



# **VIRTUAL LEARNING CURRICULUM**

## **Student Documentation**

**Version 1.0  
5/2008**

**INTERNATIONAL VIRTUAL LEARNING ACADEMY, LLC**  
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## **1 Overview**

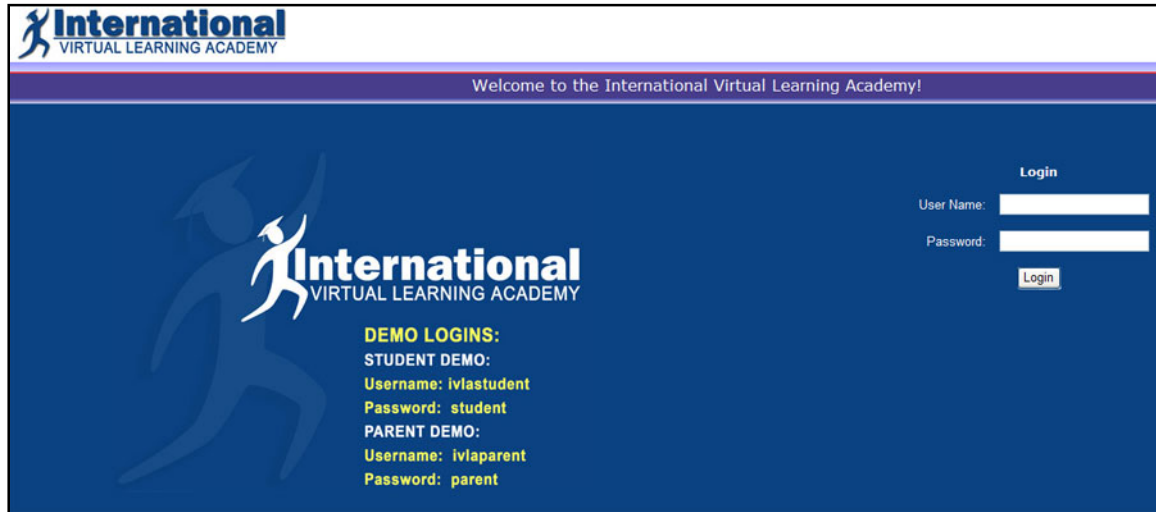
The goal of this document is to provide an overview of Virtual Learning Curriculum or VLC. It will familiarize you with the most common features of the application.

This manual starts by explaining how to login to VLC and what information is contained on the home page. In the next section, class lessons are explained. This includes how to view the lesson content, look for additional resources and answer and submit questions. The following two sections explain the messaging system used to interact with teachers and the help system. The final section describes how parents can view their children's lessons and grades.

## 2 Login & Home Page

### 2.1 Login

The *Login* page is the first page of the application. A valid username and password is required in order to proceed.



The screenshot shows the login page for the International Virtual Learning Academy. At the top left is the logo with the text "International VIRTUAL LEARNING ACADEMY". A purple banner across the top contains the text "Welcome to the International Virtual Learning Academy!". On the right side, there is a "Login" section with two input fields: "User Name:" and "Password:", each followed by a white text box. Below these fields is a "Login" button. On the left side, there is a large, faint logo of a person jumping. In the center, the text "International VIRTUAL LEARNING ACADEMY" is displayed. Below this, the following text is shown:

**DEMO LOGINS:**  
STUDENT DEMO:  
Username: ivlastudent  
Password: student  
PARENT DEMO:  
Username: ivlaparent  
Password: parent

## 2.2 Home Page

The *Home Page* is the first page you will see after logging in. The following sections explain the individual parts of this page.

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Home Page

Welcome Mike Daimler!

Here is your progress:

Classes	Progress	Averages	Final
<a href="#">Language Arts 5</a>	2 lessons completed out of 2	68%	
<a href="#">Math 500</a>	1 lessons completed out of 3	67%	
<a href="#">Science 5</a>	0 lessons completed out of 3		

You have new messages!

Status	From	Class	Date	Re
	Patrick Winslow	Math 500	01/27/2004 10:42:06 AM	Assignment 1
	Patrick Winslow	Math 500	01/17/2004 10:39:13 AM	Criminal Extra Credit

-Unread -Read -Answered -Not Answered -Attachment

### 2.2.1 Toolbar

The toolbar is located in the top right corner of the *Home Page* and provides access to some commonly used features of VLC. The toolbar can be found on every page.

- Return to the VLC *Home Page*.
- View lessons for a class (See [Section 3.1](#) for details).
- View messages (See [Section 4.1](#) for details).
- Write a message (See [Section 4.2](#) for details).
- Frequently asked questions (See [Section 5.1](#) for details).
- Contact technical support (See [Section 5.2](#) for details).
- Logout of the system.



### 2.2.2 Class List






This section of the *Home Page* gives you a quick view of your classes, how many lessons you have completed and your current average. Clicking on the class name in the 'Classes' column will take you to the *My Lessons* page where you can view lessons and grades.

Classes	Progress	Averages	Final
<a href="#">Language Arts 5</a>	2 lessons completed out of 2	98%	
<a href="#">Math 500</a>	1 lessons completed out of 3	87%	
<a href="#">Science 5</a>	0 lessons completed out of 3		

### 2.2.3 New Messages

This section of the *Home Page* displays unread and not answered messages. Click on the name in the 'From' column to view the message.

Status	From	Class	Date	Re
	<a href="#">Richard Wheatley</a>	Math 500	6/17/2004 10:42:06 AM	Assignment 1
	<a href="#">Richard Wheatley</a>	Math 500	6/17/2004 10:39:19 AM	Optional Extra Credit


 =Unread    =Read    =Answered    =Not Answered    =Attachment

### 3 Lessons

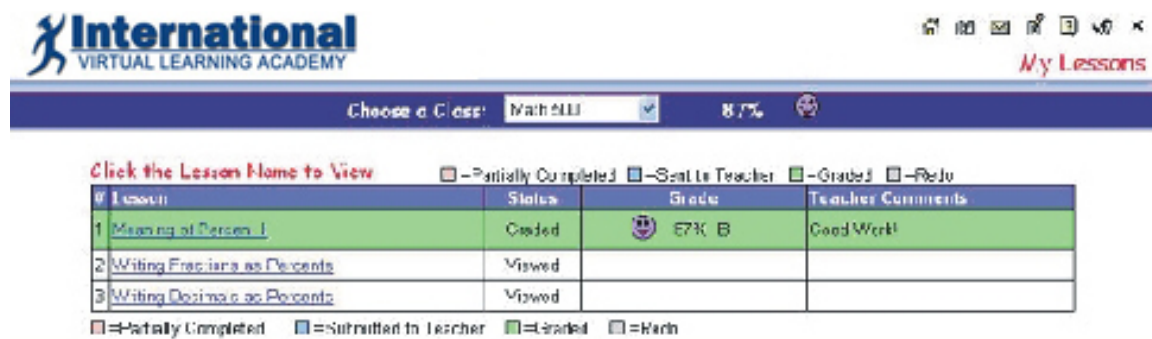
The following sections explain how to view, answer and submit lessons.

#### 3.1 My Lessons Page

There are two ways to get to the *My Lessons* page:

- ❖ Click on the class name from the *VLC Home Page*.
- ❖ Click on the  icon in the toolbar and choose the appropriate class from the 'Choose a Class' dropdown list.

On the *My Lessons* page you will see the name, status (Viewed, Graded or Submitted), grade and teacher comments for each lesson in the class. Clicking on the lesson name will take you to the *Lesson Results* page, providing you have already completed the lesson. If you have yet to finish the lesson, you will be taken to the *Lesson* page. Your overall class average can be seen just to the right of the 'Choose a Class' dropdown menu.




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My Lessons

Choose a Class: Math 6.11 8.7%

Click the Lesson Name to View  -Partially Completed  -Sent to Teacher  -Graded  -Rede

Lesson	Status	Grade	Teacher Comments
<a href="#">1 Meaning of Percents I</a>	Graded	 67% B	Good Work!
<a href="#">2 Writing Fractions as Percents</a>	Viewed		
<a href="#">3 Writing Decimals as Percents</a>	Viewed		

-Partially Completed  -Submitted to Teacher  -Graded  -Rede

## 3.2 Lesson Page

The *Lesson* page is where you will spend most of your time. From here you can read the lesson content, complete the questions and submit them. You can also find additional resources for the lesson. The following sections will explain the various options available on the vertical toolbar on the left side.

### 3.2.1 Split Screen View

The *Split Screen* view shows the lesson content and questions on the same page.



The screenshot shows a web browser window displaying the lesson page for 'Properties of Matter' on the International Virtual Learning Academy platform. The page features a navigation menu on the left with icons for Home, Lesson, Assessment, and Resources. The main content area is titled 'PROPERTIES OF MATTER' and includes a 'Unit Overview' section. The overview text states: 'Matter can change its state when heat is lost or gained. There are molecules that are moving around all of the time. This unit will explain the size, shape, and movement of molecules when in their different states of matter. Each one of the three states of matter have very distinct physical properties and interaction ways of molecules. One of the main reasons scientists study matter is because of the foods we eat. Using microscopic views and atomic models, it'.

Below the overview, there is a question: 'All matter is made up of tiny particles called \_\_\_\_\_'. The question is followed by a list of radio button options: A) Air, B) Solids, C) Molecules, and D) Liquid. A 'Save' button is located at the bottom of the question area.

### 3.2.2 Lesson View

The *Lesson* view shows a lesson's content.



The screenshot shows a web browser window displaying the lesson view for 'Properties of Matter' on the International Virtual Learning Academy website. The page features a navigation menu on the left with icons for various subjects. The main content area has a green background and includes a title 'PROPERTIES OF MATTER' with an illustration of two children. Below the title is a 'Unit Overview' section with text explaining the unit's focus on matter's states and properties. At the bottom, there is a 'Required Materials for Science 140' section with instructions to print or save the document and a link to 'Printing Instructions for PDF File'.

**International**  
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Course: USA Student Demo Grades 3-8 Lesson: Properties of Matter Format: text Lesson

**PROPERTIES OF MATTER**

**Unit Overview**

Matter can change its state when heat is lost or gained. There are molecules that are moving around all of the time. This unit will explain the size, shape, and movement of molecules when in their different states of matter. Each one of the three states of matter have very distinct physical properties and interesting ways of moving. One of the main reasons scientists study matter is because of the foods we eat. Using microwave ovens and stoves safely is just one of the many reasons scientists study chemistry. Much of what is learned in food chemistry labs improves our diets. That improves our life style.

**Required Materials for Science 140**  
Please print or save this document for future reference.  
For directions on printing a PDF File, click [Printing Instructions for PDF File](#).

### 3.2.3 Questions View

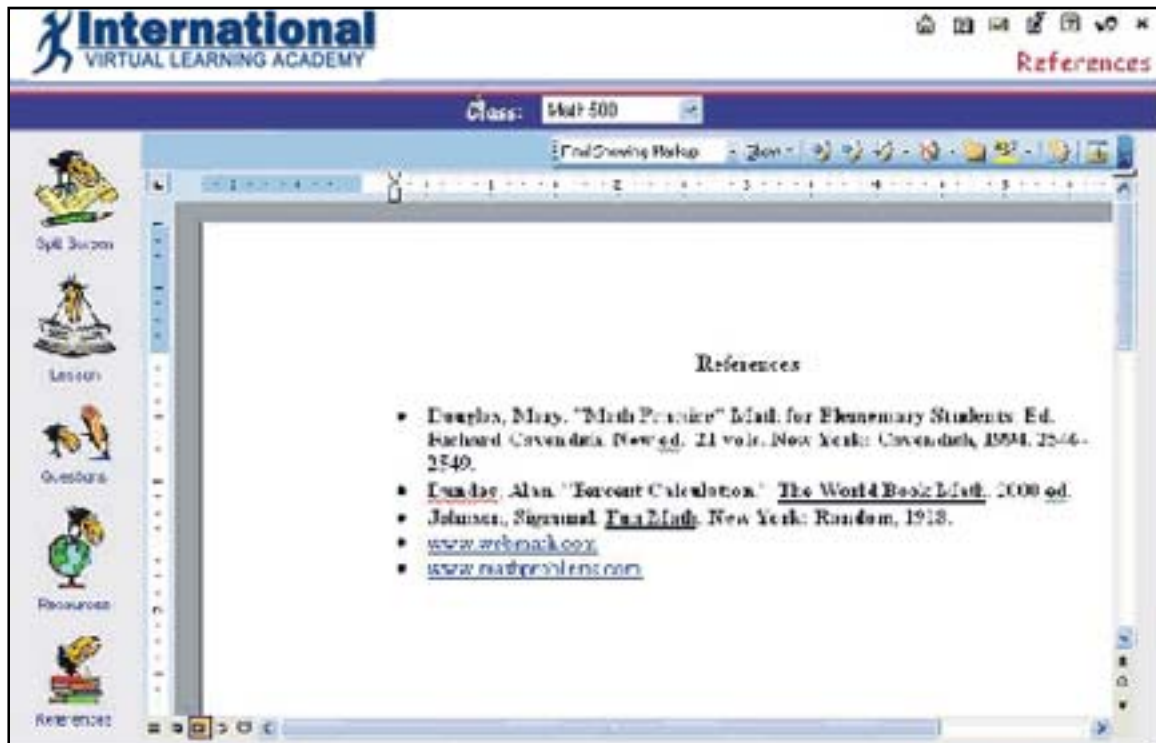
The *Questions* view shows a lesson's questions.





### 3.2.5 References View

The *References* view shows the books, websites and other materials that were used in creating the lesson.



### 3.3 Answering and Submitting Questions

To answer questions, you need to go to either the *Split Screen* view or the *Questions* view. The *Questions* view is used in the following screenshots.

Perform the following steps to complete and submit a lesson's questions:

- 1) Type your answer in the textbox and hit the 'Save' button. Once you save a question the answer is stored in the system. So if you logout and come back later to complete the lesson, your saved answers will still be there. **If you logout and do not save your answers all work will be lost.** To overwrite an answer you previously saved, enter the new answer in the textbox and click the 'Save' button.

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Course: VLA Student Demo Grades 2-8 Lesson: 16. Properties of Matter

Answer Questions

Answer the following questions below:

1) All matter is made up of tiny particles called \_\_\_\_\_.

A) Air  
 B) Solids  
 C) Molecules  
 D) Liquid

Save

2) Heat can change matter.

True  
 False

Save

3) Energy is something that causes change. Can energy make something move? \_\_\_\_\_ Yes or No

\_\_\_\_\_

You may enter up to 4000 characters. 4000 characters left

Save

4) If energy causes something to move, then what determines how fast something moves?

A) Food  
 B) Air  
 C) Water  
 D) Energy

Save

5) Particles of matter never move.

- 2) When you are finished with all the questions you are ready to review your answers. Click the 'All Finished! Review My Answers' button right below the last question.

25) Estimate the sum of  $3569 + 4299 + 829$

\_\_\_\_\_

Save

All Finished! Review My Answers

- 3) You are taken to the *Review Your Answers* page. The purpose of this page is to allow you to double check your answers and make any changes if necessary. Make sure to click the 'Save' button on any answers that you change.

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Review Your Answers

Class: Math 500 Lesson: 2. Writing Fractions as Percents

Review your answers, then send them to your teacher

1)  $6384 - 2657$   
2417  
Save

2)  $1593 - 304$   
1289  
Save

3)  $6437 - 887$   
5366  
Save

4)  $12,543 - 22,894$   
483,967  
Save

- 4) Once you finish reviewing all of your answers you can submit them for grading. Comments for your teacher regarding the lesson can be entered in the textbox below the last question. Click the '*Looks OK! Send to my Teacher*' button to submit your answers. **Answers cannot be changed once they are submitted.**

25) Estimate the sum of  $3569 + 4299 + 829$   
8600  
Save

Enter any comments that you would like to send to your teacher:

Looks OK! Send to my Teacher

### 3.4 Reviewing Lessons

#### 3.4.1 Reviewing Lesson Grades

After submitting a lesson, the status of a lesson changes from 'Viewed' to 'Submitted' on the My Lessons page. See lesson three 'Writing Decimals as Percents' in the screenshot below.

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My Lessons

Choose a Class: Math 500 87%

Click the Lesson Name to View  = Partially Completed  = Sent to Teacher  = Graded  = Redo

# Lesson	Status	Grade	Teacher Comments
1 <a href="#">Meaning of Percent II</a>	Graded	87% B	Good Work!
2 <a href="#">Writing Fractions as Percents</a>	Viewed		
3 <a href="#">Writing Decimals as Percents</a>	Submitted		

= Partially Completed  = Submitted to Teacher  = Graded  = Redo

When your teacher grades a lesson you will see your grade posted on the My Lessons page. You will notice that the status changes from 'Submitted' to 'Graded'.

International VIRTUAL LEARNING ACADEMY

My Lessons

Choose a Class: Math 500 89.5%

Click the Lesson Name to View  = Partially Completed  = Sent to Teacher  = Graded  = Redo

# Lesson	Status	Grade	Teacher Comments
1 <a href="#">Meaning of Percent II</a>	Graded	87% B	Good Work!
2 <a href="#">Writing Fractions as Percents</a>	Viewed		
3 <a href="#">Writing Decimals as Percents</a>	Graded	92% A	Great

= Partially Completed  = Submitted to Teacher  = Graded  = Redo

### 3.4.2 Reviewing Lesson Answers

To view the *Lesson Results* page click on the lesson name from the *My Lessons* page. On this page you can review your answers and read any comments from the teacher.


The screenshot displays the 'Lesson Results' page for a student in the 'International Virtual Learning Academy'. The page header includes the school logo and name, and the current lesson information: 'Class: Math 500' and 'Lesson: 3. Writing Decimals as Percents'. The student's performance is shown as 'Your Mark is: 92%' with a 'Great' rating. A sidebar on the left contains navigation icons for 'Skill Scores', 'Lesson', 'Questions', 'Resources', and 'References'. The main content area lists three questions:

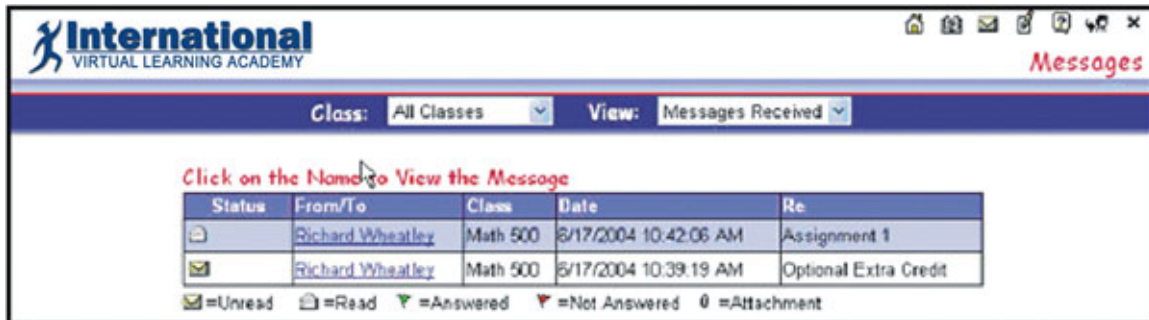
- Question 1:  $25 \times 1 \times (7 \times 4)$  simplifies to  $25 \times (7 \times 4)$ . The student selected 'Associative', which is marked as 'Incorrect'. The 'Correct Answer' is 'Identity'.
- Question 2:  $25 \times (7 \times 4)$  can be written as  $25 \times (4 \times 7)$ . The student selected 'Associative', which is marked as 'Correct!'.
- Question 3:  $25 \times (4 \times 7)$  can be grouped as  $(25 \times 4) \times 7$ . The student selected 'Associative', which is marked as 'Correct!'.

## 4 Messaging

The messaging system allows you send and receive messages from your teachers.

### 4.1 Reading Messages

To view the *Messages* page click the  icon in the toolbar. Click on the name in the 'From/To' column to read a message.










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Messages

Class: All Classes View: Messages Received

Click on the Name to View the Message

Status	From/To	Class	Date	Re
	<a href="#">Richard Wheatley</a>	Math 500	6/17/2004 10:42:06 AM	Assignment 1
	<a href="#">Richard Wheatley</a>	Math 500	6/17/2004 10:39:19 AM	Optional Extra Credit

 =Unread  =Read  =Answered  =Not Answered  =Attachment

To respond to the message click the 'Click Here to answer' link at the bottom of the message.

**From:** Richard Wheatley  
**To:** Mike Daimler  
**Date:** 6/17/2004 10:39:19 AM  
**Re:** Optional Extra Credit

**Attachment(s):**


Hi Class:

The last 3 questions on assignment 3 will be for extra credit.

Mr. Wheatley

[Click Here](#) to answer.

## 4.2 Writing New Messages

To write a new message click the  icon in the toolbar. Choose which teacher to send the message to by using the 'To' dropdown menu.



The screenshot shows a message composition interface with a light blue header and footer. The header contains the following fields:

- From:** Mike Daimler
- To:** Jones, Fred (Language Arts 5) (dropdown menu)
- Date:** 6/17/2004 3:15:56 PM
- Re:** (empty text input field)
- Attachment(s):** Add Attachment (button)

The main body of the form is a large white text area with a vertical scrollbar on the right side.


The footer contains a question: "Would you like an answer to your message?" with two radio buttons: "Yes" (unselected) and "No" (selected). Below this is a "Send the Message" button.

## 5 Support

### 5.1 Frequently Asked Questions

Click the  icon in the toolbar to view frequently asked questions.

### 5.2 Contact Tech Support

Click the  icon in the toolbar to send a message to Tech Support.

**From:** Mike Daimler  
**To:**    
**Date:** 6/17/2004 3:43:00 PM  
**Re:**   
**Attachment(s):**

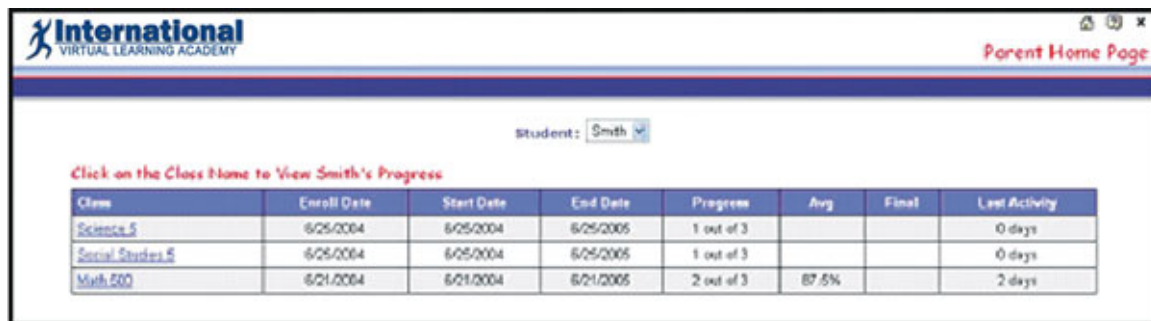
---

Would you like an answer to your message?  Yes  No

## 6 Parent Access

VLC allows parents to view their children's progress in their classes. The parent version of VLC is virtually identical to the students.

The *Parent Home Page* is the first page you will see after logging in. It lists classes, averages, grades and the activity for each class. If you have several children, you can choose which child you wish to view from the 'Student' dropdown menu.



Class	Enroll Date	Start Date	End Date	Progress	Avg	Final	Last Activity
<a href="#">Science 5</a>	6/25/2004	6/25/2004	6/25/2005	1 out of 3			0 days
<a href="#">Social Studies 5</a>	6/25/2004	6/25/2004	6/25/2005	1 out of 3			0 days
<a href="#">Math 500</a>	6/21/2004	6/21/2004	6/21/2005	2 out of 3	87.5%		2 days

Clicking on a class name will take you to the *My Lessons* page where you can view lessons and grades. Please read the student documentation for an explanation of these pages. Pay special attention to sections 3.1, 3.2 and 3.4.