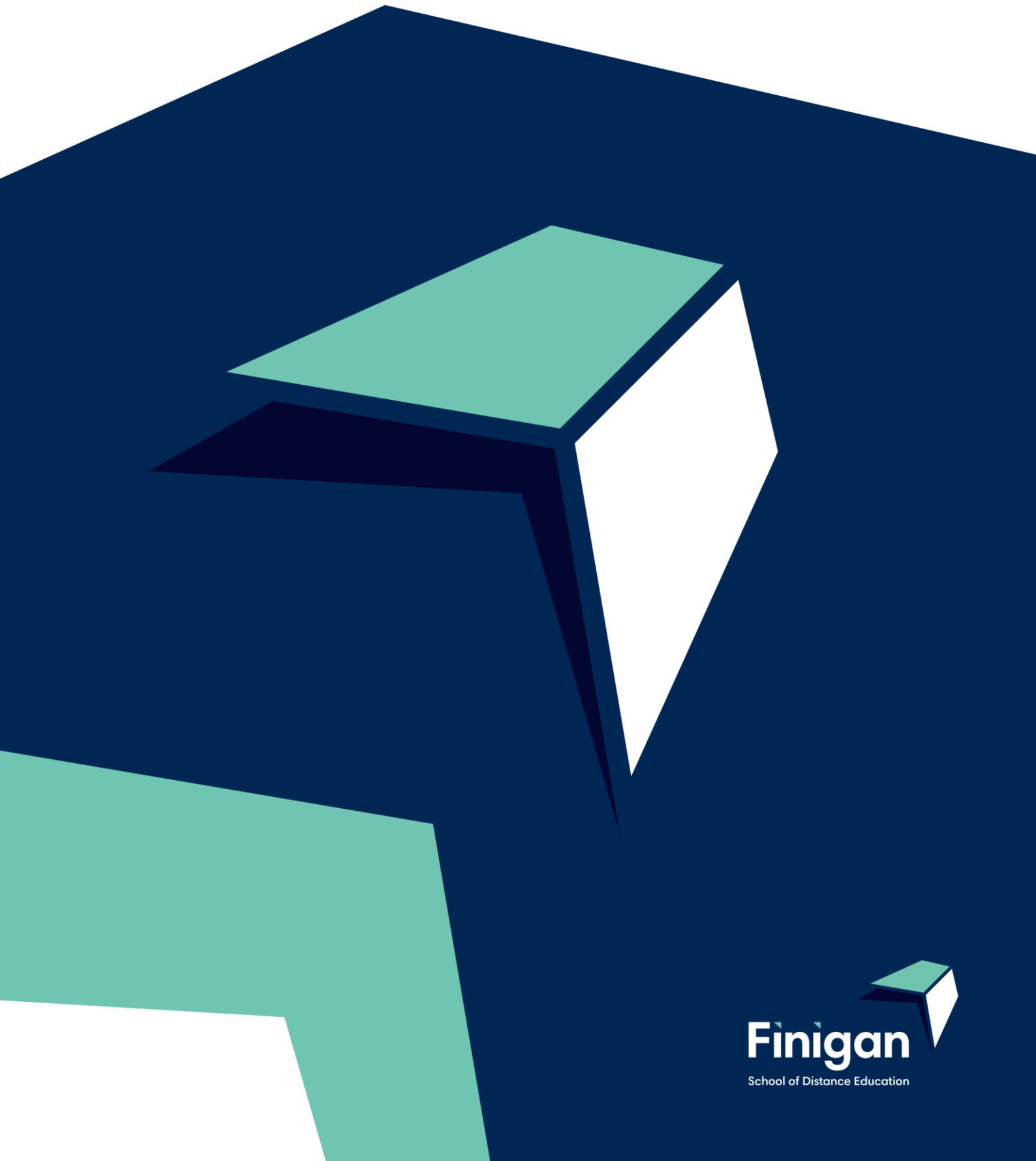


# Your Guide to eLearning



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# eLearning

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## What is eLearning

eLearning is a course management system used at Finigan School of Distance Education to create online courses. eLearning allows students to access courses via the Internet – anywhere, anytime.

Our eLearning site makes available a safe, accessible and an engaging online space for students.

Students are able to:

- complete interactive online lessons
- download resources
- complete quizzes
- participate in forums
- access podcasts
- view videos
- upload completed work, videos and images
- message/email their teachers

A very useful feature of eLearning is that of completing and submitting work online and receiving feedback from teachers, all within the eLearning site.



# How to Access eLearning Site

Option 1: Use the link below

Site URL: <https://www.finigansde-elearning.net/>

Option 2: Search in your browser for Finigan School of Distance Education site.

<https://finigan-d.schools.nsw.gov.au/>

You can also access the site by going to our school website and click on the eLearning link.

Note: Google chrome is the recommended browser for our eLearning site



## Finigan School of Distance Education

T: 02 6210 5200

E: [finigansde@det.nsw.edu.au](mailto:finigansde@det.nsw.edu.au)

|                  |                         |                        |                              |           |              |            |   |
|------------------|-------------------------|------------------------|------------------------------|-----------|--------------|------------|---|
| About our school | Supporting our students | Learning at our school | Distance education enrolment | eLearning | Useful Links | Contact us | Q |
|------------------|-------------------------|------------------------|------------------------------|-----------|--------------|------------|---|

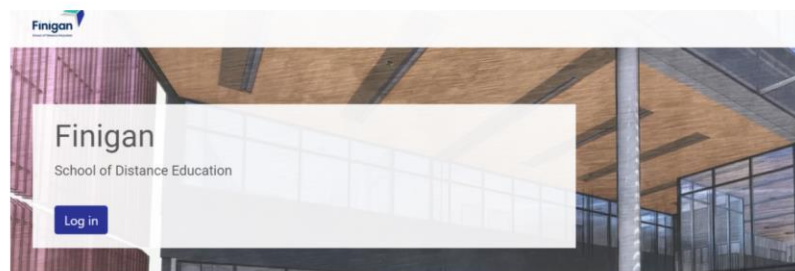
Home / elearning

### elearning

|                                |
|--------------------------------|
| ← Home                         |
| About our school +             |
| Supporting our students +      |
| Learning at our school +       |
| Distance education enrolment + |
| Gallery +                      |
| Events +                       |
| News +                         |
| Newsletter                     |
| <b>elearning</b>               |
| Useful links +                 |
| Contact us                     |
| global-alert                   |

We use technology to give our students lessons online.

### eLearning



### Years 3-12 Students

Finigan School of Distance Education uses a learning management system to host all of its online learning materials and courses.

To access eLearning, students use their Department of Education assigned username and password.

To access eLearning click on the link below

[eLearning site](#)

If you have problems accessing eLearning, or need your password reset, please contact Technology Support for assistance on 02 6210 5200 or contact your teacher.

Use the link below to review the eLearning booklet to help you get started.

[eLearning booklet](#)



## Logging onto the site

A page like the one below will open. You will need to “log in” Do this by clicking on either of the blue log in buttons as shown below.

The log in page like the one below will open.



e-Learning Site



A public school committed to working together  
through excellence and innovation.

You will need to enter your username and password. Then click “log in”.

Log in

Username

Password

Log in

CLOSE



Username

Password

Log in

Your username will be your firstname.lastname according to your Department of Education email address.

If logging in for the first time, your password will be: distance1  
Otherwise, your password is what you set it to.

You will then be taken to a page that looks similar to the one below. This page will have all the courses you are enrolled in at Finigan. To get started, click on the course “Getting Started at Finigan SDE”.

**It is recommended the supervisors sit with their student prior to the school year starting to go through the information in this course. The information provided will help students navigate the distance education learning environment.**

**Student1 Student**  
Profile - Dashboard - Grades - Preferences - Log out

- 9 PDHPE Progress: 1 / 406 1%
- 10 English Progress: 0 / 222 0%
- 10 Geography Progress: 2 / 245 1%
- 10 History Progress: 0 / 162 0%
- 10 Mathematics 5.1 Pathway Progress: 0 / 361 0%
- Getting Started at Finigan SDE Progress: 0 / 25 0%**

To enter your subjects, click on the relevant links. You will then enter the page for that course, in this example Year 7 History. Have a look at the key parts of the page below.



# 7History

## CONTENTS



- Introduction
- Assessment Tasks  
Progress: 0 / 7
- Live Lesson Recordings  
Progress: 0 / 3
- Overview: The Ancient World  
Progress: 0 / 5
- Investigating the Ancient Past  
Progress: 0 / 10
- The Mediterranean World:  
Ancient Egypt  
Progress: 0 / 16

## Introduction

**LIVE LESSONS**

**ASSESSMENT**

**RECORDINGS**

**STUDENT PLANNER**

**SUPPORT DOCUMENTS**

Click on any of these tiles below to access the information they describe.

Click on these headings to access your course work. Use your student planner to know what work to complete in what order. If you are having trouble, contact your teacher.

Use your student planner to know which topic you need to click on for each week. You will then click on the Topic and find lessons to complete each week within the big topic headings. Use your student planner to keep track of where you are up to.

## CONTENTS



- Introduction
- Assessment Tasks  
Progress: 0 / 7
- Live Lesson Recordings  
Progress: 0 / 3
- Overview: The Ancient World  
Progress: 0 / 5
- Investigating the Ancient Past  
Progress: 0 / 10
- The Mediterranean World: Ancient Egypt  
Progress: 0 / 16

1. Click here

## Overview: The Ancient World

According to the 'out of Africa' theory, about 60 000 years ago modern humans began to migrate across the world.

2. This page will appear


### Part 1 - Out of Africa and Early Settlements

3. Click on the heading of the lesson to access the work

LESSON

Part 1 - Out of Africa and Early Settlements.

This week we look at the "Out of Africa" theory and examples of early settlements.



Source: <https://www.npr.org/2012/09/17/161278993/what-drove-early-man-across-globe-climate->



Once you are in the week's lesson, use the back/next buttons to navigate through the lesson. As you go through the lesson, read through the written material, watch the videos, complete the activities/quizzes and complete any Send In Exercises included in the lesson (watch the video on "Accessing My Work" on the "Getting Started at Finigan SDE" page).

## Out of Africa

Approximately 60 000 years ago humans began to migrate from the African continent to other parts of the world.

This was during a time when sea levels were lower than today and land bridges linked most of the continents which created routes for the widespread movement of people.

Initially the spread of humans was through Asia and Australia, before spreading into Europe and later other parts of Asia and the Americas.

Watch the following video for an overview of migration paths:

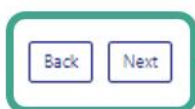


This occurred before humans had a means of writing anything down. However, we have a variety of archaeologists, anthropologists and paleontologists who can piece together the story of our ancestors using the physical evidence that was left behind.

The out of Africa theory suggests humans migrated out of Africa around 60 000 years ago.

True  False

True  False



Use these buttons to navigate through the lesson

Written work to read

Video to watch

Activity/quizzes to complete





# How to submit Work

It is important that for every course, you submit work EVERY WEEK when it is due.

If there are problems submitting work online, please contact your teacher immediately for further advice.

Access the 'Getting Started at Finigan SDE' page on the eLearning site to watch a video on how to navigate through your online courses and submit course work.

# Live Lessons

As well as the work in your eLearning courses, you will have received a timetable for your weekly live lessons in your initial pack. You are expected to attend a 40-minute live lesson for each of your subjects each week.

To run the live lessons Finigan SDE uses the platform Adobe Connect. To access Adobe Connect, you will need an internet connection.

CONTENTS



Welcome, Let's Get Started!

Progress: 0 / 3

Live Lesson Links & Recordings

Progress: 0 / 3

Assessment Tasks

Progress: 0 / 6

Indices

Progress: 0 / 23

Trigonometry

Progress: 0 / 42

Linear relationships, Term 2 2021

Progress: 0 / 18

Non-linear relationships, Term 2 2021

Progress: 0 / 12

Financial Mathematics 1, Term 2 2021

Progress: 0 / 18

Revision 2

Progress: 0 / 4

## Live Lesson Links & Recordings



Each week you will attend a live lesson.  
Year 10 Mathematics live lessons are **Thursday at 12:00**.

### Live Lessons

Headlam  
Huynh  
Aamir

<https://connect.schools.nsw.edu.au/mathematics-10-5-1i/>

<https://connect.schools.nsw.edu.au/mathematics-10-5-1ii/>

<https://connect.schools.nsw.edu.au/mathematics-10-5-1iii/>

If you cannot find or don't know what the URL for a subject's live lesson is, contact your course teacher.

Attendance at every live lesson for all fulltime students is very important and will benefit your learning. During your live lessons, you will engage with your teacher and classmates in real time. This means asking questions, answering questions, and completing work with your teacher who will respond immediately to questions and queries. It is also a great opportunity to connect and work with your peers.



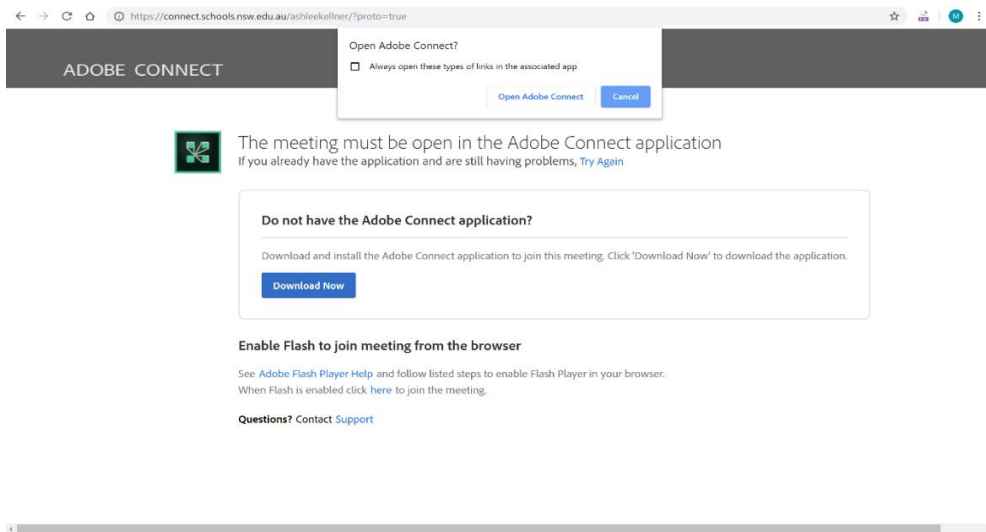
# Accessing Live Lessons

## Step 1

- Know what your DoE email address and password is. Example: [jane.smith4@education.nsw.gov.au](mailto:jane.smith4@education.nsw.gov.au)
- If you do not know your DoE email or password, contact IT Support on 02 6210 5200

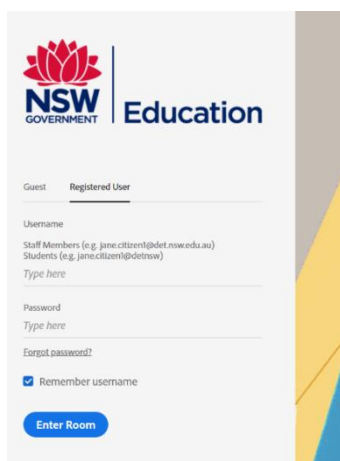
## Step 2

- Locate the URL for the live lesson you want to attend
- A link to each subject's live lesson classroom can be located on the homepage of the course



## Step 4

- You will be asked to log in
- Log in as a 'Registered User' using your DoE email address and password or teacher identifiable preferred name as this name will be used to mark the attendance roll).
- If you select a name that is silly or inappropriate, your teacher will ask you to log out and repeat the process.



## Step 5

- You will now be logged into your live lesson classroom
- If you have any problems logging in to your live lesson, please contact your teacher or IT Support.



# Guide to the Student DEMs Portal

## Welcome to the Student Portal

The Student Portal is the gateway for students studying via distance education. The Student Portal allows for the sharing of various information, including student curriculum reports, student assessment tasks and grades.

Please follow the steps below to access the Student Portal.

## Student Portal Access

The Student Portal is accessible in all web browsers so choose the web browser you are most comfortable with.

1. Please go to the Millennium Distance Education Management System (DEMS) Student Portal website using the following web address:

<https://de.millenniumschoools.net.au/portal/>

MILLENNIUM

Millennium Student & Parent Portal

Username :

Password :

School :

Login

Forgot your login details? [Click here](#) to have them sent to your school email.

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[ 0.000000 seconds ]

2. Log in with the **Username** and **Password** provided to you via email.
3. Your school is **FSDE**.
4. Click on the **Login** button to access the Portal.
5. If you do not have this information contact the school on 6210 5200.



## Updating your Account Details

1. Click on the **My Account** heading and scroll down to the Password field to change your temporary password.
2. Please check that your other details are correct.
3. Check that you are in the correct year in the top right hand corner. Use the drop down menu to select the correct year if it is incorrect.
4. Click on the grey **Modify User** button when complete.

The screenshot shows the 'MODIFY MY ACCOUNT' page. The left sidebar has 'My Settings', 'My Account', and 'Log Out' highlighted. The main content area shows the following details:

- Username : firstname.surname
- FirstName : John LastName : Abcde
- Email Address : firstname.surname@education.nsw.gov.au
- Password : [masked]

A 'Modify User' button is located below the password field. In the top right corner, the year is set to 2019.

## Accessing Student Curriculum Reports

1. Click on the **Home** heading on the top left hand side menu. A list of all of the subjects being studied in the chosen calendar year will appear. Alternatively, you can click on the **Classes** heading on the left hand side menu.

The screenshot shows the 'CLASSES' page for George Clooney in Year 12 - 2018. The left sidebar has 'Home' and 'Classes' highlighted. The main content area shows a table with the following data:

| Faculty  | Course               | Class      | Teacher           | Lessons | Returns           |  |
|----------|----------------------|------------|-------------------|---------|-------------------|--|
| Outreach | Stage 6 Knitting 101 | 12K101.VK1 | Vickie [redacted] | 0 / 29  | Curriculum Report |  |

2. Click on the Curriculum **Report** link on the right hand side of the page to access a curriculum report for each subject studied

The screenshot shows the 'Curriculum Report' page for Karabar Distance Education Centre : George Clooney. The left sidebar has 'Home' and 'Classes' highlighted. The main content area shows a table with the following data:

| Faculty  | Course               | Class      | Teacher        | Lessons | Returns           |  |
|----------|----------------------|------------|----------------|---------|-------------------|--|
| Outreach | Stage 6 Knitting 101 | 12K101.VK1 | Vickie Krikowa | 0 / 29  | Curriculum Report |  |



3. The Curriculum Report provides the following details for each subject individually:

- Course name
- Title Page number and Resource (i.e. the sequence and name of the unit/work in the student's course schedule)
- Student Feedback
- Date sent/returned/completed

| Curriculum Report for [REDACTED] George (Year 12) |       |                               |   | Date Sent  | Date Returned | Date Completed |
|---|-------|-------------------------------|---|------------|---------------|----------------|
| Course  | TP No | Resource                      | Student Feedback  |            |               |                |
| Stage 6 Knitting 101 Year 12                      | [1]   | Introduction to Knitting      | 03 MAR 17 - Student Feedback - Michael [REDACTED]<br>- Demonstrated a thorough understanding of the introductory concepts of knitting   | 1 MAR 2017 | 2 MAR 2017    | 3 MAR 2017     |
| Stage 6 Knitting 101 Year 12                      | [2]   | Introduction to Knitting      | 10 MAR 17 - Student Feedback - Michael [REDACTED]<br>- Demonstrated a thorough understanding of the introductory concepts of knitting via phone lesson  | 1 MAR 2017 | 8 MAR 2017    | 10 MAR 2017    |
| Stage 6 Knitting 101 Year 12                      | [3]   | Knitting 101                  |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [4]   | Knitting 101                  |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [5]   | How to Knit                   | 31 MAR 17 - Student Feedback - Michael [REDACTED]<br>- Needed assistance with grasping the concept of knitting in a practical sense   | 1 MAR 2017 | 29 MAR 2017   | 31 MAR 2017    |
| Stage 6 Knitting 101 Year 12                      | [6]   | Choosing wool                 |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [7]   | Basic Stitch                  |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [8]   | Pearl Stitch                  |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [9]   | Casting                       |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [10]  | Begin to Knit                 | 09 JUN 17 - Student Feedback - Michael [REDACTED]<br>- Needed assistance with the practical application of knitting concepts  | 1 JUN 2017 | 7 JUN 2017    | 9 JUN 2017     |
| Stage 6 Knitting 101 Year 12                      | [11]  | Listening + Reading + Writing |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [12]  | Practice 1                    | 23 JUN 17 - Student Feedback - Michael [REDACTED]<br>- Practicing the pearl stitch, basic stitch and casting technique enabled George to demonstrate a deeper understanding of the practical applications of knitting | 1 JUN 2017 | 21 JUN 2017   | 23 JUN 2017    |
| Stage 6 Knitting 101 Year 12                      | [13]  | Practice 2                    |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [14]  | Practice 3                    |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [15]  | Major work 1                  |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [16]  | Major work 2                  |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [17]  | Major work 3                  |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [18]  | Major work 4                  |   | 1 JUN 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [101] | Assessment Task 1             |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [102] | Assessment Task 2             |   | 1 MAR 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [103] | Practical Examination         |   | 1 JUL 2017 |               |                |
| Stage 6 Knitting 101 Year 12                      | [104] | Final Examination             |   | 1 SEP 2017 |               |                |

The Curriculum Report will allow you to track your progress in the course and provides a record of your application and work submission frequency in the course.



The Student Feedback comments in the Curriculum Report may only reflect a summary of the overall feedback provided to the student by his/her teacher via eLearning. The amount of detail will vary according to the course.



## Accessing Assessment Tasks and Grades in the Markbook

1. Click on the **Markbook** heading on the left hand side menu. A list of all of the assessment tasks that have been made available in the Markbook for the chosen semester, in each subject being studied, in the chosen calendar year, will appear.

MILLENNIUM

Home  
My Settings  
My Account  
Log Out

Classes  
Lessons  
Timetable  
Diary

**Markbook**  
Reports

Register  
Attendance

General Articles  
Student Notices

School Website

Finigan School of Distance Education : George [redacted]

**ACTIVITIES : George [redacted] - Year 12 - 2018**

[ Semester 1 ] Semester 2

There are no ReportLink Approved Activities to view at this time.

R Included in Reports  
E Semester Exam

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[ 0.277344 seconds ]

2. To change between Semester 1 and Semester 2, simply click on the link at the top of the page for your desired semester.

MILLENNIUM

Home  
My Settings  
My Account  
Log Out

Classes  
Lessons  
Timetable  
Diary

Markbook  
Reports

Register  
Attendance

General Articles  
Student Notices

School Website

Finigan School of Distance Education George [redacted]

**ACTIVITIES : George [redacted] - Year 12 - 2018**

[ Semester 1 ] **Semester 2**

There are no ReportLink Approved Activities to view at this time.

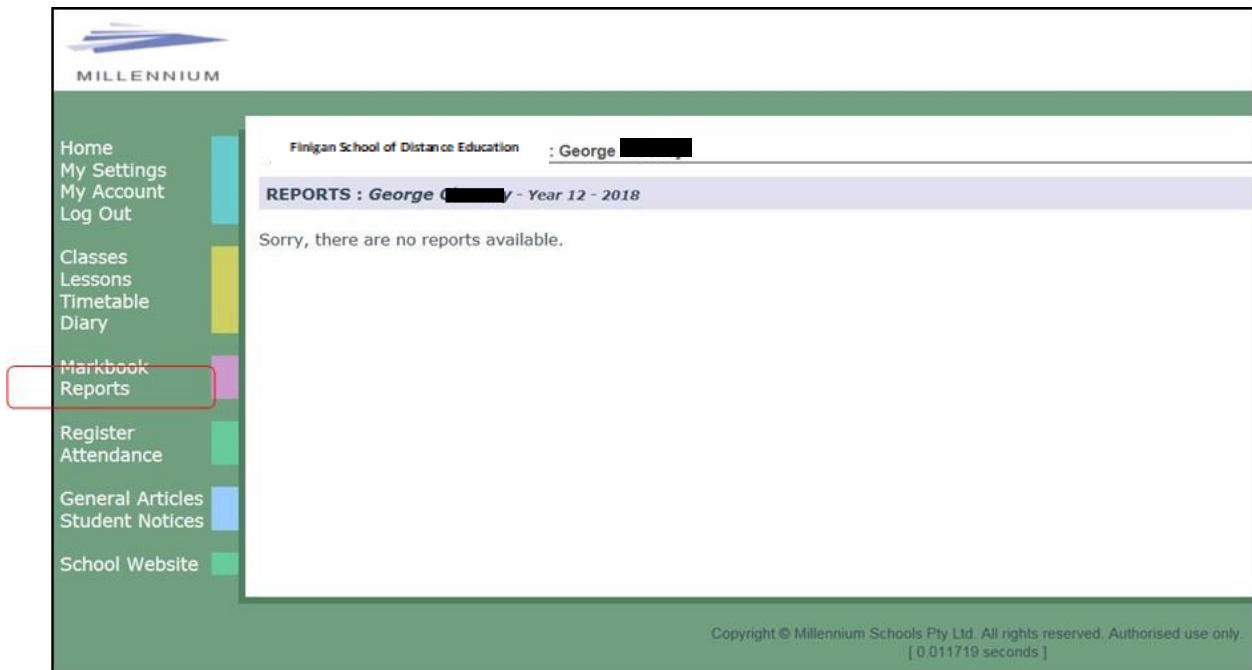
R Included in Reports  
E Semester Exam

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[ 0.277344 seconds ]



## Accessing Student Reports

1. Click on the **Reports** heading on the left-hand side menu. A list of all of the reports that have been made available for the chosen Semester, in each subject being studied, in the chosen calendar year, will appear.



## Logging Out

Please **log out** of the Student Portal once you have finished monitoring and checking your available data.

### IMPORTANT NOTICE:

The Millennium DEMS Student Portal is a password protected online resource for students and supervisors. It is, therefore, of extreme importance that the password is **NOT** shared or disclosed to any third-party persons or groups. The password is to be used to access the Student Portal by distance education students. Distance education schools reserve the right to deactivate/suspend access to the Student Portal following any disclosure of passwords and/or access to third party persons or groups.

Students can contact the school to receive a username and password to the Millennium DEMS Portal.



# Guide to DoE Student Portal for Email Access

## NSW Department of Education (DoE)

The primary method for the school to contact students will be via your education account. It will also be the primary identification for other areas within distance education.

Login with your username and password. If you do not have a username and password please contact the school on [finigansde@det.nsw.edu.au](mailto:finigansde@det.nsw.edu.au) or 02 6210 5200.

### To access email, go to

<https://portal.det.nsw.edu.au/>

User ID: firstname.lastname (your name may have a number eg jane.smith4)

Password: If you don't know your password please contact the school

Your email address may look like this. For example [jane.smith4@education.nsw.gov.au](mailto:jane.smith4@education.nsw.gov.au)

### Login with your DoE account

User ID

Example: jane.citizen1

Password

Log in

[Forgot your password?](#)

This site will provide access to your email account.

Email

NSW Department of Education

Senior

Home

Email

Oliver Library

Help

Notifications

Change password

Secret Questions

Change Colours

Sign Out

Search

Google

Calendar

Games

Counselling and Support

My bookmarks

BlogEd

Learning





# Tips for Your Distance Education Success

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## How to Set Up Your Learning Space

To maximise your learning, it is recommended that you set yourself up a 'learning space'.

Your 'learning space' should be a place where you are able to comfortably and productively complete your schoolwork. Below are some hints on how to set up the best 'learning space'.

- This space should only be for your school work
- Minimise distractions – an area with no TV or game console
- You should pick a space that is quiet, bright and airy. It is extra hard to concentrate in a dark stuffy room
- You should have a nice clean area to work in with a desk or table
- Make sure you take regular breaks in between long periods of study
- Keep water handy; drinking water can improve concentration
- Ring or email your teacher if you are struggling with something

## Contacting Your Teachers

You need to contact your teachers regularly. Contacting your teacher and talking through the big ideas of that week's work will help you succeed in your studies.

Teachers will contact you through marked work, email, eLearning or phone at least every fortnight. However you can contact your teacher whenever you like or have a question – they love hearing from you!

Here are the ways you can contact your teachers;



Telephone: **(02) 6210 5200**

or



Email: [finigansde@det.nsw.edu.au](mailto:finigansde@det.nsw.edu.au)

Use your teacher's name as the subject of the email.

Check out the 'Getting Started at Finigan SDE' page on the eLearning site to find more helpful organisations tips.



77 Agnes Avenue Queanbeyan NSW 2620  
(02) 6210 5200 | [finigansde@det.nsw.edu.au](mailto:finigansde@det.nsw.edu.au)  
[finigan-d.schools.nsw.gov.au](http://finigan-d.schools.nsw.gov.au)