



GOC Quick Start Guide

Communication is the first key to your success at GOC. Teachers will send information to you in a variety of ways. These communication methods include, but are not limited to: email, texts, phone calls and News Items in your course.

Email: All GCPS students are issued a Gmail account. Your teachers will only respond to emails from this account.

- Sign into My eCLASS Student Portal with your GCPS username and password.
- Under Additional Resources, click on **Google Workspace for Education**.
- Click **Accept** on the disclaimer page if you see it.
- You will initially see your Google Drive. Here, you can complete assignments for your courses. To get to your email, click on the 3x3 grid box in the upper right-hand corner. Then click the icon labeled **Mail**.

D2L Login: To access your course you must log into the GCPS portal. If it is your first time logging in, click [here](#). Once logged in, students will see a GOC icon that will take them to their GOC landing page.



- Click the waffle in the top navigation bar to access your courses.
- Once in a course, content can be found by clicking on the Course Content tab on the navigation bar.
- Students must complete the orientation lesson and submit the Student Information Sheet before course content can be seen.

Virtual Sessions: Teachers may provide live instruction on a scheduled basis. During these sessions, teachers provide instruction and remediation for course content. Students are strongly encouraged to participate in these sessions. These sessions are recorded and can be viewed as many times as needed to help with AKS understanding. The specific times for each virtual session is listed on the course home page.

Phone: All GOC teachers are issued a cell phone. Students are encouraged to reach out to their teacher by text or phone. All teachers post their phone number on the home page of each course. If you are unable to reach your teacher, the Department Chair is also available for assistance.

Re-Test Procedure: GOC encourages mastery learning. GOC offers 3 opportunities for students to re-take any summative assessment. The dates are listed on your course home page. Students are required to notify their teacher and complete any and all intervention activities assigned by the teacher to participate in the re-test opportunity. All students are highly encouraged to participate in re-test opportunities.