



Anglo-Chinese School (Primary)
A Methodist Institution
(Founded 1886)

9 July 2008

Dear Parents/Guardian,

Implementation of E-Learning on 14 to 17 July

The school will be conducting a four-day e-Learning programme in July for pupils in Primary 4 to Primary 6 Gifted Education Programme. During these days, Primary 4 to Primary 6 pupils need not attend school. Primary 1 and Primary 2 pupils will carry on with their lessons in school.

E-Learning brings with it new dimensions in education and definite benefits over traditional classroom training. The objectives are:

- Students to be able to:
 - access and download learning materials from the e-Learning portal
 - complete assignments
 - check for important announcements through the e-Learning portal (message board)

During the four-day programme, pupils will stay at home to complete online lessons and assignments for the core subjects, at their own pace. All the resources for the lessons will be found on AsknLearn website (<http://primary.asknlearn.com>). Pupils are to complete all the online lessons and assignments within the four days. A helpdesk will be set up on the actual day for pupils to contact the teachers, if they have any queries about the lessons. **Pupils may also call the technical helpdesk at 67770935 if they encounter any technical difficulties.**

I seek your understanding and support in helping us provide our pupils with the exposure to independent learning so that in the event that they cannot attend school for whatever reason, learning can still continue. Class teachers will be briefing the pupils on how to access the e-lessons and will explain to them the concept of e-learning and how it should be approached. Details of the programme and procedures are attached for your reference.

Thank you and I wish your son/ward a fruitful e-Learning journey with us.

Yours faithfully,

Lim Chew Hiong, Richard
Principal



50 Barker Road Singapore 309918 . Tel: 6250 1633 . Fax: 6353 1366 . Website: <http://www.anglochineseprimary.net>



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Anglo-Chinese School (Primary) E-Learning Programme for Primary 4 to Primary 6 Pupils (Gifted Education Programme)

Dates: 14 to 17 July 2008 (Monday to Thursday)

Levels involved: Primary 4 to Primary 6 pupils in GEP classes

Subjects involved: English
Mother Tongue
Mathematics
Science
Higher Mother Tongue (only for pupils who are taking the subject)
Social Studies (for GEP only)
There will only be 1 lesson and 1 assignment to be completed for each subject during the four-day programme.

E-Learning Platform: <http://primary.asknlearn.com>

1. Pupils will go to AsknLearn website and complete the on-line assignments designed by their various subject teachers. Pupils may do so after 8 am on 14 July.
2. When they are at the e-Learning website, pupils will login by keying in their user-ids and passwords. The page will show the current level your son is studying and the subjects.
3. Pupils are to click on to the assignments assigned by their teachers.
4. Pupils may click on any subjects which they would like to start with and follow the instructions to complete the tasks given. Pupils will probably:
 - View PowerPoint slides on lessons to be taught, and/or
 - View documents/articles on the lessons, and/or
 - Follow web links to read up more information on the lesson
 - Download assignments (worksheets)
 - Complete on-line assignments and quizzes
5. Pupils will complete the assignment(s) and submit them on-line.
6. Lessons for all subjects will be put up on the actual day. Pupils are advised to spend about 45 minutes for each subject. They are also reminded to take short breaks in between tasks.
7. There will only be 1 lesson and 1 assignment for each subject. Pupils may choose to work on any subjects first. They will return to the subjects page on the e-Learning website to complete the lessons and assignment(s) for the different subjects.
8. Pupils who are taking Chinese and Tamil as Mother Tongue need not worry about downloading fonts to view the assignments. Pupils will be able to complete their assignments without these fonts. Please refer to the attached guide if you need to input the Chinese characters on your PC.



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Support for pupils during e-Learning programme:

1. Teachers have been scheduled to be at their workstation, from 8.00am to 4.00 pm, to answer any queries from pupils. There will be at least one teacher in-charge in each level to help the pupils. If pupils encounter any difficulties in understanding the content of the lessons or in completing the worksheets, they may contact the teachers on duty, at the respective timing stated in the schedule, for enquiries. Pupils need not wait for their subject teachers to be on duty to call them for clarification. They may call any of the teachers who are on duty for their level.
2. If pupils encounter any technical problems, e.g.
 - Not being able to download and save the assignments;
 - Not being able to get the popup announcements or links indicated in the lessons;

They may contact the technical helpdesk for assistance. The technical support team will also be on duty from 8.00 am to 4.00 pm. The list of contacts for technical assistance is as follows:

| | |
|-----------------|--------------------|
| Mdm Veda | - 62501633 ext 206 |
| Ms Vani | - 62501633 ext 250 |
| Mr Chester Chen | - 62501633 ext 238 |
| Ms Vanessa Tan | - 62501633 ext 235 |

Preparation before e-Learning programme:

1. Parents/Guardians are advised to help pupils by checking that the computer at home is in working condition. Software like, Microsoft Word and Microsoft PowerPoint, should be installed in the computer.
2. Parents/Guardians, please ensure that your son/ward is able to login to the e-Learning portal using their user-ids and passwords. If your child is not able to login, he must immediately inform his form teacher.
3. Computers running on Windows XP should not have problem displaying Chinese and Tamil text.



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