

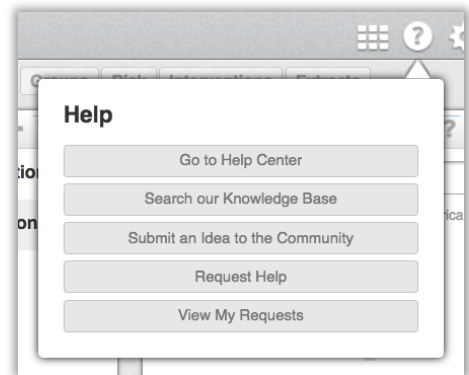
# HOMEROOM – DIGGING DEEPER

## STUDENT GROUPS

### Purpose

This document is intended as a companion guide to the Homeroom – Digging Deeper training. For comprehensive documentation, please use our Help Center which may be accessed in Homeroom using the Help button.

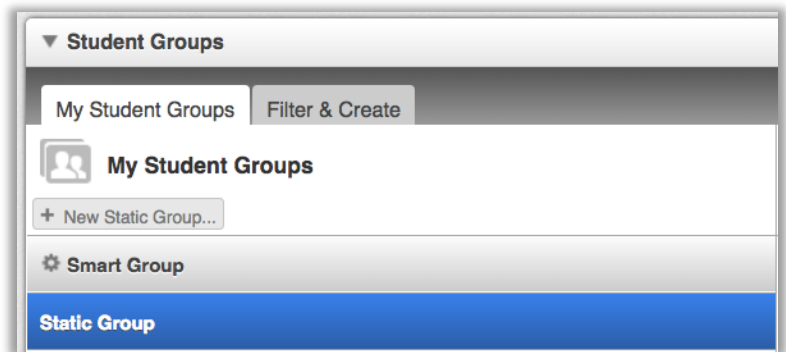
<https://sdshelpdesk.zendesk.com/hc/en-us/articles/230876727-Student-Groups-Widget>



### My Student Groups

My Student Groups may be created to track groups of students with a greater level of specificity than found in automated student groups.

Two types of My Student Groups may be created in Homeroom, static groups and smart groups.

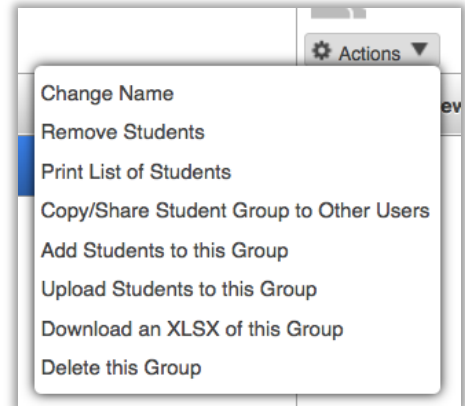


- Static groups are managed by the user. Students are added or removed by the user manually.
- Smart Groups are managed by the use of one or more filter groups and the filters found in those filter groups. Students are automatically added to the group when they meet the filter criteria and removed when they do not.

## Static Groups

Static groups may be created in a variety of ways.

- Selecting a New Static Group and adding students one at a time
- Uploading students from a csv spreadsheet file
- Creating groups from another widget or application in Homeroom
- Using filters to initially capture students (smart group save option)



## Smart Groups

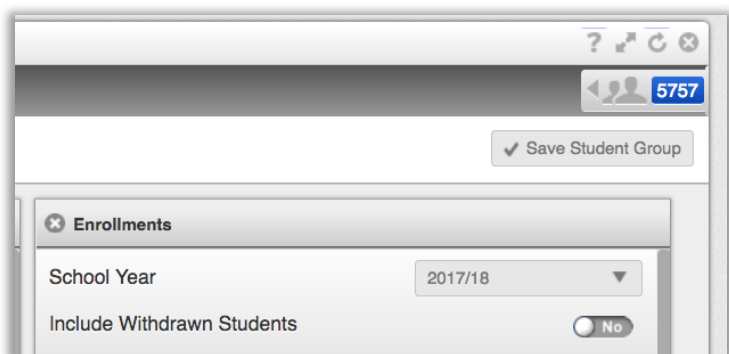
Smart groups are created in the Student Groups widget by selecting filter and create. Layers of filter groups and filter selections are added until the user arrives at the desired group of students.

There are three steps to creating a Smart Student group: 1) add filter groups and apply filters, 2) preview the group, and 3) save the group.

### Adding Filter Groups

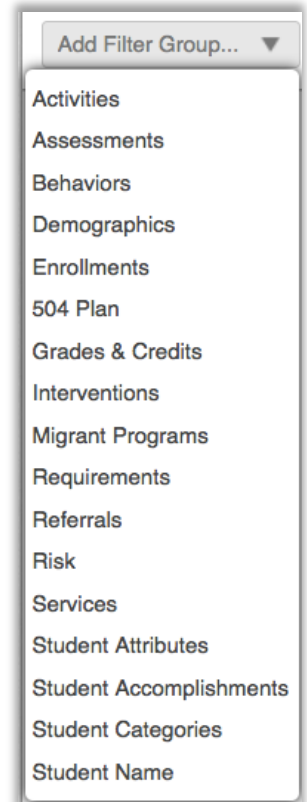
It is recommended to begin by **adding the Enrollments Filter Group**.

The number of students that display in the top right-hand corner of the widget reflect the students the user has access to and any filter criteria selected.



Select one or more Filter Groups (Some filter groups are not setup to be used by your district)

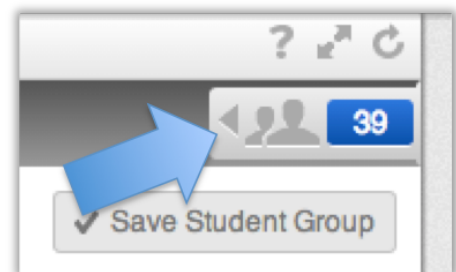
- Activities – filter on activities entered in Skyward such as JV Baseball
- Assessments – filter on assessment Met/Not Met, taken/not taken, performance levels
- Behaviors – filter on absences and discipline entered in Skyward
- Demographics – filter on gender, federal race/ethnicity
- Enrollments – filter on school, grade level, classes
- 504 Plan – *requires the use of the SDS 504 Plan Application*
- Grades and Credits – filter on GPA, credits earned, term grades, gradebook grades
- Interventions – *requires the use of the Student Learning Plans widget*
- Migrant Programs – *requires setup of Migrant data in Homeroom*
- Requirements – filter on graduation requirements Met/Not Met
- Referrals – *requires the use and setup of SWIS data*
- Risk – filter on At Risk/Not At Risk as defined in the risk indicators widget
- Services – filter on student program enrollment such as Title I or Sped
- Student Attributes – *requires the use of the student attributes widget*
- Student Accomplishments – filter on High School student accomplishments (ie Educational Milestones: WA State History, ELA Standard, requirement waivers)
- Student Categories – filter on categories found in Skyward (district specific)
- Student Name – filter on student name or advisor



### Preview the Group

Now it's time to review the results. Select the Preview Panel and review the students collected.

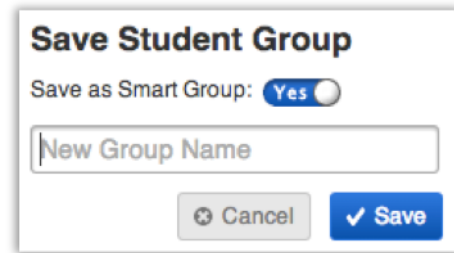
(From here users may select individual students, populating the Student Queue, and create a Static Student Group.)



### Saving the group

Enter a descriptive name for the group and then select **Save**. You may need to refresh the widget in order to see the Smart Student group you just created.

(The group may be saved as a static group by switching the toggle to No.)

A screenshot of a "Save Student Group" dialog box. It features a title bar, a toggle switch for "Save as Smart Group" set to "Yes", a text input field labeled "New Group Name", and two buttons: "Cancel" and "Save".

**Save Student Group**

Save as Smart Group:  Yes

### Notes: