

1. **After your registration has been processed and you have been enrolled into your desired course, you will receive a welcome email with your username, password, your start and end dates for your course, as well as information on how to make a payment:**

Dear John,

Thank you for enrolling with us. We're excited to have you as a student in Science 24. The course start date is 4/30/2018 and the course end date is 4/28/2019.

Your teacher for the course is:

Doug Pinder  
866-774-5333 x5168  
doug.pinder@adlc.ca

Please follow these steps to get started...

#### **[Step 1: Logging In](#)**

Go to [www.adlc.ca](http://www.adlc.ca) using [Google Chrome](#) and use the login link (top right corner of the page) to access our Student Information System (SIS). On the SIS homepage you can enter the following:

**Login (Username): johndoe      Password: 784S4**

(If you registered for your course through our website, you'll notice this login information is different. Please use the above login credentials to access your course.)

#### **[Step 2: Making a Payment](#)**

**If your school has enrolled you, please proceed to Step 3. All other students should review this section as many courses require textbooks and other materials. You might have "ledger transactions" (unpaid fees), even if you don't have tuition fees owing.**

Please select the "Make a Payment" link on the left-hand side of the screen. If you have any unpaid fees, you can access them there.

Please be advised that we don't ship materials until they are paid for in full. Payment must be received within 48 hours or your course will be withdrawn and you will need to start the registration process again.

Fees can be paid by credit card online, or with cash or debit in person at an [ADLC Campus](#). Make sure you're familiar with our [refund policy](#).

NOTE: In many cases there will **not** be outstanding fees and your "Make A Payment" section will only show "There are no ledger transactions for this student."

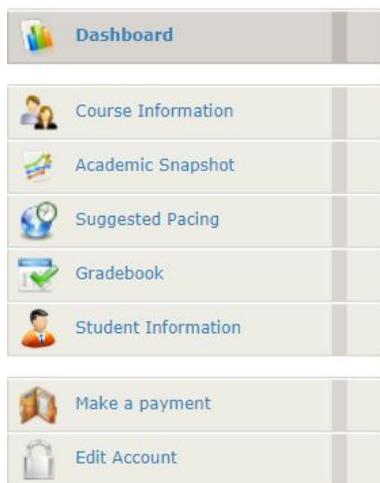
### [Step 3: Accessing Your Course](#)

Click on the “Dashboard” link on the left-hand side of your screen. Select the link with your course to get started. Your teacher for the course is Doug Pinder. If you need any help getting started or have any questions, please do not hesitate to contact them by phone at 866-774-5333 x5168 or by email at [doug.pinder@adlc.ca](mailto:doug.pinder@adlc.ca).

If you have any issues using SIS, check out our collection of [help resources online](#).

Thank you for choosing us as a partner in your educational journey. We wish you all the best!

## **2. Once you have your username and password you may login to your course. Your screen will look like the example below:**



### DASHBOARD

Here you can see an overview of the current student status and academic progress.

#### Academic Snapshot

This student is currently enrolled in 1 course:

Course	LMS	Marker	Grade	Assignments	Pacing	Stall Drop Date
<a href="#">Science 24</a>	MOODLE					

## **3. Click on the course you wish to work on, and then you will be able to view the lessons and assignments for your course:**

**4. Your first step will be to click “Start Here!” to read through the introduction.**

**5. To access assignments you may click on the left hand side starting with Unit 1 of your course:**

Unit 1 ~ Matter and Chemical  
Change

**6. After clicking on the unit, you will be able to view and work on your course assignments:**

Unit 1 ~ Matter and Chemical  
Change

- Unit 1: Outline
- Lesson 1.1: Introduction to Section 1
- Lesson 1.2: Chemistry on the Farm
- Assignment 1A
- Lesson 2.1: Chemistry for Cleaning
- Lesson 2.2: Chemistry and Synthetics
- Lesson 2.3: Plastics and Polymers
- Lesson 2.4: Alloys
- Lesson 3.1: Chemicals in the Cupboard
- Lesson 3.2: Chemistry and Cooking

## Helpful Tips:

1. If you would like to access your gradebook select the “grades” tab at the top of your dashboard:



Once you have selected grades you will be able to view all of your assignments and the marks you have received:

Science 24 - OL (2018) - Any - 144433				
$\bar{x}$ Course total Weighted mean of grades.	-	97.40	97.40 %	-
Assignments				
$\bar{x}$ Assignments total Weighted mean of grades.	100.00 %	97.40	97.40 %	-
Assignment 1A	16.67 %	3.00	100.00 %	16.67 %
Assignment 1B	16.67 %	15.00	93.75 %	15.63 %
Assignment 1C - Detergent Lab	16.67 %	14.50	90.63 %	15.10 %
Assignment 1D	16.67 %	8.00	100.00 %	16.67 %
Assignment 2A	16.67 %	5.00	100.00 %	16.67 %
Assignment 2B: Common Gases Lab	16.67 %	7.00	100.00 %	16.67 %
Assignment 2C ( Empty )	0.00 %	-	-	0.00 %
Assignment 2D ( Empty )	0.00 %	-	-	0.00 %
Assignment 3A ( Empty )	0.00 %	-	-	0.00 %

2. If you would like to access your teachers contact information, as this is important to have, you would need to select the “My Teacher” tab:



Your teachers information will automatically pop up on your computer screen.

### **3. Booking Exams:**

You may book your exams (midterms and finals) by contacting [vsupport@phrd.ab.ca](mailto:vsupport@phrd.ab.ca) or by calling our 1-855-974-5333 Extension: 5317

You must have all of your assignments completed and marked prior to being permitted to write your exams at a Vista Virtual School Campus.