WHAT'S NEXT?

WELCOME DCA student! Let's get you set up!

Now that you are officially a student, you might be asking "what do I do now?"
No worries! Here is a helpful guide to get you set up and ready to go!
Please follow the steps below in order.

STEP 1:
Create Your Login

LOGIN

Learning Coaches will receive an email from **K12** with a registration key. This will be sent to the email address you provided during enrollment.

1. Log into **https://dcawi.k12.com**
2. Click on **OLS LOGIN** in the upper right hand corner.
3. Click on **Set Up Your Account**
4. Enter your **Registration Key** into the box
5. Create a username and password - **Save your username and password!**
6. Click on **Set Up Student Account**
7. Repeat the previous steps above. - **Make sure your student knows the username and password that is set up for them.**

Link for more help:
help.k12.com/s/article/OLS-Account-Learning-Coach-Account-Set-Up

STEP 2:
Set Up Your K12 Computer

Students will receive a K12 computer, printer, and potentially other class materials.
Once you receive your computer, please follow the set-up instructions.
*NOTE: You will have to sign for your computer upon delivery

Contact Tech Support at **866.512.2273** or **https://www.help.k12.com/s/** if you have any questions.

Make sure to check the TIME ZONE! To do so...
1. Check the time and date on the bottom right side of your screen
2. In the bottom left search bar type "change the time zone"
3. Make sure your time zone is set to **Central Standard Time (CST)**
   *Many computers are set to Eastern Time.

STEP 3: Attend Week of Welcome

Watch for an email from an Engagement Mentor that outlines your **Week of Welcome** (WOW) schedule and the link to join.

During this time, you will learn more about DCA, how to successfully navigate our systems, who to connect with if you need assistance, select your courses, complete STAR testing, and more.

All components of WOW are required.
Students will have **five days** to complete. If it is not complete within five days, students may be disenrolled.

3a:
Attend All Live Sessions

Week of Welcome meets each morning (M-F). It is required to attend all 5 days. Each session is a live **Class Connect** in which students will learn how to navigate the Online Learning System (OLS) and complete all components of Week of Welcome.

Again, students will have five days to complete the onboarding process. If all components are not complete within five days, students may be disenrolled.

3b:
Select Your Courses

During Week of Welcome, you will meet with one of DCA's counselors to discuss credits you are bringing with you, determine your pathway of interest, and select the courses you will take this year.

In the meantime, be sure to review DCA's Course Description Guide found **here**.
https://www.livebinders.com/b/2825304

3c:
Complete STAR Testing

STAR is a baseline assessment for Reading and Math that is completed during Week of Welcome. This assessment is taken multiple times throughout the year to monitor student growth.

All students must take the test with **no help given by the Learning Coach or others.** It is important for teachers to see what students know and don't know so they can best support students.

3d:
Complete Orientation Course

After students attend the live Class Connect, they will engage in the **Orientation Course** which includes online modules to practice using the OLS.
Completion of the **Orientation Course** will take place on student's individual time outside of Week of Welcome time.

STEP 4:
Review the Student/Learning Coach Handbook

It is important that you understand all that DCA has to offer, the policies that we follow as a school to ensure equitable opportunities for all students, meet state requirements, etc.

Go **here** to view the handbook.
https://www.livebinders.com/b/2809515

Be sure to complete the **form** that you have reviewed the handbook.

STEP 5:
Set Up Your Workspace!

It is important to set up a workspace that is conducive for learning and connecting with your classrooms and teachers.

Here are a few considerations:
- Find a place with good internet connectivity
- Find a place with limited distractions
- Be sure there is enough space for your computer and a notebook/textbook
- Consider printing and posting your weekly schedule where you can easily see it
- Make it your own! If it won't be a distraction, add pictures, items, etc., that will make the space feel inviting.

Review **this video** for additional tips.
https://dcawi.k12.com/resources/strong-start.html

HELPFUL LINKS:

DCA Website – **https://dcawi.k12.com**

OLS Login - **https://login-learn.k12.com/#login**

Tech Support - **https://www.help.k12.com/s/**

Getting Started Video Resources:
https://dcawi.k12.com/resources/strong-start.html

KEY TERMS:

OLS - Online Learning System

Learning Coach - Parent or caring person who will support the student's educational journey.

Class Connect - Live, synchronous class. Held on Newrow.

Newrow - Learning Platform. Class Connects are hosted via Newrow.

Pathway - An interest area in which students have the opportunity to explore talents and gain experience that will set them on a path to being Opportunity Ready!

CONTACT US!

Stuck? Need help? Reach out!

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Agriculture and Natural Resources

Business Management and Administration

Construction

Health Sciences

Information Technology

Law and Criminal Justice

Defining My Path