

Schoology + vhlcentral: Rostering Quick Start Guide



START HERE

1 Launch & Link



- Access "Launch vhlcentral" from Schoology.
- Link the correct program.
- Verify the app appears in the left navigation.

2 Enrollment (Automatic)



- Students are automatically rostered.
- Rosters sync from the LMS/SIS.
- Sync timing may take up to 24 hours.

3 Course Dates



- Verify semester vs year-long course dates.
- Incorrect dates may affect student access.

4 Gradebook Setup



- Create and set a default grading category in Schoology**
- Required for grade passback.



- Configure aggregated and/or individual grade passback**
- Choose how grades are returned to Schoology.



- Verify category setup before assigning work**
- Ensure category exists and is set as default.

5 Assign Work



- Assign activities within vhlcentral / Supersite.

Deep Links



- Deep links provide access only.
- Assignments must be created in vhlcentral.

6 Check Grades



- Verify grades sync correctly.
- Confirm categories if grades are missing.



WATCH OUT FOR



- Missing default grading category**
- Grade passback may fail.



- Linked/combined Schoology courses**
- Grade passback syncs only to the parent section.



- Incorrect course dates**
- Students may lose access.



- Nightly sync timing**
- Roster updates may take up to 24 hours.



- Separate vs linked sections**
- Impacts assignment workflow and grade passback behavior.



ROSTERING BEST PRACTICES



Ensure district rostering is active in Schoology.



Review enrollments regularly.



Create and manage assignments in vhlcentral.



Verify course dates at the start of term.



Test student and grade access.



Need help?
Visit support.vhlcentral.com



Looking for detailed instructions?
Refer to the appropriate User Guide.