



Student Orientation Sheet Aventa Learning

School Calendar:

- Monday, August 29, 2011-Friday, January 20, 2012
- Monday, January 23, 2012 – Friday June 15, 2012

Accessing the courses:

1. Go to www.aventallearning.com and click on the Login button
2. Scroll down to find Blackboard login box
3. Enter username and password provided by Aventa

Next Steps:

- Work through the Orientation course listed under the My Courses heading. Students should complete the Orientation as it will provide information on course navigation, Aventa policies and procedures, and tips for course success.
- Go back to Aventa Homeroom and click on your course under the My Courses heading after completing the Orientation course.
- Read ALL announcements when you first enter the course.
- Staff Information - this gives you information on how to reach your online teacher and when your online teacher is available.
- Course Orientation (also known as Course Information) –
 - Course syllabus - make sure you have all required course materials to complete the course

- Schedule - enter your start date and end date of your class in the schedule builder. Print this out for yourself.
- Getting Started – this section will walk the students through how to begin their course. Make sure you work through this entire section

Reminders:

- When you first enter your course you should remember to read the announcements and then access the “Orientation” unit. Make sure you view the video on the first page of the Getting Started section.
- When accessing a unit for the first time, you will see just the introduction. Open and read through the introduction and print any printable material such as vocabulary journals and student guides (outlines). Return to the unit along the navigation panel and check “Marked Reviewed.”
- After you check “Mark Reviewed,” your first section quiz will appear. This first section quiz is taken to measure what you already know about the up-coming section material. Before clicking on the quiz, make sure you are ready to take this quiz. You **must** hit “Submit” every time you enter a quiz. If you back out of a quiz or just hit save this will still be an attempted and will lock up your grade book and you will receive a zero for that attempt.
- If you receive a 70% or higher on your quiz, the next section quiz will be released.
- If you receive less than a 70% on your quiz, the section material will open. Enter the section, take notes, complete the practice exercises, and complete your vocabulary journals including any provided student guides (outlines). Once you are sure that you have a good understanding of the unit, re-enter the section quiz and make a second attempt.
- The second attempt is like a post-quiz that will measure if you now know that section material. If you still do not make a 70%, you can go back and revisit the section material and take additional notes. You have a **total of 5 attempts** on each quiz or exam. It is important to realize though that it will be your most recent attempt that counts in the gradebook, not the highest.
- Once you have passed the quiz and you are ready to take the next section quiz, check mark reviewed. This box is next to the section material to release the next quiz.
- You will continue to work through each section of the unit until you come to the unit exam. Each student must take the unit exam, regardless if they pass over each previous section content. All course unit exams are password protected. The password to enter the unit exam can be obtained from your school’s mentor, NOT your course instructor.
- To study for the unit exam, remember you can always access section material through the Table of Contents in the Orientation.
- While completing section quizzes and unit exams, it is important to keep the following in mind:

- Once students enter a quiz or exam, they **must** complete the assignment and click **Submit**. If they hit the back button or one of the navigation buttons, it will lock them out of that attempt and they will reduce the total number of attempts they have available.
- Students will have a total of 5 possible attempts on each quiz or exam. This includes the first attempt. If they wish to retake an assignment after the first attempt, make sure they enter the section material, take notes, complete all practice exercises, and study before reattempting the quiz. Each time they open a quiz, it will let them know how many attempts have been taken.
- It will be your last attempt that counts, not the highest of your attempts. In the example below, you can see that the student completed the quiz twice, but the grade that shows in the grade book is the 1 (the last attempt) and not the 10 (the highest attempt).

Parent Portal:

All parents have access to student grades and progress reports via a parent portal. Email addresses will be associated to students' enrollment information and the portal access directions and login information will be emailed directly to parents.

Student Success:

1. Access courses DAILY and staying on track with assignment deadlines
2. If ANY question arises, contact teacher IMMEDIATELY.
3. Parent support through REGULARLY accessing the parent portal and staying on top of children's course work.



Adventa Learning Help Desk: **1-866-235-3276**

Berks County Intermediate Unit Contact Information:

Technical Assistance with your laptop

Rob Lipton at 610-987-8481 or send email to roblip@berksiu.org

All other issues

Lauren McKeown
Marcelle McGhee

610-987-8451
610-987-8379

laumck@berksiu.org
marmcg@berksiu.org