

Student Expectations

If you have not taken online courses before, it requires a different commitment from a traditional school. **You have to do it.** It is critical that you set aside time to do your course and stick to your plan. To ensure your success, it is important to work on your online course daily. You should plan to spend at least 1-2 hours per day on your course for successful completion.

Our Courses are asynchronous, meaning that you work independently, on your own time and pace. Our Certificated teachers review the work daily. If you have questions, you have the ability to communicate via email with your teachers.

Students are expected to maintain a recommended pace to assure completion of course(s) by the end of the academic year (or 18 weeks for 1 semester courses). All assignments must be submitted by the last day of the semester unless a documented medical or other issue has been submitted to and approved by the Greenways Academy. Assignments received after that date cannot be counted in the completion of the course. Greenways Academy staff will notify the student and parent/guardian to encourage their participation.

Email

A valid, working email is essential since it is the main way instructors communicate with students.

Instructors check email every day or two on school days and will respond to student/parent email within a 48-hour period during the school week. Students are expected to respond to email messages from their instructor within 24 hours.

Discipline

Greenways Academy has the students sign an Honor Code that speaks to appropriate use. When inappropriate answers or use of inappropriate photos are discovered, the teacher will engage with the student and give them a warning. If a teacher has warned a student of a violation three times and the behavior continues, the student is dropped from that class without a refund.

The honor code also prohibits copy/ pasting and/or allowing someone else do their work. If a teacher has warned a student of a violation three times and it continues, they are dropped from that class without a refund.

Some tips for success:

- The syllabus for your course contains a recommended pacing guide. We highly recommend that you print off the guide and put in dates so that you complete on time.
- The Plato environment has an inactivity timer that goes off after 1 hour. Please save your work and log out before the 1-hour timer goes off otherwise work will be lost.

- When you need to turn in any kind of written response, we recommend you develop them in a separate application then copy into the Plato assignment window. Remember the 1-hour timer is still in effect.