

Using Symphony Math® with ClassLink's OneClick™

Overview

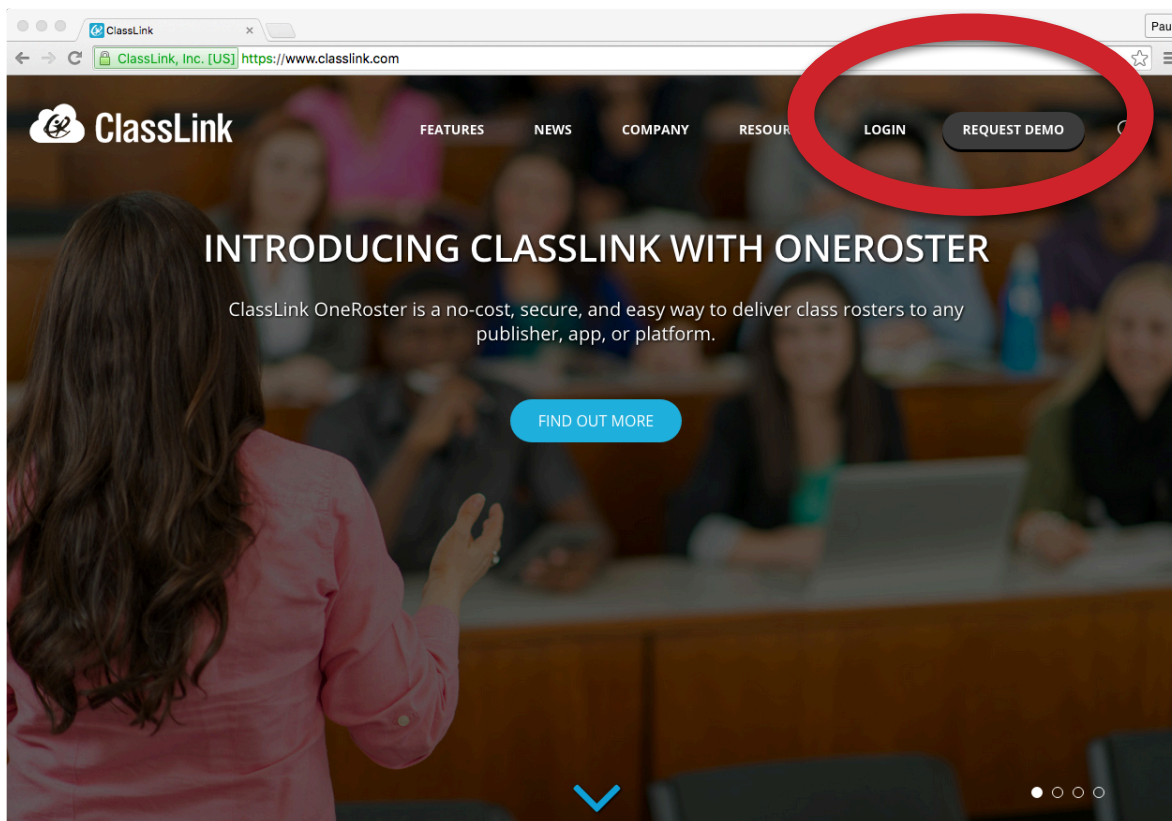
Symphony Math® is a three-step program that identifies and supports students who need help with math. The ClassLink OneClick™ portal allows students to use one sign-in to access many different software programs. This document details the process for initiating the integration between these technologies. By following the procedures in this document, your students will be able to use Symphony Math by simply choosing the program from a menu, without needing to remember their specific Symphony Math username or password.

The steps for the entire process are as follows:

1. Sign up for ClassLink (free).
2. Import student Login IDs into the Symphony district or school roster.
3. From your ClassLink login, add Symphony Math as an application.
4. Deploy the Symphony Math application to your students.



Step 1: Sign up for ClassLink



Your district can sign up for the free ClassLink service at <https://www.classlink.com/> . Please note that this process requires a district administrator. Full documentation for ClassLink is available here: <https://docs.classlink.com/customer/portal/articles/1522919>.

Step 2: Import student Login IDs into the Symphony district or school roster.

** Preserve Existing Usernames

* ExternalID = Login ID

Field Name	Type	Char Limit	Required?	Notes
Account#	Numeric	6	Yes	Same Account# that is used to login to the Administration Panel
FirstName	AlphaNumeric	64	Yes	Student's first name. The first name may contain letters, numbers, underscores, periods, apostrophes, dashes, and spaces.
MI	AlphaNumeric	1	No	Middle Initial
LastName	AlphaNumeric	64	No	Student's last name. The first name may contain letters, numbers, underscores, periods, apostrophes, dashes, and spaces.
Username	AlphaNumeric	255	Yes	* Must be unique for all students * Using StudentID from Student Management System is recommended * May contain underscores, periods, apostrophes, and dashes. The username cannot contain any spaces.
Password	AlphaNumeric	64	Yes	No Spaces
Grade	AlphaNumeric	2	Yes	Must be PK, K, or number 1-13
Class	AlphaNumeric	32	No	The name of the class that the student is currently in. If the exact class name is not found, a new one will be created.
DOB	Date	10	No	MUST be in mm/dd/yyyy format
Gender	AlphaNumeric	1	No	M, F, or U (Unspecified)
ExternalID	AlphaNumeric	128	No	A unique ID for the student that is used to link the student to an outside data source. Not visible after import.

Symphony Math does not support ClassLink's OneRoster service. However, batch imports of student roster information can be performed by using the 'Import Students' tool:

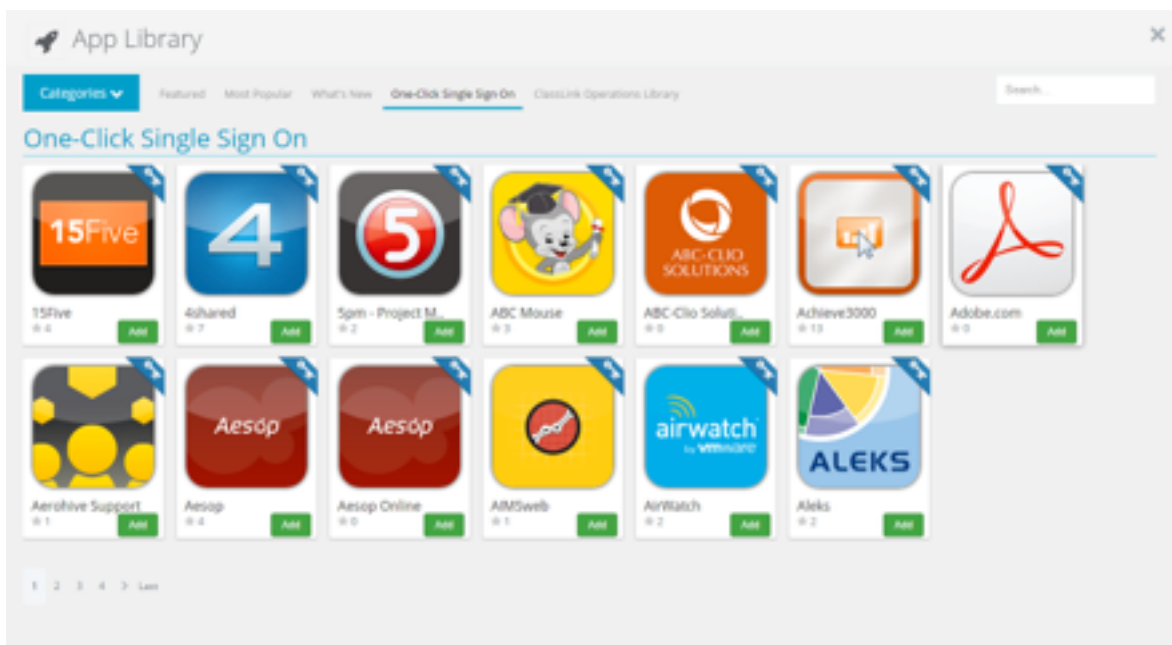
- ◆ Sign in to the Symphony Administration Panel at adminpanel.symphonylearning.com.
- ◆ From the Dashboard, press Students to see the existing student roster.
- ◆ Press Import Students, and prepare your Import file. There are two important considerations for preparing this file:
- ◆ Upload your completed Import CSV file and complete the import process.

* Put the students' Login ID numbers in the 'ExternalID' field in the import template. This is mandatory, as this information will enable the link between the ClassLink and Symphony systems. The Login ID may be the student AD username or another way they authenticate into their district account.

** If you have existing students in your Symphony roster, use the same usernames in your import file. When the import process begins, these student accounts will be UPDATED, and no student records or progress will be lost.

Step 3: From your ClassLink login, add Symphony Math as an application.

When you log in to [ClassLink](#) as an administrator, you can view your district's applications. Press 'Add App' to add an application, then find and press the Symphony Math app.

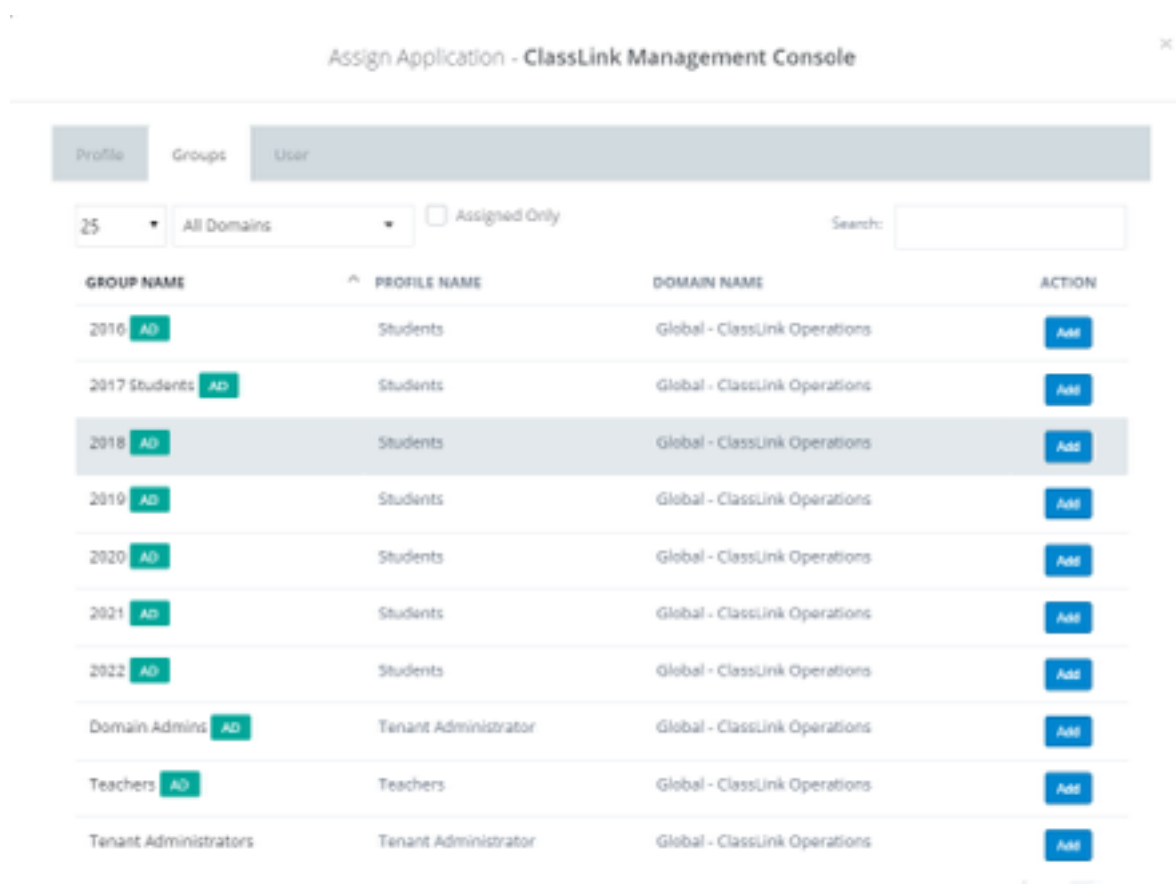


After adding the application, you will need to authorize access from Symphony Learning to your district information. Symphony Learning has a strict privacy policy, and all transactions that occur between ClassLink and Symphony Math will be fully encrypted and never exposed to the public. For a full description of our privacy policy, go to <http://symphonylearning.com/research/policies/privacy-policy/>.

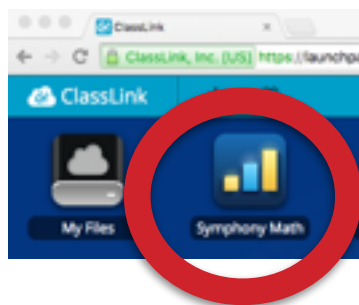
Adding Symphony Math to your district requires acceptance by both Symphony Learning and your district. You will receive email correspondences from ClassLink that alert you when an action is necessary during the acceptance process. Hang in there: after a few back-and-forth communications you won't need to make any further changes!

Step 4: Deploy the Symphony Math application to your students.

After acceptance by both your district and Symphony Learning, you'll need to set permissions that guide which schools and/or sections are allowed to access the program:



Make your choices on permissions, and then press Save Changes. Now, when a student signs in and has your permission to access Symphony Math, they will see the Symphony Math icon:



Pressing the Symphony Math icon starts the Symphony Math program, and automatically signs the student in and preserves their settings and progress. Enjoy!