

Welcome to Apex Learning!

This guide will orient you to Apex Learning® courses and features.

Sign In

Sign in to Apex Learning at: <http://www.apexvs.com>

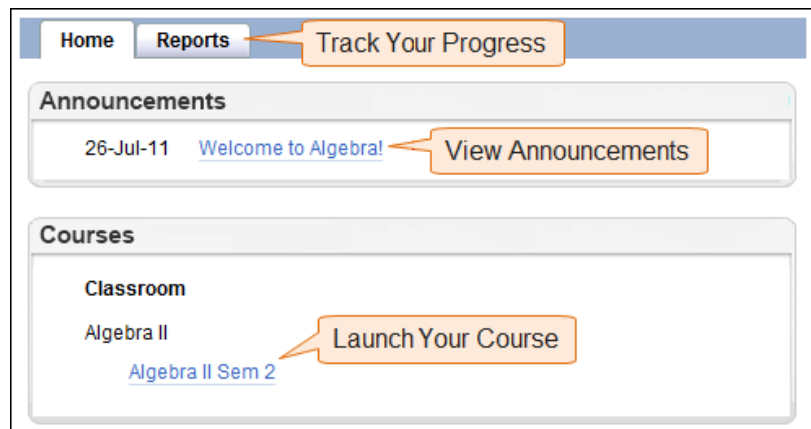
(If your school has told you to use a different sign in page, go there instead.)

If you don't know your username or password, contact a staff member at your school for help.

Home

Once you sign in, you will land on the Home page. From here you can:

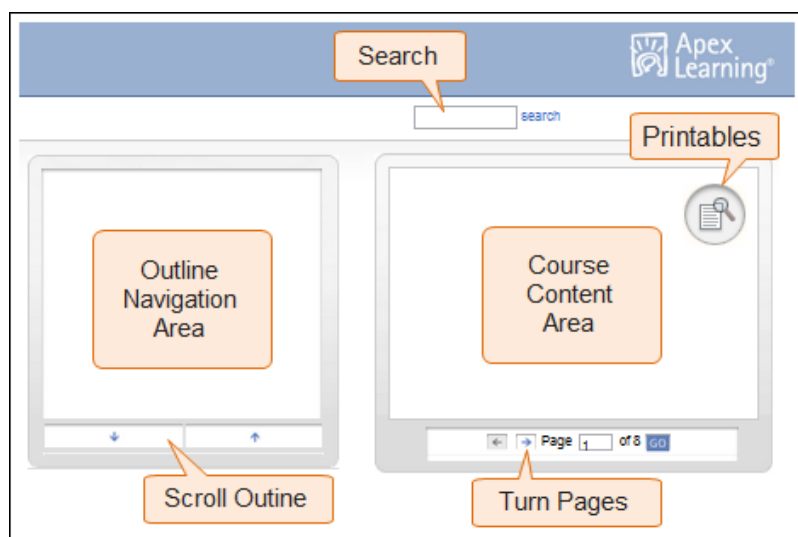
1. Launch your course.
2. View announcements from your teacher.
3. Keep track of your progress with reports.



Your Courses

You will spend the majority of your time working in a course window. From here you can:

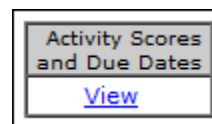
1. Navigate through units, lessons, and activities from the outline navigation area.
2. Flip through multiple pages of course content.
3. View and complete course content, including printable worksheets and computer-scored quizzes.
4. Scroll to the end of the outline to find useful materials in Appendix A: Student Resources.



Stay on Track

Use the Reports tab on your Home page to make sure you are staying on track.

An easy way to view this information is by clicking the View link in your Student Progress report. This link will show you a list of all scored activities in your course, their due dates, and any scores you have earned so far.



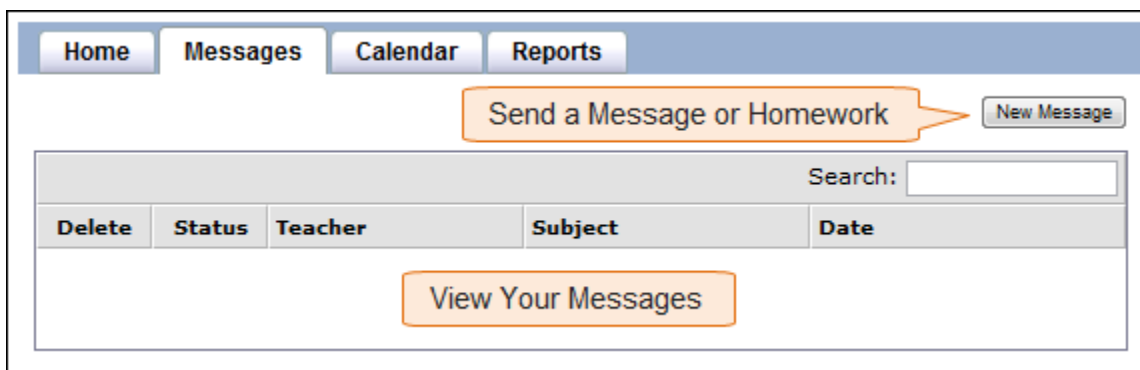
For Distance Learning Students

If you use Apex Learning for distance learning (this is when you are not in the same location as your teacher), you may also see a Calendar tab and a Messages tab.

The Calendar tab shows you which assignments are due on which days for all of your courses.

From the Messages tab you can:

1. Send a message to your teacher or submit your homework.
2. View your new and old messages.



Help

Click the Help icon (?) on the upper right hand corner of any page for help with that page.

You can also contact your teacher or Apex Learning Support for further assistance. Apex Learning Support can be reached at 1-800-453-1454 or support@apexlearning.com.