

HOW TO BEGIN AND NAVIGATE YOUR SIMNET COURSE

--Please print this document and follow the steps—Keep for future reference--

Important: You must have already purchased and registered your SimNet account prior to completing the below steps. If you have not already completed registration process, click here (<http://www.deanza.edu/faculty/westlinda/pdf/purchase4.pdf>) to first perform the steps necessary to register for this course.

Starting Your Course:

Step 1: At the SimNet home page (<http://deanza.SimNetonline.com>), **Step 1a:** do a **System Requirement Test** before logging in to be sure your computer is set up properly then. **Step 1b:** type in your user name and password.

Username

Password

Step 1a: Do a System Requirement Test to be sure that you computer is set up to run Simnet properly. This link is also at the bottom of the Simnet page

Step 1b: After performing a System Requirement check type your user name and password to log into Simnet.

We have plenty of help available if you need it. Just click here to access our help system! Also, make sure your computer meets our system requirements using the System Requirement Test.

Sign In

Navigating Your Course (overview):

Don't perform these steps yet, please first read the following:

When you enter your course, you will see the following screen. Examine the screen below which describes the SimNet Interface and how to use it.

If the assignments are not in alphabetic order, Click on "Title" to sort assignments by week

The **Grade** Tab allows you to view progress in your course.

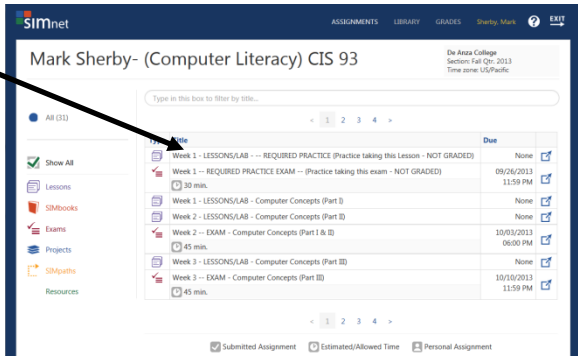
Use to log off SimNet

You will complete the weekly assignments in this column

Type	Title	Due
✓ Show All	Week 1 - LESSONS/LAB - Computer Concepts (Part I)	08/07/2013 12:00 AM
✓	Week 1 -- EXAM -- PRACTICE (Practice taking this exam as many times as you need- NOT GRADED)	07/26/2013 02:39 PM
✓	Week 2 - LESSONS/LAB - Computer Concepts (Part II)	08/07/2013 12:00 AM
✓	Week 3 --- DROPBOX KEYBOARDING Homework Assignment	12/29/2013 12:00 AM
✓	Week 4 --- VIDEO PART I - History of Personal Computers video homework	12/29/2013 12:00 AM
✓	Week 4 --- VIDEO PART II History of Personal Computers video homework	12/29/2013 12:00 AM
✓	Week11 --- DROPBOX Writing_Project Assignment -History ofComputers	12/29/2013 12:00 AM

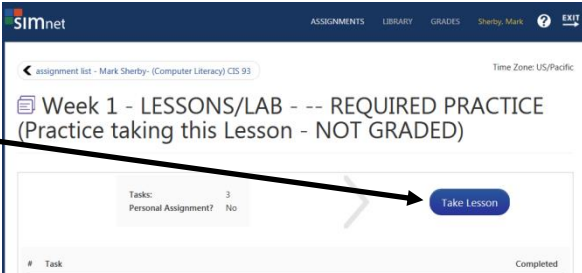
Step 2: Starting Your Assignments: To begin your course, follow these steps NOW:

STEP A: Click on the Week 1 Lesson/Lab practice assignment



STEP B: Click **Take Lesson** button. Then click **Start Lesson**.

Important: Be sure to allow pop-ups in your browser or SimNet will not be able to start a lesson or exam.



Navigating a Lesson (overview):

Don't perform these steps yet, please read the following instructions first: Examine the screen below to learn how to complete your lessons. Lessons are interactive and composed of **three Parts**:

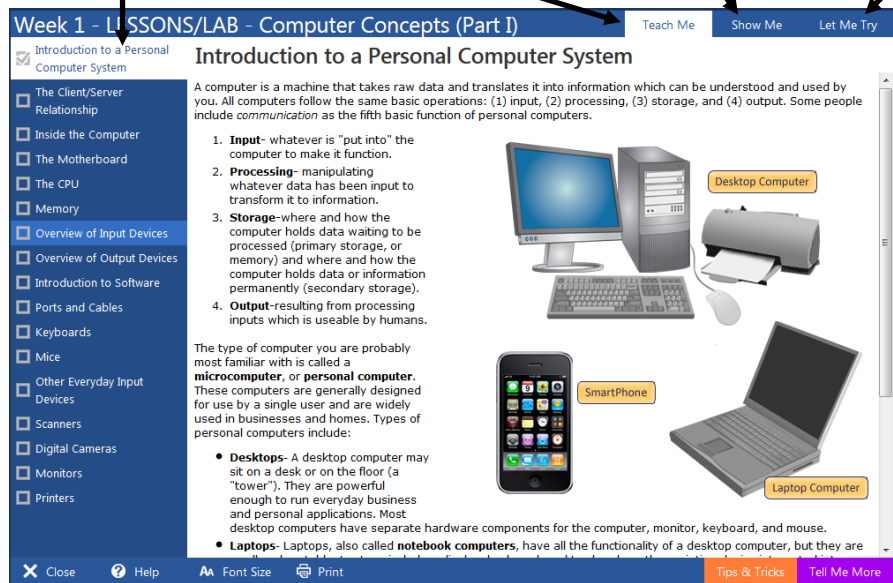
- Part 1: **Teach Me**
- Part 2: **Show Me**
- Part 3: **Let Me Try**

The **left column** shows the lessons you will complete for each week of the course. (see details on next page).

The **Teach Me Tab** teaches the task (see details on next page).

The **Show Me Tab** shows how to complete the task (see details on next pages).

The **Let Me Try Tab** requires you to complete the task (see details on next pages).

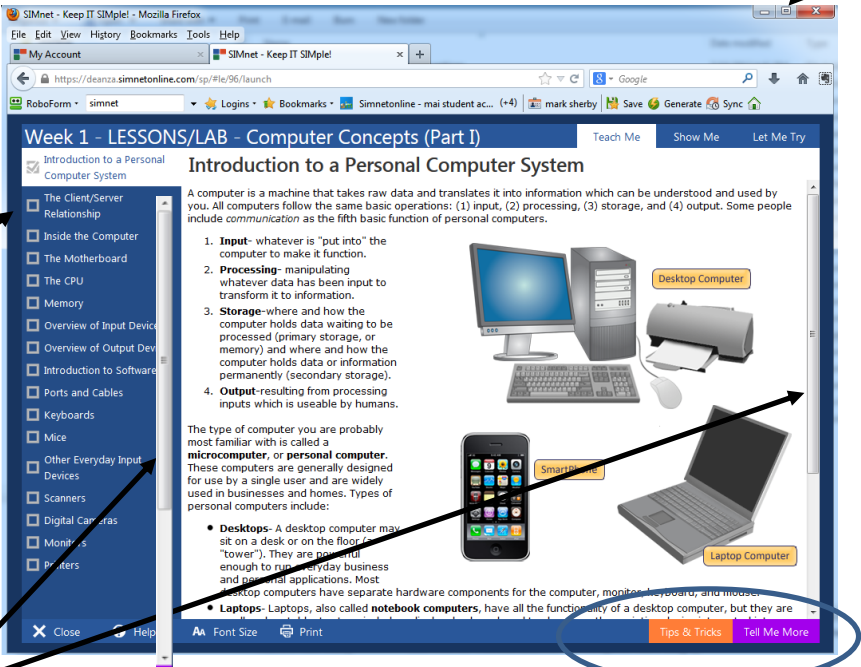


Step 3: Complete the Teach Me part of your lesson NOW.

Step A: Click the **Maximize** button to view the entire screen (if necessary).

Step B: Click on your first lesson to begin and read the information on the page.

(You will be completing ALL lessons on the left menu bar. A check mark indicates when the lesson is complete.)

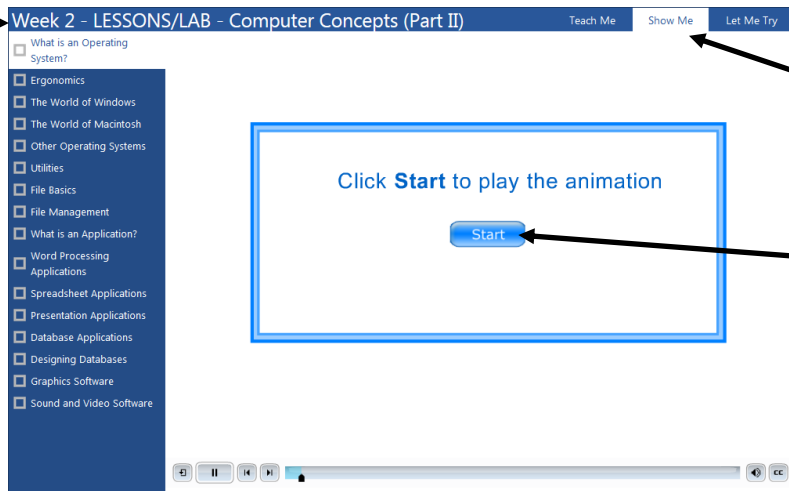


IMPORTANT: Click and drag **DOWN** scroll bars to view more text or hidden menu items.

Step C: After reading the **Teach Me** page, click on these buttons for extra information that might be found on the course exams.

Step 4: Complete the Show Me part of your lesson NOW.

Reflects the **Week's lessons** that you are currently completing.



Step A: Click **Show Me** Tab.

Step B: Click **Start**.

Note: Headphones are required if you are working in the CIS lab.

Step 5: Complete the Let Me Try part of your lesson NOW.

Step A: Click Let Me Try Tab.

Step B: Follow the directions provided.

Step C: Click the next lesson. You will be completing **ALL** lessons on the left menu bar to complete your **week 1** lessons.
(Some lesson may be hidden on the lesson menu so you will need to scroll down to view them).

Step D: Once completing **ALL** your lesson(s), click the **Close** button and then click **End Lesson** at the **End Lesson** window to return to the assignments page to return to the weekly assignment screen shown below.

(If you only complete a portion of the lessons in the left menu bar, they are automatically saved when you click on the **Close** button.)

Step 6: Take Your Exam:

When **ALL weekly lessons** on left menu bar are completed (see above), click on the **Assignments** button to take the exam for that week. (At the completion of every week's lessons, you will complete a corresponding exam as shown below.)

Step A: Click the **Assignments** button.

Step B: Click on the appropriate Exam for the week's lesson you have completed.

Step C: Click on **Take Exam** during the assigned class time (enter password provided by instructor).

Important: Be sure to allow pop-ups in your browser or SimNet will not be able to start an exam.

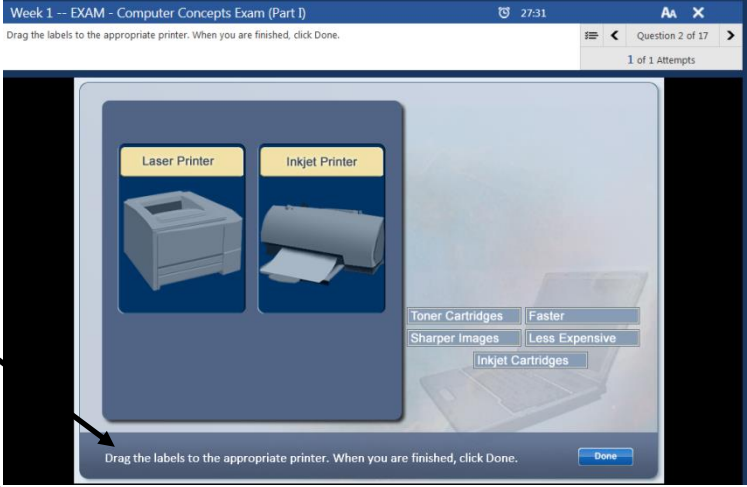
Type	Title	Due
Lesson	Week 1 - LESSONS/LAB - Computer Concepts (Part I)	08/07/2013 12:00 AM
Exam	Week 1 -- EXAM -- PRACTICE (Practice taking this exam - NOT GRADED)	07/26/2013 02:39 PM
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Assignment	Week11 --- DROPBOX Writing_Project Assignment -History ofComputers	12/29/2013 12:00 AM

Results	Attempt	Date	Score
Week 1 -- EXAM -- PRACTICE (Practice taking this exam - NOT GRADED)	1 of 30	07/25/2013 03:15 PM	38% (3/8)

Step 7: Take Your Exam (Continued):

Step A: Start Exam:
Follow the directions at the bottom and top of the screen.

Step B: End Exam:
If you have completed all questions in the exam, click **End Exam**.



Week 1 -- EXAM - Computer Concepts Exam (Part I) 27:31 Question 2 of 17 1 of 1 Attempts

Drag the labels to the appropriate printer. When you are finished, click Done.

Laser Printer Inkjet Printer

Toner Cartridges Faster
Sharper Images Less Expensive
Inkjet Cartridges

Drag the labels to the appropriate printer. When you are finished, click Done. Done

End Exam

Click "End Exam" to end the exam. Your results will be sent to your instructor for grading.

End Exam

You will continue completing weekly lessons and exams until you have finished all of them for weeks 1-11. When you have completed all lessons and exams through week 11, you will have completed your course.