

# CLOUD GETTING STARTED

By now you will have received an email letting you know that your cloud service has been setup.

This guide will help you understand student access, class organisation, student practise and tasks.

## Basic Setup

### DOWNLOAD AND INSTALL

Download and install the software on your computers using the provided links – this can include your laptop, home computers or work desktop: anywhere that you think you will want to use the software.

- <https://www.risingsoftware.com/cloudsupport/downloads/>

As an instructor, you must use the Windows / Mac software to administer your Cloud service. Browser access on iPad, Android, iPhone is for practise and student use at this stage.

### LOGIN & ACCESS

If your service is connected to your school LMS (Canvas, Blackboard, Moodle etc) then you will always open Auralia and Musition from your LMS, and you don't require separate login details.

Otherwise, open the software and login using the credentials and school code that were emailed to you.

### CLASSES

Classes are used to group users in Auralia and Musition, and are extremely important for reporting and student management. They also allow you to control the content that is available to different groups of students.

Add and manage your classes to the software on the People page. Generally it is best if one teacher or administrator takes care of this task.

If your service is connected to your LMS, some Class features are not available, as they are controlled via the LMS. The most important example of this is test assignment and timeslots.

### STUDENTS

Students need to be added directly to Auralia and Musition when:

- Your school has purchased licences and...
- There is no LMS integration

Otherwise, student accounts are automatically created. If you are using an LMS then all the accounts are controlled via the LMS. Just like instructors, students always access the software from the LMS!

If students are purchasing (with or without LMS integration) then their account is created as part of the purchase process.

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#### CONTACT

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## STUDENT LOGIN & ACCESS

If you have added students directly to Auralia and Musition then you will need to tell them their initial login details (login name, password and school code). It's also a good idea to send them the download link and browser access link below.

- <https://www.risingsoftware.com/cloudsupport/downloads/>
- <https://auralia.cloud/>

If your service is connected to your school LMS then students will always open Auralia and Musition from there; they don't require separate login details. Links for browser access and software download are provided once they open Auralia and Musition from your LMS.

If your students have purchased their own licence and you don't have LMS integration, all their login details are emailed to them, with browser access and download links.

## Content

Auralia and Musition contain vast amounts of content, for student practise and assessment, and can be heavily customised.

Please checkout the training videos, the few paragraphs below barely scratch the surface!

## PRACTISE

Many students use Auralia and Musition daily for self directed learning and practise. Students can select which syllabus, topic and level, take as unlimited questions, and receive instant feedback. As their instructor, you can examine their scores, review the amount of time spent, and most importantly, highlight areas of concern.

You may also control, via the classes feature, the syllabi and topics that are available to each student.

## TESTS

Tests are a sequence of questions, from any syllabus, topic or level. A test may be used as a way to deliver assessments and exams, or it may simply be used to create short quizzes or worksheets. Tests can also include library questions, which are the best option for use in exams.

Many teachers use tests every week, setting students numerous small tasks. This method keeps student engagement high and makes reporting very simple for the teacher.

If your service is connected to your LMS then all tests are launched from the LMS, and most importantly, results flow back into your gradebook automatically!

## LIBRARY

The library is a comprehensive, searchable resource of questions and content that includes notation, audio, image, and MIDI files. You can incorporate these questions into your own tests and courses, or add them to topics in the practice page, and in this way assign them to your students.

We provide you with thousands of questions, but you can certainly import your own content and create your own!

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## RESULTS

Use Reports to view student scores. Practise, Test and Course reports are all there, allowing you to view student scores, how much time spent, and highlight areas of weakness. The three reports below are very useful!

- Student Information -> Overall Summary
- Student Information -> Inactive Students
- Test Results -> Final Scores

## Training

We have a set of training videos that highlight each of the key areas in Auralia and Musition. Please browse these on our website.

- <https://www.risingsoftware.com/training>

You are also welcome to request a training webinar for yourself and other staff, simply get in touch!

## Tech Support

If you have any problems please don't hesitate to get in touch via the Cloud Priority Support form on our website

- <https://www.risingsoftware.com/cloudsupport/>

## Further Details

### CLASSES

Add your classes to the software on the People page. Generally it is best if one teacher or administrator takes care of this task.

Select the 'New Class' button, give your new class a name, assign the teacher and a default syllabus, and then modify any of the options that are relevant for that class. Other class settings can be made at a later stage; many teachers change class settings throughout the academic year, depending on their requirements at the time.

It's generally better to create classes before students are using the software. If you import your students they will then be automatically placed in their correct class. If students appear via your LMS or a direct purchase, they can then choose their class when they first use the system.

### STUDENT ACCOUNTS & IMPORTING

- **This section is NOT relevant if your service is LMS connected or if students purchase their own account**

Enter your students into the software on the People page. Generally it is best if one teacher or administrator takes care of this task. This can be done manually if you have a small number of students by selecting 'New User' and adding the student details.

For larger numbers of students it is generally easiest to use the 'Import Students' function, found under the 'Hamburger' menu. This function allows you to import all your student data via a .csv file; simply a text spreadsheet. You can easily

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create one in Excel if you wish but it's likely your school will have some sort of student database from which you will be able to export a file with all the necessary data.

Once you select 'Import Students', a dialogue explaining the supported fields will be shown. You will also see a link to a sample .csv file that you can save, view and use as a template if you wish.

For each student you can provide the following information:

- LOGIN\_NAME
- PASSWORD
- CLASS
- FIRST\_NAME
- LAST\_NAME
- VOICE
- EXTERNAL\_ID

Only LOGIN\_NAME and PASSWORD are compulsory but we do recommend that you use them all.

We generally recommend that you use a single password for each of your students (eg. MUSIC1234), but then tick the box 'Force imported users to change password next time they login'. By doing this you will force each student to change their password when they first login to the software.

## STUDENT PURCHASE

Students generally purchase directly from our website. No serial numbers are issued and registration is not required. The student account is created automatically and emails are sent to the student with all required details.

- <https://www.risingsoftware.com/shop/cloudstudent>

Students may also purchase from other outlets, such as a campus bookstore. In this case, students will receive a serial number that needs to be registered on the following site.

- <https://www.risingsoftware.com/register>

In both cases, they will need their School Code and PIN, please get touch if you haven't been provided with these already.

If your service is connected to your LMS, students will be prompted to purchase the first time they use the software. No serial numbers are issued and registration is not required. The student account is created automatically!

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## CONTACT