



Course One: Getting Started In MY Access!

Syllabus

Module 1 – The Student View

Estimated time:

Videos and Activities (1 hour)

Discussion group (1 hour)

Assessment (30 minutes)

- Overview of the course
- Overview of Module 1 – the Student Viewpoint
- Logging in and seeing assignments
- Navigating the Student Writing Space
- Using Prewrite and Reference tools
- Understanding feedback
- Viewing the Student Portfolio
- Other features for students
- Sign up for discussion group
- Assessment over Module 1

Module 2 – Teacher Basics

Estimated time:

Videos and Activities (1 hour)

- Creating groups and enrolling students
- Making assignments

Module 3 – Teacher-created prompts

Estimated time:

Videos and Activities (20 minutes)

Discussion group (1 hour)

Assessment (30 minutes)

- Creating MY Prompts
- Sign up for discussion group
- Assessment over Modules 2 and 3

Module 4 – Student Portfolios for Teachers**Estimated time:****Videos and Activities (1 hour)****Discussion group (1 hour)****Assessment (30 minutes)**

- Viewing student work
- MY Access! Feedback to students
- Revision Plans and Teacher Comments
- Sign up for discussion group
- Assessment over Module 4

Module 5 – MY Access! Resources and Implementation Plan**Estimated time:****Videos and Activities (2 hours)**

- Your Personal Implementation Plan
- How-To Video Tutorials
- Templates and Planning Tools
- User Guides
- Instructional Resources
- Prompt and Writing Resources
- Prompt Scoring
- Creating Your Implementation Plan

Module 6 – Reports**Estimated time:****Videos and Activities (30 minutes)****Discussion group (90 minutes)****Assessment (30 minutes)**

- Performance Summary Report
- Customizing Reporting Options
- Reports Available in MY Access!
- Sign up for discussion group – Presenting your Implementation Plan
- Assessment over Modules 5 and 6