VirtualSC PD Online Courses: How to Get Started

VirtualSC PD Website

First, always start from our website, www.virtualscpd.com.
Click on the Dashboard login at the top right.
You will enter your login information.

Genius Dashboard

Once logged in, you will see the Genius dashboard system.
Facilitated courses will only be accessible in Moodle during their actual course dates,
Active course titles will be hyperlinked, and you'll click on that title to go into Moodle.

Moodle Dashboard

Use the drop-down menu to see all, future, and past courses you are enrolled into. Notice the percentage complete below the title. That is not related to your grade.

That percent reflects what you have viewed in the course to date. And speaking of dates, you'll notice a calendar block on the bottom of the page, this allows a quick view of upcoming assignment deadlines.

View items by clicking on the colored dates. Let's look at your course by clicking on the hyperlinked title.

Course Homepage

This is a typical course homepage.
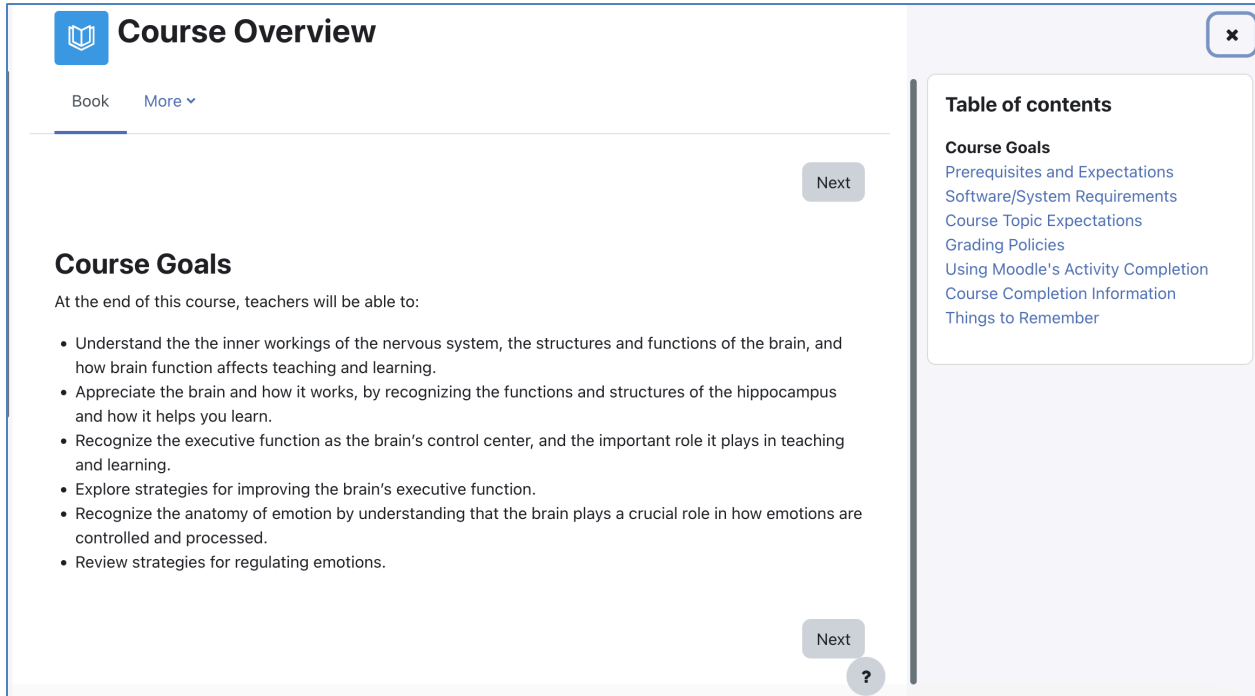
Notice the links at the top center, the Course link will bring you back to the main page of the course. The Grades link will show your grades.

There's a Course Overview book. Click on it to view the contents.

Course Overview Book

The Course Overview book is very important for participants to review at the beginning of each course because it covers prerequisites, the software, and systems that may be required.

Also included are the course topic expectations, grading policies, course completion information, and important things to remember. Be sure to read all pages of the book.

Facilitator Contact Information, Course Resources, Course Index, News and Help Forums

Below the Course Overview you will see a link to Facilitator Contact Information.

All courses have a Course Resources Folder, be sure to open it to review the contents.

Also note there is a News forum, this forum sends messages from your facilitator directly to your email inbox.

We have a Help Forum that is monitored by your facilitator, post questions there for help on course work.

Also note the Course Index that opens on the left side, this index shows all course content, and a green dot designates what has been viewed.

Typical Session Flow

The course session content flows very similarly across courses.

Look out for a suggested pacing guide on day one of each session to guide you through the content.

A typical course has the following flow:

- There's a course session book with activities comprised of readings and videos, a forum to share learning with fellow participants, and an assignment to further synthesize what you have learned in this session.
- Some courses also have quizzes.
- On Fridays, the next session will become available to allow you a head-start on the upcoming session resources, assignment(s), and forum.

Typical Session Book

Here is a closer view of a session book.

A green dot on the course index menu will appear next to the session book once all pages have been read.

Typical Assessment Items

This view shows a closer look at course assessed items.

In this sample view you see a Forum that needs to be viewed and needs 3 replies.

Below that there is an assignment that needs to be viewed and submitted

Another video in orientation walks you through the submit assignment steps.

Many courses have grade quizzes; you have multiple attempts to score your best.

We encourage all participants to follow the suggested pacing we provide each week; that assures you time on weekends to get a head start on the upcoming session.

Self-Paced Courses

A quick note for self-paced participants. Your content is not driven by date but rather by course content completion.

New content will become available to you as you complete the required activities.

Do note there is an expected level of engagement time, typically 15 hours for every 20 renewal credits.

Courses are designed to fill that time. A Moodle date and timestamp help to track that workflow progression.