Introduction to Apex Learning Tutorials

Apex Learning® Tutorials are designed to empower teachers to seamlessly enhance instruction in every classroom. Tutorials offer instruction, practice, and review for whole group activities, personalized learning, or intervention and remediation.

Getting Started Checklist

- Go to the Sign In page.
  - Sign in and reset your password.
  - Set up security questions and confirm your email address.
- Create a classroom. Has your program already created a classroom for you?
  - Yes – Print a classroom.
  - No – Add a classroom from the Actions menu.
- Set up a classroom.
  - Add a Tutorial to the classroom.
  - Add students and then print a roster (with usernames and temporary passwords).
- Explore Tutorial content.
- Help > Curriculum Resources > Tutorial Resources
  - Launch the Tutorial window by selecting the Tutorial title from the My Dashboard screen.
  - Decide which unit or module to send students to first.
- Conduct a student orientation.
- Get further resources.
  - Visit Help > Getting Started and review the Tutorials Teacher resources and videos.
  - Teaching with Tutorials: Intro & Lesson Planning.¹

Signing In

The Apex Learning Sign In page is located at: [http://www.apexvs.com](http://www.apexvs.com). If an administrator has told you to use a different sign in page, go there instead.

**Tip:** If you don’t know your username or password, contact a site coordinator at your organization for help. For security reasons, Apex Learning Support does not distribute sign in information.

Getting Around

Signing in takes you to the My Dashboard page, where you can accomplish common tasks.

Exploring Tutorials

Select a Tutorial title from the My Dashboard screen to launch the Tutorial Window.

Note: Teachers view Tutorials in guest mode. No data is saved between sessions.

Units & Modules

Each unit offers:

- a prescriptive Pretest,
- 3 to 10 modules, and
- a summative Posttest.

Modules are designed to address 3 to 5 objectives that correspond to specific standards. Each module contains a Learn It, Try It, Review It, and Test It, which can be completed in any order.

The Pretest, Test It, and Posttest are scored. Students have one attempt on the Pretest and three attempts on the Posttest and Test It.

By default, students have access to all units and modules in a Tutorial.

Pretests & Posttests

Each unit has a Pretest that identifies which learning objectives a student has mastered and which require additional focus. Based on Pretest results, an individualized learning plan directs each student to the relevant content modules.

Students must complete all the modules in a unit to unlock the Posttest. A module is considered complete when a student completes the Test It or scores 100% for that module on the Pretest.
Meeting Your Instructional Goals

Apex Learning provides curriculum resources to help you define how to use Tutorials with your students.

- **Plan Its**: Lesson plan templates defining learning objective, technology resources, and duration.
- **Clips**: Short videos that demonstrate how Tutorials can be used to achieve a variety of goals.

Topics include:

- Enhancing Traditional Instruction
- Differentiating Instruction
- Tutoring and Homework Resource
- Flipped Classroom
- Test Prep
- Unit Recovery
- ESL/ELL Students
- SPED Students

*Tip: Visit Steps to Start to find resources that match your needs: sgiz.mobi/s3/Steps-to-Start.*

Monitoring Student Progress & Performance

Select the View Data icon ( ) from the My Dashboard screen to access a Classroom Overview — an interactive display of Quality of Work and Progress for the whole classroom.

Select Units & Modules to see an interactive display of overall classroom progress and performance by Unit or Module and a detailed table of student performance data.

Select an assessment score from the students list to open the assessment in the Tutorial window as the student sees it. Scroll within the Tutorial window to explore the student’s answers.

Orienting Students

An effective student orientation should cover expectations and basic information about getting started:

- Distribute student usernames and passwords.
- Have students visit Help > Getting Started > Student Getting Started: Tutorials.
- Review classroom and computer use policies and procedures.

*Tip: Visit Educator Academy > Program Resources for additional resources.*
Getting Support

Sign in to Apex Learning and click the Help menu in the upper-right corner of the screen.

- Visit Help > Getting Started to watch Guided Tour, How To, and Training videos.

Contact the Apex Learning Support Team, Monday – Friday, 5:00 AM – 7:00 PM Pacific Time

- 1-800-453-1454 option 2
- support@apexlearning.com
- Chat in real-time with Support from Help > Contact Support

Thank you for taking the time to become familiar with Apex Learning. We look forward to helping you meet and exceed your academic goals!