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.

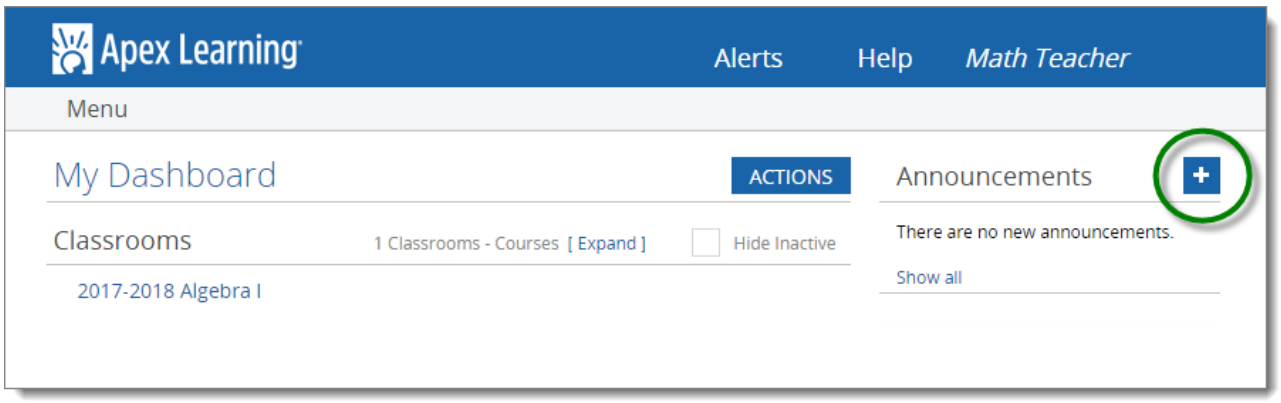
https://support.apexlearning.com/video/437

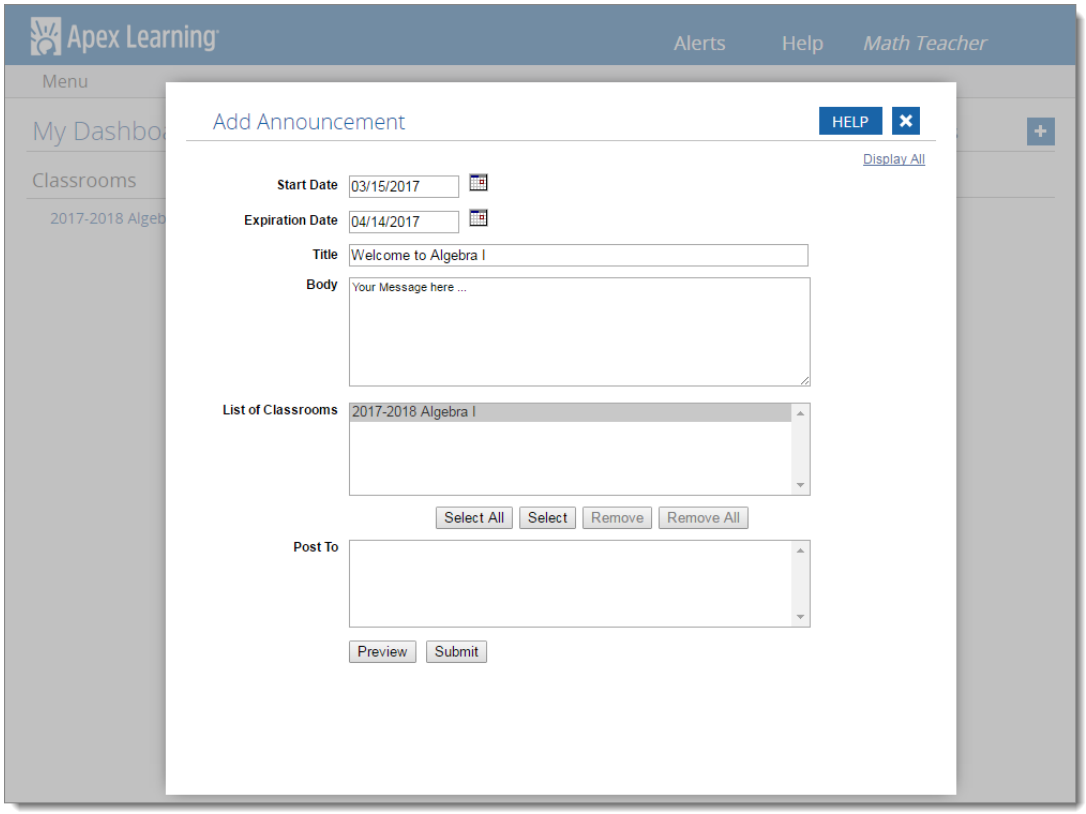
Guided Tour Video
Note: Log in Apex learning before using the URL for watching the video

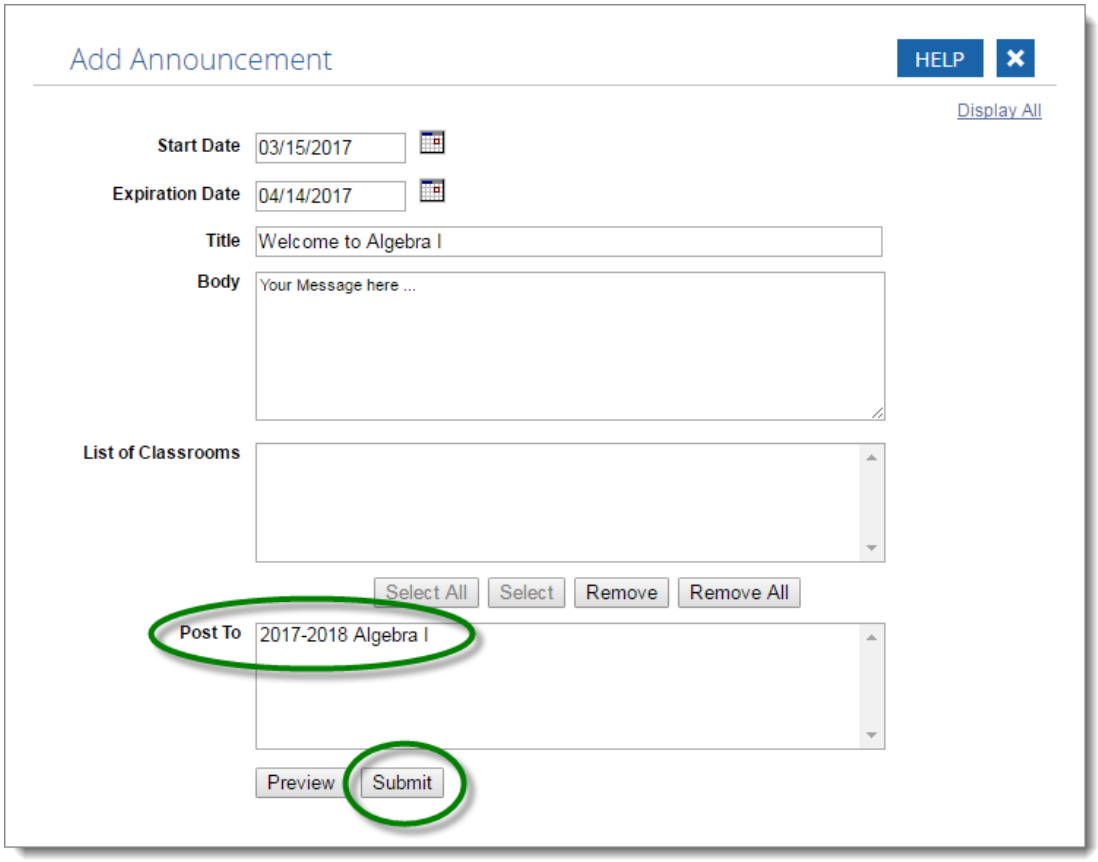
Classroom Announcements

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.




Apex Learning
Alerts
Help
Math Teacher
Menu
My Dashboa
Classrooms
2017-2018 Algeb
Add Announcement
HELP
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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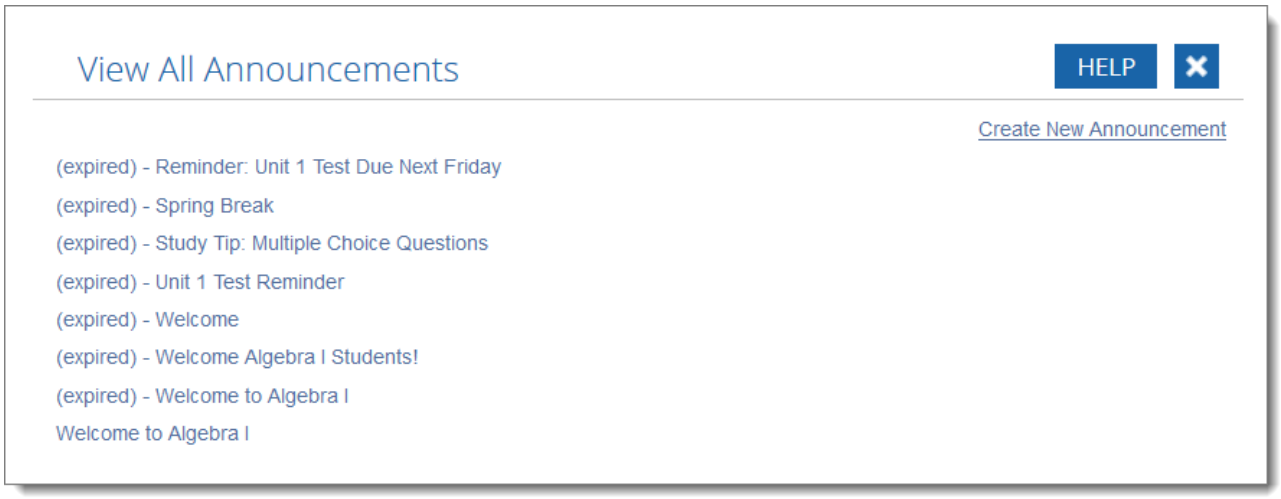
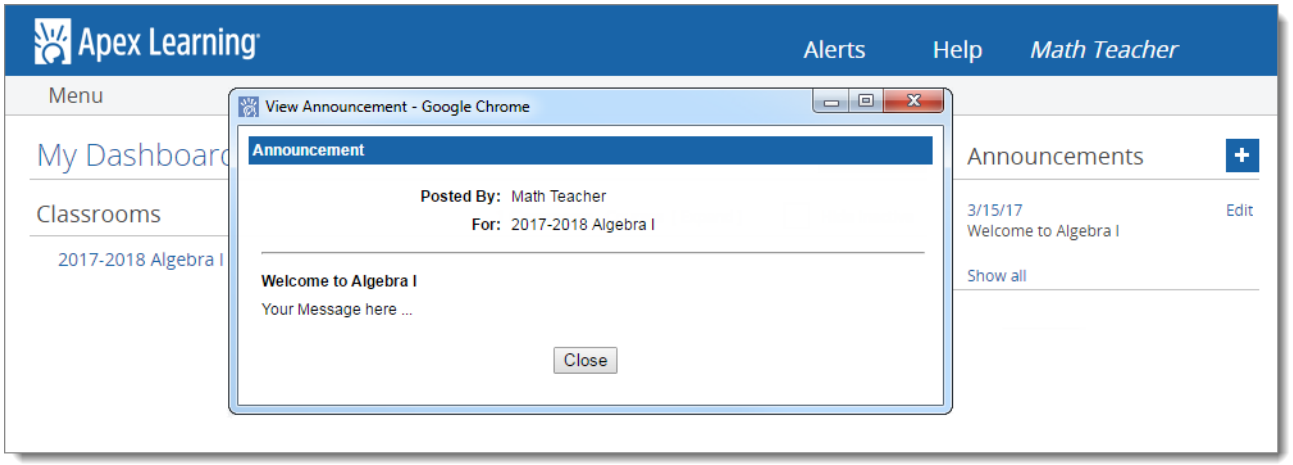
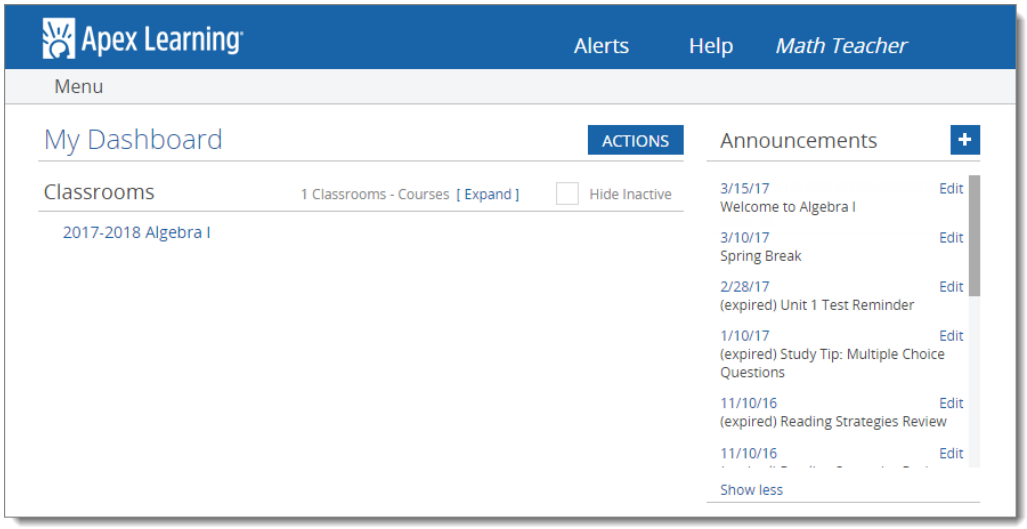




Edit an Announcement



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

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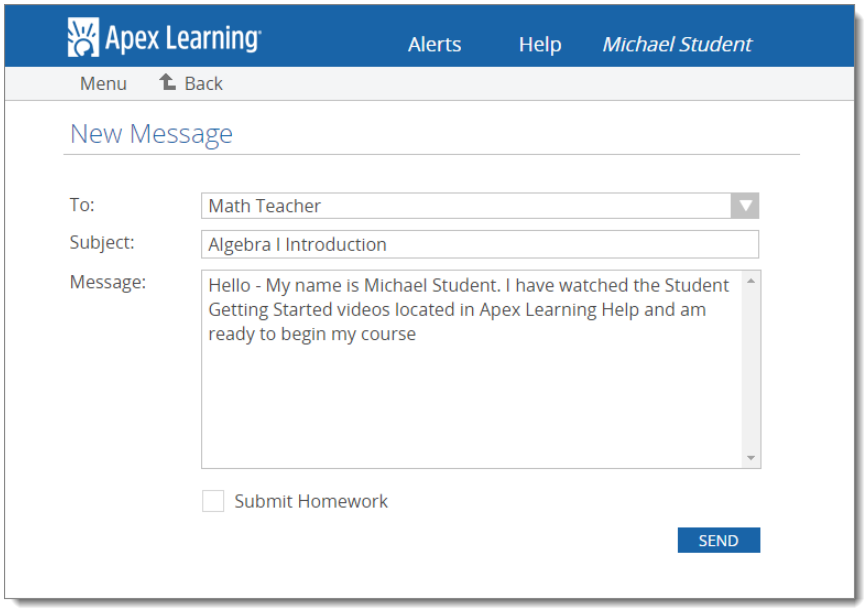
Messages Page for Students

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.**



Student Getting Started: Courses Communication Tools for Students – Transcript

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Helping Students Succeed Policy

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