

Your French Class Platform

Bienvenue sur ApoLearn!

Please find below an easy guide to help you access our online community. With many of us currently practicing social distancing, there has never been a better time to stay connected.



Step 1

You will receive an email from the Alliance Française de la Sunshine Coast with your login details for your class on our LMS (Learning Management System) platform ApoLearn.

Your login details will be :

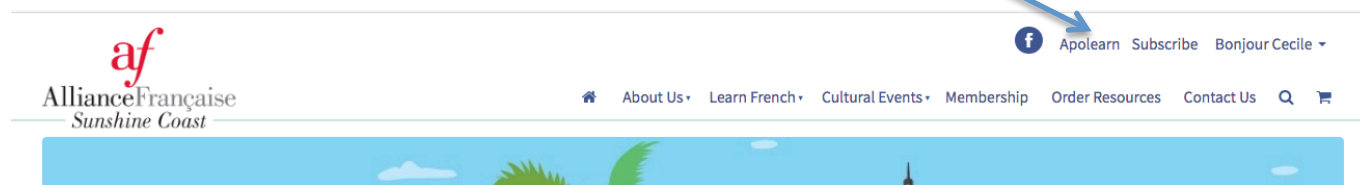
Your email address (as per your enrolment details)

An automatically-generated password

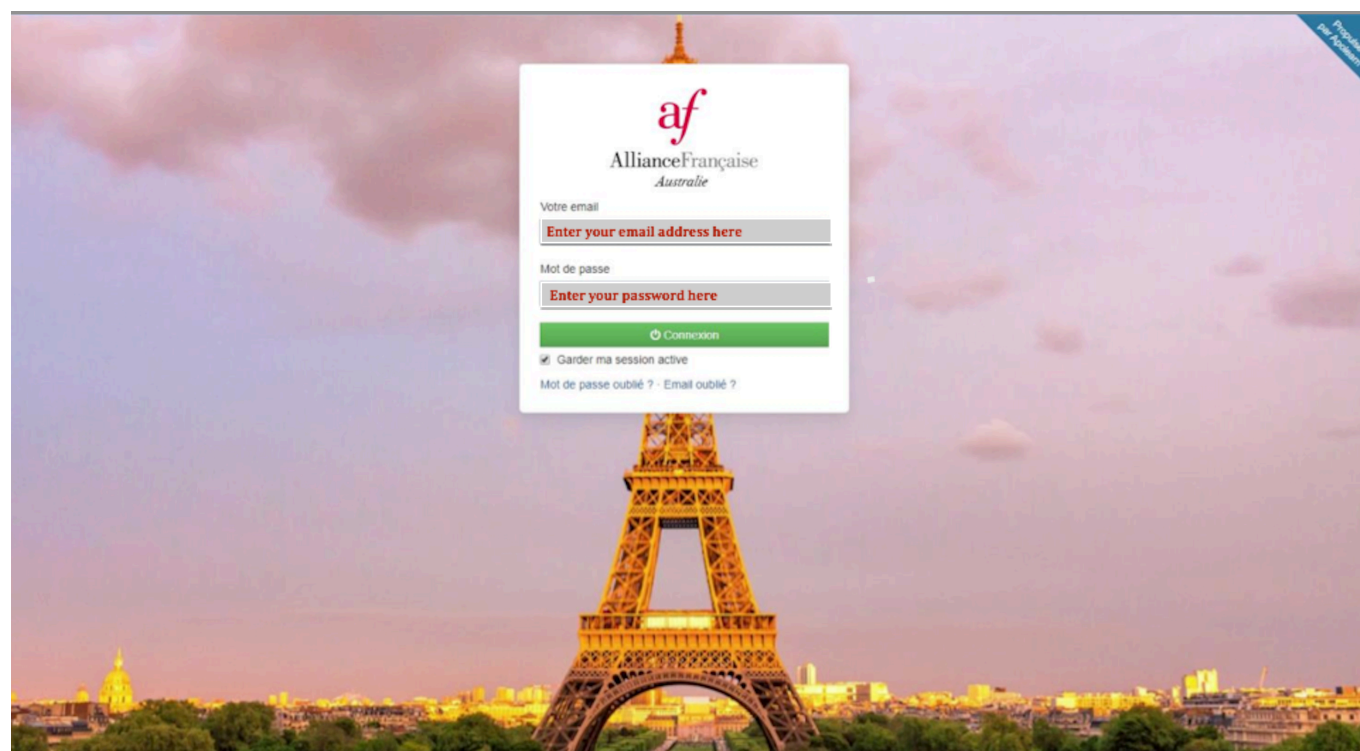
Click "accéder à la classe) to open the ApoLearn portal in your browser (<https://afaustrie.apolearn.com/p/sunshinecoast>), and login using the details provided. Click the green login button to log in and proceed to your dashboard.

You can change your password there.

You can also log onto your Learning Platform via our website www.afsunshinecoast.org.au. You will see at the top right corner of our website next to the Facebook Icon:



Once you are redirected to the Learning Platform, your screen will look like this:



Step 2

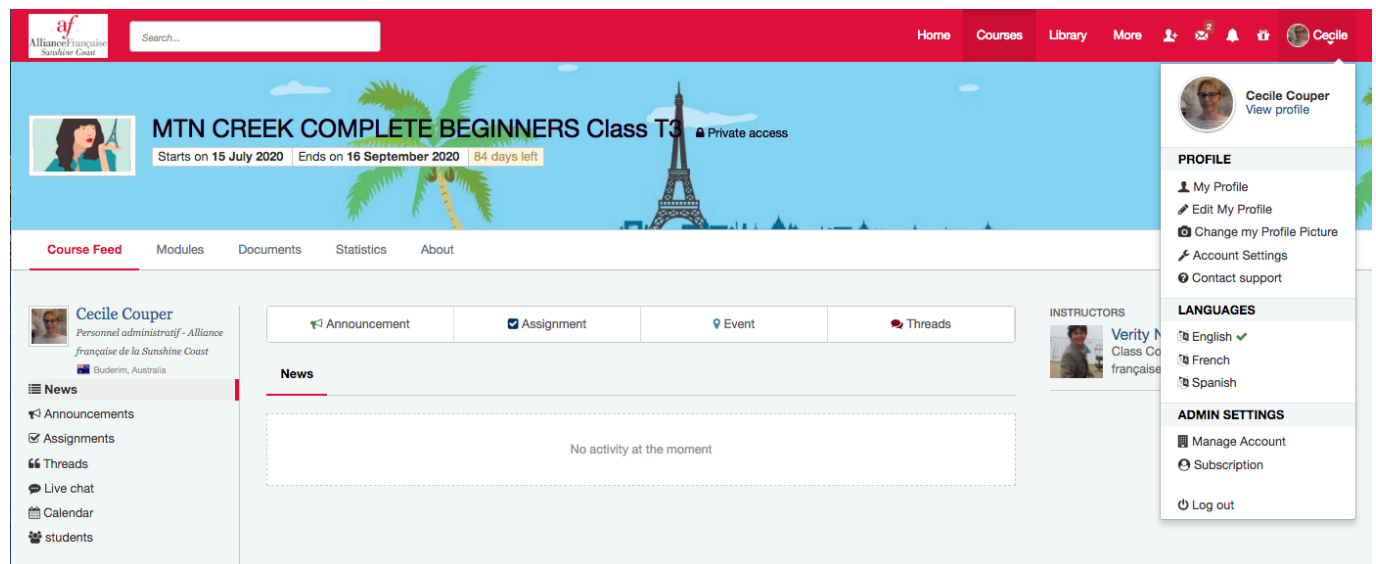
You're in! This will take you to your dashboard, displaying all of your courses.

There are several functions around the perimeter of your screen: scroll down to discover how to use these.

To enter your class, simply click on the class option. You will only see the class(es) you are enrolled in.



Go to the top right corner to change the settings to English if necessary.



Your Teacher's Profile will appear on the right end of your screen.

Step 3

As with a Facebook wall, all course activity will appear on this main feed page. On the left side menu, you will be able to quickly navigate to any section of your class portal (Announcements, Assignments, Threads, Live Chat, Calendar and Students). Click on any post to view in its entirety, including comments and likes.

Any documents shared by your teachers or classmates can be accessed through the “Documents” tab. You will also be able to share interesting or important documents with your class in this section too.

The screenshot shows the 'Documents' tab of a course portal. At the top, there is a header for 'MTN CREEK COMPLETE BEGINNERS Class T3' with 'Private access' and a 'See as a student' button. Below the header, there are navigation tabs: 'Course Feed', 'Documents' (selected), 'Statistics', and 'About'. A 'New' button is visible on the left. The main content area is empty, with a message 'Shared documents will appear here'. On the right, there is a 'Share your documents' box with the text: 'An easy way to create text documents, to edit them collectively, and to share them with other users.' At the bottom, there is a red bar with 'Powered by Apolearn' on the left and a 'Chat' button on the right.

CHAT/INSTANT MESSAGING

On the bottom bar, on the right-hand side will be your CHAT function. Clicking on this will open your chat.

You can choose to engage in an instant message chat with your entire class (by clicking the “Salles” tab) or with an individual student (by clicking the “Contacts” tab).

To manage the settings of your chat function, including your status and notifications, click the button. You can choose to turn notifications to mute and/or stop the pop-ups.

CHECK YOUR PROGRESS

The Statistics tab will allow you to see your progress through the coursework in numbers: how many modules you have completed, your average grade, the amount of time you have spent in this course portal, etc.

The screenshot shows the 'Statistics' tab of a course portal. At the top, there is a header for 'MTN CREEK COMPLETE BEGINNERS Class T3' with 'Private access' and a 'See as a student' button. Below the header, there are navigation tabs: 'Course Feed', 'Documents', 'Statistics' (selected), and 'About'. The main content area is titled 'My progress' and contains a yellow box with the text: 'Use the statistics to track your progress. You can have a quick overview of the modules you have seen and the time spent in each of them on the same page. You can find the results of the exercises done at the end of a module in My Result and compare them to the Average Course Grade. Finally, you can find your module feedback in Understanding. Help your professor by consistently giving him/her feedback!'. Below this, there are four statistics: '0% Average grade', 'N/A General understanding', '0 / 0 Validated modules', and '20m:47s Connection time'. At the bottom, there is a date range selector '19/06/2020 - 25/06/2020' and a 'Filter' button. A legend indicates 'Time spent in this course' (blue) and 'Time spent in the modules' (orange).

The “About” tab will show you general information about your class, including quick access to your instructor and students in your course.

MTN CREEK COMPLETE BEGINNERS Class T3 Private access
Starts on 15 July 2020 | Ends on 16 September 2020 | 84 days left

Course Feed Documents Statistics **About**

About this course

GOALS

This class is designed for **COMPLETE BEGINNERS** in FRENCH for travel and language discovery.

In this course, you will learn:

- Greetings, how to introduce oneself and French etiquette with essential differences between the French and English languages.
- Basic French vocabulary, grammar and conversation used in restaurants, shops, hotels, banks, post offices, railway stations, airports, etc.
- Some geographical, cultural and historical aspects of France and French life.

This class takes place on Wednesdays from 6.30pm to 8pm at the Mountain Creek Sate High School)

INSTRUCTORS

Verity Newett
Class Coordinator & Teacher - Alliance française de la Sunshine Coast

DASHBOARD FUNCTIONS

To return to the Dashboard at any time, click the AFSunshine Coast Logo in the top left-hand corner.

af Alliance Française Sunshine Coast Search... Home Courses Library More Cecile

HOME NEWSFEED CALENDAR MORE

The functions around the perimeter of your dashboard are explained here:

HOME/ACCUEIL: This is your dashboard, the screen you are directed to upon login.

NEWSFEED/ACTUALITES: This provides a summary of the newsfeed(s) of your class(es). You can see any posts, tasks, calendar events or discussions. This Guide will be uploaded in there.

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Course Feed Documents Statistics About

Cecile Couper
Personnel administratif - Alliance Française de la Sunshine Coast
Buderim, Australia

News Announcements Assignments Threads Live chat Calendar students

Announcements

Shared by Cecile Couper
Just now Announcement

Your Apolearn Guide is enclosed

Dear Student,
Welcome to your class.
You will see attached a guide to your online platform.

Your French Class Platform

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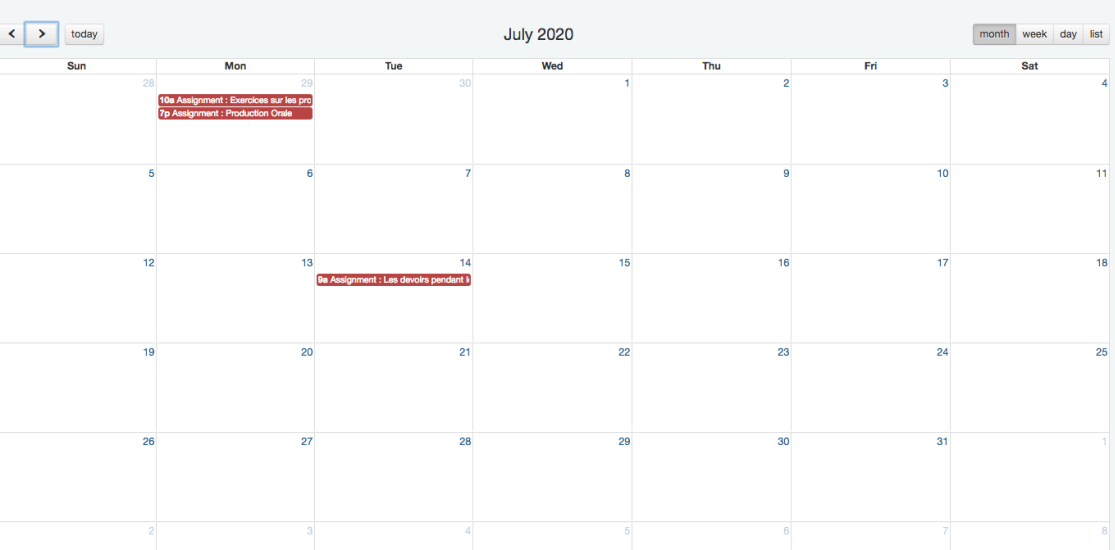
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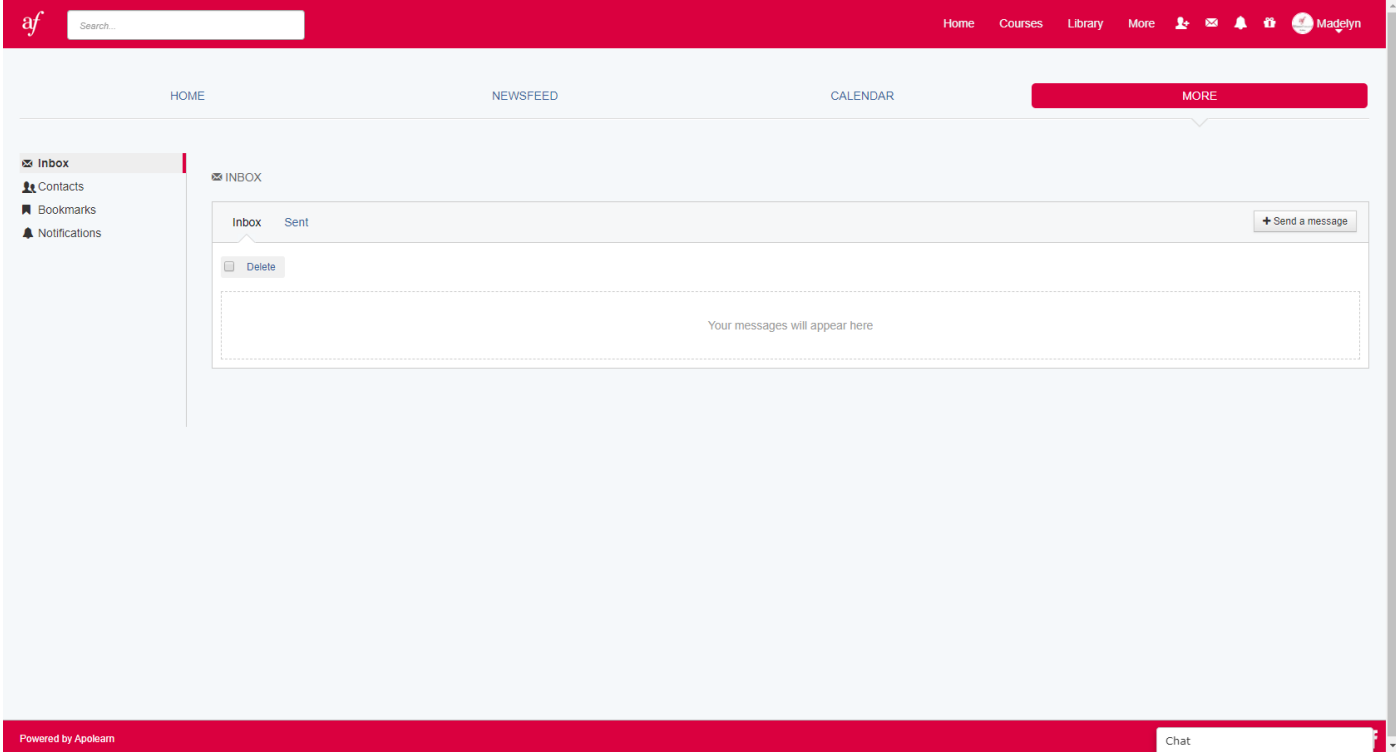
Click "accéder à la classe" to open the Apolearn portal in your browser (<https://afaustralie.apolearn.com/fr/announcement>) and login using the details provided.

Chat

AGENDA: Your calendar of any timetabled events such as assignments or AFSC Events will appear in this section. You can view by day, month or week.



PRIVATE MESSAGING: This tab is your private messaging inbox. Should you want to message your teacher or a student in your class, without having that message appear publicly in your class portal, you can do this here.



For any further questions or enquires, please contact us:

admin@afsunshinecoast.org.au