Student Guide to the Integral Online Resources

**Contents**

1. Getting started

- You can login to the resources at http://integralmaths.org. Once logged in you will be taken to a list of your courses. Click on a course to enter it and see the resources.
- When you first login, you will be prompted to change your password. You can change your password at any time through your profile (see below).
- If you forget your password, press the "Help me login" button on the login page. This will only work if you have a valid email address enabled in your profile. Otherwise, your tutor can reset your password for you.

2. Your profile

- Your 'profile' is the place where your personal details are stored, such as your name and email address. Your profile can be accessed from the top menu, or by clicking on your own name.
- You can change your password from your profile page, using the **Change Password** link in the Settings block on the right of the page.
- You can add a picture, information about your interests and so on to your profile by clicking the **Edit profile** link in the Settings block.
- When you post to a forum, an email is sent to all subscribers to the forum (see Forums, below). When you send a message to someone who is offline, the message will be sent by email (see Messaging, below). Initially your profile is set to "Hide my email address". This means that these emails will have your name and a "no-reply" address on them. If you would prefer your own address to appear on these emails (the one specified in your profile), then go to your profile, select the "Edit profile" tab and change the setting in the Email display drop-down box.

| Email display | Hide my email address from everyone ▼ |
| Email activated | This email address is enabled ▼ |
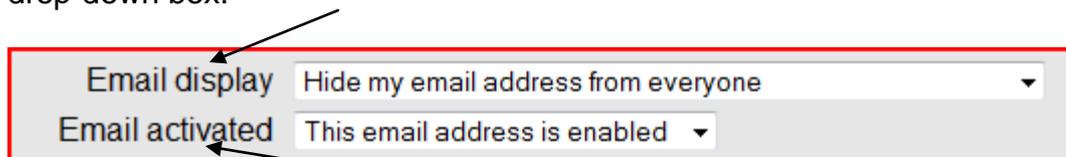
- You should not normally change the "Email activated" field. Your email address should remain enabled so that you can receive messages from your tutor as well as message notifications when you are offline.

3. Navigation

Each course corresponds to one AS/A2 unit. A course is split into sections which are grouped by topic area. For example, Edexcel C3 has topics Algebra and functions, Numerical methods, Trigonometry, and Differentiation. Each of these has an Overview section and up to 4 content sections.

You can navigate directly to any section within in a course using the Course menu block on the right of the page.
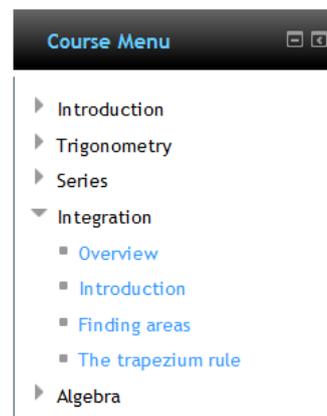
Just below the top menu bar is the breadcrumb trail. This tells you where you are on the site.

My home ▶ MEI_C1 ▶ Basic algebra ▶ Basic algebra 1: Expressions and equations

For example, the image above shows that you are in the course MEI_C1, in the topic Basic algebra, on the page for the subsection Expressions and equations. You can click on any of the links in the breadcrumb trail to get to that page.

4. Resources

Resources which may be included in each section are:

Glossary
- In the 'Introduction and overview' section of the course, there is an auto-linked glossary which covers the whole course. The glossary can be browsed by category or alphabetically. Highlighted words on each section page are linked to a glossary entry, which in their turn may have links to other glossary terms.

pdf resources
- Section overview (for AQA, EdExcel, OCR and WJEC C1-4) – includes the specification content for the section, key points and formulae, and a description of the additional resources available
- Study plan (for all other AS/A2 units) – gives some background and introduction to the mathematics covered in the section, and details what parts of the textbook are covered, together with suggestions for using the Notes and Examples and other resources. It also suggests questions to attempt from the textbook exercises.
- Notes and Examples – supplements the textbook by providing additional examples and sometimes alternative methods and extension material.
- Crucial points – lists a number of points that you need to know and common mistakes that are made. Often these are based on comments from Examiner's reports.
- Additional exercise – extra questions that can be used to supplement the textbook or as revision
- Solutions to additional exercise – worked solutions, in a handwriting font.

Interactive resources

These may include:

- Interactive questions – short, automatically generated questions on a particular technique. You enter your answer and it is immediately marked. A worked solution can be seen.
- Flash resources – some of these are automatically generated worked examples on particular techniques, others give the opportunity to explore a particular idea using diagrams or graphs.
- Geogebra resources – these usually give the opportunity to explore a particular idea using diagrams or graphs.
- Interactive spreadsheets – these give the opportunity to explore a topic.

Active learning resources

These are activities which are intended for use with a class, perhaps working in small groups (although many can be done individually as well). Most of these are Tarsia-style jigsaw or domino activities, or matching activities.

Other resources

These may include PowerPoints, which show worked examples for some of the more complicated techniques. There are a lot of these in Decision Maths modules, but also a few in other modules.

Links to external websites

These open in a separate window. They include Mathcentre video tutorials, and nrich extension activities.

Section test

This is a test covering the work in each section. In C1 and C2, the test questions are within the test itself and you can mark each question as you go along. If you get an answer wrong you can try again, for fewer marks. In other courses, the tests consist of multiple choice questions, with the test questions contained in a pdf file above the test. You should print out the questions from the pdf, work through them (most tests are likely to take at least an hour to complete) and then go into the test itself to enter your answers.

When you go into the test, you will see a summary of any previous attempts.

Summary of your previous attempts

Attempt	State	Marks / 30	Grade / 100	Review	Feedback
1	Finished Submitted Wednesday, 21 August 2013, 5:24 PM	18	60	Review	You have not reached the standard required to access the worked solutions.
2	Finished Submitted Wednesday, 21 August 2013, 6:44 PM	27	90	Review	Well done! The worked solutions are now available to you

No more attempts are allowed

Your final grade for this quiz is 90/100.

Overall feedback

Well done! The worked solutions are now available to you

- You can click on the **Review** link for an attempt to see details of your marks.
- There are usually 3 points for a correct answer. In tests other than C1 and C2, there is 1 mark for 'Skip' - this is to discourage guessing! If you obtain 23 or more out of 30 you are given a link to the worked solutions, which will also appear on the course page below the test.
- Two attempts are allowed on each test. If you need another attempt, you should discuss this with your tutor, who can delete one or both of your previous attempts if necessary.
- Tip: A quick way to find the test you want is to select **Tests** from the **My Tests** menu. This takes you to a page which lists all the section tests and your results, together with links to the tests themselves.

Topic assessment

This appears in the Overview section of each "topic".

- This consists of questions which test an entire topic (e.g. Differentiation). These may include exam-style questions.
- The test questions are given in a pdf file. Usually students would hand their work to their tutor to be marked. Your tutor can add the marks to the markbook.

5. Marks

- By selecting **Results** from the **My Tests** menu, you can see your marks for all the multiple-choice tests you have done. If you have done any of the topic assessments, your teacher may add your scores for these to the mark book.

User report - Harry Potter

Grade item	Grade	Range	Percentage	Feedback
MEI Core 1				
Section tests				
Test A1	90.00	0-100	90.00 %	
Test A2	-	0-100	-	
Test A3	-	0-100	-	
Test C1	25.00	0-100	25.00 %	
Test C2	-	0-100	-	
Test P1	-	0-100	-	
Test P2	-	0-100	-	
Test P3	-	0-100	-	
Test P4	50.00	0-100	50.00 %	
Test P5	-	0-100	-	
Test I1	-	0-100	-	
Test I2	-	0-100	-	
Test I3	-	0-100	-	
Test L1	-	0-100	-	
Test L2	-	0-100	-	
Category total	*55.00*	*0-100*	*55.00 %*	
Topic assessments				
Basic algebra	-	0-100	-	
Coordinate geometry	-	0-100	-	

6. Messaging

The **Messages** block in the right-hand column contains a list of any unread messages you have. Click on the speech bubble icon to read the message.

Contacts list

The **Messages** link in the Messages block takes you to your **Messages** page where you can view unread messages, recent conversations and your contact list, and search for messages.

New messages from anyone not on your Contacts list will be shown as **Incoming contacts**.

You can block a contact if you don't want to receive any messages from that person. Click on the person's name and then click **Block contact**. However, students cannot block messages from any tutor who shares a group with them.

To send a message to someone who isn't yet on your Contacts list
- Within your course, use **My Group** on the top menu to see the names of everyone in your group. Click on a person's name to see their profile, and click the **Send a message** link.
- When you have sent your message, it's a good idea to save this person to your Contacts using **Add contact**. This will make it easier to find the message again if you want to.

**To send a message to someone who is on your Contact list**
- From the Contacts list, click on the person's name, type your message and press **Send**.
- By pressing the **All messages** or **Recent messages** links you can see previous messages sent between yourself and this contact.

Incoming messages
- If a message arrives when you are online, and your browser is set to allow pop-ups, a Messages window will appear (unless you have changed your message settings to disable this). The **Messages** block also displays the number of unread messages.
- If you don't want to respond to a message immediately, and the person isn't on your Contacts list, then you should save them as a contact, otherwise it may not be easy to find the message again.
- If you want to find a previously received message from someone not on your contacts list, then you can use the **Search messages** link on your Messages page, using their name or a word in the message.
- If a message arrives when you are offline, it will be emailed to you (assuming that you have a valid email address enabled in your profile), unless you have changed your Message settings to stop this happening.

Changing your Message settings

- Go to your profile and and select the **Messaging** link from the Settings block.
- You can choose whether the Messages window appears when you get a new message. Your browser needs to allow pop-ups for the site. If this is not the case, the number of unread messages you have will still be displayed in the **Messages** block.
- You can choose whether or not to have messages emailed when you are offline. It's best to have this checked, otherwise you could miss an important message.
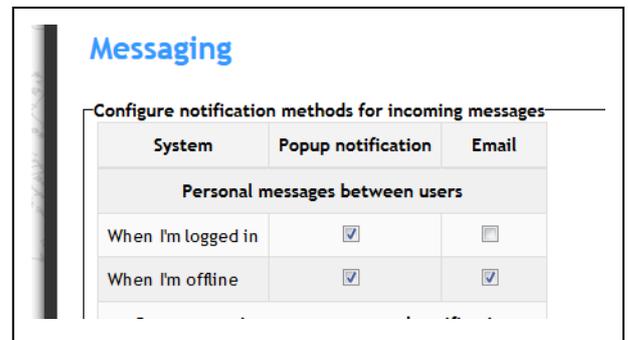
7. Forums

There are two forums in each course: a News forum and a general forum. These are in the top section, which is only visible when viewing the main course page, but the forums can also be accessed via **My Forums** in the **Profile** menu.
You can only see and respond to discussions started by someone in your own group.

Posting to a forum

- To reply to a post, click on **Reply** and type your message.
- To start a new discussion, click **Add a new discussion topic**. You'll need to give the discussion a title.
- Once you have posted your message, you have 30 minutes to edit your post if you want to.

Subscribing to forums

- Initially, you will be sent an email every time anyone in your group adds a post to the forum (assuming that you have a valid email address enabled in your profile). The email will contain the text of the post. This is called being subscribed to the forum. If you want to unsubscribe (which means you won't get the emails, but can still post on the forum), the quickest way to unsubscribe is to click the link on the email **Unsubscribe from this forum**.
- Alternatively, you can choose to receive one email per day, either containing all the day's posts to the forum, or just the headings for the posts. This is called a digest. To choose this method, go into your profile, select **Edit profile** and press **Show Advanced** and choose an option from **Email digest type**.

Email digest type* No digest (single email per forum post) ← This is the default setting

The News forum

- Your teacher may use the News forum to post important information and reminders. You cannot reply to posts in the News forum, and you cannot unsubscribe from it.

18/12/13   © MEI

8. Calendar

- Your teacher may put events on the calendar, such as assignment due dates or exam dates. Click on the event to see further details.
- You can add your own personal events or reminders if you wish. These will be visible only to yourself.
- To add an event, click on the month name to enter the calendar and press **New Event**. You'll be asked to add the name, description, date and time of the event.
- The calendar on the home page of the site (containing the list of courses) brings together all events from all courses in which you are enrolled. The Upcoming events block on the same page lists any calendar events that are coming up (such as an assignment deadline). You can customise how many days ahead this block should look, and how many events it should show. To do this, go into the calendar and click the **Preferences** button in the top right-hand corner.