

# Returning Student Orientation, Elementary School: How to be a Great Online Student Part II

## Things to Not Do

### Any Sort of Cheating

As you work on assignments, you need to make sure that you do it honestly. Do not:

- Cheat
- Look up answers on other websites
- Have someone else (including a parent/guardian) do the work for you
- Submit someone else's work as though you did it
- Write and submit an essay for one course, and then re-submit the essay for another course
- Lie to your teacher, parent/guardian, or the Enlightium team about your coursework

The above list is not a complete list. **The bottom line is this: cheating has consequences.** Your parent/guardian, your teachers, and the entire Enlightium team wants you to learn, not try to find ways to avoid learning.

We created the school so that when you don't cheat, you are rewarded with awesome knowledge. We also created the school so that if you do cheat, you get caught. We tell your parent/guardian, and we come up with a plan to help keep you from cheating. Play it safe and don't cheat.

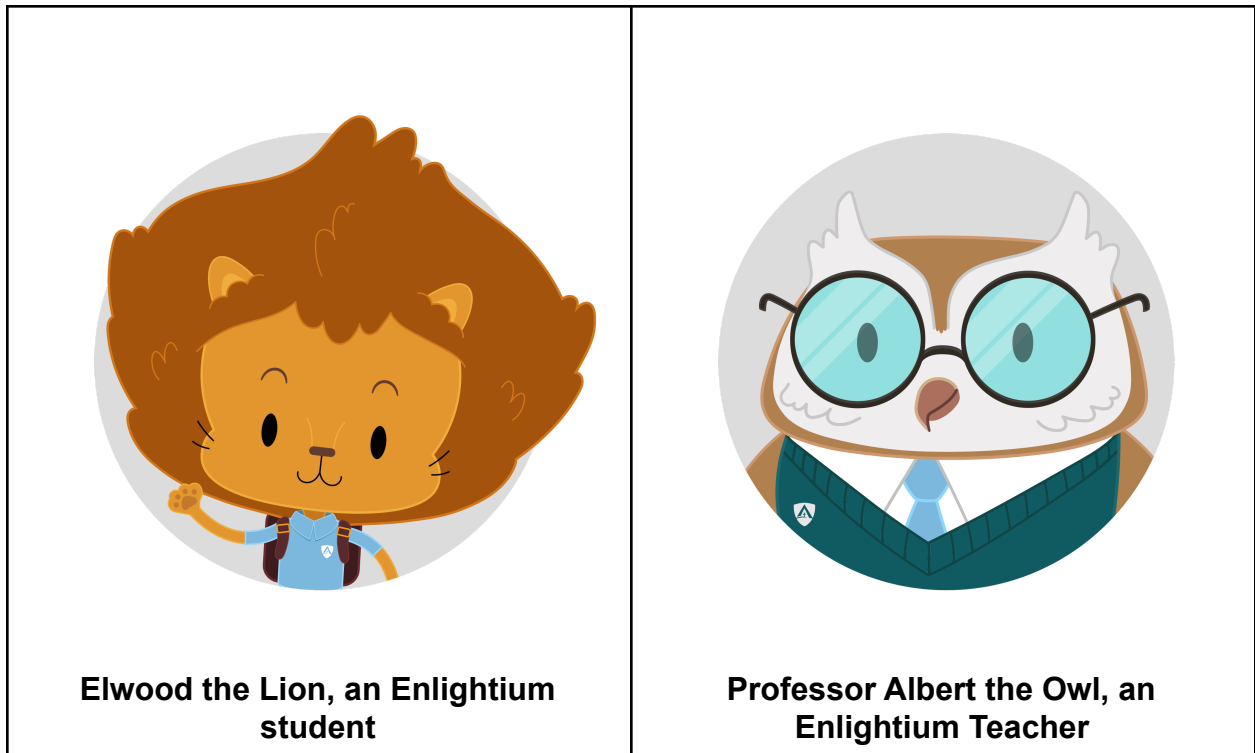
## When You Submit an Assignment Blank, You're Going to Have to Redo It

To help make sure you are learning, Ignitia will ask you a lot of questions. But what happens if you don't answer them and try to move on? That's called submitting a blank question. It may not seem like a big deal, but it is. Why?

- Blank submissions prevent you from learning.

- The question you're skipping may show up in a future quiz or test, so you will need to learn it anyway.
- You will receive a score of zero for that question AND your score for the entire lesson is dropped by 15 points.
- **Enlightium automatically informs your parent or guardian of blank submissions.**
- You may not be able to move forward in your class.

So what do you do if there is a question in a lesson that you don't know the answer to? **Ask for help.** If you have an Enlightium teacher, they want to help you! If you don't have an Enlightium teacher, ask your parent or guardian for help.



To ask an Enlightium teacher for help before you submit the lesson:

1. Click on the "ASK FOR HELP" button. A pop-up will appear.
2. Ask a clear question for your teacher, such as, "**Hello Mr./Ms. <Teacher>! This lesson has a question and I don't fully understand the material. Would you be able to help me? What does it mean when it says...**"
3. Give your teacher some time to see your message and respond. And remember: your teachers want you to succeed!

To ask an Enlightenment teacher for help after you submitted a blank question:

1. Click on the “ASK FOR HELP” button. A pop-up will appear.
2. Ask a clear question for your teacher, such as, “**Hello Mr./Ms <Teacher>! I originally left this question blank, but would now like to answer the question. I don’t fully understand the material. Would you be able to help me? What does it mean when it says...**”
3. Give your teacher some time to see your message and respond. They will either reassign the question or provide a reason as to why they cannot reassign the question.

## When You Fall Behind, it Can be Hard to Catch Back Up

Having low progress means that you are behind in one or more courses. You have until the end of your course to turn in your work, but if you are behind it can be very hard to catch up.

So what do you do if you have low progress?

1. **Ask your parent/guardian to look at the [weekly progress reports](#) email.** That email will help your family figure out how to get you caught up.
2. **Look at the [school calendar](#).** This will tell you how much time you have left.
3. **Look for [Ignitia Down Days](#),** which are days that you do not have access to Ignitia. You can print out lessons ahead of time and work on them during Ignitia Down Days.
4. **Use the [summer](#).** Your parent/guardian can extend your classes into summer to make sure you have enough time to finish them.
5. **Come up with a plan as a family.** This might include working evenings, weekends, and holidays on schoolwork, as well as working during Ignitia Down Days and summer.
6. **Let your parent/guardian check in on you.** Remember that your parent/guardian’s want you to learn! They can log into Ignitia every day to see how you’re doing. If you’re unable to finish enough schoolwork each day, your family can [reach out to your counselor](#) for suggestions.