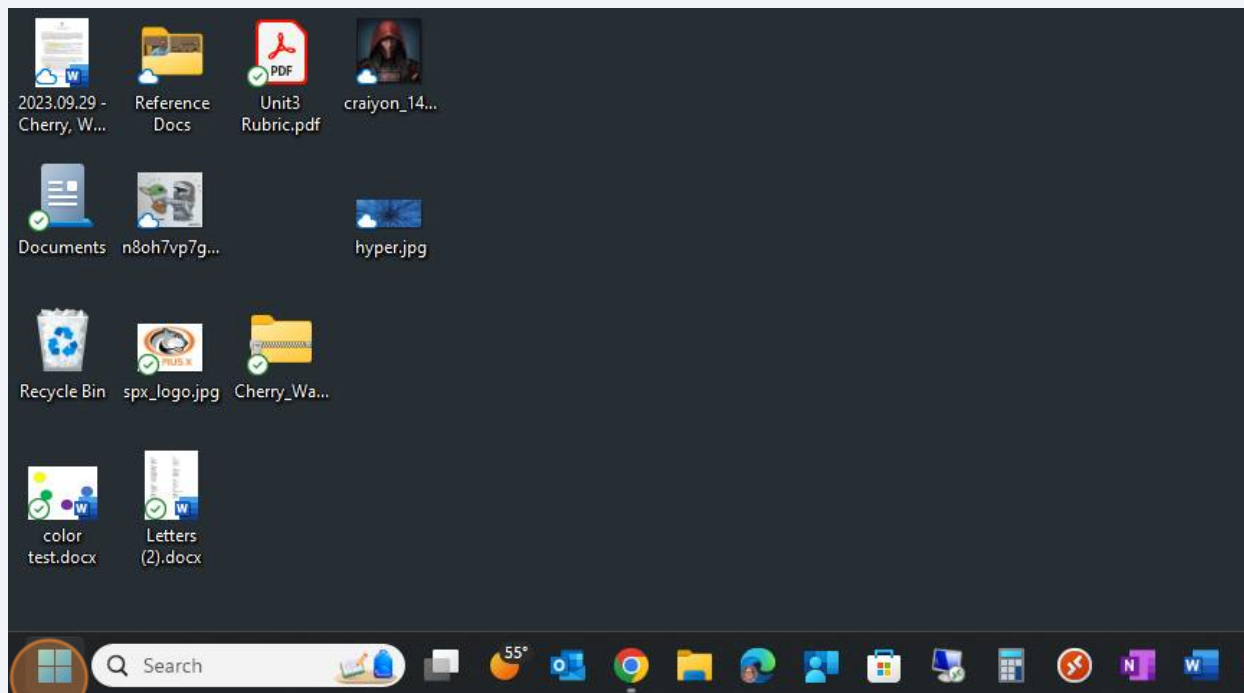


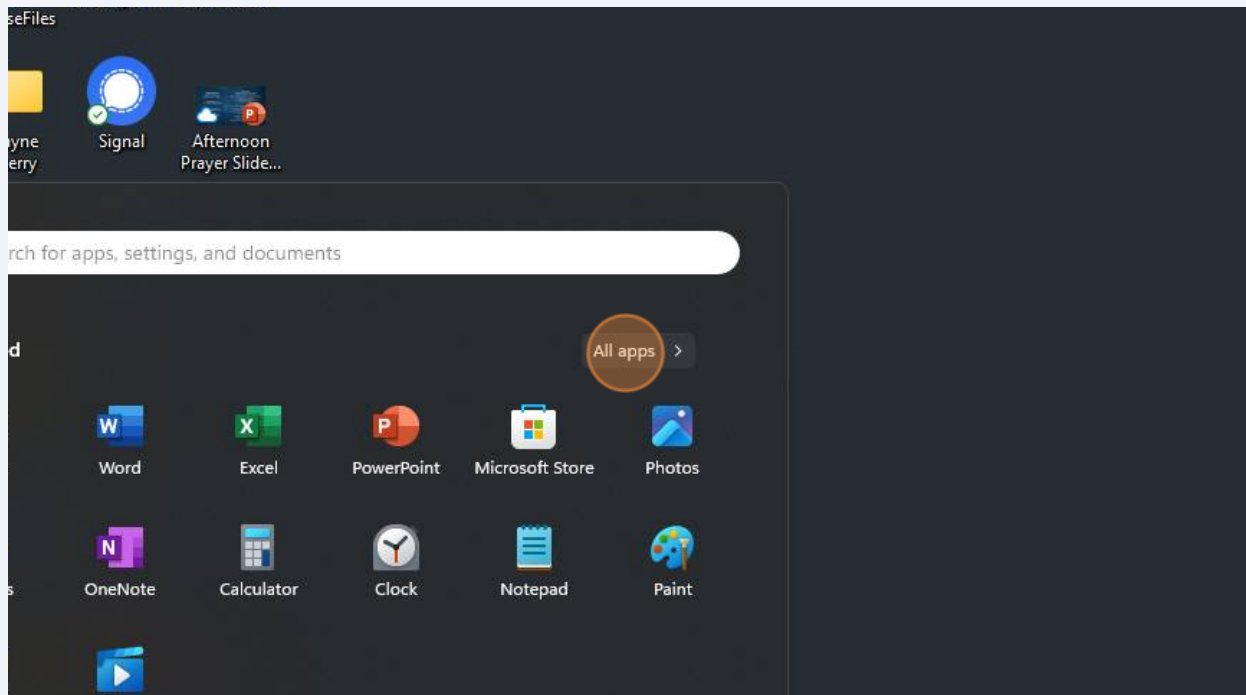
How to Use the Student Exemption Election App



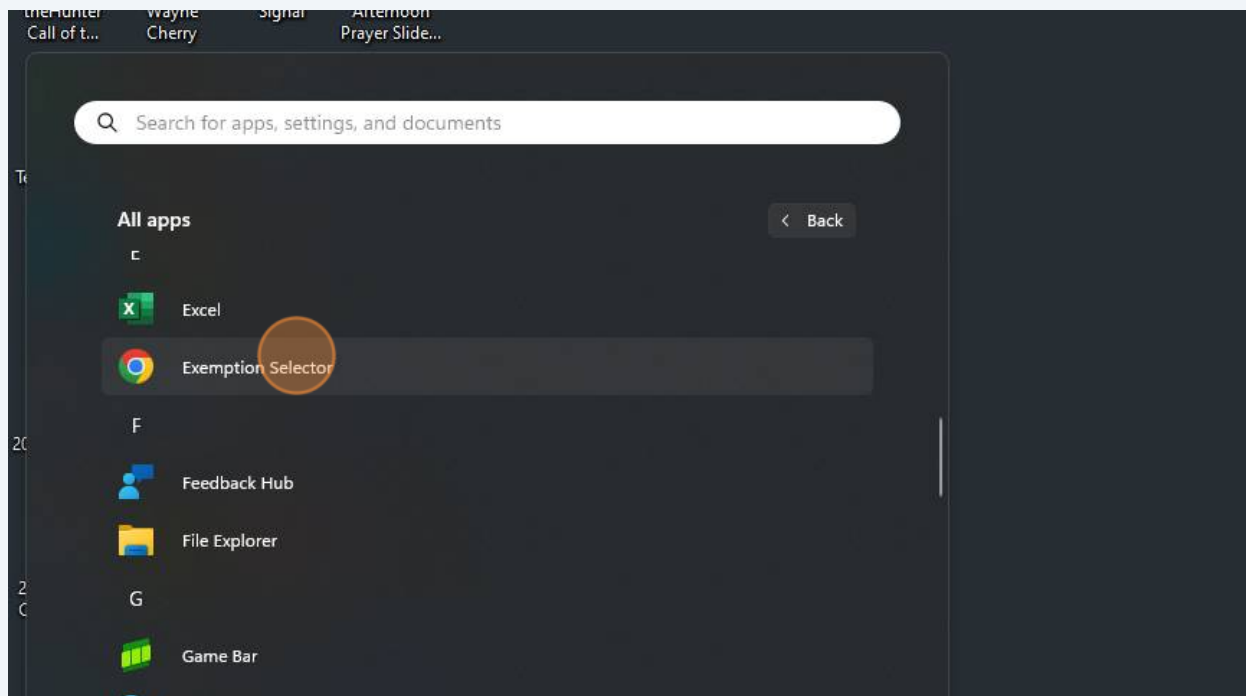
1 Click "Start"



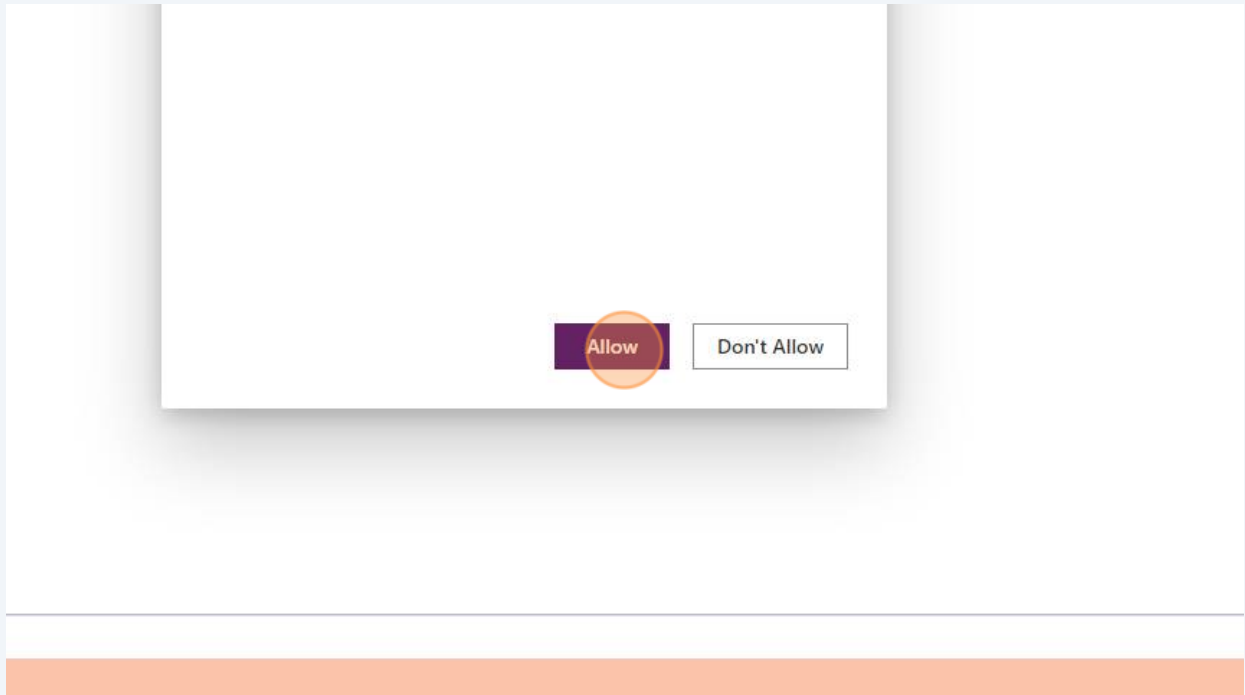
2 Click here:



3 Click "Exemption Selector"



- 4 If a pop-up related to permissions pops in, click "Allow."



- 5 Click on the Dropdown menu for Courses.

A screenshot of a web browser displaying the 'Student Exemption Election App'. The browser's address bar shows the URL 'http://www.harriscountytx.gov/...'. The browser's tab bar shows several tabs: 'Makerspace', 'Tompkins HS Librar...', 'Online Stopwatch', 'Harris County Publi...', 'HCPL Interlibrary Lo...', and 'edWeb.net - User S...'. The app's header is a solid purple bar with the text 'Student Exemption Election App' in white. Below the header is an orange horizontal bar. The main content area has a white background. It starts with the text 'Please Select Your Course from the Dropdown' in black. Below this text is a dropdown menu with a white background and a blue border. The dropdown menu is currently closed, showing a single option with a hyphen '-' and a small blue square icon with a white downward-pointing chevron to its right. An orange circle with a white outline is drawn around the dropdown menu. Below the dropdown menu is a paragraph of text: 'Reminder: Students may only exempt one final as Freshmen, two as sophomores, and juniors. Students on this screen have met eligibility requirements. If a student has a question about their status, please click on the button at the right to view the reason(s) a student was determined to be ineligible.' Below this text is a table with four columns: 'Student Name', 'Grade', 'Exempting Final?', and 'Exemption Reason'. The table has a white background and a thin blue border. The first row of the table is currently empty.

6 Select the course from which you are exempting students.

Please Select Your Course from the Dropdown

-

Conceptual Physics

Earth/Space Science

Engineer Design/Analysis

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English I

English I Honors

English II

English II Honors

final as Freshmen, two as sophomores, and three as juniors. If a student has a question about eligibility requirements, please click on the button at the right to view the reason(s) a student is to be ineligible.

Exempting Final?

7 If a student wishes to exempt your final, click the checkbox.

Students may only exempt one final as Freshmen, two as sophomores, and three as juniors. If a student has a question about eligibility requirements, please click on the button at the right to view the reason(s) a student is to be ineligible.

View

| Name | Grade | Exempting Final? | Exemptions Selected |
|------|-------|------------------|---------------------|
|------|-------|------------------|---------------------|

| | | | |
|-----------|------------|------------------------------|---|
| Student 1 | 11th Grade | <input type="checkbox"/> Yes | 2 |
|-----------|------------|------------------------------|---|

8

Click "Confirm Exemption." Once this is selected, exemptions are locked in and cannot be changed by anyone except Dr. Anderson.

sophomores, and three as
student has a question
on(s) a student is

**View Ineligible
Students**



Exemptions Selected

2

**Confirm
Exemption**

9

If a student is not on this page, click "View Ineligible Students" to determine what has caused their ineligibility.

sophomores, and three as
If a student has a question
the reason(s) a student is

**View Ineligible
Students**



al?

Exemptions Selected

3

**Confirm
Exemption**

10

This page will show why a student is ineligible. In this example, the student is eligible for both attendance and conduct, but not for grades. Questions about ineligibility for conduct or attendance should be directed to Mr. Hornsby.

Course Name

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The students on this screen are ineligible due to the reason(s) highlighted in red. Academic concerns should be directed to Mrs. Meyer and behavior/attendance concerns should be directed to Mr. Hornsby. To view eligible students, click the button to the right.

| Student Name | Attendance | Semester Average | Conduct |
|----------------|------------|------------------|---------|
| Test Student 2 | True | 86 | True |

11

To return to the previous page, click "View Eligible Students."

Share
⌵

Academic concerns should be directed to Mrs. Meyer and behavior/attendance concerns should be directed to Mr. Hornsby. To view eligible students, click the button to the right.

Conduct

True

View Eligible
Students

12 Some housekeeping items about this app:

1. Freshmen may only exempt 1 exam, sophomores 2, and juniors 3. Seniors may exempt all exams for which they are eligible. The app knows this and will not allow a student to exempt more than their allotted number.
2. If a student has reached their maximum number of exemptions already, the green button will be grayed out regardless of their eligibility in your class.
3. As stated above, once the green button is clicked, the exemption is locked in. Students must see Dr. Anderson for any questions regarding exemptions after their selections are finalized with you.
4. If a student has already exempted a particular course, the box will be checked whenever that course is viewed.
5. The app cannot "bulk approve" students for exemption. You'll need to check and confirm each student. This is a failsafe to ensure that only the students wishing to exempt a particular course are approved for each exemption.