## **Previewing Courses in the Virtual Classroom**

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## Introduction

With the obvious need for educators to have a solid understanding of the course materials offered to students, Web Administrator users are able to access course content in the Virtual Classroom. Educators should be aware that using this feature will take up a student license, which could potentially prevent a student from accessing the Virtual Classroom. This document provides information on previewing course content in the Virtual Classroom and is written with the assumption that the user understands how to access the Web Administrator and enroll a student in a course. For information on these functions, please refer to the corresponding documents.

## Enrolling in a Course

In order to access course content via the Virtual Classroom, Web Administrator users must first enroll themselves in the course(s) they wish to preview.

- 1. Click on the **Select Student** link in the Manage Students section on the left side of the screen.
- 2. Click on the Select My Account link at the bottom of the page.

<b>XEd</b> genuity					Educators
	(L	ogged in a	as Sample Teache	r School: Product Demo	•8
MANAGE STUDENTS	STUDENT	SELECT	ION		
Dashboard Select Student Add Student Reviews Required	Student Management 🛞 User Groups				
ADMINISTRATIVE TOOLS					
Select Course Add Teacher Update My Info Calendar	•Add	l Student	•Update •Co	urses •Disable •Progress •Email	
			ALL A B	CDEFGHIJKLMNOPQRS	STUVWXYZ
TOOLS AND REPORTS	Edit	<u>User ID</u>	<u>Username</u>	Student's Name	Grade Level
Attendance Log Current Sessions Course Structure Group Progress Recent Actions Standards Alignment VT Standards Communications	0	261	ryabergs1	<u>Bergstedt, Ryan</u>	6th
	0	500	jmorey2	AA, Julia	6th
	0	489	tessy	Aaron, Tessy	6th
	0	335	daniel.abramson	Abramson, Daniel	6th
	0	295	ialqamastud	Algama, Igbal	6th
	۲	178	anystudent	Any, Student	6th
SUPPORT Contact Edgenuity Teacher Resources Log Off	$\odot$	266	sarorastudent	Arora, Sakshi	6th
	0	276	saks	Arora, Sakshi	6th
	$\odot$	386	arora	Arora, Sakshi	6th
	$\odot$	300	sarorastud	Arora, Sakshi	6th
	0	159	fbarr1	Barr, Felice	6th
	۲	575	Kreil	Beckley-Reil, Kimberly	7th
	$\odot$	209	cbentz	Bentz, Char	12th
	۲	573	lbertola1	Bertola, Lance	6th
	0	108	kbrewer1	Brewer, Katrina	6th
				1	2345678910
	View A	Archived S	tudents   Select N	ly Account   Export To Excel   Search for St	udents

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At this point, the user will be looking at the course list for his/her own account, which will function the same way that it would for a student's account. To enroll in a course, users simply follow the same process as they would to enroll a student.

## Accessing the Virtual Classroom

Once a user has enrolled in a course, the next step is to access the Virtual Classroom, which is found

at <u>http://learn.education2020.com/student/</u>. Web Administrator users can log into the Virtual Classroom the same username and password that they use to access the Web Administrator.

At this point, the user is able to access the course the same way that a student would, but is able to jump to any activity in the course (rather than having to progress in a linear fashion like a student) and is also able to skip ahead in a direct instruction video lecture even if they have not previously viewed it. However, the user will not be able to enter answers to short-answer questions or take assessments.

For information on how to use the content and resources found in the Virtual Classroom, please refer to the documentation found in the <u>Virtual Classroom How-to</u> section of eCommunity.

