

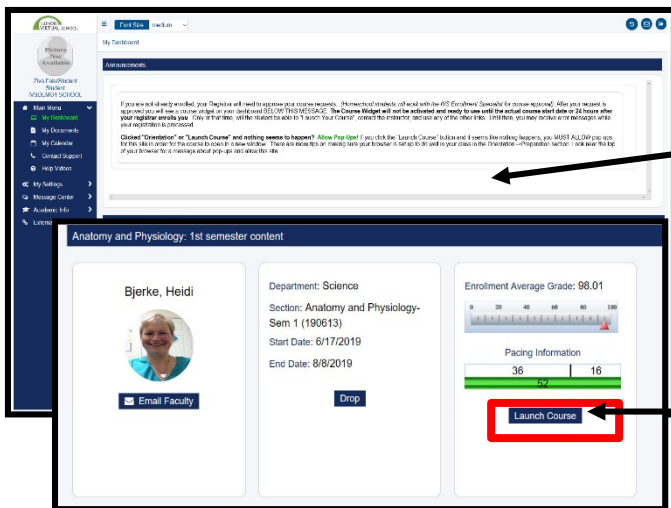
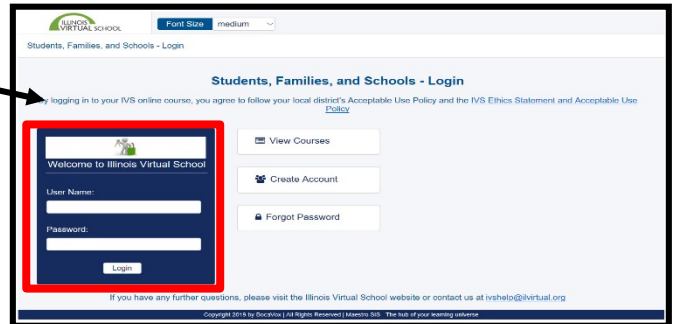
# How to... Access Your IVS Course



Before accessing your course, it is highly recommended that you take the time to prepare your computer first. Please use the “*Prepare your Computer Device for IVS Courses*” help guide located in the Students and Families Help Center at <https://ilvirtual.zendesk.com/hc/en-us/articles/200526277-Step-4-Prepare-Your-Computer-or-Device-for-IVS-Courses>

**There is a 12-24-hour delay between the time you enroll and the time you can access the course.**

Step 1: Using your IVS username and password, log into the IVS Student Information System at <https://sis.ilvirtual.org>



**Grades and Pacing Info are updated nightly.**

## What's in Your Course Widget?

The Course Widget allows you to access your course from the **Launch Course** button, view your grade as of the night before, and see your progress toward completing the course. It also shows your course start and end dates and provides a link to contact your instructor. You can also put in a request to extend your time in the course or drop the course.

Your Dashboard will load.

Step 2: Scroll down past the Announcements to locate your **Course Widget(s)**.

Note: Each course you are enrolled in will have its own Course Widget.

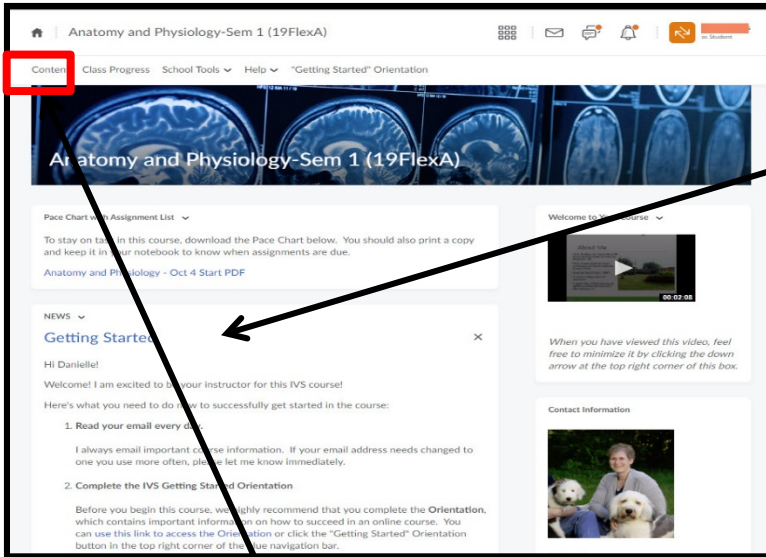
You will use the Course Widget to access your courses.

Step 3: To open a course, click the **Launch Course** button in the right column of the Course Widget.

Note: The **Launch Course** button will only work on the course start date or within 12-24 hours of the time you enrolled in the course.

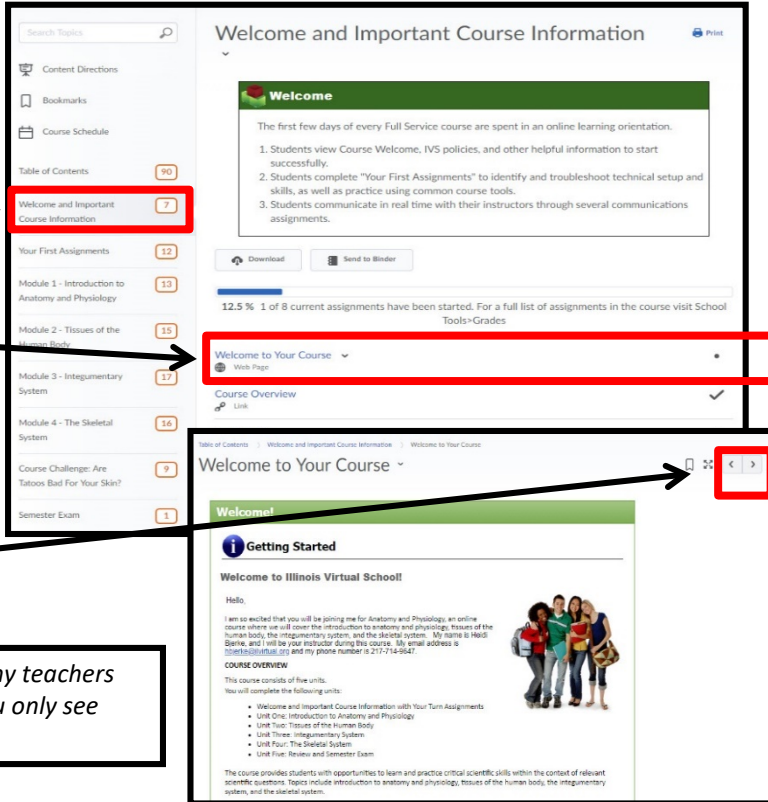
If you receive an *Error: Not authorized* message when you click the button, then you are trying to soon. Our systems sync at Noon and at Midnight everyday.

**Important:** If the you click the **Launch Course** button and nothing seems to happen, you must allow pop-ups. Look in the URL for a pop-up blocker notification, either a red x or shaded box, and select *Always allow for this site*.



Step 4: Your course homepage will open in a new tab. You should see your instructor **Contact Information, News, the Pace Chart, and a Need Help?** area on this page.

- Step 5: Click the **Content** tab in the top navigation bar.
- Step 6: Click the **first module in the Table of Contents** to open up the lessons in the **Welcome and Important Course Information**.
- Step 7: Click the first link, **Welcome to Your Course**, to open the first lesson in full page view.
- Step 8: Progress through the course using the links in the Table of Contents or the **Previous** and **Next** arrows in the top right corner of the screen.



*You may only see your first unit or topic. Many teachers place release conditions on the content so you only see certain items at certain times.*