

# **Jasper Academy**

## **Student Orientation and Welcome Package**

### **2020**

#### **School Contact List**

Principal

Mr. Tanbir Haque [tanbirh@jaspermy.com](mailto:tanbirh@jaspermy.com)

Guidance Department

Mr. Bochen Wu-[guidance@jaspermy.com](mailto:guidance@jaspermy.com)

### **What do you need to graduate?**

#### **18 Compulsory Credits**

- 4 credits in English – *1 credit per grade*
- 3 credits in Mathematics – *1 credit in grade 11 and 12*
- 2 credits in Science
- 1 credit in Canadian History
- 1 credit in Canadian Geography
- 1 credit in the Arts
- 1 credit in Health and Physical Education
- 1 credit in a Second Language
- 0.5 credit in Career Studies
- 0.5 credit in Civics

### **What else do you need to graduate?**

- Group 1
- English or French as a second language
- A Native language
- A classical or international language
- Canadian and world studies
- Guidance and career education
- Cooperative education
- Group 2
- Health and physical education
- The arts
- Business studies
- French as a second language
- Cooperative education
- Group 3
- Science (Grade 11 or 12)
- Technological education
- French as a second language
- Computer studies
- Cooperative education

### **What else do you need to graduate?**

- 12 Elective Credits (optional courses)
- 40 hours of Community Service
- Grade 10 Literacy Test (OSSLT) or The Literacy Course (OLC40)
- Proof of English Proficiency (IELTS/TOEFL)
- This is for university and college admissions

## **And What else do you need to graduate?**

### **Community Involvement**

All students must complete 40 hours of community involvement to graduate with a diploma

Think of volunteering as an opportunity to learn more about yourself, possible career opportunities and a way to help others and give back to the community

### **Courses offered at Jasper Academy**

#### **ESL Courses**

- Levels A – E
- ESL courses are 6 weeks long: you will finish 2 ESL courses in 1 full semester
- Once you are in ESLEO you can begin taking credit courses

### **School Policies**

- 110 hours are required to pass each course
- Students can drop courses within 1 week of the start date for a full refund
- Full time students are required to have a credit counseling session with Simone or Eva

### **School Policies**

#### **Student Absences**

- If you are going to be absent from a live session, you must phone the school at: 416-825-1286

#### **Request Leave**

- If you are not well for an extended period of time, please call or email the school.

### **Technical Requirements**

- **Minimum Hardware and Software Requirements:**
- Students must have access to a broadband/high speed Internet connection, and a personal computer.
- Students will need a USB Headset and a Webcam
- Moodle (Jasper Academy's LMS) will work in any modern web browser, such Explorer, Firefox and chrome etc.
- Student browser should also have both cookies and JavaScript enabled. These are typically enabled by default.
- Productivity software such as MS Office and Google Docs.
- Voice Thread

## **Code of Conduct for Computer Use/Online Behavior**

- Users are ultimately responsible for any and all use of their computing accounts. Consequently, users must:
- Maintain secure passwords for all accounts assigned to them
- Take precautions against others obtaining unauthorized access to their computing resources
- Not willingly share passwords and other access control information for their personal accounts to any other person
- Report immediately to a teacher any message or request that you receive that bothers you or that suggests personal contact with you
- Use their Jasper Academy accounts and all other software provided for them only for the purposes for which they were authorized
- Respect all copyrights and licenses associated with Jasper Academy School
- Not attempt to interfere with the normal operation of a shared system
- Not attempt to circumvent the restrictions associated with their online accounts
- Not send obscene, vulgar or harassing messages

## **School Environment**

- Safe School Environment
- The Jasper Academy School holds the belief that acceptable behaviours and conduct are promoted in a positive climate in which:
- All students feel safe, valued and trusted, and have the opportunity to develop, assume and maintain responsibility and self-motivation;
- All students feel supported without fear of retaliation in reporting unsafe conditions, actions or potential incidents;

## **Attendance**

- Definition of what is meant by “regular attendance:”
- **Students and teachers are expected to login regularly to their course. Specific requirements and definition of what is meant by “regular” attendance:**
  - Regular attendance means and requires that students log in at least once every week.
  - Attempt at least one assignment every week.
  - Participate in a forum or write in a blog at least once every month.
  - Submit an assignment or deliver a presentation or write a test at least once every 2 weeks.
- Attendance on a regular basis is not only central in the overall mission of Jasper Academy, but is crucial to the success of our students All students are expected to attend classes regularly and complete all assignments and homework in due time and submit to the teacher. Absenteeism and lateness reduce the chances of a fair performance and evaluation dramatically. Students with legitimate reasons for absence must submit appropriate documentation to support their claim. Legitimate documentation may include, but is not limited to, a doctor’s note. The principal will determine the legitimate of a student’s reason and documentation.

- Jasper Academy has the attendance policy found below to promote the regular attendance of students.
- Students and teachers are expected to login regularly to their course.
- The principal is responsible for maintaining student and teacher login records.
- Students who wish to withdraw from a course must submit a written request.
- Students who do not complete a course with 1 calendar will be withdrawn from courses.
- All effort will be made to make the course material as well as methods of interaction and manner of login are easily accessible.
- Course Participation is a combined behavior of logging in to the course on a regular basis, reviewing instructions, participating in discussion forum, and submitting assignments to be graded either by the system, such as automatically graded quizzes and tests, or by the teacher, such as practice, journals, discussions, and unit tests. Communication with the teacher and seeking support from the teacher is also an essential part of Course Participation.

### **Consequences of Not Logging to Classes**

- Students are expected to attend all classes and be punctual.
- In case a student misses a class requirement; the student will be expected to complete any and all missed assignments/tasks etc. Teachers and the student will consult about how to access the skills and knowledge that have been missed by the student.
- Students who miss extended class time or who lack class participation will be issued a warning (“A Gentle Reminder”) that they are in jeopardy of losing their credit-earning status in the class.
- After a student has failed to login to the class and or fail other measures of determining absenteeism, the student (and the parent/guardian, if required) will be required to attend a meeting with the principal and the teacher to assess their ability to continue in the course, during this meeting the onus will be on the student (and the parent/guardian) to assure the principal and the teacher that the absenteeism will cease. The student will only be allowed to continue if the student successfully establishes his/her right to continue in the course by providing legitimate grounds for being absent. However, if the student fails to rectify the absenteeism/non participation, he/she will be asked to withdraw from the course and will not earn a credit.
- After a student has been removed from a course, the hours that he/she spent in the class cannot be counted towards earning a credit in the course at a subsequent time of enrollment in the same course.
- If warranted, students may have an opportunity to make up hours and missed tasks/assignments at the discretion of the Principal.

## **Community Involvement**

**All students must complete 40 hours of community involvement to graduate with a diploma**

**Think of volunteering as an opportunity to learn more about yourself, possible career opportunities and a way to help others and give back to the community**

**Why you should not plagiarize**

- **It is the most serious academic offense**
- **In university, you will get a 0% for the test or assignment, which will likely cause you to fail the course without a refund and it will show on your academic record**
- **Depending on what you plagiarize, you can get suspended and even expelled instantly**
- **If this goes on your record in post-secondary education (college or university) it could prevent you from ever going to University again**
- **Most universities require you to submit essays and assignments on a website called turnitin. com, and this website will detect right away if your work has been copied from elsewhere.**
- **It's better to fail then to plagiarize.. if you feel you won't pass a test or assignment, go see your teacher, they will be happy to help you! :)**

Jasper Academy  
LMS student user guide  
November 25, 2017

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## System Setup

### 1. Browsers

Before logging into Moodle, you will need to make sure you have a compatible browser.

Recommended browsers when using Moodle include:

- (a) Google Chrome
- (b) Firefox

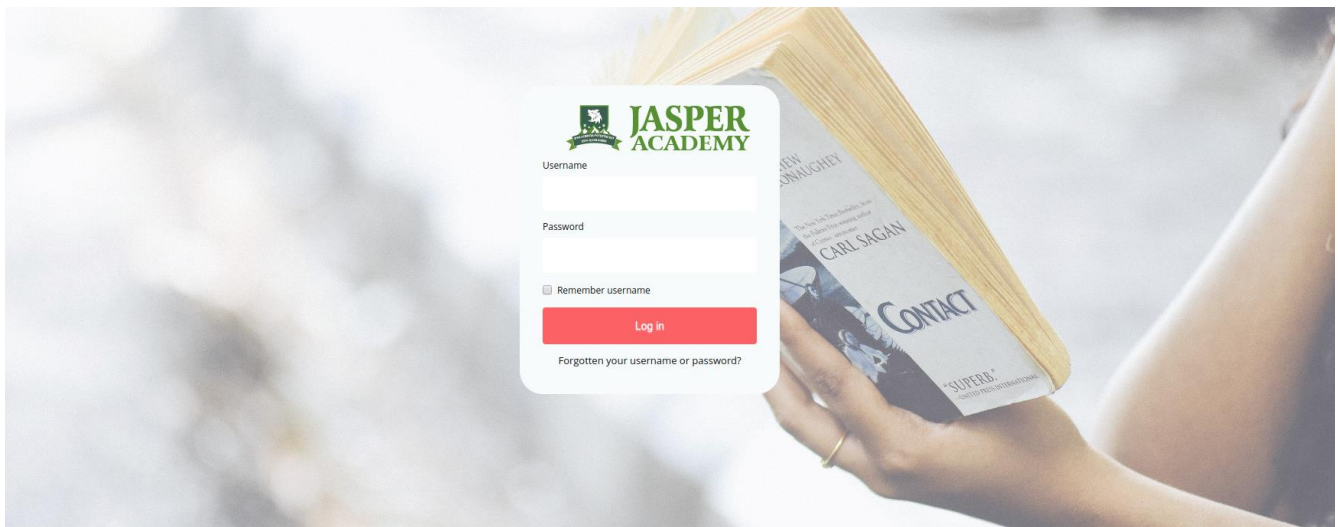
### 2. Other Applications

In order to view some files, media or other items that may be available in your course, you may need some of the following software:

- (a) Adobe Flash
- (b) Windows Media Player
- (c) Java
- (d) Adobe Reader

## Logging in to Moodle

The Jasper Moodle address is <https://online.jaspermy.com/>




You will then need to enter your username and password. Username and Password should be generated by system administrator. You will be prompted to change your password after you login.



# My Home

Once you have logged in, you will be directed to your home page.

**JASPER ONLINE  
EDUCATION**

6666666666 | [info@jasper.edu](mailto:info@jasper.edu)

HOME

TESTER LE VIAR

Main Menu

news

Navigation

Home

- Dashboard
- Site pages
- My courses
  - Science
    - LE/EECS 1022 3.00 Programming for Mobile Computing
    - Research Directions in Computing

Assignment: Podcasts

Podcast Assignment

Everyone has a lot on their mind and so much to say, so now's your chance to share your thoughts and ideas. You are going to create a series (multiple) audio journals or podcasts. The goal of these podcasts is to help you strengthen your speaking skills and get better at communicating ideas in English!

You will get a list of 10 journal topics, and you only need to pick 5 of them to talk about.

**Topics:**

- Talk about your favourite place to visit in Toronto. Describe it and explain why you like it so much.

JUNE 2017

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

AVAILABLE COURSES



MATAAAAAAAAAAAAAAAAAA

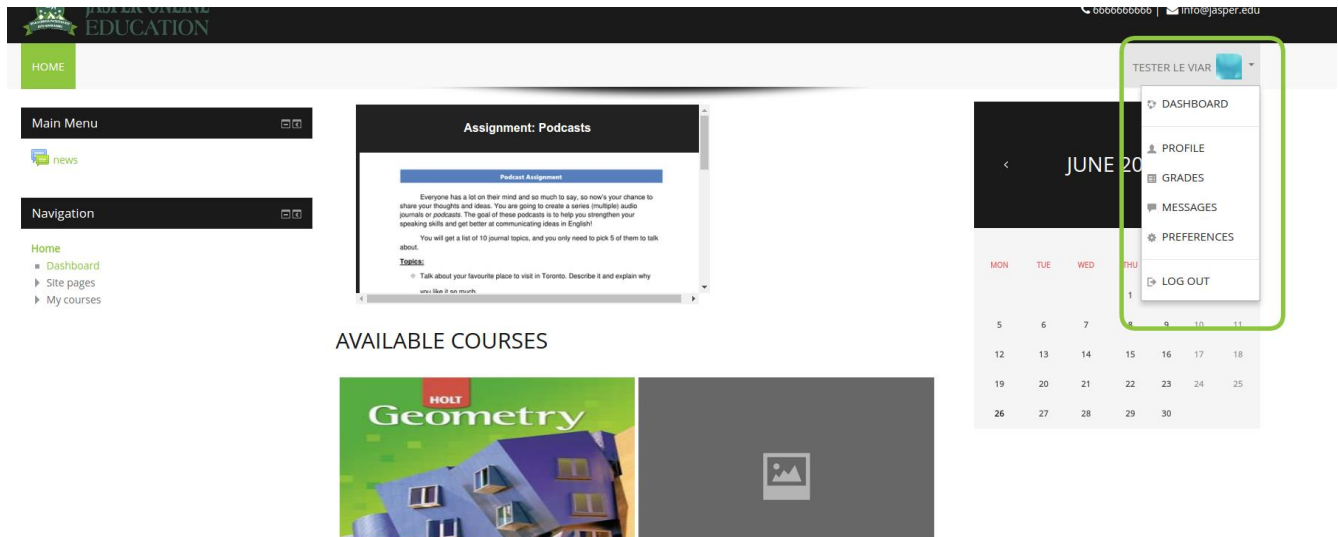




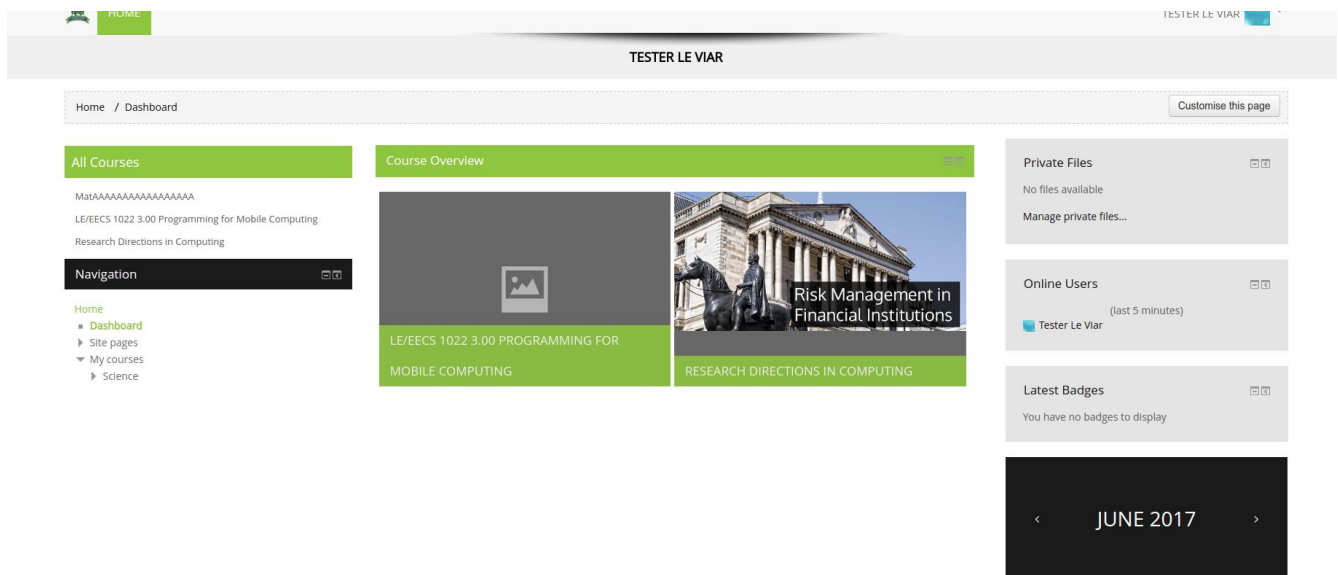
LE/EECS 1022 3.00 PROGRAMMING FOR  
MOBILE COMPUTING

# My Account

Click on your name on the right-up corner, you can find a drop-down menu.



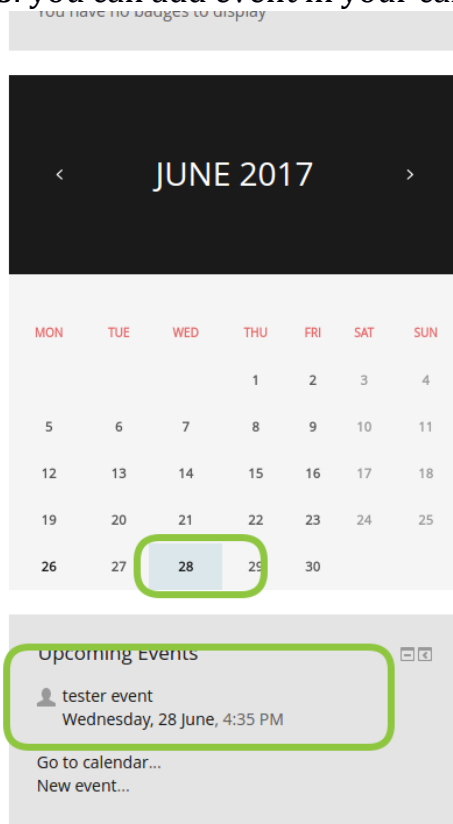
## 1. Dashboard



## Display information:

- (a) **All Courses:** all available courses
- (b) **Navigation:** This block includes quick links to your home page, your courses etc.
- (c) **Course Overview:** Display all courses which you have already enrolled.
- (d) **Private Files:** you can upload your personal files.
- (e) **Online Users:** show you who is online at the moment.
- (f) **Calendar:** it will show your event on the calendar.

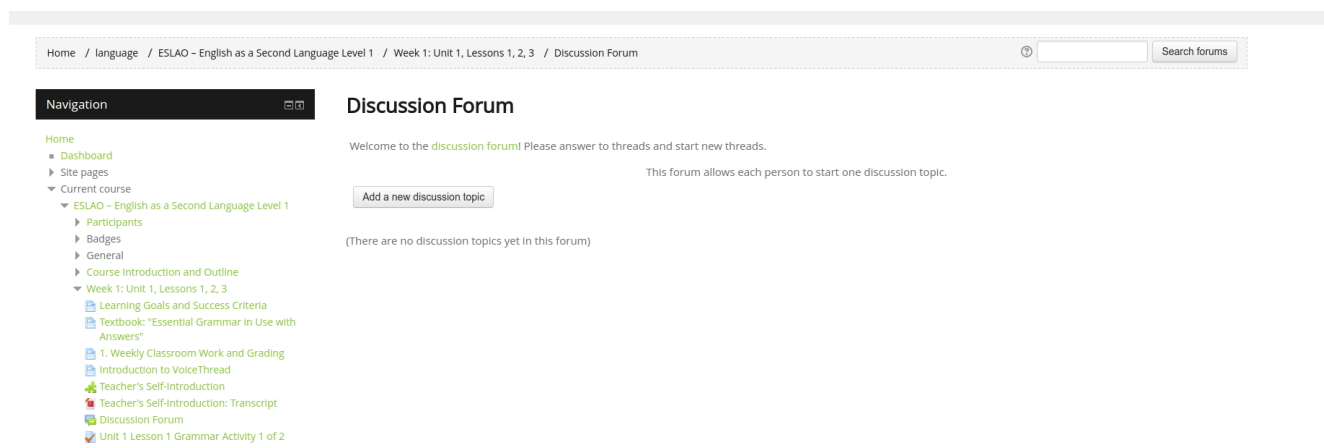
(g) **Upcoming Events:** you can add event in your calendar.



## 2. Forums

Forums are online discussion boards that allow for interaction amongst students, instructors, and others involved in this course. Your instructor may make participation in these forums part of your grade.

Forum Icon – Forums in Moodle are indicated with the ‘speech bubble’ icon.




## Forum Types



×

## Discussion Forum

Welcome to the [discussion forum](#)! Please answer to threads and start new threads.

Discussion	Started by	Replies	Last post
test forum topic	 Tester La Test	0	Tester La Test  Mon, 26 Jun 2017, 6:11 PM

### 3. Profiles

### (a) User details

You can customize your profile and some preference settings in this block. The input box with a red star is required. As your profile will be public within Moodle, please keep your profile content appropriate.

TESTER LE VIAR

Home / Dashboard / Preferences / User account / Edit profile

Navigation

Home

- Dashboard
- Site pages
- My courses

Tester Le Viar

Expand all

General

First name\*

Tester

Surname\*

Le Viar

Email address\*

jasper2@mailinator.com

Email display

Allow everyone to see my email address

City/town

Markham

Select a country

Canada

Timezone

America/Toronto

Description ⓘ

Paragraph B I

test account

### (b) Course details

Click on course name, it will redirect to the course detail page. Course outline will show in Navigation block.

Click on the left navigation button to course unit detail page.

HOME TESTER LE VIAR

LE/EECS 1022 3.00 PROGRAMMING FOR MOBILE COMPUTING

Home / Science / LE/EECS 1022 3.00 Programming for Mobile Computing / Participants / Tester Le Viar

Navigation

- Home
- Dashboard
- Site pages
- Current course
  - LE/EECS 1022 3.00 Programming for Mobile Computing
    - Participants
      - Course blogs
      - Tester Le Viar
    - Badges
    - General
    - 26 May - 1 June
    - 2 June - 8 June
    - 9 June - 15 June
    - 16 June - 22 June
    - 23 June - 29 June
    - 30 June - 6 July
    - 7 July - 13 July
    - 14 July - 20 July
    - 21 July - 27 July
    - 28 July - 3 August
  - My courses
- Administration

Tester Le Viar

test account

User details

Country  
Canada

City/town  
Markham

Course details

Course profiles  
LE/EECS 1022 3.00 Programming for Mobile Computing  
Research Directions in Computing

Roles  
Student

Miscellaneous

Full profile  
Blog entries  
Forum posts  
Forum discussions  
Learning plans

Reports

Browser sessions

Login activity

Last access to course  
Monday, 26 June 2017, 4:55 PM (now)

Search Forums

Go

Advanced search

Latest Announcements

(No news has been posted yet)

Upcoming Events

tester event  
Wednesday, 28 June, 4:35 PM

Go to calendar...  
New event...

Recent Activity

Activity since Saturday, 24 June 2017, 4:56 PM  
Full report of recent activity...

No recent activity

Home / language / ESLAO - English as a Second Language Level 1 / Week 1: Unit 1, Lessons 1, 2, 3

Navigation

- Home
- Dashboard
- Site pages
- Current course
  - ESLAO - English as a Second Language Level 1
    - Participants
    - Badges
    - General
    - Course Introduction and Outline
    - Week 1: Unit 1, Lessons 1, 2, 3
      - Learning Goals and Success Criteria
      - Textbook: "Essential Grammar in Use with Answers"
      - 1. Weekly Classroom Work and Grading
      - Introduction to VoiceThread
      - Teacher's Self-Introduction
      - Teacher's Self-Introduction: Transcript
      - Discussion Forum
      - Unit 1 Lesson 1 Grammar Activity 1 of 2
      - Unit 1 Lesson 1 - Grammar Activity 2 of 2
      - 2. Introduction to Anki
      - Learning Goals and Success Criteria
      - Student Self-Introduction
      - Discussion Forum
      - Unit 1 Lesson 2: Grammar Activity
      - Learning Goals and Success Criteria
      - Comments on Other Students' Self-Introductions
      - Discussion Forum
      - U1L3 Things to Do in Canada - Reading
      - Introduction to the Project: 30 Day Challenge

Announcements

Course Introduction and Outline

Week 2: Unit 1, Lessons 4, 5, 6

Week 1: Unit 1, Lessons 1, 2, 3

Welcome


Welcome to ESLAO, English as a Second Language, Level 1!

We prepared many interesting videos and activities. We hope that you enjoy this class!

Your teacher is Kateryna Yuri. You can meet her in the [introduction video](#) and on the discussion forums.

In This Unit:

- We will introduce ourselves.
- We will talk about life in Canada.



Search Forums

Go

Advanced search

Latest Announcements

(No news has been posted yet)

Upcoming Events

There are no upcoming events

Go to calendar...  
New event...

Recent Activity

Activity since Saturday, 24 June 2017, 6:08 PM  
Full report of recent activity...

COURSE UPDATES:

Deleted External tool

Updated Page

Introduction to VoiceThread

Updated External tool

Teacher's Self-Introduction

Updated Quiz

### (c) Miscellaneous

You can post news in blog or forum and discuss topics in forum with teachers and students.

Learning Plan: you can log your learning steps to show what and how you work on a course or an assignment.

### (d) Reports

It records all your active sessions: Login time, IP address etc.

# My active sessions

Log In	Last access	Last IP address	Action
Monday, 26 June 2017, 3:58 PM	Current session		

## (e)Login activity

Display your access sessions.

### Login activity

First access to site

Monday, 26 June 2017, 1:51 PM (3 hours 17 mins)

Last access to site

Monday, 26 June 2017, 5:08 PM (now)

## 4. Grades

You can find all the grades you get for each course.

Grade Item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
■ Research Directions in Computing						
Σ Course total	-	Error	0-100	Error		-

## 5. Messages

Send message to your classmates.

Message navigation:

Contacts

Contacts


Recent conversations

Recent notifications

Courses


LE/EECS 1022 3.00

LE/EECS 1001 1.00



Tester Le Vlar

↔



sssFN sssLN

[Add contact](#) | [Block contact](#)

[All messages](#) | [Recent messages](#)

(No messages were found)

Message

Send message

## 6. Preferences

This is where you will find the preferred settings to all your actions.

### Preferences

#### User account

- Edit profile
- Change password
- Preferred language
- Forum preferences
- Editor preferences
- Messaging

#### Blogs

- Blog preferences
- External blogs
- Register an external blog

#### Badges

- Manage badges
- Badge preferences
- Backpack settings

## 7. Assignments

Your instructor may require you to upload digital content and/or submit online responses for grading. For example, essays, spreadsheets, presentations, webpages, photos, video clips or a typed paragraph response may be required.

There are three types of assignment submissions:

- (a) File submissions (students submit a file(s) for assessment)
- (b) Online text (students can type their responses directly in Moodle)
- (c) Submission comments (students can type comments to their instructor before submitting an assignment)

When you enter an assignment, you will see the instructor's directions to complete the assignment.

## 8. Quizzes

Once you enter a quiz, you will see instructions provided by your instructor, the attempts allowed, the date and time the quiz is available, and when the quiz will close. To begin the quiz, select the Attempt quiz now button. If the quiz allows for multiple attempts and you have made an attempt, the button will read Reattempt quiz. If the quiz only allows a single attempt, a window will appear asking if you wish to continue.



## Final Exam

Attempts allowed: 1

Time limit: 2 hours

Start attempt

Timed quiz

The quiz has a time limit of 2 hours. Time will count down from the moment you start your attempt and you must submit before it expires. Are you sure that you wish to start now?

Start attempt

Cancel

- (a) Once you begin the quiz, be sure to read each question carefully. You can flag questions that you wish to skip and/or later review.

Home / Courses / language / ESLAO - English as a Second Language Level 1 / Final Exam / Final Exam / Preview

**Quiz Navigation**

1	2	3	4	5	6	7	8	9
10	11	12	13	14	15	16	17	18
19	20	21	22	23	24	25	26	27

Finish attempt ...

Time left 1:58:40

[Start a new preview](#)

**Navigation**

- Home
- Dashboard
- Site pages
- Current course
  - ESLAO - English as a Second Language Level 1
    - Participants
    - Badges
    - General

**Question 1**

Not yet answered  
Weight: 1.00

[Remove flag](#)

Unscramble Sentences:  
always / at nine o'clock / out of the garage / in the morning / drives / his car / he

Answer:

Certainty 😊: ☐ C=1 (Unsure: <67%) ☐ C=2 (Mid: >67%) ☐ C=3 (Quite sure: >80%)

**Question 2**

Not yet answered  
Weight: 1.00

[Flag question](#)

Unscramble Sentences:  
he / to town / after breakfast / often / Mrs Hodges / takes

Answer:

Certainty 😊: ☐ C=1 (Unsure: <67%) ☐ C=2 (Mid: >67%) ☐ C=3 (Quite sure: >80%)

**Question 3**

Not yet answered  
Weight: 1.00

[Flag question](#)

Unscramble Sentences:  
a parking place / near the shops / they / find / rarely

Answer:

- (b) Quizzes can have multiple pages. Click the Next button located directly under the last question to move to the next page. Clicking Next on the final page of the quiz will conclude the quiz.
- (c) Moodle quizzes have a navigation window located on your left hand side of the page. A grey background indicates an answered question. The red corner indicates flagged questions. You can click on the numbers to jump to those questions. When you have completed the quiz, select Finish attempt.
- (d) Once you have finished the quiz, a summary page will appear. The question status box will inform you of questions answered, not answered, and flagged. Click on a question number to jump directly to that question. Select the Submit all and finish button to conclude the quiz.
- (e) Check your score.

## Unit 1 Lesson 1 Grammar Activity 1 of 2

### Summary of attempt

Question	Status
Make this sentence negative:	
1	Answer saved
2	Answer saved
3	Answer saved
4	Answer saved
5	Answer saved

[Return to attempt](#)

Time left 0:59:33

This attempt must be submitted by Monday, 26 June 2017, 7:13 PM.

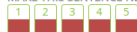
[Submit all and finish](#)

[Home](#) / [language](#) / [ESLAO - English as a Second Language Level 1](#) / [Week 1: Unit 1, Lessons 1, 2, 3](#) / [Unit 1 Lesson 1 Grammar Activity 1 of 2](#)

#### Quiz Navigation

 Tester La Test

MAKE THIS SENTENCE NEGATIVE:



[Finish review](#)

Started on Monday, 26 June 2017, 6:13 PM

State Finished

Completed on Monday, 26 June 2017, 6:14 PM

Time taken 1 min 17 secs

Grade 0.00 out of 5.00 (0%)

Feedback Please review your mistakes and try again


#### Question 1

Incorrect

Mark 0.00 out of 1.00

[Flag question](#)

This is a monkey.

Answer:  

The correct answer is: This isn't a monkey.


#### Question 2

Incorrect

Mark 0.00 out of 1.00

[Flag question](#)

I live in Germany.

Answer:  

Unit 1 Lesson 1 Grammar Activity 1 of 2

Time limit: 1 hour  
Grading method: Highest grade

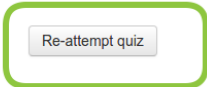
Summary of your previous attempts

Attempt	State	Grade / 5.00	Review	Feedback
1	Finished Submitted Monday, 26 June 2017, 6:14 PM	0.00	<a href="#">Review</a>	Please review your mistakes and try again

Highest grade: 0.00 / 5.00.

Overall feedback

Please review your mistakes and try again



9. Logout

If you are not using your personal computer, do not forget to logout before you leave the computer.