



Lake Road PTA School

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INFORMARTION & TECHNOLOGY SERVICES

The School Learning Management System (LMS) News

We will be transitioning from the Home Schooling Program that we have been using on the School Website and the YouTube School channel where we have been uploading School materials for our Learners to access.

To this effect, starting from 2nd June 2020 the School will be using a Learning Management System called Moodle to provide eLearning to the Learners at Home.

Who will access the LMS during the week of launch?

Every Child will be allowed access to the Lake Road PTA School Moodle during the period of the launch of LMS starting 2nd June 2020 TO 6th June 2020 during which ALL the Learners will be required to:

1) Update their Profile by:

- a) Typing the correct & valid Email Address,
- b) Uploading a Recent Passport Sized Photo,
- c) Updating the following in the Optional Field

(i) Phone No.,

(ii) Mobile No., &

(iii) Address

c) Changing the default (Reset) Password, and

d) Saving the Profile changes by clicking on the Update Profile Button to complete the changes made on the Profile.

2) All the Pupils will sample the first Lessons that the Teachers will upload in the first Week of deployment of the School Learning Management System in order to enable all Learners have a feel of what they will be using.

This is what you will expect from the Teachers

Your Teachers will:

i) Upload Recorded Lessons

- a) Video format, or
- b) Audio format

ii) Upload School Materials

- a) Notes,
- b) Homework/Exercises

iii) Create Activities of work in Moodle e.g. Create Quizzes that the Pupils will have to work out right in Moodle and thereafter Moodle will record the scores immediately for the Learner to understand how they performed.

iv) Schedule live (Online/streamed) classes on a particular Date & Time for Learners to interact with their Teachers in real-time as the Teacher will be presenting a Lesson.

How to access LMS?

To access the Lake Road PTA School LMS (Moodle), the Learners will be required to use the UNIQUE Login Credentials that have been created for each of them, i.e:

i) **User Name** :

ii) **Reset Password** :

NOTE:

a) In order to accord the highest level of privacy & eliminate the human error of wrongly sending the Credentials to the wrong Learners and our limitation in our School BULK SMS system, **we appeal** to our Parents/Learners and request that these Login Credentials are **REQUESTED FOR BY EMAIL to the System Administrator** stating the Full Names of the Child(ren) and their Grade & Class (**E.G, Grade 7 Green**).

Send the Login Credentials REQUEST to, winston.chola@lakeroadptaschool.ac.zm

b) Learners are strongly advised to change the Default Password to a private and more secure Password.

c) Learners with Outstanding School Fees from Term 1 2020 and those who have not paid School Fees for Term 2 2020 will be locked out starting 8th June 2020 from accessing the Lake Road PTA School Moodle or accessing ALL of the eLearning Materials in Moodle.

The Cost implications to the School of implementing LMS

To provide the eLearning using LMS the School requires to meet the following costs:

a) Monthly Subscription for the Learning Management System to the Software Vendor,

b) Buying/renting the Computers/Tablets for the Teachers to use for managing eLearning from anywhere or advising the Teachers to **bring-your-own-device (BYOD)** which the School will need to pay them for using their own personal property for undertaking the official School work.

c) Buying MiFi Devices (**Aka. "Mobile Wi-Fi"**) for the Teachers to use for connecting their Computers/Tablets to the Internet, and

d) Buying Internet Data Bundles for the Teachers in order for them to access Internet & Moodle from the comfort of their Homes and manage the Pupils eLearning,

e) Meeting the Remuneration costs for the Teachers for providing education by way of eLearning from anywhere they will be to the Learners.

We extend our appreciation for your continued association with the School and supporting its Community projects. It is because of invaluable relationship that will ensure the School is operating in a sustainable manner which ensures its going concern for the foreseeable future.