

**WELCOME TO THE ONLINE GOVERNMENT COURSE. THE FOLLOWING ARE A FEW TIPS ABOUT THE COURSE AND HOW TO USE THE COURSE.**

- **Notify Ms. Alcerreca at [alcerrh@hpsid.org](mailto:alcerrh@hpsid.org) AS SOON AS YOU REGISTER to receive the Moodle password.**
- **Go to the bookroom at the High School and check out the following textbook: *Magruder's American Government* by William A. McClenaghan**
- **Log on to the Moodle website. It is on the HPHS website.**
- **Click on the HP Virtual Academy website, click on the Government online website**
- **Your class syllabus and calendars are located at the beginning of the course. Each week has a **suggested** chapter or chapters that you are to work on. The dates of the three exams are also shown on these calendars.**
- **Your class calendars are also located on the right hand part of the page.**
- **The entire grade of your course is composed of 5 parts:**
  - **3 major exams – 1<sup>st</sup> Exam covers chapters 1 -9; 2<sup>nd</sup> Exam covers chapters 10-16, 3<sup>rd</sup> Exam covers chapters 18-24. (included in the 60% of grade)**
  - **2 major projects (included in the 60% of grade)**
  - **10-16 online reading assignments (outside of the textbook readings), research mini-assignments, puzzles, matching games. (included in the 40% of grade)**
- **Each chapter has four to five parts on Moodle. These include:**
  - **Review section – this are the review terms and questions for each chapter. I will not be grading this but it is a good study guide for the Exams.**
  - **Reading section – this lets you know which chapter and what pages to read from the textbook. Some of these sections will also contain an additional reading assignment. Make sure you read these extra readings**
  - **Assignments - Either questions on extra online reading assignments, additional research assignments (sometimes called internet assignment), or other activities These assignments are to be done online and submitted. I will grade these.**
  - **Power point presentations – These are short discussions of some of the information found in your text. There is also information that is not found in the text but is important to**

**the course. You will be tested over this part also. Please feel free to take notes from this section BUT do not just use this section to study for your Exam. I will test you over all of the parts of the chapters.**

- **There are no quizzes over the chapters.**
- **There are three major exams. The dates these exams will be given are on the course calendar. All of the exams are taken in my presence. We will meet at the high school for the exams. If you cannot make one of these exam dates PLEASE let me know ahead of time and we may reschedule the exam or you may opt to take two exams on one day. The exams cover both the material in the textbook and any extra material given to you in the powerpoint presentations. You may bring at least two 5 x 7 note cards with ONLY handwritten notes on both sides. You may use the notecards on the exam. I will grade the exams as soon as you finish and if I do not like the grade on the exam, you will be given a second chance on the same day.**
- **Two major projects will be turned in at the end of the course. There is a section titled “major projects” at the end of the Moodle page. You can choose two of the multiple projects. Print OR copy and paste all of the information provided for the project (syllabus, worksheets, rubrics). Complete the project, make sure you have followed the directions completely, and turn in your project either on the Moodle website (plus your copy of the project syllabus, worksheet, rubrics) or turn your project and the syllabus, worksheet, and rubrics in on the day you take your last Exam.**
- **If you have any questions about any of the course please e-mail me at [alcerrh@hpsid.org](mailto:alcerrh@hpsid.org) or use the forums site on the Government page at the beginning of the website.**
- **As part of the course, the student will be required to notify me weekly on their progress. Most of the time, the website will alert me when you complete your assignments.**

**GOOD LUCK!**