



Welcome to Agora Cyber Charter School

New Student Orientation Newsletter

2013-2014 School Year

Academic Calendar

Dec 23– Jan 1	Winter Break School Closed
Jan 20	MLK Jr. Holiday. School Closed
Jan 24	Teacher-in- service. School Closed
Feb 17	President's Day School Closed

View the 2013-14 Agora Cyber Charter School calendar at <http://www.agoraeagles.org/academic-calendar.html>

New Student Orientation Program

Welcome families to Agora Cyber Charter School! We are excited to welcome you into our school community. Agora believes every child has the potential to succeed. Our dedicated and qualified teachers, Strong Start coaches, family coaches, counselors and administrators work collaboratively and consistently to provide the proper instruction, support and guidance our students need to **SOAR!**

Agora created a comprehensive Orientation Program to ease students and learning coaches into the online learning environment and prepare them for the start of school. You will receive instructions to attend orientation through the learning coach email and k-mail prior to the first day of school. Please check your email and k-mail regularly.

All new students are required to attend orientation. Orientation will occur during the first week of school and consist of online classes facilitated by the strong start orientation team. During orientation students and learning coaches are introduced to the Online School, Agora policies and procedures and grade specific requirements. By the end of orientation students will have the knowledge and skills necessary to successfully start content courses. For more information about orientation visit our website at www.agoraeagles.org and select *Orientation-Strong Start* and your grade specific program.

Sincerely,
K-12 Strong Start Orientation Team

New Student Checklist

1. Set up your internet.
2. Track the shipment status of your school equipment.
3. Set up the school computer and printer.
4. Check the learning coach email regularly.
5. Set up the learning coach and student Online School (OLS) accounts.
6. Log into the Online School.
7. Select the correct time zone settings.
8. Check k-mail regularly.
9. Check your computer system settings.
10. Verify the learning coach email address, phone and home address is accurate.
11. Explore the Agora Eagles website.
12. Set up a workspace for school.

New Student Checklist

Below are 12 steps all new families should complete to ensure the student is able to attend and participate in the first week of school and the Strong Start Orientation Program.



1. Set up your Internet. The learning coach must provide the student with a reliable and consistent internet connection prior to the first day of school.

Agora Cyber Charter School does provide reimbursement for Internet service. Click [here](#) for information about the Internet Reimbursement Program. We recommend families purchase a high-speed connection (cable, DSL, FIOS, etc...) to maximize your experience of the curriculum and online classes.

*Please note students in grades Kindergarten – 6th receive a desktop computer. **Desktop computers do not come with wireless capability.** If you desire to connect the desktop to a wireless internet connection you will need to purchase a wireless adapter. Click [here](#) for more information regarding wireless options for a desktop.*



2. Track the shipment status of school equipment. The learning coach can track the status of all shipments. Click [here](#) for instructions. *Please note the school computer cannot be delivered without a signature. It is important an adult is home to sign for the equipment delivery.*



3. Set up the school computer and printer. Set up the school computer and printer prior to the first day of school. A set up guide or welcome packet should arrive with the equipment. Click [here](#) for instructions on how to setup the school computer. Click [here](#) for instructions on how to setup the school printer.

Families can also contact K12 Customer Support for technical assistance at 1-866-K12-CARE or 1-866- 512-2273. Technicians are available 24 hours to assist families.

Please note if you do not receive the school computer before the first day of school, the student can attend orientation through use of another computer with a reliable Internet connection. Also, be sure to contact your family coach and/or strong start orientation coach regarding this matter and discuss other options.

New Student Checklist



4. Check the learning coach e-mail regularly. It is important the email address supplied to K12 during the enrollment process is checked regularly. School information such as the student enrollment approval notification, school start date and the learning coach registration id will be sent to the learning coach email address from Registration@k12.com. In addition, grade specific Strong Start Orientation Program information is sent to the learning coach email address.

Account Registration

Use your K¹² Registration ID to set up your K¹² account.

[Set Up Your Account](#)

5. Set up learning coach and student accounts. An Online School (OLS) account must be created for the student and learning coach.

Click [here](#) for instructions to set up the learning coach account.

Click [here](#) for instructions to set up the student account.

Login

Log in now using your K¹² online account (If you are a new user who enrolled online, please use your existing account).

User Name:

[Forgot user name?](#)

Password:

[Forgot password?](#)

[Log In](#)

6. Log into the Online School (OLS). Visit www.agoraeagles.org or www.k12.com and select **OLS** login.

Enter the user name and password and select **Login**. Once logged in feel free to explore the OLS. Do not begin content lessons until instructed to do so.

Please note the OLS landing page for grades 9th – 12th differs from the OLS landing page for grades Kindergarten-8th and the learning coach.

7. Select the correct time zone settings. The Time Zone feature in the Online School is designed to minimize Class Connect scheduling errors. This feature allows each student, teacher and Learning Coach to individually set their time zones. Upon first login, the Learning Coach will see a pop-up asking to select their time zone.

Click [here](#) for instructions to set the time zone.

Please note, the correct time zone is (UTC-05:00) Eastern Time (US & Canada).



8. Check the learning coach and student k-mail accounts regularly. K-mail is your school's internal messaging system. Check k-mail regularly for Strong Start Orientation Program welcome information, family coach welcome information and other school information and updates.

To access, log into the Online School (OLS) account and click on the envelope icon pictured to the left.

Click [here](#) to view a k-mail video tutorial.



9. Check your computer system settings to be able to access Blackboard Collaborate. All live online classes occur in a web based conferencing system called Blackboard Collaborate. You will access Blackboard Collaborate through your Class Connect or by a link provided by your *teacher*.

Click [here](#) to test the computer settings to ensure the student can access the Blackboard Collaborate online program and attend orientation online classes. Be sure to follow steps 1 – 4.

10. Check the learning coach email address, phone number and home address for accuracy. The learning coach can review and update their phone and email address by logging into their Online School (OLS) account and select **My Account** at the top right-hand corner of the OLS home page.

Click [here](#) for instructions to update the address on file with the school.



11. Explore the Agora Eagles website at www.agoraeagles.org. We recommend you begin with the Resources tab to explore the Strong Start website, the Community tab to explore the Learning Coach Corner and the Orientation tab to learn about your child's grade specific orientation program. the address on file with the school.



12. Set up a workspace for school. As your materials arrive, unpack them and create a school workspace. Click [here](#) for ideas on how to organize materials and create a workspace that is distraction free and setup for academic success.