

## Using Online Resources from the Econ Lowdown® Teacher Portal of the Federal Reserve Bank of St. Louis

The lessons and additional resources include videos, online modules, articles, and recordings from the Federal Reserve Bank of St. Louis and are available through the Econ Lowdown® Teacher Portal. These interactive resources are designed for students to complete individually online, either in class or as an out-of-class assignment. Once registered, teachers gain access to a “Management Panel” that allows them to preview the resources, assign them to students, and monitor student use and scores. Register and use the resources as follows:

### Register

1. Go to <https://www.econlowdown.org> and click on the “Register as an Instructor” link or the “Register” button.
2. Enter the required information and click the “Register” button.
3. An email will be sent to you with a link to the login screen ([www.econlowdown.org](http://www.econlowdown.org)) and your temporary instructor code and password.
4. Sign in and create a new password. Going forward, you will log in using your email address and chosen password.

### Create a Classroom and Add Students

1. Click on “My Classrooms,” and then add a classroom name and the “Begin” and “End” dates of the class. Click the “Create” button.
2. You will be prompted to select how students will log in: Select either “Log in with Google” or “Log in with EconLowdown” and follow the prompts.
  - For the Google option, you will provide students with a specified link and a classroom join code.
  - For the Econ Lowdown® option, you will be prompted to add student names (and email addresses provided your students are 13 years old or older). See the options at the bottom of the page to “auto create student names” or “import student list.”

### Add Resources and Notes to Your Classroom Syllabus

1. On the “My Classrooms” tab, in the “Classroom Name” list, select the classroom you want to add a resource to.
2. Select the “Resources” button to access the Resource Gallery and find the resource(s) you want to add. All resources are listed alphabetically. (You can also sort by “Resource Type,” “Grade Range,” and other filters.)
3. When you have found the resource(s) you would like to assign to your students, select the “+” sign next to the title, and then select the green “Add to Syllabus” button in the lower-right-hand corner of your screen.

4. Select the “Custom Content” button to add a note to the syllabus, for example, to include your own assignment description, due dates, and instructions.
5. To arrange the items in your syllabus, select the up/down arrows on the left-hand side of a resource in your syllabus and drag and drop the item up or down the list. For example, you might want to arrange the resources in the order to be completed.
6. You can also arrange items by editing the date range for a particular resource.
7. When your syllabus is in the desired order, select the “Publish” button so it will be accessible to your students.

### Share Your Syllabus with Students

1. If using Google for students to log in, proceed as follows to share your syllabus—and the assignments in it—with your students:
  - Instruct students to log in using the provided Econ Lowdown® student link and classroom join code. Once logged in, students will be able to see your instructions, click the links on their syllabus page to launch assignments, and see their score(s) for the completed assignment(s).
2. If using Econ Lowdown® for students to log in, proceed as follows to share your syllabus—and the assignments in it—with your students:
  - When you are on a classroom page, select the “Students” tab and choose either the “Email Log in Information” or “Print Log in Information” button and follow the prompts. (You will be able to add a note to include with either option.) Each of your students will receive a unique student code and password to access your classroom syllabus and the associated assignment(s). Once logged in, students will be able to see your instructions, click the links on their syllabus page to launch assignments, and see their score(s) for the completed assignment(s).

### Track Student Progress

- To track student progress and see scores of completed assignments, when logged in and on a given classroom page, select “Student Progress” and follow the prompts.