

## Mingus Online Academy Summer School

**Introduction:** Welcome to your Summer School Session with the Mingus Online Academy (MOA)! Taking online classes is a convenient way for you to earn your credits for your high school graduation. But it is important for you to recognize that taking classes online is not necessarily easy, and it is going to take ALOT of work on your part to complete your class and receive your credit.

**How it works:** The MOA summer school session runs from May 27<sup>th</sup>-June 23<sup>rd</sup>. All course work must be completed (including the Final Exam) by June 23rd. No extensions will be granted!

The MOA uses the A+ system for the delivery of instruction for its online classes. All of the lessons in the A+ system use the same assignment format.

- **STUDY:** This portion of the lesson is like reading a text book or hearing a lecture. You will receive all of the information that you need for the lesson by reading and/or watching streaming videos. Take as long as you need on this portion of the lesson, and take notes!
- **PRACTICE TEST:** After you have spent time in the STUDY module, you will be allowed to move on to the practice test. This portion of the lesson is a gauge for you to see how much of the material you understand. If you do not do well on the practice test, slow down, go back to the STUDY module and work through the process again. You will only get 2 chances to take the practice test.
- **MASTERY TEST:** Once you pass your PRACTICE TEST, then you move on to the mastery test. This is the test that goes on to your grade. Use your notes, and do the best that you can!
- **ESSAY:** For every online class that you take, there are 3 mandatory essays that you must write. You will not be allowed to move on to the next lesson until the essay is completed. The guidelines for scoring the essay can be found on the rubric that is attached to this packet.

**What you need:** In order to attend online summer school, you must have access to a computer and an internet connection. The A+ program requires that your computer has all of the necessary software updates installed, and that the most current version of *Java* (a free download is available at Java.com) is also installed on the computer. If you do not have access to a computer, you may schedule time during the office hours to come and work in the computer lab at MUHS by contacting Mr. Teague.

**Log in:** To log in to the A+ system from home, go to the URL <http://aplus.muhs.com:7711/login> (book mark this the first time you go to this web page). Your User Name will be your first and last name, and your password is your MUHS ID # (e.i. John Smith, 123764). If you are an incoming Freshman, please contact Mr. Teague for your password.

**Contacts/office hours:** Mr. Teague will be on the MUHS campus from 8:00 a.m. to 1:00 p.m., Monday-Friday during the summer School Session. You may contact Mr. Teague by email ([jteague@muhs.com](mailto:jteague@muhs.com)), phone (928-649-4405), or by Instant Messaging through the A+ program. Make sure that you contact Mr. Teague as soon as possible if you are experience technical difficulties with the A+ program, or have any questions concerning the assignments that you are working on.

**Attendance/Progress:** So you can make sure that you have your class completed in time, we suggest that you are working on-line for a **minimum** of 30 hours a week, making adequate progress through the assignments in the class. Failure to put in 30 hours a week of work means that you run the risk of not completing the class by the end of the session! 7 consecutive days of inactivity will be an automatic drop.

**Testing:** The final exam is the only test that you have to take in the presence of a teacher. When you are approximately 5 lessons away from the final exam, I will contact you so that we can schedule a time for you to come into the computer lab and take your final exam. You may use any notes that you have taken for the course, but your notes must be hand written (no flash drives, no copying and pasting) by YOU! The final exam is worth 20% of your overall grade, so take good notes!

**Essays:** For every class that you take through the Mingus Online Academy, you must complete 3 written essays. The essays that you will write are already predetermined in the program, and you will not be permitted to move on to the next lesson until the essays are complete. Write your essay before you move on to the next lesson!

All essays are expected to be a minimum of 3 paragraphs long, including an introduction, body and conclusion. If you submit a well written essay that is 3 paragraphs long, you can expect a grade of a “C” on that essay. The more information that you site from the lessons, the better your grade is going to be. Remember to cite all of your sources (don’t plagiarize!!!).

**Make sure you do the following when writing your essay:**

Write your essay in Microsoft word (or any other word processing program) and email your essay to [jteague@muhs.com](mailto:jteague@muhs.com). Do not write your essay and put it into the A+ system! When essays are written in the system, there is a tendency for the essay to get lost which means you will have to write the essay all over again!

**Cheating:** We expect that it is YOU that is working on and completing all of the assignments that you are taking on-line. Any evidence of cheating will result in expulsion from the program and denial of credit.

**Plagiarism:** We expect that you will not plagiarize (directly copy) the work of others. When working on the required essays for each class, make sure that you cite the source of any information that you are using.

Essay List:

English 1-2: "Tale of Two Cities" #2, #4, #6

English 3-4: "Huckleberry Finn" #2, #4, #6

English 5-6: "Last of the Mohicans" #2, #4, #6

English 7-8: "Jane Eyre" #2, #4, #6

World Studies: "Age of Imperialism", "European Union", "Ancient Rome 4",.

U.S. History: "Colonizing America", "Secession and War", " Reconstruction 1", "World War II, #2".

American Systems (Econ and Govt): "Role of Government #2", "U.S. Constitution 2", "Presidential Powers",

# Mingus Online Academy Summer School Contract

Student : \_\_\_\_\_

MUHS ID# \_\_\_\_\_

Course: \_\_\_\_\_

Were you considering Primavera? Y or N

I have reviewed the contents of the Mingus Online Academy Summer School packet with a Mingus Online Academy staff member. I understand the expectations of the Mingus Online Academy concerning:

- Continuous Progress and Attendance (30 hours per week)
- Policies concerning cheating and plagiarism
- How to communicate with Mingus Online Academy Staff
- How to log in and use the A+ system from home
- Testing and essay writing requirements.

I also understand that if I am found to not be in compliance with the procedures outlined within this handbook that my success within the Mingus Online Academy will be jeopardized.

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Student

Date

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Parent

Date