

*\*Parent/Guardian, you are being copied on this email for your reference\**

**Hello! Get ready for an exciting virtual adventure in AP Environmental Science**

**PLEASE NOTE: The first activation date is Tuesday, August 15th. The welcome process below **MUST be done in order to be activated on that date.** You will receive the course pace chart through email once activated.**

Welcome to Orange County Virtual School! I am so excited to be your teacher and can't wait to work with you! My goal is to help you successfully complete your online course and I will be here to support you throughout the process.

At this time, you have full access to your course and can begin working immediately after completing the welcome process as listed below. **Each step must be completed in order to be activated!** To keep your seat in the course, you must complete this welcome process within the first two weeks of your enrollment. This will also ensure that you are off to an excellent start and closer to a successful completion!

I am looking forward to getting to know you, grading your work, and watching your knowledge grow as you work towards a successful completion!

**1. Click on the link below. This will take you to the course catalog in Canvas. Locate the course titled, **OCVS Orientation (FLVS)**. Click on the course and then on 'Enroll'. It will first prompt you to log into Canvas. **Your Canvas login is your Student ID # for the username and your birthdate** (two-digit month, two-digit date, and four-digit year – Example: 03121999) **for the password.** Complete the orientation course.**

Link: <https://ocvs.catalog.instructure.com>

*This orientation course should be done only by the student, however it is highly recommended that a parent/guardian be present as well to review the information.*

*For assistance on locating your Student ID, please contact Ms. Danita Wrenn at [danita.wrenn@ocps.net](mailto:danita.wrenn@ocps.net) or 407-317-3327 ext. 6295553*

**2. Submit your first assignment! Log into the course, click on Assessments, locate "Enrichment\_Assessment 1" and submit your screenshot as an attachment, and submit for grading. You will start off in the course with a 100%!**

**3. Complete this Google Doc form:**

[https://docs.google.com/forms/d/1KxNBimCAmyzLLWZvzb6kRX11RjQDoOevUDxInRfDYKQ/viwwform?usp=send\\_form](https://docs.google.com/forms/d/1KxNBimCAmyzLLWZvzb6kRX11RjQDoOevUDxInRfDYKQ/viwwform?usp=send_form)

*This should be done only by the student, however it is highly recommended that a parent/guardian be present as well for assistance.*

**4. Schedule a Welcome Call appointment with me using this link:**

<https://www.flashappointments.com/client/lgn/launch.cfm?busId=9522>

*Both student and parent/guardian are required to be present during the Welcome Call.*

**Once this welcome process is completed, you will be activated in your online course!** Course activations occur on Tuesdays, however you can log in and familiarize yourself with the course prior to activation.

You may email me at any time, however for phone calls and text, I will be available to you during the following hours: **Monday, Tuesday, Wednesday, and Friday 9am to 4:30pm - Thursday 12:30am to 8pm**

My office number is: **407-796-2792**

*\*you can also text me at this number!*

My email address is: [tbesuden1@orange.flvs.net](mailto:tbesuden1@orange.flvs.net)

Please let me know if you have any questions. I am just a phone call, text or email away and am here to support you. If you need any help getting started or have questions about your assignments, please do not hesitate to ask. I am committed to your success and I know that by working together I can help you achieve your goals in this course. I look forward to working with you!

*Have a great day!*

Mr. Besuden

OCVS AP Environmental Science Instructor