

# Ion Guide

Revision 1.0 (November 9, 2015)

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## 1 Introduction

Welcome to Ion, the next generation of the TJ Intranet.

The TJ Intranet allows students, teachers, and staff at The Thomas Jefferson High School for Science and Technology (TJHSST) to access student information, manage activity signups, and view information on news and events.

Intranet is a student-built and student-run project that supports the Eighth Period activity program at TJHSST. Prior to the 1999-2000 school year, several students created a web-based solution for activity signups and management in order to efficiently automate what was previously a manual, pencil-and-paper system. This application soon became a critical part of the school's operations giving students and staff access to additional functionality such as news, polls, a student directory, and filecenter and in the early 2000s, Intranet2 (Iodine) was developed as an ambitious effort to create a more viable long-term solution. After nearly ten years of use, it was deemed necessary to create a new application: one that could be built for the computers, phones, and tablets available today while also having the foundation necessary to support future changes down the road. Ion is that project.

Development on Intranet version 3, code-named Ion, began in early 2013 and, after more than two years of work, is now ready to be used during the 2015-2016 school year. The application is written using Python and the Django web framework, and on the client side, makes extensive use of responsive elements to allow for the best possible user experience across devices.

## 2 Credits

Ion was primarily developed by Ethan Lowman (TJHSST Class of 2015) and James Woglom (TJHSST Class of 2016). Additional development and support was provided by: Samuel Damashek (2017), Peter Foley (2013), Susanna Bradbury (2017), Mrs. Joan Burch and Ms. Marie Lauducci.

### 3 Dashboard

Upon logging into Ion, the first page you will see is the Home page or Dashboard. This page provides an overview of important information and allows you to directly access all of Ion's important functions. From any page in Ion, you can return to the Dashboard by clicking the "Intranet" icon or name in the upper-left corner of the screen.

The left half of the dashboard is a news feed with school announcements and other interest items (similar to the Iodine news feed). Along the right side, are modules providing quick access to key functions and information. These include (from the top), 8th period rosters and attendance, the daily bell schedule, student birthdays, and useful links.

At the top of the page is a directory search box. Here you can search Ion's database of students and staff.

Intranet

Andrew

### Announcements

**Welcome to Ion**

by James Woglom • Wednesday, October 14, 2015 • to everyone

Until launch, Eighth Period information found throughout this system is incorrect and should be only used for testing purposes.

**DO NOT SIGN UP OR TAKE ATTENDANCE THROUGH ION, EXCEPT FOR TESTING-RELATED PURPOSES. VISIT [IODINE.TJHSST.EDU](http://iodine.tjhsst.edu) UNTIL THE LAUNCH DATE.**

**This is a test of the request a post button**

by Joan Burch • 12 hours ago • to everyone

We are happy to introduce ION to you today!

**Beginning of Year Reminders**

by James Woglom • Tuesday, September 01, 2015 • to everyone

Preliminary schedule information has been loaded into Ion and Iodine. You can see your own schedule by clicking "My Profile" under your user icon.

Until notified otherwise, **sign up for Eighth Period at [iodine.tjhsst.edu](http://iodine.tjhsst.edu), and not through Ion.** Eighth Period information displayed on [ion.tjhsst.edu](http://ion.tjhsst.edu) is **incorrect**, and if you sign up for an activity on Ion the signup will **not be counted!**

Feel free to use the "Send Feedback" button or email [intranet@tjhsst.edu](mailto:intranet@tjhsst.edu) with any comments or concerns. Thanks for using Ion!

**Welcome to Ion!**

by Intranet Developers • Saturday, June 06, 2015 • to everyone

Welcome to the next generation of the TJ Intranet system. Thanks for helping us test the new system before its official release in Fall 2015. Please note that you still need to sign up for eighth period on <http://iodine.tjhsst.edu> for the remainder of this year.

Here are a few quick tips to get you started:

On desktop browsers, navigation buttons are displayed on the left side of the page. On mobile browsers, you must press the hamburger icon in the upper left. This will also reveal the search bar.

To view your user profile, hit the user icon next to your name in the upper right corner. This is also where you can log out and submit feedback.

To sign up for eighth period, either choose a block on the homescreen widget or hit the "Eighth" button in the navigation. For teachers, you may take attendance for activities in the same manner.

If you have any questions or comments, please use the "Send Feedback"

Add

### Your Activity Schedule

View more blocks

A

Wed, Nov. 11

Computer Secu...

Attendance

A

Wed, Nov. 11

Sys Op. Admini...

View Pass

B

Wed, Nov. 11

Computer Secu...

Attendance

B

Wed, Nov. 11

Sys Op. Admini...

Attendance

A

Fri, Nov. 13

Sys Op. Admini...

View Roster

B

Fri, Nov. 13

Sys Op. Admini...

View Roster

A

Wed, Nov. 18

Sys Op. Admini...

View Roster

B

Wed, Nov. 18

Sys Op. Admini...

View Roster

### Bell Schedule

Mon, Nov. 9

Anchor Day

Period 1: 8:40 - 9:30  
Period 2: 9:40 - 10:25  
Period 3: 10:35 - 11:20  
Period 4: 11:30 - 12:15  
Lunch: 12:15 - 12:45  
(JLC): 12:45 - 1:25  
Period 5: 1:25 - 2:10  
Period 6: 2:20 - 3:05  
Period 7: 3:15 - 4:00

Tomorrow: [Blue Day](#)

Schedule Admin

### Birthdays

11/9

View Birthdays

Today:

November 9

Shubham Gupta (Senior) turns 17!  
Shiraz Chokshi (Junior) turns 17!

Tomorrow:

November 10

Caelan Barranta (Junior) turns 18!  
Naman Baraya (Sophomore) turns 17!  
Sabria Kazmi (Freshman) turns 16!

### Useful Links

Academic Integrity  
Calendar  
College/Career Center  
Library Databases/Proxy  
Morning Announcements

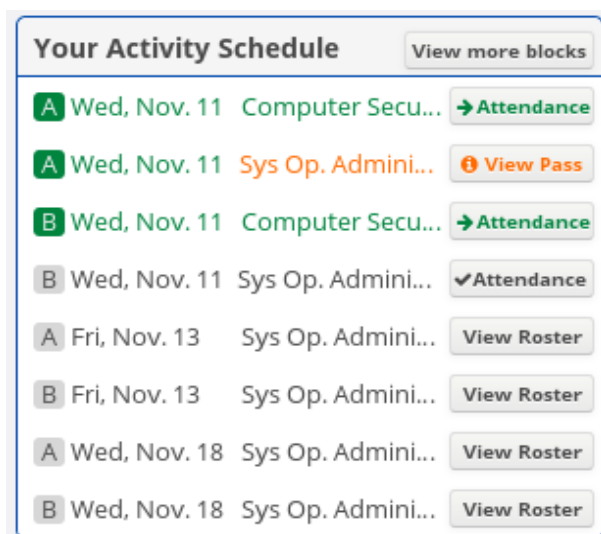
Report a Bug  
TJ Athletics  
TJ Email Forwarding  
TJ SGA  
Wi-Fi FAQ

(a) Ion Dashboard

Figure 1: The Ion Dashboard

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## 4 8th Period Attendance



(a) Ion Dashboard 8th

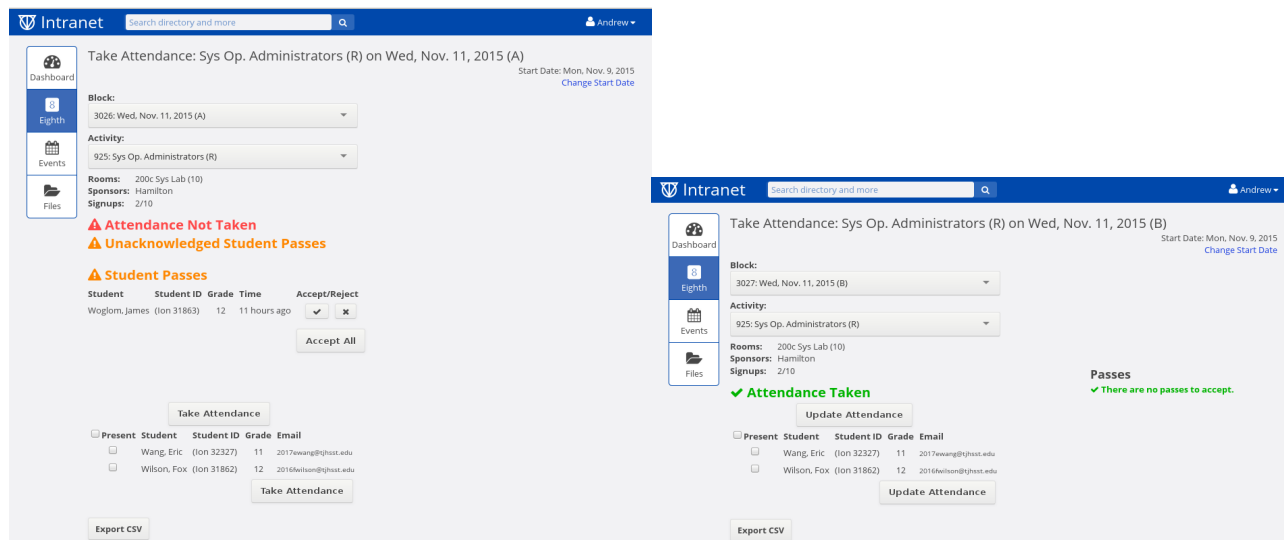
Figure 2: The Ion Dashboard 8th Period Module

8th period attendance and rosters are accessed from the dashboard through the top-most of the right-side modules. Your current and upcoming activities are listed and color-coded to indicate any actions that may need to be taken. Green activities with an **Attendance** label indicate those that meet today and are ready to have attendance taken. Grey indicates activities that have either already had attendance taken (**Attendance with a checkmark**) or that are in the future (**View Roster**). Orange indicates an activity that needs additional attention such as a student who received a late-pass from the 8th period office.

The labeled button next to each activity will take you to the roster for that activity.

At the top of the box, the **View more blocks** button will allow you to access blocks in the past or farther into the future. Clicking on this button will give you a drop-down menu to choose the block you wish to view; a checkbox below the dropdown lets you view information for past blocks as well as current and future activities. Selecting a block will give you a list of activities you are/were sponsoring for that block and allow you to view the roster for each one.

## 4.1 8th Period Rosters



(a) Before Taking Attendance

(b) After Taking Attendance

Figure 3: Ion 8th Period Rosters before and after taking attendance

The 8th Period roster view provides information on the given activity and allows you to take attendance and accept late passes issued by the 8th period office. Taking attendance in Ion is largely similar to Iodine, simply check the boxes next to each student and then click **Update Attendance**. For 8th period passes, click the **check mark** if the student shows up or the **X mark** if the student does not.

At the bottom of the page, the **Export CSV** button, allows you to export the roster data into Excel for printing or manipulation.

## 5 Directory

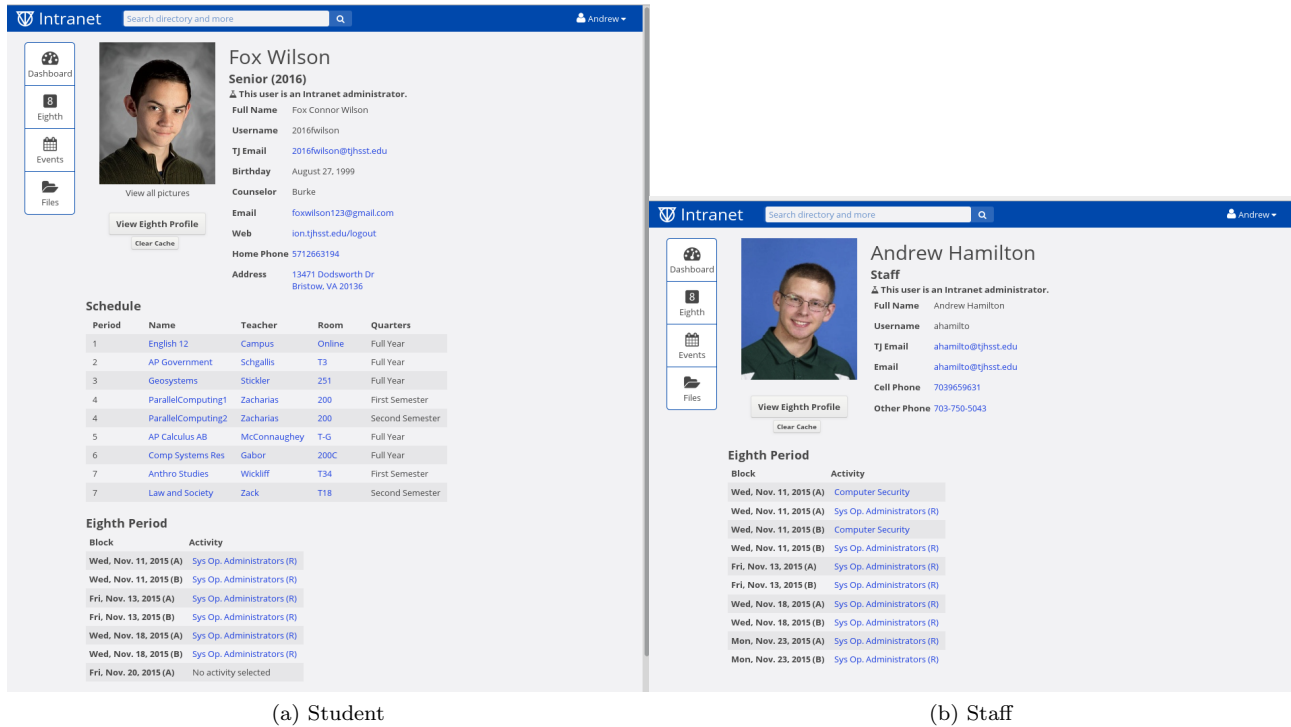


Figure 4: Ion Directory

The directory search function allows you to find class and 8th period schedule information about TJ students and staff. To search the directory, simply type the name of the person you wish to search for into the search box at the top of the page and click the magnifier icon.