

Darby

Student and Parent Information to help you with our MTDA courses:

A. How To Use Live Tutor: <http://lor.space/content/studentdev/student-handbook/using-tutor-service/>

1. Average tutoring sessions last 20 minutes.
2. Tutors support content, they will not know if a student is in an MTDA course or specific lesson.
3. Ask specific questions, such as “ I need to understand how to simplify equations”. Often, using the name of the lesson or section from the course in your question can help the tutor understand where you need help. Don't be afraid to say you need more help or admit you don't understand, the only way they can help you is if you explain and ask questions.
4. Use practice questions from your course to provide the tutor with specific examples of what you need to master.
5. Remember to practice netiquette!
6. Tutor.com is safe and only uses your name from the MTDA course, they do not have any of your personal information.
7. Make sure to access Tutor.com from inside of your MTDA course, if you set up an account outside of your course with Tutor.com that is a private account that could incur fees.

B. Support Desk: This can be accessed through the question button in the dashboard of course or via email support@mtda.org. Technical issues include access to content, links that don't work, or content that is not accessible. Communication with teachers, strategies for success with online learning, and time management are all handled by the support desk as well.

C. VGOS Student Page covers tools and tutorials on technology, communication and collaboration, digital literacy and information skills, media creation, productivity, self-motivation and organization, learning and study strategies, cyber security and safety: <http://vgos.montanadigitalacademy.org/>

D. Strategies for working in an online math course at MTDA:

1. Check your email daily. Respond to your Student Support Specialist or Teacher.
2. Check the grade book daily. Note deadlines and scores as well as teacher feedback and instructions for the next steps. Make sure to follow up with your teacher on any feedback or scores you don't understand.
3. Learners should have a notebook open and take notes according to the unit and lesson number. Quizzes and tests tend to refer to the unit and lesson number, so if you take notes and label it will be easy to find examples.
4. Work in chronological order in your course, don't skip around.
5. View all videos.
6. All red tabs in content make sure to click on and add the vocabulary or information to your notebook.
7. Use questions that are asked to quiz yourself and then check the answer. Add the questions and information to your notebook, they often show up later in your coursework.
8. Work 2 to 3 practice problems in each section and put them in your notebook.
9. Quizzes: Do your best on the first attempt, review errors, and see if you understand your mistakes. If you don't know what mistake you made use that information to reach out to the teacher or Live tutor

for support. Quizzes have two attempts, and unit tests and semester exams have one attempt.

Assignments are dependent on individual situations, reach out to your teacher with questions.

10. MTDA systems update once every 24 hours, if you are “redoing” or retrying a quiz for a higher grade it may not be reflected immediately, check the next day for the update. If questions remain reach out to support@mtda.org or your student support specialist.

E. Student Support Specialists: *Make sure to answer their emails!*

<https://lor.space/content/studentdev/vgos/save-contact-information/>

A-K-Caitlin Byers at cbyers@montanadigitalacademy.org

L-Z-Kate Peterson at kpeterson@montanadigitalacademy.org

F. Bookmark MTDA Student Handbook:



G. MTDA Fall Virtual Open House Recording: <https://montanadigitalacademy.org/students-parents/>