



DEFINING EXCELLENCE

Students / Parents

The privilege to do some or all of your coursework at any time and anywhere you have an Internet connection provides you with some unique opportunities and equally unique responsibilities for managing your own time and completing assignments.

The most common reason why students do not do well in an online/blended course is because they do not develop a plan for successful time management and task completion.

There is no single personality profile that guarantees a person will be a success in an online or blended course. If the following statements apply to you (be honest) then you have a good chance at doing well in the online environment.

- **I am self-motivated and self-disciplined** -- recognize that you are the primary person responsible for your own success and act accordingly in your priority setting and decision-making. Once you get behind in any course it can be difficult to catch up again, so don't let things slide; working more flexibly can double the issue.
- **I am not afraid of doing things on the computer** -- your online work will require you to be comfortable using email, an Internet browser, and a word processor (at the very least) on our EdinaApps site.
- **I can enlist support from people around me when I need it** -- talk with your parent/guardian and your friends about ways they can help you stay on-track with your course work. Invite your parent/guardian to take a look at your course site and keep them informed of course calendar events, assignments, and other course requirements.
- **I will schedule regular work sessions** -- plan a regular weekly schedule for accessing your course site and completing course requirements and then stick to it. Some parts of the schedule will be set by your teacher (i.e. classroom and/or chat sessions and/or labs) but much of the time it will be up to you when you access your course site.
- **I want to participate as much as possible** -- since your teacher and fellow students will not be seeing you face-to-face for some class interaction, it is very important for you to contribute to any assigned chat sessions and discussion boards. Go beyond the minimum that your teacher requests for online involvement.

- **I can maintain open communication with my teacher** -- contact your teacher immediately with any questions about course content or assignments. Let them know if you are having any difficulty accessing the course or course materials, or if you don't understand what you are supposed to do.
 - **I am willing to share my own experiences and listen to others** -- all participants in an online or blended course (teachers and students) can learn and benefit from the experiences of the other participants. You will have some insights about course topics and discussions that are uniquely yours. Sharing them may be the catalyst for someone else to learn something new and wonderful. By the same token, someone else's contribution may provide you with new ideas and exciting new challenges.
 - **I take time to think ideas through before responding** -- this may be difficult in a chatroom where things occasionally get a little chaotic, but it is especially important when responding to email and posted discussions. Treat the communications opportunities in your course with the seriousness that they deserve, since appropriate, meaningful and quality input from all participants in the class is a necessary part of the learning process and benefits everyone.
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A Special Note for Parents/Guardians of Online or Blended Course Students:

Your involvement can play a big part in helping your student achieve success in their online course experiences. Parents/Guardians are encouraged to take an active role in learning about the activities that will be required for course completion. As in any class, be sure to connect with the teacher if you have a question or concern.

Specific things that you can do to help your student include:

- review all registration and course information with your student
- help set up a good work space for the computer in your home
- help your student set up a regular schedule for working on their assignments
- be aware of when chat sessions are scheduled and help minimize schedule conflicts
- ask questions about how the class is going and what your student is working on