Tool Rights (Instruction)

Last Modified on 10/21/2024 8:20 am CDT

Tool Rights determine the level of access users have to tools throughout Campus. Normally, tool rights are granted with distinctions between Read, Write, Add, and Delete access. However, most Instruction tool rights are all or nothing. Marking a rights checkbox for many Instruction tools gives users and groups full access to the tool.

Instruction tool rights display in **two sections**. Rights that apply to a specific tool display at the top of the **Tool Rights** list in the Instruction group. Rights that apply to multiple tools display in the **Additional Access Rights** section below, under Instruction Messaging and Instruction Tools.

Note: The *Enhanced Curriculum* tool right, which is required to access many Campus Learning tools, is in the Additional Access Rights > Instruction Tools section.

Instruction rights appear below the list of Campus Tools rights.

Instruction tool rights.

This table describes access granted by tool rights in Instruction. Sub-rights control access to specific aspects or functions within a tool and are *italicized* below. The ▪L▪ icon indicates features that are part of a Campus Learning license.

Tool Right		Access Granted
Instruction		Full rights to Instruction tools.
Overview	Planner 🄻	Full rights to the Planner. Users with rights to the Grade Book will be given this right.
	Other Curriculum 🄻	Rights to the the Other Curriculum planner view.
Students	Roster	Full rights to the Roster.
	Advisory	Full rights to the Advisory tool.
	Include Non-Advisory Sections	Rights to view the Advisory tool for all of of a teacher's sections, regardless of whether the Advisory checkbox is marked on the course/section.
	Attendance	Full rights to Attendance.
	Class Serve	Full rights to Class Serve.
	Lockers	Rights to view the Lockers tool.
	Edit Lockers	Access to make changes to locker assignments. Without this tool right, the Lockers tool is read-only.
	Positive Attendance	Full rights to Positive Attendance
	Seating Charts	Full rights to Seating Charts.
	Student Groups	Full rights to Student Groups.
	Course Requests	Full rights to Course Requests.
	Student Course Recommendations	Full rights to Student Course Recommendations.
Grades	Grade Book	Full rights to the Grade Book and all tool rights within it (with the exception of those governed by the sub-rights below, if not marked).
	Edit Grading Scales	Rights to Grading Scales in Grade Book Settings.
	Edit Assignment Marks	Rights to Assignment Marks in Grade Book Settings.
	Post Grades	Full rights to the Post Grades tool.
	Progress Monitor 🄻	Full rights to the Progress Monitor.
	Standards Portfolio	Rights to the Standards Portfolio in the Progress Monitor to view all grades given for standards across a student's school career.
	All Years/Courses	Allows teacher to view data for all years and courses that the student has taken in the Portfolio.

Tool Right		Access Granted
	Standardized Test	Full rights to the Standardized Tests tool.
	Assignment Overview	Full rights to the Assignment Overview.
Curriculum Planning	Curriculum Library District Manager **L**	Allows users to view curriculum in the Library and remove curriculum from the library that was added by any user, not just their own shared curriculum.
Scheduling	Responsive Scheduling	Full rights to Responsive Scheduling
	Roster Verification	Full rights to Roster Verification.
Reports	Rights to all reports. Rights can also be granted individually by report:	

- Assignment Analysis Report
- Assignment Standards Report
- Attendance Change Tracking
- Attendance Register
- Attendance Summary
- Blank Spreadsheet Report
- Curriculum Report **L**
- Flagged Assignments Report
- Grade Book Export
- Grades Report
- Missing Assignments Report
- Portal Usage Report
- Positive Attendance Summary
- Report Cards
- Roster Report
- Roster Labels Report
- Scored Rubrics Report
- Section Standards Report
- Section Summary
- Student Assessment Summary Report
- Student Summary Report
- Teacher Schedule

Tool Right		Access Granted
Settings	Campus Learning Usage	Full rights to Campus Learning Usage.
	Digital Learning Applications Configuration	Full rights to Digital Learning Applications Configuration.
	Discussions Administration	Full rights to Discussions Administration.
	Engagement Check-In Administration	Full rights to Engagement Check-In Administration
	Google Drive Configuration	R/W/A/D access to Google Drive Configuration.
	Google Drive Preferences	R/W/A/D access to Google Drive Preferences.
	Roster Verification Event Log	R/W/A/D access to Roster Verification Event Log.

Tool Right		Access Granted
	Roster Verification Event Wizard	R/W/A/D access to Roster Verification Event Wizard.

Additional Access Rights

Tool rights that apply to access in more than one tool can be found in the Additional Access Rights section

More Instruction tool rights are in the Additional Access Rights section.

Instruction Messaging

Tool Right	Access Granted
Class Message	Rights to create and send Class Messages in Message Center > New.
User Group Template	Rights to create a Class Message temple for the user's user group(s).
Grades Message	Rights to create and send Grades Messages in Message Center > New.
User Group Template	Rights to create a Grades Message temple for the user's user group(s).
Missing Assignments Message	Rights to create and send Missing Assignments Messages in Message Center > New.
User Group Template	Rights to create a Missing Assignments Message temple for the user's user group(s).

Instruction Tools

Tool Right	Access Granted
Engagement Check-In **L**	Full rights to the Engagement Check-In tool in Instruction. Rights to the Engagement Check-In Administration tool are assigned under System Administration > Campus Learning.
Enhanced Curriculum **L**	This is an important tool right for Campus Learning districts. This right gives access to all advanced assignment tools, including: • The Summary, Attach Content, and Add a Task areas of assignments, including, Discussions, Quizzes, and Submissions. • Resources • Folders • Individualized dates for assignments • Scoring Rubrics • Score Analysis • Release Scores
Curriculum Library District Share	Rights to share curriculum to the Library.
Google Drive **L**	If enabled at the district level, gives rights to align Google Drive files to assignments.
Grading Tools	Rights to a variety of tools used in grading, which can be accessed through the Grade Book, Planner, and/or Progress Monitor.
Edit Grade Calc Options	Rights to Grade Calc Options in Grade Book Settings.
Edit Composite Grades	Rights to edit Composite grading setup in Grade Calc Options.
Edit Categories	Rights to Categories in Grade Book Settings. With this right, teachers can create their own categories and edit categories pushed to the section from the course or course master. Note that for teachers to edit categories for a course linked to a course master, Categories must also be unlocked at the Course Catalog level as well.
Multi-Post Grades	Rights to Multi-Post Grades in Grade Book Settings. Teachers without this sub-right can still access this tool in Post Grades.
Score Copier	Rights to use the Score Copier to receive scores for students who have transferred into a teacher's sections.