

Show My Homework: How to Roll Out

Introducing the software to teachers, students and parents

Welcome to Show My Homework

You've already taken a great first step towards improving the homework strategy at your school. We will be with you every step of the way to ensure you receive the full benefits of the system. From collaborating with schools for over 5 years, we've compiled some essential tips we recommend to get you off to a great start.

Launching Show My Homework with Teachers

Teaching staff are at the core of the success of every system, so ensuring they are all onboard and understand its functionality is key. We recommend the following to get the system launched with staff:

Pre-training call:

Between the main Show My Homework contact at the school, and their account manager, this call informs you about everything that will be covered during the training session and the best resources to distribute prior to training.

Training:

Run by an expert Show My Homework trainer, and usually hosted onsite at the school, we'll introduce our software to staff followed by a practical session where everyone will log in and set homework, providing them with the groundwork and confidence to use more advanced features.

Homework Policy:

A well thought out Homework Policy can help your school achieve multiple goals, from raising the consistency of homework set for all students, to ensuring each student is progressing to reach their target grade. Our schools have found that having this in place from day one ensures that all staff know exactly what's expected of them.

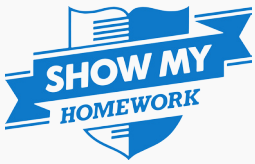
Top Tip - use our Homework Policy and easily adapt it to your school's needs. You can download a copy when you log into the admin section of the site.

Ready, Set and Go:

With staff ready to use the system, you should start setting homework via Show My Homework from day one to keep up momentum and let the whole school enjoy the benefits of the system.

Launching Show My Homework with Students

Getting your students to use the system every day will depend on the message that has been communicated to your staff. To gain 100% student engagement, we recommend ensuring that all staff fully use Show My Homework as the primary method of assigning homework. To get your students onboard we also recommend the following:



Communicate:

Use the **Student Presentation** in an assembly to introduce Show My Homework's purpose and what they should expect. This is available in your Getting Started resources in the admin section.

Open Calendar:

To allow staff time to set homework online, students should be introduced to the system one week after staff training. Viewing homework on the school's Show My Homework calendar does not require logging in, and we recommend introducing it to students in an ICT suite or lesson so they are fully aware of how to access their assignments whether logging in or not.

Login letters:

2-3 weeks after the full staff training, students should be familiar with the system and ready to log in to view only the homework relevant to them. Their login letters contain a unique PIN and instructions for logging in. We recommend students be introduced and supervised in a computer suite for this step.

Show My Homework App:

Our app is the most convenient way for students to get regular updates and push notifications on upcoming assignments and deadlines via their mobiles. Encouraging students to download the app in the early stages of your launch will be a great way to boost engagement from early on as they will only need to log in once with their PIN (or username and password if they have already logged in).

Launching Show My Homework with Parents

When it comes to introducing parents to Show My Homework, there's not just one method to do so but we find that consistency is key. Read our top tips to get the ball rolling:

Communicate:

Send out the **parent letter** with enough time for any parent queries to be resolved before the system is fully launched. The **parent letter** can be found in the admin section, but will also be sent to you after the roll out call. It will provide parents with the information they need to know about Show My Homework.

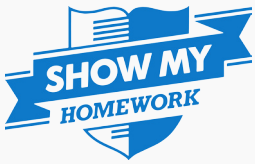
Login Letters:

Send out login letters to parents at the same time as the student launch date, as these include instructions about how to login to the system. The letters can be generated through the admin section.

Parents' Evening Workshop:

On your next Parents' Evening, we recommend having an area for guidance with Show My Homework for those who have not yet logged in or who have questions about the system. You could also use this as an opportunity to distribute login letters. Using our **Introduction for Parents presentation** can set them on the right track and introduce them to the app straight away.

Top Tip - we now offer this service and can visit your school to host a Parents' Evening Workshop for you. Get in touch with your Account Manager for more information.



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SMHW App:

Encourage all parents to download and use the Show My Homework app , as they will only need to login once and they'll be kept updated on their child's workload and progress on the go.

All the introduction resources you will need to launch the system with students, parents and teachers are available in the **Admin > Getting Started > Resources section**.