

How to Complete Math 10C on line

Here is an outline of how to complete this course on line.
(You may want to print this guide to keep).

1. **EMAIL YOUR TEACHER** to establish contact using your rvschools gmail account. Provide the school you attend and what times (not blocks) each day you have your math. If you have never logged into your gmail account, use a search engine and type in gmail.
2. Go to moodle and click on Math 10C. Note the target due dates and the final due dates. Aim to stay on track using the target due dates. Go to the StartUp/Info section and follow the START UP procedures there.
3. Watch the introductory video under the StartUp/Info section. The video shows you how to navigate moodle. (What follows here is pretty much covered in the video).
4. Ensure you have the required TEXTBOOK for the course – Foundations and Pre-Calculus Mathematics 10, Pearson. (See the picture of the text under the info section).
5. **CHECK THE CALENDAR:** Go to moodle and click on the Calendar. Again, note the target due dates and the final due dates. **NO work on the listed modules are accepted after the final due dates.**
6. **COURSE DOCUMENTS:** (Startup/Info section)
Read all of the documents. This is where you will find information about the lesson structure, how to complete the course and many other useful pieces of information. Refer to this section often.
Print out:
How to Complete Math 10C On line
Course Outline
Formula Sheet
Math 10C Assessment (this document lists all the tasks you have to complete for marking to complete the course.)
7. **ORIENTATION QUIZ:**
Complete the Orientation Quiz. You will find the quiz either by clicking on Quizzes in the Activities block, or by going to the section called Assess (short for Assessment).
8. **REVIEW ASSIGNMENT (M1 Section) **OPTIONAL****
There is review assignment posted under the M1 section that reviews some of the major concepts covered in previous math courses. Do the best you can on these and ask as many questions as you like as you complete them. Name the file as noted in moodle. Your answers will be posted to the correct assignment folder. You will find the assignment folder either by clicking on Assignment Folders in the Activities block, or by going to the section called Assess (short for Assessment).

9. MODULE and LESSON COMPLETION: (individual module section)

At the start of each module, there is a module introduction page – please read this to give you a sense of the module.

Click on a lesson:

Once you click on a lesson, if you look to the side, you will see all the upcoming pages in the lesson – this will help with navigating through the lessons. The lessons will include many interactive activities to help you learn the material. Complete all of the activities in your binder (this is called your course folder). Use the provided answers to check your work. You do NOT have to hand in any of these answers. It is also suggested you keep another section in your binder for your formula sheet and important ‘study’ notes where important concepts and ideas are listed. Once all the lesson activities are done, complete the associated Lesson quiz as your assessment for the lesson. These can be found using the Quizzes link in the block on the left or under the Assess section.

i)  **LESSON QUIZZES:** Once you have completed the entire lesson, go to the Lesson Quiz and take it to check for your understanding. These ‘quizzes’ consist of multiple choice questions covering the material from that lesson. Think of these as a quick homework check. Students can do these open or closed book. If a poor or failing grade is achieved, students should contact the teacher for more assistance. **Students may have a second attempt on each quiz after 24 hours.** To access the quizzes, either click on the quizzes link in the Activities block or use the Assess section (short for Assessment).

ii)  **ASSIGNMENTS:** At the end of each module, an assignment will be completed. These assignments are in quiz format but are NOT timed, so please feel free to open them and have a look at any time. **Do NOT get help from family, friends or a tutor on any of these items. Email me for help. (Ensure you are familiar with the RVS plagiarism policy if these instructions are not followed).**

An assignment is comprised of three things:

1. Two 10 question quiz attempts from exam bank. ****ONLY TWICE – ATTEMPTS ARE TRACKED****
2. A mark out of 5 for your work done in moodle.
3. 4 long answer questions done on paper and then posted electronically by taking a picture or scanning your work into ONE document. I will randomly mark two of these.

iii) **EXAM PRACTICE:** There are practice questions with answers provided for extra practice in each module. These are not for marks.

iv)  **MODULE TESTS:** A module test will complete each unit. A test password will be sent to the Learning Coordinator with specific instructions for administration. ****NOTE** All students are required to write tests at school or at one of the learning Centers NOT at home – no exceptions!!** These are closed book tests and no help is to be offered to the student. To be eligible for a module exam, all lesson quizzes and assignments need to be completed and marked. The teacher will contact you and your coordinator when you are eligible to take a test. You will find the Module Tests either by clicking on Quizzes in the Activities block, or under the Assess section (short for Assessment).