This is what the login screen looks like. You will need your child’s username and password to get in. The username is a code that has the first three letters of their surname and then four numbers, e.g. FAN0001. The password was given to them when they got their computers.

Once you’ve logged in, you land here:

On this page, you can find a lot of useful information and links to further useful information. Generally, the top section has links to forums we are asking the kids to contribute to, information we want the whole school to have and the link to the student handbook (this is where kids can access the information that used to be in the front of the planner).

The upcoming events shows due dates and school events that are scheduled for the next 7 days.

The calendar shows a snapshot of what is on this month – pink means due dates for Moodle courses and green means school events. Hovering over the date will show the item(s) on that day. Clicking on the month will allow you to add new events.

Further down the page, my courses shows all the classes your child is enrolled in. Each of the names is a hyperlink that will take you into the course itself, where you will find resources, activities and the gradebook.

Once inside a course, you can browse the activities and resources and see what has been
happening in class, or you can check out what work your child has done, how they went and what is still due. Clicking on grades will take you there. This is either on the settings menu which may be on one side or might be ‘docked’ to the left hand side of the screen. Hovering your mouse over docked tabs will expand them.

The gradebook has all kinds of useful information.

This gradebook shows that so far this semester, three tasks are expected to have been done and they have been marked by the teacher. Each task used the same grade range (from *inacceptable* to *magnifique*) and two of them have rubrics attached that will give more detailed feedback than just the comment. Clicking on the name of the task will take you to that rubric. If there was a gap in the grades, like this:

you would know that this child still owes the *Gippsland Languages Family Poster Competition* as well as the *Take a photo of your room* and these need to be submitted as soon as possible. If your child says they have submitted it, and it is an online task, you can check this by clicking on the link. If the work HAS been submitted, it will show up on the next screen.