
SOS 2009 User Manual

SOS Student Schoolwork and Assignments

Odyssey Academy

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Switched-On Schoolhouse® 2009

Schoolwork

FIND IT FAST: Looking for some information about how to do something specific on one of your Schoolwork screens?

- Sorting Your Schoolwork
- Viewing Assignments in Other School Terms
- Viewing Your Daily Schoolwork List
- Viewing All Your Assignments and Grades
- Opening an Assignment
- Opening a Completed Assignment
- Viewing Your Schoolwork in Calendar Form
- Printing a List of Assignments by Calendar Due Date

Your SOS **Schoolwork** button takes you to where learning begins. With just a click of your mouse, you can open lessons, watch videos, play games, do projects, take tests, see due dates, even view your grades. Let's go to a **Schoolwork** screen so you can see it and find out how everything works.

On your **Home** screen, click the **Schoolwork** button. Your **Schoolwork** screen opens, where you see three tabs at the top:



Home—Returns you to your Home screen.

Lesson Plan—Lets you access your schoolwork and activities through an easy-to-use calendar.

Assignments—Lets you see a daily list of things-to-do, view your assignments and grades, and open assignments.

Student Assignment Screen

The major points covered in this topic include:

- Current Assignments
- Sorting Your Schoolwork
- Reviewing and Previewing Your Schoolwork



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This is the **Assignments** screen, the first screen you see after you click the **Schoolwork** button:

Subject	Unit	Assignment Title	Type	Due Date
Mathematics 0500 (2009)	NUMBER SENSE AND	Equivalent Fractions	Lesson	02/17/2009
History And Geography 500 (2009)	EXPLORING THE NEW	English Explorers	Lesson	02/17/2009
Bible 500 (2009)	HOW OTHERS LIVED	Project: Abraham	Project	03/04/2009
Science 500 (2009)	CELLS	Experiment Skin Cells	Project	03/12/2009
Bible 500 (2009)	HOW OTHERS LIVED	David, A Man After God's Heart	Lesson	02/19/2009
California State History (2009)	Introduction to California	Natural Landforms of California	Lesson	02/18/2009
Language Arts 500 (2009)	JESUS, OUR EXAMPLE	Quiz 1	Quiz	02/17/2009
Science 500 (2009)	CELLS	Quiz 1	Quiz	02/19/2009

Subject	Assignment Title	Type	Due Date	Score
Bible 500 (2009)				A 100%
California State History (2009)				A 100%
History And Geography 500 (2009)				A 98%
Language Arts 500 (2009)				A 99%
Mathematics 0500 (2009)				B 89%
Science 500 (2009)				A 100%

Assignments tab—Shows you you're on the Assignments screen.

Today's Schoolwork

Displays all your current schoolwork, listing the subjects, units, assignment titles, assignment types, and due dates for schoolwork you must complete. Think of this as your daily to-do list. This is the part of the screen you use to open all of your assignments to work on them. Do this by double-clicking an assignment title.

NOTE: At times, you may see small pictures next to assignments, telling you more about their status. If you're behind on your schoolwork and have past-due assignments, for instance, you'll see a red exclamation point (!) next to assignments you must still complete to catch up. Or, if your teacher doesn't want you to do an assignment until later, you see a calendar icon next to it, indicating that you may not yet begin work on it.

Sorting Your Schoolwork

Sort any of the schoolwork on your Assignments screen according to subject, unit, assignment, type, or any other category. Doing this may help you organize and view your lists of assignments.

Step 1: Click just to the right of the column heading you'd like sort by.

Step 2: Notice, each time you click, your schoolwork is sorted by letter or number in ascending or descending order.

TIP: Can't read the whole name of a unit or assignment because it's too long? Try adjusting the columns to make them wider. In the bar with the column headings, put your cursor just to the left of a column heading. When you see the cursor change in appearance, click and hold your left mouse button down, dragging the cursor to the left or right. Make your columns wider or narrower any time you need to adjust so you can see.



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SOS has organized the column headings on this screen so they go from general to specific. This allows you to easily find information about any assignment, as well as know where it's from.

Subject—Most general. (You have schoolwork in Language Arts.)

Unit—A little more specific. (You have schoolwork in a unit called "The Structure of Language," which is a part of Language Arts.)

Assignment Title—Even more specific. (You have schoolwork in "Types of Nouns," which is one of the assignments in "The Structure of Language" unit, which is a part of Language Arts.)

Type—Most specific. (Your "Types of Nouns" assignment is a lesson [rather than a quiz, test, or project] in "The Structure of Language" unit, which is a part of Language Arts.)

Place your cursor between the different sections around the screen. Notice, it changes in appearance. This means you can click and drag your cursor in different directions, making the windows bigger or smaller and enabling you to see more or less information on the screen.

Review Completed Assignments

This is all the schoolwork assigned to you for an entire term. You are able to see work and grades for subjects, units, and assignments already completed as well as view a list of assignments yet to come.

NOTE: If you have schoolwork to do in more than one school term, you can view it by clicking the **View Other Term** button at the bottom of the screen to select another term and see all the schoolwork for that term displayed on the screen. To work on assignments in a different term, your teacher must change your active term.

Remember: The **View Other Term** button only allows you to view assignments in other terms.

What's the difference between Today's Schoolwork and Review Completed Assignments?

Today's Schoolwork—Schoolwork to do for the day.

Review Completed Assignments—All the schoolwork for an entire term. You may open only completed assignments (the ones in **blue** text) in this window, but you may view a list of the assignments you have coming up!

Subject

Displays a list of all the subjects assigned to you in a term. Grades for work you have already completed also appear here.

NOTE: Your teacher may place icons (small pictures) next to some of your subjects, giving you a beaker for Science or a globe for History, for instance. Icons help you to associate an image with a subject. Click each icon to view a video that introduces each of the different SOS subjects.

Unit

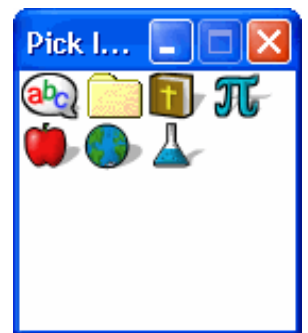
You can also view all the assigned units within a subject. If the units aren't displayed, click the subject name and they appear below the subject in the order they are assigned. Notice, they appear in a smaller font than subjects do, so you can quickly and easily see the difference between subjects and units. Grades for work already completed also appear here. When you no longer want units displayed, click a subject name to hide the units within it.

Assignment Title

If you click any unit name on the left-side of the screen, all the assignments for that unit appear on the right side of the screen. At the same time, the unit name is highlighted on the left, showing you that you are looking at the assignments for that particular unit. To view an already-completed assignment, double-click any **blue**-colored assignment title. (Reviewing an assignment)

Assignment Type

Shows you the types of assignments assigned to you. These can be lessons, quizzes, tests, or projects.





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Assignment Due Date

Shows you due dates for assignments (if your teacher has given you due dates).

Assignment Scores

Shows you the grades you received for already-completed assignments.

NOTE: Use the grades you see on the screen to help you keep track of how you're doing.

Viewing Your Daily Schoolwork List

To see a daily to-do list of schoolwork:

Step 1: On your **Home** screen, click the **Schoolwork** button. A **Schoolwork** screen opens, where you see three tabs at the top.

Step 2: Make sure the **Assignments** tab is selected.

Step 3: Look at the assignments displayed in the **Current Schoolwork** section in the top half of the screen. This is a list of all the schoolwork you must do for the day.

The Assignments Screen

Let's take a look at the top section of an actual **Schoolwork Assignment** tab screen. The buttons and features always stay the same on this screen.

To open an assignment, click the **Schoolwork** button on the SOS Student **Home** screen. Make sure the **Assignments** tab is selected at the top. From the **Assignments** screen, you may open an assignment.

You open assignments from the **Today's Schoolwork** section at the top of the screen. In this section you see a list of assignments for the day. This includes not only new assignments, but also past-due assignments that you may still need to complete. Assignments begun but not yet finished are also displayed here.

SOS Student - [Schoolwork - Betsy]				
Home		LessonPlan	Assignments	
Double Click Assignments Below For Today's Schoolwork				
Subject	Unit	Assignment Title	Type	Due Date
Science 600 (2009)	PLANT SYSTEMS	Experiment: Anacharis Photosynthesis	Project	10/05/2009
Mathematics 0700 (200	SETS AND NUMBER S	Introductory Review(2)	Lesson	09/08/2009
Bible 700 (2009)	WORSHIP	Worship in Old Testament Times	Lesson	09/08/2009
Pennsylvania State Hist	Introduction to Pennsylv	Project HisPA01A-Pennsylvania's Capital	Project	10/15/2009
Science 600 (2009)	PLANT SYSTEMS	Photosynthesis: The Leaf Factory	Lesson	09/09/2009
Language Arts 700 (200	NOUNS, PRONOUNS,	Report: The Meaning of Names	Project	09/30/2009
Language Arts 700 (200	NOUNS, PRONOUNS,	Spelling Lesson 1: Content Words: ei and ie	Lesson	09/11/2009
Pennsylvania State Hist	Introduction to Pennsylv	The Waterways of Pennsylvania	Lesson	09/14/2009
History And Geography	EUROPEAN BACKGRO	Report: New World Explorers	Project	09/21/2009
History And Geography	THE COLONIZATION O	Competition for Colonial Control	Lesson	09/22/2009

Opening an Assignment

To open an assignment:

Step 1: On your **Home** screen, click **Schoolwork**. A **Schoolwork** screen opens. Three tabs display at the top.

Step 2: Click the **Assignments** tab to make sure you are on the **Assignments** screen.

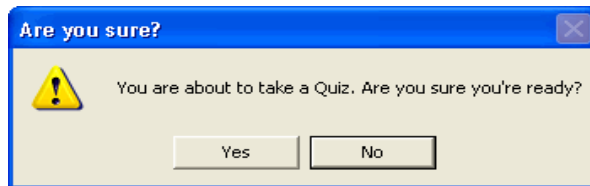
Step 3: In the **Today's Schoolwork** section at the top of the screen, double-click an **Assignment Title**. It should appear in **blue**, indicating that you can click it. The assignment opens so you can learn the material and work the problems.



2009 SOS Student Schoolwork and Assignments

The first time you open each subject, a short video plays. This describes a bit about the subject and offers you some hints and tips about using SOS and studying. To skip the video, press your **Esc** key.

Note: If you are opening a quiz or test, a reminder, as shown below, pops open to give you another chance to review and study before you take the quiz or test. Click **Yes** to continue with the quiz or test, if you feel you are ready. Click **No** if you want to review or study before taking the quiz or test.



Opening a Completed Assignment from the Assignment Screen

If you completed an assignment and received a grade for it, follow these steps to open it so you can review the work you did:

Step 1: On your **Home** screen, click the **Schoolwork** button. A **Schoolwork** screen opens.

Step 2: Click the **Assignments** tab or the **Lesson Plan** tab to open the screen you use to access your assignments.

NOTE: You may only get to an assignment from the **Lesson Plan** screen if your teacher assigned you schoolwork with due dates.

Step 3: In the **Review Completed Assignments** section at the bottom of the screen, click any subject with a grade next to it. This displays all the units within that subject.

Step 4: Click any unit with a grade next to it. This displays all the assignments within that unit.

Step 5: If an assignment is completed and graded, you see a grade next to it. The assignment title appears in **blue**, indicating that you can click it. Double-click it to open that assignment. You can view the work done, but you cannot change any answers. You cannot open assignments that are not either completed.

Review Completed Assignments				
Subject	Assignment Title	Type	Due Date	Score
Bible 500 (2009) A:100%	Exploration Tools	Lesson	09/08/2009	A:100%
California State History (2009) A:100%	Maps	Lesson	02/03/2009	A:100%
History And Geography 500 (2009) A:98%	Quiz 1	Quiz	02/05/2009	A:98%
EXPLORING THE NEW WORLD A:98%	Viking and Portuguese Explorers	Lesson	02/06/2009	A:100%
COLONIAL AMERICAN LIFE	Spanish Explorers	Lesson	02/09/2009	A:100%
THIRTEEN COLONIES BECOME A NEW NATION	English Explorers	Lesson	02/17/2009	
NEW LANDS AND TROUBLED TIMES	French Explorers	Lesson	02/18/2009	
THE UNITED STATES BECOMES A WORLD LEADER	Dutch Explorers	Lesson	02/20/2009	
UNITED BY TRANSPORTATION AND COMMUNICATION	Quiz 2	Quiz	02/23/2009	
THE UNITED STATES - ONE NATION WITH MANY REGIO	Early Settlements	Lesson	02/24/2009	
OUR SOUTHERN NEIGHBORS	New England Colonies	Lesson	02/26/2009	
CANADA - OUR NORTHERN NEIGHBOR	Middle Colonies	Lesson	02/27/2009	
REVIEW	Southern Colonies	Lesson	03/02/2009	
Language Arts 500 (2009) A:99%	Quiz 3	Quiz	03/04/2009	
Mathematics 0500 (2009) B:89%	Review Game	Reference		
	TEST	Test	03/05/2009	

[View Other Term](#)

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NOTE: See page 11 for information about printing an assignment or a list of your assignments.



2009 SOS Student Schoolwork and Assignments

Viewing All Your Assignments and Grades

To view all your assignments and grades:

- Step 1:** On your **Home** screen, click the **Schoolwork** button. A **Schoolwork** screen opens, where you see three tabs at the top.
- Step 2:** Make sure the **Assignments** tab is selected. This tells you that you're on the **Assignments** screen.
- Step 3:** Look at the assignments and grades displayed in the **Review Completed Assignments** section in the bottom half of the screen. You see a list of subjects and your most current grade for those subjects (if you've already completed work in them). To see individual units, click a subject name; all the units for that subject, as well as your most current grades, appear. To see a list of individual assignments, click a unit name and all the assignments for that unit, as well as your grades, appear on the right hand side of the screen.

Assignments in Other School Terms

At the bottom of the **Assignment** screen you notice a button, **View Other Term**. If your teacher has assigned you work in more than one term, you can see what has been assigned to you in the other term by clicking this button. You cannot work on those assignments until your teacher changes your active term though.

To simply view schoolwork assigned to you in other school terms:

1. Click the **View Other Term** button. A small **View Other Term** window appears.
2. Use the **Select Term** drop-down menu to see a list of all your school terms, highlight, and then click the one you want.
3. In the **Review Completed Assignments** section at the bottom of the screen, click any subject. This displays all the units within that subject.
4. Click any unit in that subject. This displays all the assignments within that unit. You cannot open the assignment, only view the titles within the unit.
5. Click **OK** to return to your **Assignments** screen, where you see all the information for this new term displayed.

Remember: You cannot work on assignments in another term until your teacher changes it to become your active term. To work on assignments in other terms, you must have your teacher change your school term.

The Lesson Plan Screen

If your teacher has given you assignments that have due dates, you can see how they fit into your schedule in calendar-form. Your **Lesson Plan** screen lets you view your schoolwork multiple months at a time, one week at a time, and one day at a time. You can also print a list of assignments from any day in your term.

NOTE: If your teacher hasn't given you due dates with your assignments, you do not have to use this screen to access assignments. Clicking the **Lesson Plan** tab only makes your calendar events appear.

Lesson Plan Tab

This shows you you're on the **Lesson Plan** screen.

Assignments Tab

This takes you to the other **Schoolwork** screen, where you can see all your schoolwork in list form.

Note: The **Lesson Plan** calendar screen always opens to the current week.

The area on the left side of the screen lets you look at any three or more consecutive months in your school term. (The number of months you can see depends on your screen settings.) Click the left-facing arrow to see previous months or the right-facing arrow to see future months. You can also click and hold your cursor over the name of any month to see a small menu of months appear. Use the menu to go directly to that month.



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Every day in white is a school day, and every day in gray is a non-school day.

Click anywhere on the bar between the one-month and three-month calendar views to make the calendar on the right fill the entire screen and the calendar on the left disappear. Click again on this bar, at any time, to make the calendar on the left reappear.

Look at the top of the screen to see what week or day you're looking at, depending on the information that's displayed below. Click the left-facing arrow to display previous weeks/days, and click the right-facing arrow to display future weeks/days.

The calendar lets you view any week or any day of a school term. Double-click any date in the three-month calendar on the left of the screen to switch back and forth from the one-month view to the one-day view here.

The one week view—lists the assignments you must do for the week

The one day view—lists the assignments you must do for the day

Tip: Click any **blue**-colored assignment title on this screen to open that assignment. (What an assignment looks like)

Today

Click this to be taken to today's date on any calendar you see on this screen.

Print

Click this to print a list of assignments due on different days. A small window appears for you to choose the start and end dates for the range of days you want to print. Use the **Preview** button to see what your printed page will look like. Click the **Print** button when you're ready to start printing.

Viewing Your Schoolwork in Calendar Form

If your teacher has given you due dates for your assignments, you can view the assignments in a calendar.

NOTE: If your teacher hasn't assigned you schoolwork with due dates, view your schoolwork on the **Assignments** screen instead.

Step 1: On your **Home** screen, click **Schoolwork**. This opens your **Schoolwork** screen.

Step 2: Click the **Lesson Plan** tab at the top of the screen. This takes you to your **Lesson Plan** calendar screen.

Step 3: You can see all the schoolwork assigned to you for the term. Use the buttons and features on the screen to see either one week's worth of assignments or one day's worth of assignments.

Notice the icons (small pictures) next to each assignment. There is one for each assignment type:



Indicates a Lesson



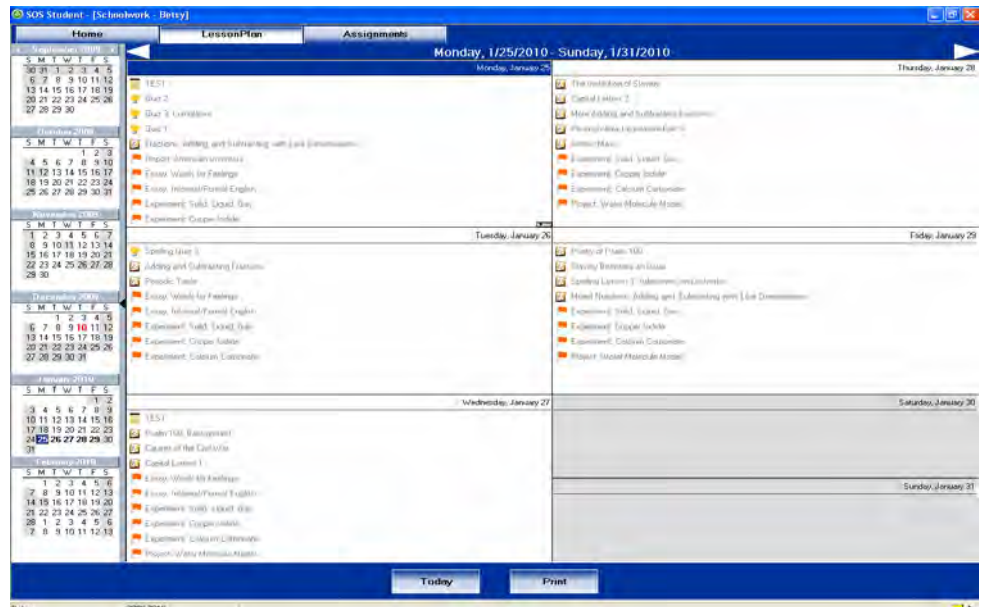
Tells you this is a Quiz



Alerts you to a Test



Lets you know this is a Project





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Opening a Completed Assignment from the Lesson Plan Screen

If you completed an assignment and received a grade for it, follow these steps to open it so you can review the work you did:

Step 1: On your **Home** screen, click the **Schoolwork** button. A **Schoolwork** screen opens.

Step 2: Click the **Lesson Plan** tab to open the screen you use to access your assignments.

NOTE: You may only get to an assignment from the **Lesson Plan** screen if your teacher assigned you schoolwork with due dates.

Step 3: Use the buttons and features on the screen to find any assignment completed before today. The assignment title should appear in **blue**, indicating you can click it. (Titles in gray are still to be completed and cannot be opened.)

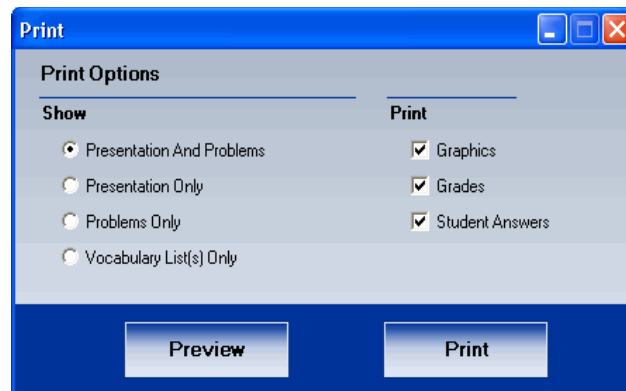
Step 4: Double-click the assignment title. The assignment opens. You can view the work done, but you can not change any of the answers.

Printing an Assignment

If your teacher allows you to print in SOS Student, follow these steps:

Step 1: From inside a completed assignment, click **Print**.

Step 2: A small window opens, allowing you to identify the parts of the assignment to print. You may print the presentation, the problems, graphics, vocabulary lists, or any combination of these.



Step 3: To see what the page looks like before you print it, click **Preview**.

Step 4: When you're ready to print the completed assignment, click **Print**. Print as you normally would from your computer.

Printing a List of Assignments by Calendar Due Date

If your teacher gave you due dates for your assignments, you can print them from your **Lesson Plan** calendar screen.

Step 1: On your **Home** screen, click **Schoolwork**. This takes you to one of your **Schoolwork** screens.

Step 2: Click the **Lesson Plan** tab at the top of the screen. This takes you to your **Lesson Plan** calendar screen.

Step 3: Click **Print** at the bottom of the screen. A small **Print Options** pop-up window appears, so you can choose the start and end dates for the range of days to print.

Step 4: Manually type in the dates you want, or click the down-facing arrow to make a tiny calendar appear. Use the tiny calendar to find a date you want and click to select it.

Step 5: After you set start and end dates, click **Preview** if you want to see what your printed page will look like.

Step 6: When you're ready to print, click the **Print** button.



2009 SOS Student Schoolwork and Assignments

Assignments

Looking for some information about SOS assignments? Look here to find what you need:

- Doing an Assignment
- Problem Types
- Getting Help on a Problem
- Sending or Receiving Messages from inside an Assignment
- Reviewing Work in an Assignment

Assignment Types

Think of an assignment as a bit of schoolwork assigned to you. It offers you something new to learn or review and gives you a way to put your knowledge into practice. There are four different assignment types in SOS:

- lessons—consist of instructional presentations that teach you new information and provide you with problems to do
- quizzes—give you a set of problems to do after every few lessons, trying to find out how much you've learned
- tests—ask you to do problems in order to demonstrate what you've learned overall
- projects—offer creative ways to help you use information you've learned in lessons

To receive a grade, you must do the assignments. Depending on how your teacher has sets things up, certain assignment types are worth more than others. Tests, for example, are usually a bigger part of your overall grade than lessons.

Let's take a few minutes and walk through each type of assignment you will encounter as you work in SOS.

Lessons

When you open an assignment, you see a screen similar to this:

The screenshot shows the 'SOS Student - [Schoolwork - Betsy]' interface. It has a navigation bar with 'Home', 'LessonPlan', and 'Assignments'. A yellow banner says 'Double Click Assignments Below For Today's Schoolwork'. Below is a table of current assignments:

Subject	Unit	Assignment Title	Type	Due Date
Mathematics 0700 (2009)	SETS AND NUMBER S	Introductory Review(2)	Lesson	09/08/2009
History And Geography	EUROPEAN BACKGRO	The East Meets the West	Lesson	09/08/2009
Bible 700 (2009)	WORSHIP	Worship in Old Testament Times	Lesson	09/08/2009
Science 600 (2009)	PLANT SYSTEMS	Experiment: Anacharis Photosynthesis	Project	10/05/2009
Language Arts 700 (2009)	NOUNS, PRONOUNS,	Nouns As Labels; Related Nouns, Categories	Lesson	09/08/2009
Science 600 (2009)	PLANT SYSTEMS	Photosynthesis: The Leaf Factory	Lesson	09/09/2009
Pennsylvania State Hist	Introduction to Pennsylv	Project HisPA01A-Pennsylvania's Capital	Project	10/15/2009
Pennsylvania State Hist	Introduction to Pennsylv	The Waterways of Pennsylvania	Lesson	09/14/2009

Below this is a 'Review Completed Assignments' section with a table:

Subject	Assignment Title	Type	Due Date	Score
Bible 700 (2009)				A:99%
History And Geography 800 (2009)				A:100%
Language Arts 700 (2009)				A:100%
Mathematics 0700 (2009)				A:98%
Pennsylvania State History (2009)				A:98%
Science 600 (2009)				B:91%

At the bottom, there is a 'View Other Term' button and a footer with 'Betsy 2009-2010' and a page number '4'.



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To begin working on a lesson, double-click the lesson in the **Today's Schoolwork** section at the top of the screen.

If you click the subject in the **Review Completed Assignments** section at the bottom of the screen, a list of the units in that subject appears below the subject heading on the left side of the screen. If you then click a unit title, a list of the assignments in that unit appears in the lower right side of the screen. You can double-click an assignment title that is **blue** (not gray) to open it. You cannot work in an assignment opened from this part of the screen. You can only view an already completed assignment.

Let's see how an assignment screen works and learn what a typical lesson assignment looks like.

Assignments are usually made up of two major parts:


Presentations—"teaching" part of a lesson, with instructional material to learn or review.

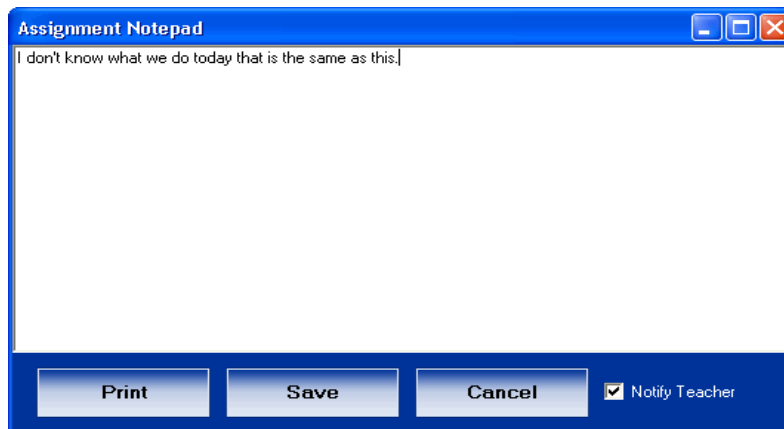
Problems—gives you problems that check what you've learned (this area gets bigger after you click the **Show Problems** button at the bottom of the screen)

Sometimes, when there's a lot of information to cover, it's easier to see instructional material if it's broken up into smaller, bite-sized pieces. The area at the top of the screen tells you how many sections are in the presentation. Click any section number to see its information displayed. Click the left arrow to view the previous presentation section and the right arrow to view the next presentation section.

NOTE: If a section number is highlighted, you're looking at the information from that section.

Assignment Notepad

Here's a handy notepad you can use to jot down your thoughts about an assignment. You can also ask questions and click a box that lets your teacher know you want him/her to read. To use your assignment notepad, click it and a small **Assignment Notepad** window pops up. Type your note where you see the cursor blinking and remove the checkmark beside **Notify Teacher** if you do not want your teacher to receive a message to come read it. Make sure to hit **Save** to save your note or else **Cancel** to cancel it. Back on the assignment screen, your assignment notepad looks like this  if there's a note in it. Click to open it and type more, read a teacher's comments, or delete text.



The instructional material for an assignment always appears at the top of the screen. You are able to not only click on text and look at pictures, but also watch videos and play games in this area.

You will not be able to see much of the problem part of the assignment until you click **Show Problems** at the bottom of the screen. Once you do this, the problems section expands, so you can see more of it.




2009 SOS Student Schoolwork and Assignments

Dialects. Dialects are found within major languages such as English, French, and Spanish. In the dialect, some nouns take on meanings different from those used by speakers of the main body of the language. For example, American English as it is spoken in America, is different from English, as it is spoken in Great Britain. In America, one buys *gasoline* for his *truck*. In England, one buys *petrol* for his *lorry*. If you ask a British waiter for a napkin, he will be quite shocked. He will think you need a baby's *diaper*! You should have asked him for a *serviette*. Our language is basically the same in both countries, however. After a bit of practice, most Americans feel quite comfortable with English as the English speak it.

Use a thesaurus to find the matching synonym for the following words. Match the items in the left column to the items in the right column.
Note. *Rogel's Thesaurus* is available on the Internet if you do not have a copy of your own.

Click the item in the left column. Use the plus sign to move it up or the minus sign to move it down until it matches the correct entry in the right column. Lock your answer in place by clicking the square beside the item. (A checkmark means it is locked.)

<input type="checkbox"/> draw	disburse
<input type="checkbox"/> dumb	attraction
<input type="checkbox"/> melody	air
<input type="checkbox"/> relieve	assuage
<input type="checkbox"/> beautiful	pine
<input type="checkbox"/> languish	bonny
<input type="checkbox"/> different	aphonic
<input type="checkbox"/> spend	divergent

Every presentation section in a lesson has some problems that go with it. These problems are one way to check whether you understand what the lesson is covering. The problem number area tells you how many total problems an assignment has and displays them in batches of 10. Click any problem number to highlight it and display the problem below. Click  to view either the previous or the next problem.

NOTE: The appropriate presentation section of an assignment at the top of the screen is always in synch with the problems you are seeing in the bottom part of the screen. Refer to it at any time for help with a problem.

Notice, problem numbers appear in different colors on your problems toolbar after you do some problems in an assignment:

gray—problems not yet completed

green—problems answered correctly

red—problems you answered incorrectly or only received partial credit for

blue with a line through it—problems your teacher decided to have you skip

black—problems you don't know the grade for yet (like teacher-graded problems or certain quiz/test problems)

Problem Notepad

This notepad works just like your assignment notepad described previously. Use it to jot down your thoughts or ask questions about a problem. To create a note in your problem notepad, click it and a small **Problem Notepad** window pops up. Type your note where you see the cursor blinking and leave the checkmark beside **Notify Teacher** if you want your teacher to receive a message to come read it. Make sure to hit **Save** to save your note or else **Cancel** to cancel it. Back on the assignment screen, your problem notepad says "Note" if you saved your note. Click the notepad to open it and type more, read a teacher's comments, or delete it.

Use the window at the bottom of the assignments screen to do the problems for an assignment.

Place your cursor anywhere between the top and bottom windows and notice that its appearance changes. This means you can click and drag your cursor up or down, adjusting the window sizes so you can see more or less information.

Click the "up" arrow on the right hand side of the screen to make the **Problems** section fill the whole screen. It changes into a "down" arrow you can then click to make your problems section small again.



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Find out how you scored on a problem by looking below the problems section. Click any problem you already completed to see what grade you received for it. If you have not yet completed a selected problem, this area is blank.

When you complete a problem, SOS tells you:

- What percentage you received out of 100%
- How many points you earned out of the total available (you may receive partial credit if you did some but not all of the problem correctly)
- The number of times you attempted the problem
- The number of attempts you still have to answer the problem correctly (sometimes, your teacher sets it up so you can keep returning to problems until you answer them correctly or run out of attempts)

NOTE: At times, you are able to click some, but not all of the following buttons. When this happens, it's because you're not allowed to perform the specific task the button requires at that point in the lesson.

Resource Center

If your teacher permits, click this to access a dictionary, periodic table, or calculator in an assignment.

Grade

After you complete work on a problem, click this to tell SOS you're done. This immediately submits your answer for grading so you can see your score. If the problem you did must be graded by your teacher, you do not receive a score for it until later.

NOTE: If you move on to something else and forget to click the **Grade** button after you do a problem, SOS asks you if you want to grade the problem. If you click **No**, it is not submitted to SOS and your answer is lost.

Hint: You can use your mouse to right-click in the problem area, and SOS will grade the problem and display the next question for you.

Your teacher may change the grades on any computer-graded problems. Remember, your grades are not final until your teacher, not the computer, says they are final.

Continue

After you finish a problem and it is graded, click this to go to the next problem you need to complete.

Show Answer

After you use all your attempts at answering a problem, click this to see the correct answer.

Help

Having a hard time with a problem? Click this to get some help. A small pop-up window appears, with a section on the bottom that allows you to skip the problem if you provide a reason for it. This skipped problem shows up on a list so your teacher can find out why you skipped it. Your teacher may choose to help you with it, reassign it, or allow you to skip it.

You also see some options at the top of this window. If your teacher provides you with a special password, talk to him/her about the option you should use:

Unassign problem — Allows you to unassign a problem so you don't have to do it. The problem number is grayed-out and has a line drawn through it. Your teacher may later see what you unassigned and reassign it to you.

Show problem answer — Allows you to see the answer to a problem before you finished doing it.

Give up on problem — Allows you to stop working on a problem you can't seem to answer correctly. If your teacher gave you an unlimited number of attempts at a problem, this lets you break out of the loop so instead of repeatedly returning to the same problem, you may exit the assignment and move on. If you give up on a problem, it is graded as incorrect.



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Stuck on a problem?

- Go back to a lesson and review the information
- Ask your teacher for help
- Notify your teacher by leaving a message in your problems notepad
- Use the Helps button to temporarily skip a problem

Exit

Click here to exit the lesson.

Note: You may occasionally find yourself back in a lesson you thought you had finished. It could be that your teacher, who's following behind you grading and answering your messages, either wants you to redo some work or has something else to show you in the lesson.

Messages

Click this to send messages to or receive messages from your teacher while working in an assignment.

Print

If your teacher permits, click this to print your assignment.

Projects

Projects offer you creative ways to use the information you learn in lessons. They may consist of extra reading or writing activities, hands-on experiments, library research, interviews, artwork, or other activities. Your teacher can also make up other projects to go along with your lessons.

Project assignment screens work much like other assignment screens do, with most of the same buttons and features. Below are a few of the differences.

The screenshot shows a Microsoft Word document titled "Project - Use Save not Save As! (0831e14-5e69-4577-8717-81b19c32650b)". The document content is as follows:

REPORT: NEW WORLD EXPLORERS

Here is your goal for this assignment:

- Write a report on the exploration and colonization of America

Select from one of the following four major European exploration and colonization groups of America: Spanish, French, Dutch, and English. Research one of the countries of your choice by using at least three research sources, including the internet.

Using your research information, write a report that identifies the reasons for that country to explore and colonize America. It is important to think about classifying the reasons for exploration and colonization as either economic, political, or religious. Indicate also what impact the search for the Northwest Passage had upon exploration and colonization.

The report should be typed using proper grammar, spelling, and punctuation. The length should range from 150-250 words and list your sources at the end of the report.

At the bottom of the screen, there is a navigation bar with buttons for "Grade", "Continue", "Show Answer", "Help", "Resource Center", "Print", "Messages", and "Exit".



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The presentation section provides you with the instructions and background information you need to do a project. It may consist of graphics, videos, or web links as well as text.

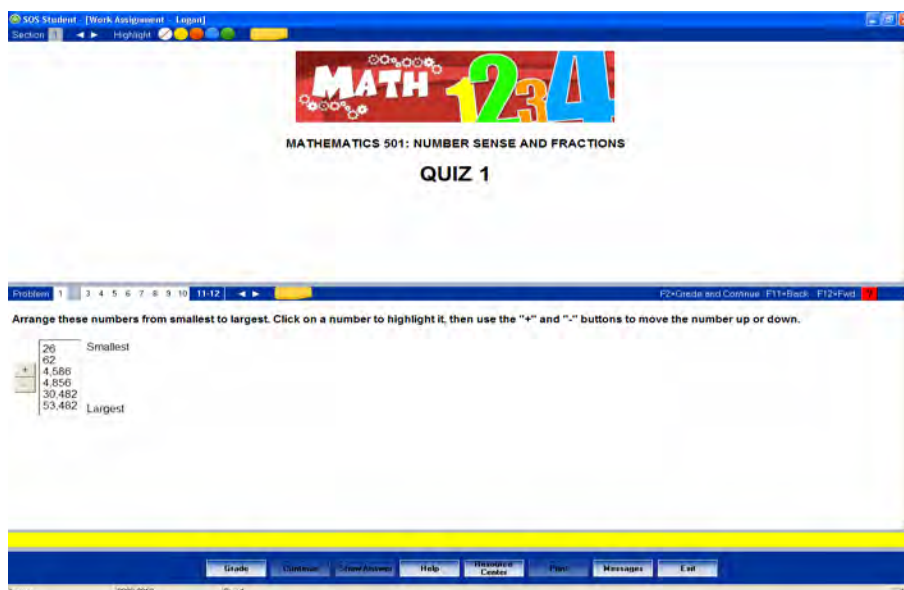
Click **Show Problems** at the bottom of the screen to begin doing a project. This displays instructions or links for you to click if you need to do some writing.

Note: Once you submit a project for grading, you can't make changes to it, unless your teacher sends it back to you to rework.

Quizzes

Usually, after every few lessons, you take a quiz to demonstrate that you understand the material presented in them. It's a good idea to review for quizzes by going back through each of the lessons, reading through the information, and walking through the problems.

Quiz assignment screens work much like lesson assignment screens do, with most of the same buttons and features. Here are a couple of differences.



Because quizzes test you on information you learned, you usually won't find a lot of material in the presentation section. Most of the time, you just click **Show Problems** at the bottom of the screen to begin doing problems.

Exit button—Click this if you want to exit a quiz. A small window appears, asking if you're sure you want to exit. Depending on how your teacher set things up, you may receive a score of zero for any problems you haven't done yet. In some cases, if you choose to exit, your quiz could be graded as-is.

Kinds Of Quizzes

SOS presents quizzes in three different ways. Your teacher, who knows you best, decides which kind to give you:

Standard Quiz—In a standard quiz, you can view any problem before you submit your answer for grading. You have only one chance to answer a problem correctly, though. Once you finish with a problem, you cannot loop back through all the problems to check it. Make sure your final answer is your best answer BEFORE you click **Grade**. If you do not click the **Grade** button, your answer is not graded and counted as part of your quiz grade. When you leave the quiz, you cannot go back in, and all your unanswered problems are graded as zero.

Open Page Quiz—In an open page quiz, you can work on problems and loop back through the quiz, changing your answers as many times as you want until you decide to exit. When you leave the quiz, you receive a score of zero for any still-unanswered problems. Unless your teacher decides you need a different type of quiz, this is the type of quiz that SOS presents to you.

Open Book Quiz—In an open book quiz, you may exit and re-enter a quiz as many times as you wish. Each time you exit, you are asked if you plan to return at a later time. Only when you answer that you are not returning is your quiz scored. At that time, you receive a score of zero for any still-unanswered problems.



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NOTE: Your teacher decides whether you may immediately see your score after you do each problem or whether you must wait until you finish the entire quiz.

Remember: Your teacher may change the grade on any computer-graded problems and your grades are not final until your teacher, not the computer, says they are final.

Tests

Tests require you to demonstrate what you've learned after going through all the lessons and quizzes within a unit. It's a good idea to review for tests by going back through each of the lessons and quizzes, reading through the information and walking through the problems.

Test assignment screens work pretty much like lesson assignment screens do, with most of the same buttons and features. Here are a couple of differences:

The screenshot shows a web browser window with the following content:

- Section: HISTORY & GEOGRAPHY 801
- TEST: EUROPEAN BACKGROUNDS
- Match the following.
- Click the item in the left column. Use the plus sign to move it up or the minus sign to move it down until it matches the correct entry in the right column. Lock your answer in place by clicking the square beside the item. (A checkmark means it is locked.)

<input type="checkbox"/> Marco Polo	lived in China for twenty years
<input type="checkbox"/> Ponce de Leon	searched for the Fountain of Youth
<input type="checkbox"/> Cartier	first to explore the St. Lawrence River
<input type="checkbox"/> Champlain	began the first permanent French settlement
<input type="checkbox"/> Joliet	explored the Mississippi with Marquette
<input type="checkbox"/> La Salle	followed the Mississippi to the Gulf
<input type="checkbox"/> Dias	first to round the Cape of Good Hope
<input type="checkbox"/> De Soto	discovered the Mississippi River

- Buttons at the bottom: Grade, Continue, Show Answer, Help, Discussion Center, Home, Messages, Exit

Because tests ask you to recall information already learned, you usually won't find a lot of material in the presentation section. Most of the time, you just click **Show Problems** at the bottom of the screen to begin doing problems.

Exit button—Click here if you want to exit a test. A small window appears, asking you if you're sure you want to exit because, depending on how your teacher set things up, you may receive a score of zero for any problems not completed. In some cases, if you choose to exit, your test is graded as-is.

Kinds Of Tests

SOS presents tests in three different ways. Your teacher, who knows you best, decides which kind to give you:

Standard Test—In a standard test, you can view any problem before you submit your answer for grading. You have only one chance to answer a problem correctly, so make sure your final answer is your best answer before you click **Grade**. If you do not click on the **Grade** button, SOS asks you if you want the problem graded. If you say no, your answer is not graded. You can go back to the ungraded question as long as you do not exit the test. When you leave a test, you cannot go back in, and all your unanswered problems are graded as zero points.

Open Page Test—In an open page test, you can work on problems and loop back through the test, changing your answers as many times as you want until you decide you're ready to exit. When you leave the test, you receive a score of zero for any still-unanswered problems. Unless your teacher decides you need a different type of test, this is the type of test that SOS presents to you.

Open Book Test—Open book tests let you exit and re-enter a test as many times as you wish. Each time you exit, you are asked if you plan to return at a later time. Only when you answer that you are not returning is your test scored. At that time, you receive a score of zero for any still-unanswered problems.



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NOTE: Your teacher decides if you may immediately see your score after you do each problem, or if you must wait until you finish the entire test.

Also, keep in mind that your teacher may change the grade on any computer-graded problem. Remember, your grades are not final until your teacher, not the computer, says they are final.

Throughout your lessons, you will find various types of multimedia. It may be an audio clip for you to hear or a video to watch. It might also be a slide show or a learning game to play. Let's take a look at the many options used throughout SOS and see how you use them.

Multimedia in Assignments

Working in assignments day-in and day-out requires you to learn new material principally by reading. Switched-On Schoolhouse® was designed to offer other channels that would support your reading and learning experience, enabling you to interact with the material in multiple ways. This is why Science experiments are demonstrated on video. It's why math includes demonstrations of three-dimensional geometrical objects rotating in space. It's why thousands of new vocabulary words are keyed to sound. These are only a few of the ways that SOS supports instruction with multimedia. Additional features include:

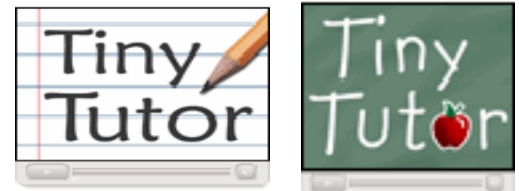
Introductory Videos

Whenever you begin a new subject or grade level, you are automatically able to view an introductory video that talks about what you'll learn and provides you with useful tips and study skills. To watch a video at a later time, you may also click any subject icon in the **Review and Preview** section of your Schoolwork screen.



Tiny Tutors

Tiny Tutors are small in dimension but big in ideas. These videos offer specific tips, instruction and commentary, or general information to help support important ideas in the Switched-On Schoolhouse® curriculum. When you see a **Tiny Tutor** icon, click to view the video. The controls for stopping, playing, or pausing a video can be found directly beneath it after you click it.



Videos

Videos, placed all throughout the curriculum, have been designed to reinforce ideas, depict events, and generally enhance your learning experience. To watch the videos, click them, sit back, and enjoy. The controls for stopping, playing, or pausing a video can be found directly beneath it after you click it.



Slide Shows

Slide shows ask you to repeatedly click frames to go from one "slide" to the next. Some have sound, others do not. They offer an interactive way to learn more information about a topic.



Spelling and Vocabulary Lists

Many lessons include spelling words and vocabulary terms highlighted in blue. Clicking these allows you to hear their proper pronunciation.



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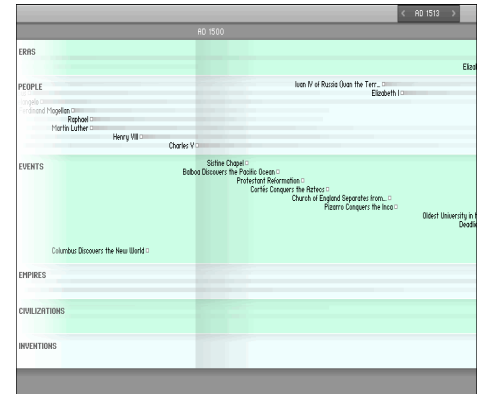
Audio Supplements

Look for icons or text links you can click to hear audio.



Time Line

Switched-On Schoolhouse® lessons come with built-in timeline features, allowing you to understand how events fit together in a larger context. Whenever you see a date in blue, anywhere in the curriculum, click it to open a timeline screen. On this screen, you can see other events that occurred around the same time. You can also click different events to learn more details about them.




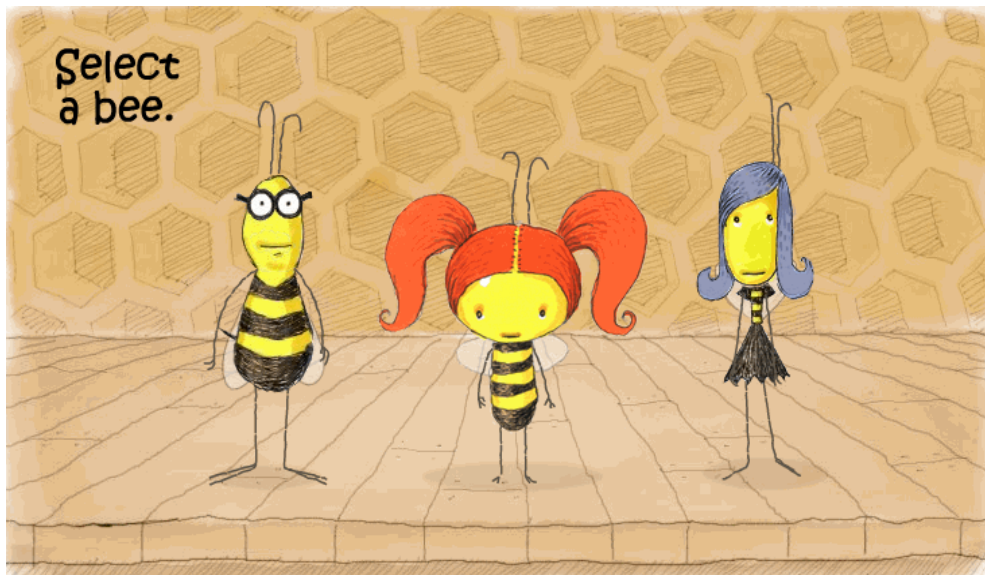
Games

There are several games throughout the curriculum. Spelling Bee, Alpha 14, and Farmer Frank's, for example, provide students with fun ways to practice their spelling and vocabulary words. All Right and Quiz Bowl are designed to provide practice and review on the content of a lesson or a complete unit. Games are always ungraded and can be turned off by the teacher. To play games, click game links wherever they appear in assignments. Each game gives you the option of reading the instructions or rules before you begin.

Spelling Bee

In the black frame around the game window of the Spelling Bee game you see a message telling you the current status of your game. It lets you know if you have completed the game or not. When you click **Hit enter to continue**, in the bottom right corner of the game window, after the last word has been spelled correctly, a message appears to let you know that the game was completed, click **OK** to return to your lesson.


NOTE: Only use  to close if you need to end the game without finishing.





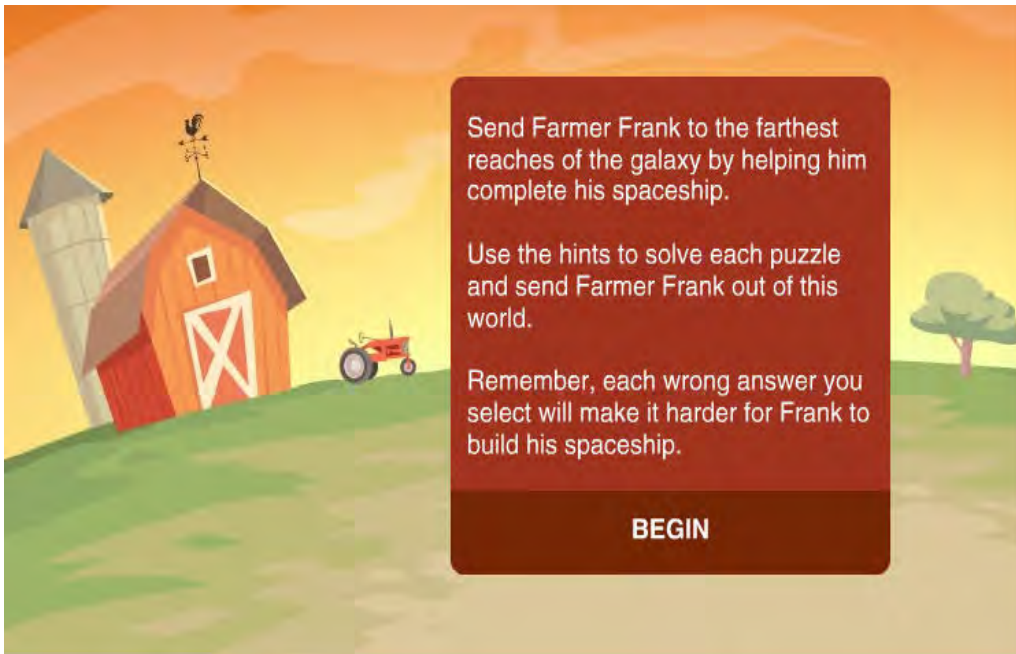
2009 SOS Student Schoolwork and Assignments

Vocabulary

Be sure you click the **Exit** key when you arrive at your destination! Only use  if you need to exit the game without completing it.



Farmer Frank's





All Right



Quiz Bowl





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Doing an Assignment

Now that you know what to expect while doing your schoolwork, let's see how to start work on an assignment or continue with a partially-completed assignment:

Step 1: On your **Home** screen, click **Schoolwork**. A **Schoolwork** screen opens, where you see some tabs at the top.

Step 2: Click either the **Assignments** tab or the **Lesson Plan** tab to open that screen.

NOTE: You may only get to an assignment from the Lesson Plan screen if your teacher has assigned you schoolwork with due dates.

Step 3: Find the assignment you need to do:

Assignments screen—In the **Today's Schoolwork** section at the top of the screen, click an assignment title. It should appear in **blue**, meaning you can click it to open it. The assignment opens.

Lesson Plan screen—Locate the assignments you must complete. They appear in **blue** text, indicating that you may click to open them. Deactivated assignments appear in grey text.

The screenshot shows a web browser window titled "SOS Student - [Work Assignment - Betsy]". The main content area features a header with "HISTORY & GEOGRAPHY" and a 5-cent coin. Below this is the assignment title "HISTORY & GEOGRAPHY 802: THE COLONIZATION OF AMERICA" and "COMPETITION FOR COLONIAL CONTROL". A paragraph of text describes the challenges colonists faced. Below the text is a matching exercise with a table of names and descriptions. At the bottom, there is a toolbar with buttons for "Grade", "Continue", "Show Answer", "Help", "Resource Center", "Print", "Messages", and "Exit".

HISTORY & GEOGRAPHY 802: THE COLONIZATION OF AMERICA

COMPETITION FOR COLONIAL CONTROL

Colonists with many European backgrounds poured into America. They brought with them differing lifestyles, religions, and customs, adjusting these to fit the rough pioneer life of the New World. They hailed from Spain, France, Holland, England, and other nations and settled the lands previously claimed by explorers. Life for the colonists was extremely difficult, filled with unexpected hardships and trials and resulting in many premature deaths. Through it all, settlements survived, gradually expanded, and eventually thrived.

Match the following.

Click the item in the left column. Use the plus sign to move it up or the minus sign to move it down until it matches the correct entry in the right column. Lock your answer in place by clicking the square beside the item. (A checkmark means it is locked.)

<input type="checkbox"/>	Father Kino	searched for the Fountain of Youth
<input type="checkbox"/>	Father Serra	discovered the Mississippi River
<input type="checkbox"/>	Portola	explored southwestern America for Spain
<input type="checkbox"/>	Coronado	established St. Augustine
<input type="checkbox"/>	Piralla	founded Santa Fe
<input type="checkbox"/>	De Soto	began missions in Arizona
<input type="checkbox"/>	Menendez	founded Spanish California
<input type="checkbox"/>	Ponce de Leon	established San Diego

Grade Continue Show Answer Help Resource Center Print Messages Exit

Betsy | 2009-2010 | 4

Step 4: Read and learn the material presented in the top part of the assignment screen. You may make notes in the assignment notepad.

Step 5: When you're ready to do the problems, click **Show Problems** at the bottom of the screen. A problems window opens on the bottom-half of the screen. Notice the **red ?** on the problem toolbar. If you do not understand or remember how to work the type of problem you see, click this and a window pops open to explain it to you.

(See an explanation of each problem type beginning on the next page.)

Step 6: Work through each of the problems, making sure to click **Grade** to submit each answer to SOS before you move on to the next one. When you do this, SOS will grade your answer and let you know how you did.



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Shortcuts: You can also grade problems and advance to new ones by pressing **F2** on the keyboard, or by right-clicking your mouse over the problems area and selecting **Grade** in the menu that opens. Both **F2** and right-clicking also provide a way to move to the next problem.

Step 7: Use any of the buttons and features on the screen to help as you go through the assignment.

Step 8: SOS lets you know when you have completed an assignment. A window pops up, giving you your assignment grade. Clicking **OK** takes you where you can start another assignment. You can see your score on your student **Assignments** screen.

Listen to the Text

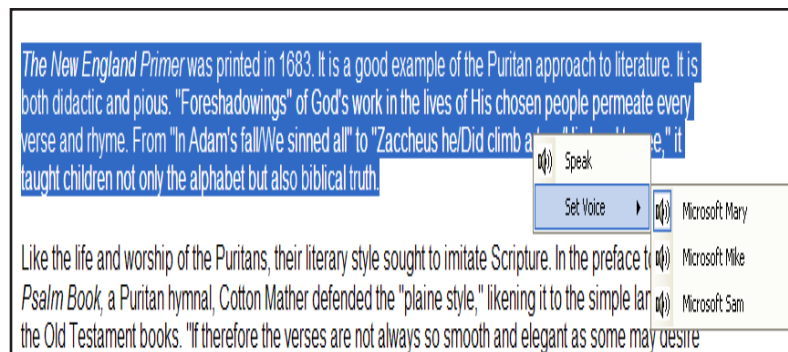
Sometimes it helps to be able to hear the words while you read the presentation material. To listen to the text on the screen:

1. Use your mouse to highlight the text you want to hear.
2. Right-click to select one of the two choices offered.

Speak - to hear the highlighted text immediately

Set Voice - to select one of the choices offered

Note: The choice of voices you see depends on your computer's operating system.



NOTE: You can only use this feature in the presentation portion of your assignments. It does not work in the problem section.

Problem Types

When working in assignments, you encounter different types of problems to help you think about and practice what you are learning in various ways. This section introduces the major problem types in Switched-On Schoolhouse®. If you want to practice with the different problem types, look for a demonstration lesson in your current schoolwork. Not there? Ask your teacher about installing it for you.

Drag and Drop

This type of problem asks you to click something— an image, a word, a phrase, a character—and drag it to its correct location. Sometimes, you might drag an item onto a picture. For example, you might drag the name of a city onto a map. Other times, you might drag an item over a word or phrase to label the part of speech of a word. Regardless of what you're dragging or where you're dragging to, you can always approach these problems in the same way. Here's an example of how a drag and drop problem works:



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Step 1: Select the picture you want to drag. Click and hold it with your mouse.

The screenshot shows a web browser window with a problem interface. At the top, there is a navigation bar with "Problem" and numbers 1 through 8. Below the navigation bar, there is a blue bar with "F2+Grade and Continue", "F11+Back", and "F12+Find". The main content area contains the text: "If the problem type is labeled 'ClickAndPlace', click the item to select it and then click the location where it belongs; otherwise, click the item and drag it into place." Below this is the instruction: "Place the name of the cell part on the correct spot." The diagram shows a cell with three empty boxes for labeling. Below the diagram is a list of items: "nucleus", "cytoplasm", and "cell membrane". At the bottom, there is a trash can icon.

Step 2: Still holding your mouse button down, drag the picture to its correct location. When the picture is over its correct location, release the mouse button to "drop" it there.

The screenshot shows the same web browser window as in Step 1. The cell diagram now has the labels "nucleus" and "cytoplasm" placed in their respective locations. The "cell membrane" label is still in the list below the diagram. The trash can icon is still present at the bottom.

Step 3: Repeat this process until all the images have been placed in their correct locations.

NOTE: Be careful not to "stack" one item over another, or your problem may be graded as incorrect. If you drag an item to the wrong place, double-click it to pick it up and continue dragging it to its correct location. Also, you can drag any item to the "trashcan" if you want to start over again.


Grading: You usually receive one point for each correctly-dragged item. The total points you receive for a problem may depend on how many items you have to drag. It's possible to receive partial credit on Drag and Drop problems.

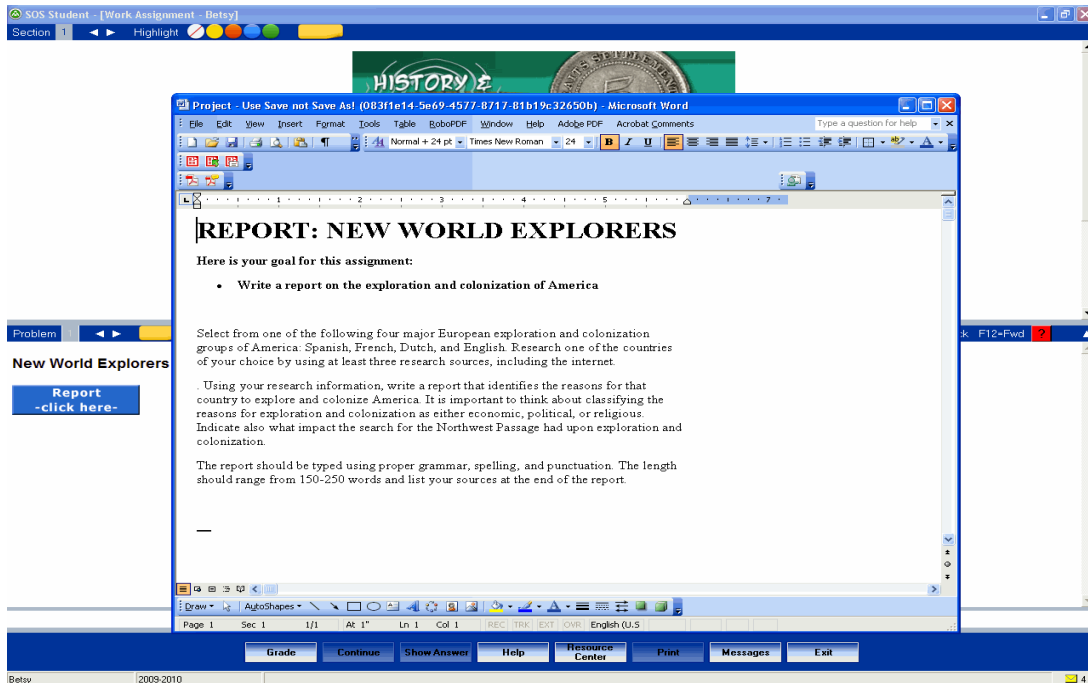


2009 SOS Student Schoolwork and Assignments

Essays/Projects

Most essays and projects come with links to take you directly to word processing programs where you can type your responses. After you read all the necessary background information and instructions for an assignment, click the **Show Problems** button

at the bottom of the screen and then click . It allows you to open the file you need. You are asked what program you want to use to open the file. Select your favorite word processor and click OK. The file you type in opens, along with any other instructions you may need inside.



When you're finished, save your work, click the **Grade** button at the bottom of the assignment screen, and exit the assignment.

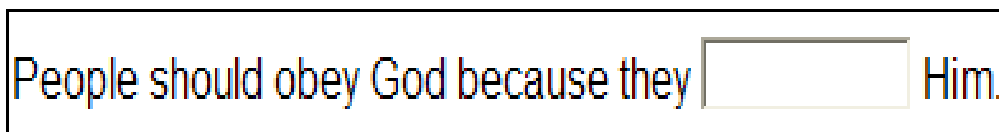
Grading: Your essays and projects are graded by your teacher, not SOS.

Fill-in-the-Blank

Fill-in-the-Blank problems are what they sound like. Click in the empty box and type in your answer. Depending on how your teacher set up SOS for you, you may be penalized for misspelled words, so make sure to type carefully.

Sometimes, these problems appear on top of special backgrounds or other graphics. Don't worry, though—you can approach the problems in exactly the same way.

Grading: Fill-in-the-Blank problems are usually one point per answer.



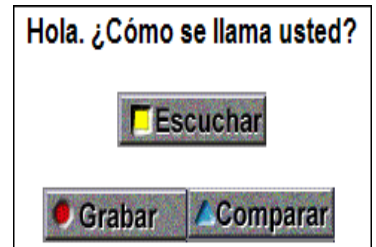


2009 SOS Student Schoolwork and Assignments

Listen/Record

Listen/Record problems help you practice your pronunciation in Spanish assignments. Click **Escuchar** to hear a word or phrase spoken aloud. Then, click **GRABAR** to record your own pronunciation of the word or phrase and **Compraro** to hear what you recorded. Make sure you have speakers and a microphone plugged into your computer.

Grading: Listen/Record problems are usually worth 1 point each.



Matching

Matching problems require you to click the answers and, using the plus and minus signs, "click" them into the correct spots so they line up with the correct definitions.

Step 1: Resize the bottom portion of the window (the problem area) by dragging the thick, colored line upward, so you can see all the words and definitions.

(Use the up and down arrows on the right so you don't miss any definitions and words that may not fit on the screen.)

Step 2: Begin with the first definition.

Step 3: Click the correct word in the left column that matches that definition.

Step 4: Use the plus sign to the left of the box to move the word up or use the minus sign below it to move the word down until it is in the correct position.

Step 5: Click in the checkbox to the left of the answer to "lock" your answer in place.

Step 6: Go to the second definition and repeat steps 3-5 until you complete all the problems.

Step 7: Use either the plus or minus sign to change any of your answers.

Note: Locking your answers is important, especially if the answer you select falls in the middle of the answer column. If you do not lock your answers in place, any changes you make in the left column affect all the answers that fall BELOW that word. For example, if you want to change the answer for the second definition, all answers for problems 3 and BELOW are shifted down one position.

Grading: You usually receive one point for each correct match.

<input type="checkbox"/> + <input type="checkbox"/> -	<input type="checkbox"/> Columbus	America (San Salvador)
	<input type="checkbox"/> Ferdinand Magellan	Pacific Ocean
	<input type="checkbox"/> Ponce de Leon	Vinland
	<input type="checkbox"/> Vikings	Florida
	<input type="checkbox"/> Vasco Nunez de Balboa	Panama

Multiple Choice

Multiple Choice problems ask you to choose between two or more possible answers in a list. You'll be able to choose only one correct answer out of the bunch. To answer, simply click the circle button next to the correct answer.

Grading: Multiple Choice problems are normally worth one point each.

A peninsula is:

- a harbor
- land extending in water
- an island



2009 SOS Student Schoolwork and Assignments

Multiple Select

Multiple Select problems ask you to select all the possible correct answers in a list. You'll be able to select none, some, or all of the answers. To answer, simply click the checkboxes next to the correct answers, placing a checkmark in each box. To unselect an answer, simply click an existing checkmark and it will disappear.

Grading: Multiple Select problems are normally worth one point each. In some cases, if there are many correct answers in the bunch, you may receive one point for each correct answer.

Which three characteristics describe Abraham?

- selfishness
- obedience
- prayerful
- faith
- fearful
- foolish

Paragraph Box

These problems require you to type your response in a box. Your response might be one or two sentences or even one or two paragraphs long, depending on what the problem is asking for. To answer, click anywhere in the paragraph box and type in your response.

Grading: Although you can see how many points each paragraph box problem is worth, these problems are teacher-graded and are not figured into your grade until the teacher has completed grading.

Preloaded Problems

In preloaded problems, you see an answer (usually a word, phrase, sentence, or paragraph) already in a box. If you think the answer is correct, leave it and click the **Grade** button. If instructions require you to change the information, type your change in the box, making sure the answer reads exactly the way you want, before you click the **Grade** button.

Sometimes, preloaded problems appear on top of special backgrounds or other graphics — you still approach them in exactly the same way.

Grading: Preloaded problems are usually one point per answer.

Sorting

Sorting problems are very similar to matching problems. They require you to click on possible answers, and using the plus and minus signs, "click" them into their correct locations in a given sequence. A sorting problem is shown below. To solve it:

Step 1: Begin with the first item in the series (the first event to happen, the first word to appear in alphabetical order, etc.)

Step 2: Use the plus sign to the left of the box and move the word up to the top of the list.

Step 3: Select the next item in the series and continue until you are finished sorting each entry and are satisfied with your answers.

Step 4: To change any of your answers, use the plus or minus sign, whichever is more appropriate.

Arrange these digits in order from smallest to greatest.

	35,283	Smallest
	39	
+	93	
	4,826	
-	35,823	
	582	Greatest

Grading: Depending on what a sorting problem asks for, you receive either one point for the entire problem or one point for each correctly-sorted answer. It is possible to receive partial credit on sorting problems.

True/False

A True/False problem usually appears as a sentence with a **T/F** button beside it. Decide whether you think the statement is true or false, and then click the button. It changes to read **True**. Click the button again, and it reads **False**. Keep clicking the button as many times as you want, until you decide the correct answer is the one displayed when you click the **Grade** button.

Grading: True/False questions are worth one point each.



The Atlantic Ocean was called the "Sea of Darkness."



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Text Multiple Choice

Text Multiple Choice problems look like fill-in-the-blank problems, except with text already provided in blue answer boxes. Click in the box, and you see a possible answer displayed. Click again to see another possible answer. Keep clicking until you cycle through all the possible answers in the box (or, keep clicking — you can cycle through as many times as you want). When you think you know the correct answer, click it so it is displayed in the box. Then, hit the **Grade** button, telling SOS that the answer left in the box is the one you want it to grade.

NOTE: SOS also includes *Graphic Multiple Choice* problem types. They work in exactly the same way as Text Multiple Choice problems, except they require you to click through a series of pictures or graphics. Cycle through all the possible answers, then make sure the correct one is displayed when you hit the **Grade** button.

Grading: The number of points you receive often depends on how many textboxes or graphics appear in the problem. You usually receive one point for each answer.

Click in the box to choose the correct word to complete the Bible verse.

"In all thy ways him, and he shall direct thy paths" (Proverbs 3:6).

Unordered Answer

Unordered Answer problems ask you to type a series of responses, usually words or phrases. Type your answers into the answer boxes in any order you want. You receive credit as long as all the correct answers appear in the boxes.

Grading: Unordered Answers are normally worth one point per answer.

Write all the words with **ou** diphthongs:

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Problems with Audio/Visual Elements

Some problems contain buttons or other multimedia you must click in order to answer them. In Language Arts Spelling tests, for example, you must click the Spelling Word buttons to hear words spoken out loud before you can type them in the answer boxes. Other problems may contain Tiny Tutors that provide you with verbal instructions or useful tips.

Grading: These problems are graded according to problem type.

.'" data-bbox="484 586 930 697"/>

Timed Problems

Any type of problem may have a timer applied to it. When you click the problem, you activate a timer. Answer the problem before the timer runs out, or points are deducted for the parts you did not finish.

Grading: Timed problems are graded according to problem type. Only answers completed in the allotted time are scored.

Crossword Puzzle

Begin a crossword puzzle by clicking a blue-colored clue. Each time you click a clue, SOS places your cursor in the appropriate box in the puzzle. Type your answer using the keyboard, and watch as SOS automatically places the letters in their proper positions. When you finish an answer, click another clue and repeat the process until the entire puzzle is completed. You may also manually click in each box in the crossword puzzle to type in the appropriate letter.

Note: Occasionally, multiple-word answers are required. Unless you're told otherwise in the instructions, type in your answer and let it run-together as one word.

Grading: In crossword puzzles, you usually receive one point for each word that you enter.



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How Problems are Scored

In SOS, problems are scored based on their point value. Each problem score and assignment score is a percentage based on the total number of points received divided by the total number of points possible.

Point values vary from problem to problem, depending on the number and type of answers required. Below are a couple of examples of how problem point values are used to calculate a lesson score:

- If you have 10 problems, you can receive a total of 10 points. If you miss 1, then you have a total of 9 points out of a possible 10, and your percentage grade is 90%.
- If you have 10 problems, but one of those problems is worth 2 points, then you can receive a total of 11 points. If you miss 1, then you have a total of 10 points out of a possible 11, and your percentage grade is 91%.
- If you have 10 problems, but one of these is a 9-point sort problem, then you can receive a total of 18 points. If you sort 3 of the items in the sort problem incorrectly, but get all the other problems in the assignment right, you will receive a total of 15 points with a percentage grade of 83%.

Getting Help on a Problem

If your teacher is not available to help you on a problem in a lesson, try these steps:

Step 1: From inside the lesson, make sure your problems window is open and click the problem number you need help with.

Step 2: Click **Help** at the bottom of the screen.

Step 3: A small **Problem Helps** window appears. At the bottom of this window, you may skip a problem if you provide a reason for it. This skipped problem shows up on a list for your teacher. Your teacher may choose to help you with it, reassign it, or let you to skip it.

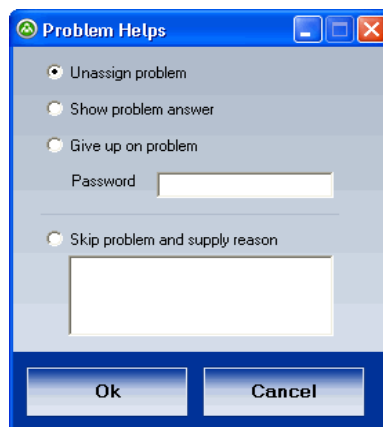
There are times when your teacher may give you a special student password, allowing you to get help on problems. Talk to your teacher about the options below he/she prefers you to use.

Unassign problem—Allows you to unassign a problem so you don't have to do it. The problem number appears grayed-out and has a line drawn through it. Your teacher may later see what you unassigned and choose to reassign it to you.

Show problem answer—Lets you see the answer to a problem before you finish doing it.

Give up on problem—Allows you to stop working on a problem you can't answer correctly. If your teacher has given you an unlimited number of attempts at a problem, this lets you to break out of the loop so, instead of repeatedly being taken back to the same problem, you may exit the assignment and move on. If you give up on a problem, it is graded as incorrect.

Step 4: Click the **OK** button. The small window disappears, and the option you selected is applied.





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Reviewing Assignments

If you completed an assignment and received a grade for it, you can review the work you did.

Step 1: On your **Home** screen, click **Schoolwork**. Your **Schoolwork** screen opens, with three tabs at the top.

Step 2: Click either the **Assignments** tab or the **Lesson Plan** tab to open the screen you usually use to access your assignments.

NOTE: You can only get to an assignment from the **Lesson Plan** if your teacher gave you due dates for your assignments.

(Follow steps 3 through 7 to review an assignment from the assignments screen.)

Reviewing Assignments from the Assignments Screen

Step 3: In the **Review Completed Assignments** section at the bottom of the screen, click any subject with a grade next to it. This displays all the units within that subject.

Step 4: Click any unit with a grade next to it. This displays all the assignments within that unit.

Step 5: If an assignment has already been completed and graded, the grade displays next to it. The assignment title appears in **blue**, indicating that you can click it. Click an assignment title with a grade next to it. That assignment opens so you can view the work done, but not change any answers.

Step 6: Use any of the buttons and features on the screen to help you as you review the material and look back through your work. (Review screen buttons and features)

Step 7: When you're finished, click **Exit** to exit the assignment.

(Follow steps 3 through 6 to review an assignment from the lesson plan screen.)

Reviewing Assignments from the Lesson Plan Screen

Step 3: On your **Lesson Plan** screen, use the buttons and features on the screen to find any completed assignment. The assignment title appears in **blue**, indicating you can click it.

Step 4: Click the assignment title to open it so you can view the completed work, but not change any of the answers.

Step 5: Use any of the buttons and features on the screen to help you as you review the material and look back through your work.

Step 6: When you're finished, click **Exit** to exit the assignment.

Assignment Review

After you've completed an assignment and received a grade for it, you can go back to view it anytime you want, to read through it or see how you worked the problems. Reviewing Assignments helps you study for quizzes, prepare for tests, or gather information for projects.

You access your assignments for review from the same screen you use to open working assignments. You just use the bottom half of the screen, **Preview Completed Assignments** instead of the top, **Today's Schoolwork**. You can view all your answers as well as any answers from the assignment's answer key when you are reviewing completed assignments.

Remember: Even if you see ellipses (...) in the answer key, do NOT use them in any of your answers. This is a reserved symbol. SOS uses them for a specific purpose in the programming.

Be Aware: If you use ellipses in any of your answers, they are marked as incorrect.

When you are reviewing an assignment, you cannot change any of your previous answers or change the grade you received.

To review an assignment, click **Schoolwork** on the SOS Student **Home** screen. Your **Schoolwork** screen opens where you see three tabs at the top. Make sure the **Assignments** tab is selected.



2009 SOS Student Schoolwork and Assignments

The screenshot shows the 'SOS Student' application window with the 'Assignments' tab selected. It displays a list of assignments for various subjects, including Mathematics, History, Bible, Science, and Language Arts. Below this, there is a 'Review Completed Assignments' section showing a list of completed assignments with their respective grades.

Subject	Unit	Assignment Title	Type	Due Date
Mathematics 0500 (2009)	NUMBER SENSE AND	Equivalent Fractions	Lesson	02/17/2009
History And Geography	EXPLORING THE NEW	English Explorers	Lesson	02/17/2009
Bible 500 (2009)	HOW OTHERS LIVED	Project: Abraham	Project	03/04/2009
Science 500 (2009)	CELLS	Experiment: Skin Cells	Project	03/12/2009
Bible 500 (2009)	HOW OTHERS LIVED	David, A Man After God's Heart	Lesson	02/18/2009
California State History	Introduction to California	Natural Landforms of California	Lesson	02/18/2009
Language Arts 500 (2009)	JESUS, OUR EXAMPL	Quiz 1	Quiz	02/17/2009
Science 500 (2009)	CELLS	Quiz 1	Quiz	02/18/2009

Subject	Assignment Title	Grade
Bible 500 (2009)	A-100%	A-100%
California State History (2009)	A-100%	A-100%
History And Geography 500 (2009)	A-98%	A-98%
Language Arts 500 (2009)	A-93%	A-93%
Mathematics 0500 (2009)	B-89%	B-89%
Science 500 (2009)	A-100%	A-100%

In the **Preview Completed Assignments** section at the bottom of the screen, click any subject name to display the units within it. Then click the name of any unit to display the assignments within it. The assignments appear to the right.

Any completed assignments have a grade next to them. Completed assignment titles appear in **blue**. You may double-click **blue** assignment titles to open them for review. Click any already-completed assignment you want to review, and a **Review Assignment** screen opens.

The screenshot shows the 'Review Assignment' screen for 'LANGUAGE ARTS 501: JESUS, OUR EXAMPLE'. The main heading is 'THE AUTHOR'S MESSAGE'. Below this, there is a paragraph of text: 'Language arts is to your educational development what the nervous system is to your physical development. It is the art of giving and receiving information. Four major skills must be mastered in language arts:'. This is followed by an illustration of four children engaged in reading, listening, speaking, and writing, with labels 'reading', 'listening', 'speaking', and 'writing' below them.

Match the ten basic reading skills with the benefits they provide.

Identifying plot	helps you share in the adventures and experiences of others
Classifying information	helps you organize the message for a special purpose
Finding main ideas	helps you understand the author's message
Recognizing facts	helps you to know what is reliable information and what is not
Making predictions	sharpens your anticipation for adventure in a story
Recognizing accuracy	sharpens your ability to make judgments about what is correct
Arranging information	helps you remember the message and recall it
Developing a vocabulary	increases your power to communicate with God and other people
Developing a good attitude	helps you grow strong and healthy in body, mind, and soul
Noting important details	sharpens your imagination by painting a vivid picture in your mind

Score: A:100% Points Received: 10/10 Attempts Used: 1

Buttons: Back, Next, Show Answer, Resource Center, Print, Messages, Exit



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Like regular assignment screens, review screens are also made up of two major parts:

- **presentation**—displays the instructional material you have learned
- **problem**—displays the problems you have completed

The toolbar at the top of the screen tells you how many sections each presentation is divided into. Click any section number to see its information displayed. Click the right arrow to view the next presentation section and left arrow to view the previous presentation section.

NOTE: If a section number is highlighted, you're looking at the information from that section.

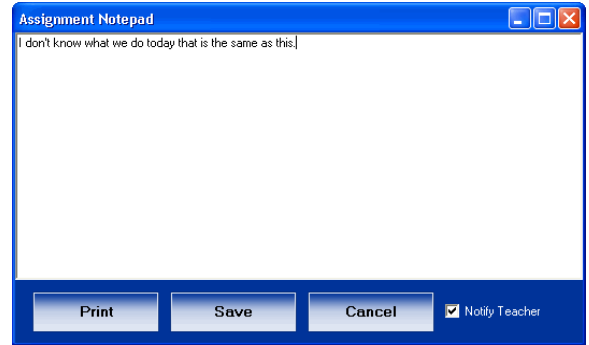
Assignment Notepad

To use your assignment notepad as you review, click it and a small **Assignment Notepad** window pops up. Type your note where you see the cursor blinking and leave the checkmark in the **Notify Teacher** box if you want your teacher to receive a message to read it. Make sure to hit **Save** to save your note or **Cancel** to cancel it. Back on the review screen, your assignment notepad looks like this,  if there's a note in it. Click it to open it and type

more, read a teacher's comments, or delete it.

The presentation section at the top of the screen displays the information you learned in an assignment. Use it to help you review.

The problems toolbar in the middle of the screen tells you how many total problems the assignment has and displays them in batches of 10. Click any problem number to highlight it and display both the problem and your answer below.



NOTE: The appropriate presentation section at the top of the screen is always automatically in synch with the problem you are viewing in the bottom of the screen.

The problems you have completed appear in different colors:

- **Green**—problems you answered correctly
- **Red**—problems you either answered incorrectly or only received partial credit for
- **Gray**—with a line through it—problems your teacher had you skip
- **Black**—problems your teacher still has to grade

Click the right arrow to view the next problem or the left arrow to view the previous problem.

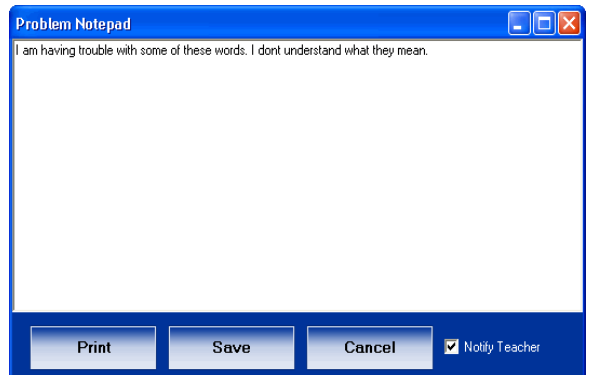
Problem Notepad

This notepad works just like your assignment notepad above. Use it to jot down your thoughts or ask questions about a problem as you review. To create a note in your problem notepad, click it and a small **Problem Notepad** window pops up. Type your note where you see the cursor blinking and leave the checkmark in the **Notify Teacher** if you want your teacher to receive a message to read it. Make sure to hit **Save** to save your note or **Cancel** to cancel it. Back on the review screen, your problem notepad says "Note" if you saved your note. Click the notepad to open it and type more, read a teacher's comments, or delete text.

The window at the bottom displays the problems you completed for an assignment.

Place your cursor anywhere over the line between the presentation and problems windows and notice that the cursor changes its appearance. When you see this, hold your left mouse button down, drag the cursor up or down. This makes the areas on your screen bigger or smaller, so you can see more or less information.

Click the "up" arrow on the right hand side of the screen to make your **Problem** section automatically fill the whole screen. The arrow changes into a "down" arrow you can then click to make your problem section small again.





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Find out how you scored on a problem by looking at the area beneath the problems window. Click any problem to see what grade you received for it. You are able to see:

- What percentage you received out of 100%
- How many points you earned out of the total available (you may have received partial credit if you did some but not all of the problem correctly)
- The number of times you attempted the problem
- Your letter grade

Resource Center

Click this to access a dictionary, periodic table, or calculator from your review screen.

Back

Click this to view the previous problem.

Next

Click this view the next problem.

Show Answer

Click this to see a problem's correct answer.

Exit

Click this to exit the **Review Assignments** screen and return to the previous screen.

Messages

Click this to send messages to or receive messages from your teacher on the review screen.

Print

If your teacher allows you to print from SOS Student, you can click this button to print the assignment. When you click this, a small **Print** window appears, asking you to decide if you want to print the presentation, the problems, vocabulary lists, the graphics, your grades, your answers, or any combination of these. Use the **Preview** button to see what your printed page will look like. When you're ready to print, click the **Print** button in this window.