



# LOUISIANA SCHOOL FOR MATH, SCIENCE, AND THE ARTS VIRTUAL SCHOOL USER GUIDE

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## MOODLE e-learning platform

### GENERAL INFORMATION

Students must be enrolled in an LSMSA Virtual online course in order to receive a username and password. Usernames and passwords will be emailed to the registration email provided. If the student cannot locate the login information email, the school administrator must contact our office and request the username and password. The school may call 800-256-2854 (8:00am -4:00pm M-F) or email to [virtualschool@lsmsa.edu](mailto:virtualschool@lsmsa.edu).

## COMPUTER REQUIREMENTS

Students must have a computer or tablet with a reliable internet connection in order to access the course material and complete work in the course. You cannot successfully complete work for a course using only a phone.

NOTE - 'POP-UP' windows need to be allowed in any browser you use and you need to allow tracking 'cookies' for the <http://live.lsmsa.edu> website.

**WEB BROWSERS** - It is suggested that students use the latest web browser:

- Chrome <https://www.google.com/chrome/browser/features.html>
- Firefox <https://www.mozilla.org/en-US/firefox/new/>
- Internet Explorer – Microsoft windows computers - <http://windows.microsoft.com/en-us/internet-explorer/download-ie>
- Safari – Apple Computers - <http://support.apple.com/downloads/#internet>

**FREE PLAYERS** – Students will need the latest version of these free player programs.

- Java - <https://java.com/en/download/index.jsp>
- Adobe Flash <http://get.adobe.com/flashplayer/otherversions/>
- Quicktime video player - <https://www.apple.com/quicktime/download/>
- Foxit PDF reader - [http://www.foxitsoftware.com/Secure\\_PDF\\_Reader/](http://www.foxitsoftware.com/Secure_PDF_Reader/) or you can download Adobe PDF reader - <http://get.adobe.com/reader/>

## LOGIN

Students will access the course at <http://live.lsmsa.edu/moodle/login/index.php>

Log in

Cookies must be enabled in your browser ?

**LOG IN**

Username

TYPE USERNAME

Password

TYPE PASSWORD

Log in CLICK LOGIN

Remember username

To log in, students must type their username and password exactly with no space prior to or within. The username and password is emailed to the student via the email provided when the student was enrolled.

Once a student has successfully logged into the LSMSA Virtual School portal, they will land on the 'home' page.

In order to enter the course, the student must click on the **'course' name** under COURSE OVERVIEW.

live.lsmsa.edu English - United States (en\_us) You are logged in as Test User (Log out)

**LSMSA**  
Virtual School  
*above, beyond, online.*

My home ▶ My courses

ADMINISTRATION  
▶ My profile settings

COURSE OVERVIEW

**AP Psychology\_Y2015\_01** ← CLICK ON THE COURSE LINK TO ENTER THE COURSE

Customize this page

MY PRIVATE FILES  
No files available  
Manage my private files...

## NAVIGATION

When a student enters the course, they will see a WEEKLY ANNOUNCEMENT from the instructor and a NAVIGATION BAR with all of the learning units.

Students will be instructed each week on which units and assignments/tests must be completed. A master schedule for the semester is also available so that students may anticipate what needs to be completed in the future.

The course page has several blocks on either side of the main center pane. All course content will show up in the main pane. Occasionally items will show up in 'POP-UP' windows or in a 'new' window.

live.lsmsa.edu My Courses Leslie Elliott Smith

My home ADMATH(PRECALC)\_Y2015\_01

**ADVANCED MATH PRECALCULUS\_Y2015\_01** TURN EDITING ON

Syllabus Schedule MathXL

Announcements ORIENTATION COURSE INFO CH 3 CH 4 CH 5 CH 6 CH 11 CH 13 1st Semester (Fall) Exam  
CH 7 CH 8 CH 9 CH 10 and 11 2nd Semester (Spring) Exam

**WEEKLY ANNOUNCEMENT**

Aug. 17 - 21  
HELLO STUDENTS, Welcome to the online class!  
Each Monday a message will appear in this area which will outline the course work to be completed that week.  
A course schedule which notes all work by week for the entire course is available by clicking the SCHEDULE button above.

READSPEAKER EMBEDDED HIGHLIGHTING  
Listen

JMAIL  
There are no new messages  
View inbox

MESSAGES  
No messages waiting  
Messages

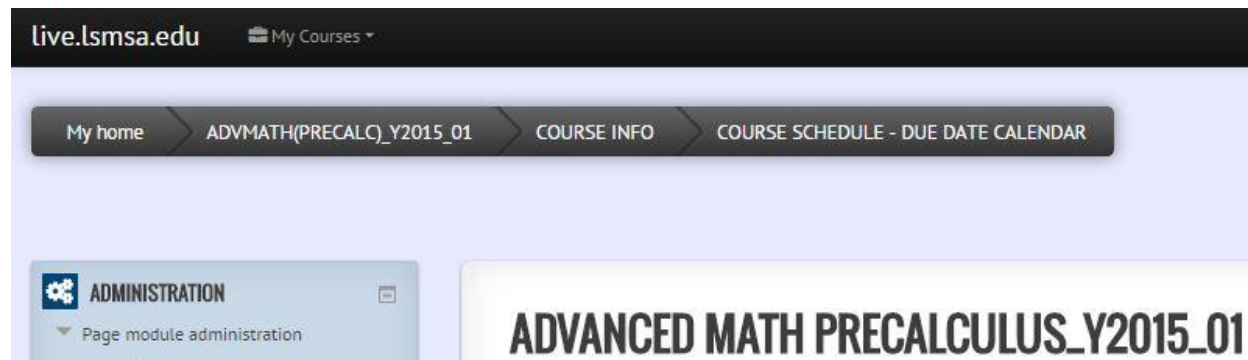
GRADE ME  
Collapse/Expand All  
ADMATH(PRECALC)\_Y2015\_01

INSTRUCTOR INFO  
Marnie Knippers  
mknippers@vs.lsmsa.edu  
5 to 7 PM Monday-Friday  
1-800-256-2854

UPCOMING EVENTS  
There are no upcoming events  
Go to calendar...

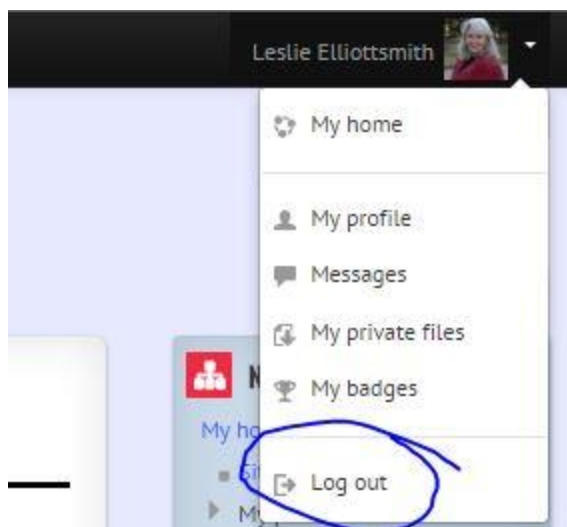
## BREAD CRUMB TRAIL NAVIGATION

Students may also use the 'bread crumb' trail which is at the top of the page just under the LSMSA logo. As a student opens areas of the course this trail expands. To navigate back, simply click on the previous item or the course name which will always go back to the course main page.



- You can go back to the “home” page by clicking MY HOME.
- You may also hit the ‘back’ button on a page to return to the last item that was open. This is usable throughout the course but is not accessible when completing a test.

## LOG OUT



When a student is done working in the course shell, **they need to click the ‘LOGOUT’ link in the upper right corner of the page** drop down next to their name. This is important and prevents anyone from access your account.

## QUESTIONS

If you ever have a question about how to locate or complete anything in the course, contact the instructor. The instructor information is to the right under the Instructor Info block. You may also call our main office at 800-256-2854 (8:00am -4:00pm M- F).