to finish the path. If they still have standing Zogwogs, they may return to those activities before completing the mastery activities.

7. Once students complete or master an activity and earn a total of 6 tokens, they may visit Uncle Tocket's Lab to redeem the tokens for toys.

4 **Generate reports**
Log in to VPORT. Click on the **My Results** tab, **Ticket To Read** subtab. View each student's Current Level, Passages Read, and time spent.
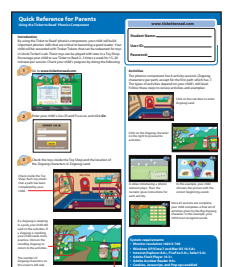

Ticket to Read Report

Click on the student's name to see more specifics about the student.

5 **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

Quick Reference for Parents