

**Al Batool Virtual International School  
And  
Al Forqan Private School  
(Virtual American Program)**

**Communication Tools for Students and teachers  
Digital Courses**





## Communication Tools

### Communication Tools for Teachers

Learn about using announcements, the student Messages feature, and online course discussions, to communicate with students.

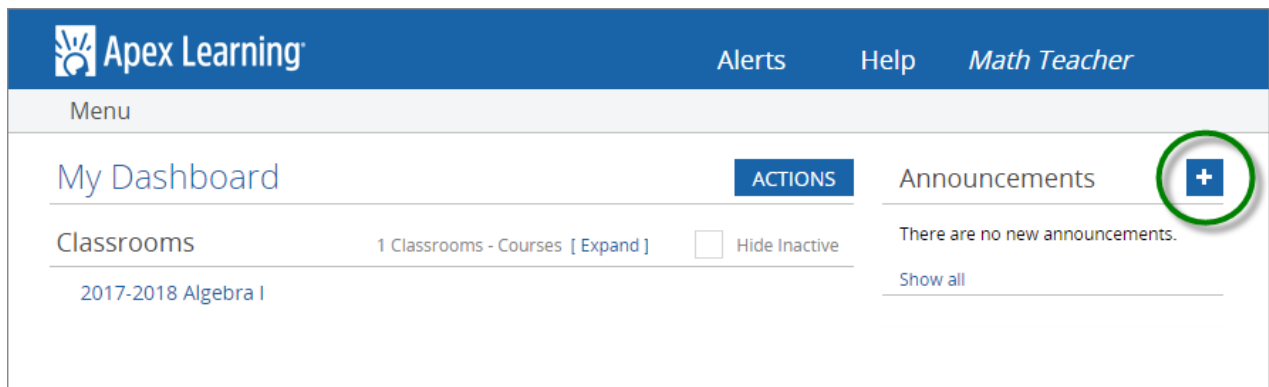
<https://support.apexlearning.com/video/437>

Guided Tour Video  
Note: Log in Apex learning  
before using the URL for  
watching the video

### Classroom Announcements

#### Add an Announcement

Announcements are a great way for teachers to post quickly information to one, several, or all of their classrooms. Site coordinators can also post announcements by enrolling themselves in classrooms as secondary teachers.





# AI Batool Virtual International School And AI Forqan Private School (Virtual American Program)



Apex Learning Alerts Help Math Teacher

Menu

My Dashboard

Classrooms

2017-2018 Algebra I

### Add Announcement

HELP X

Display All

Start Date 03/15/2017

Expiration Date 04/14/2017

Title Welcome to Algebra I

Body Your Message here ...

List of Classrooms

2017-2018 Algebra I

Select All Select Remove Remove All

Post To

Preview Submit

### Add Announcement

HELP X

Display All

Start Date 03/15/2017

Expiration Date 04/14/2017

Title Welcome to Algebra I

Body Your Message here ...

List of Classrooms

Select All Select Remove Remove All

Post To 2017-2018 Algebra I

Preview Submit



## View All Announcements

[HELP](#) X

[Create New Announcement](#)

- (expired) - Reminder: Unit 1 Test Due Next Friday
- (expired) - Spring Break
- (expired) - Study Tip: Multiple Choice Questions
- (expired) - Unit 1 Test Reminder
- (expired) - Welcome
- (expired) - Welcome Algebra I Students!
- (expired) - Welcome to Algebra I
- Welcome to Algebra I

Apex Learning
Alerts Help *Math Teacher*

Menu

My Dashboard

Classrooms

2017-2018 Algebra I

View Announcement - Google Chrome

Announcement

**Posted By:** Math Teacher

**For:** 2017-2018 Algebra I

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**Welcome to Algebra I**

Your Message here ...

Close

Announcements +

3/15/17 Edit

Welcome to Algebra I

Show all

## Edit an Announcement

Apex Learning
Alerts Help *Math Teacher*

Menu

My Dashboard

Classrooms

2017-2018 Algebra I

View Announcement - Google Chrome

Announcement

**Posted By:** Math Teacher

**For:** 2017-2018 Algebra I

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**Welcome to Algebra I**

Your Message here ...

Close

Announcements +

3/15/17 Edit

Welcome to Algebra I

Show all



## Communication Tools for Students

Learn how to send messages to your teacher, submit coursework, and participate in online discussion activities.

<https://support.apexlearning.com/video/436>

Guided Tour Video  
Note: Log in Apex learning  
before using the URL for  
watching the video

## Messages Page for Students

Students have a Messages page for communicating with teachers and submitting paper-based activities. Each program is different – if you're unsure, check with your teacher about when to use Messages.

## Send Messages

How to use the Messages page to contact your teachers.

1. On the My Dashboard screen, click the New Message button (+ sign). The New Message dialog opens.
2. Use the dropdown list to select a teacher to contact.
3. Enter a subject and your message.
4. Click the Send button. The dialog closes and a copy of your message is displayed on the Messages screen.

Apex Learning Alerts Help Michael Student

Menu Back

New Message

To: Math Teacher

Subject: Algebra I Introduction

Message: Hello - My name is Michael Student. I have watched the Student Getting Started videos located in Apex Learning Help and am ready to begin my course

Submit Homework

SEND



# Al Batool Virtual International School And Al Forqan Private School (Virtual American Program)



**Student Getting Started: Courses Communication Tools for Students – Transcript**

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**Helping Students Succeed Policy**

[\(Download Now\)](#)