Courses in Educator

- ➢ Announcement page
- ➢ Check inbox
- ➢ Course Modules/Lessons
- ➢ Complete Assessments

Once you enter a course, what's next?

Announcement Page – This is where you will find updates from your teacher as well as his/her contact information, work hours, and upcoming events such as Live Lessons, DBAs and Student Work Days.

At the top of the page, you will see the navigation bar. There are main icons which direct you to specific parts of the course - Home (*announcement page*), Main Menu (*course navigation including Lessons, Course Information, Assessments, Gradebook, etc*.), Email, Courses, and Log Off.
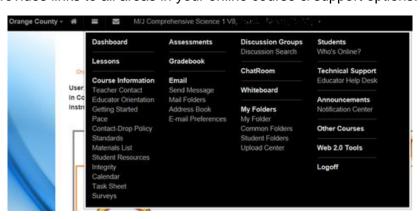

Lessons – Modules/lessons in your course.

Assessments – Assignments, quizzes and exams to be completed.

Home – Takes you back to the Announcement page.

Main Menu – Provides links to all areas in your online course & support options.

<u>Important areas under Main Menu</u>
Course Information - This is where you will find information for the course and it is suggested that you review *Educator Orientation*, *Getting Started*, and *Integrity* before getting started in the course. It is a good idea to refer back to this information throughout the course.

Gradebook - This is where you will find your grades and teacher feedback for submitted assignments, as well as your overall grade for the course.

Technical Support - This is where you will submit a help ticket if you are having any technical issues in your course, such as pages not loading, broken links, or trouble logging into your account.

*English and Math courses may cause you to require some extra help in understanding content. Make sure to utilize **Ask A Tutor** in addition to attending your teacher's Live Lessons and Student Work Days!*

Email inbox – Read/write emails to your teacher & peers.

Course navigation – Switch between your courses.

Follow the steps to success by reading through each lesson, taking notes, reading the assessment directions thoroughly & reviewing the grading rubric, studying your notes, completing the assessment with academic integrity (avoiding plagiarism), and review your Gradebook to ensure a successful completion!