

135 King St W, Cobourg, ON. K9A 2M7 Canada Tel: (905) 372-1000 Fax: (905)372-7231 E-mail: cobourg@williamacademy.ca www.WilliamAcademy.ca

## William Academy Online

## How to find and contact your course teacher

1. On your course home page, click "Participants" just under the course title at the top of the page. Look for a user with the role of "Teacher" or "Non-editing teacher". This is your teacher for the course! It should look like this:

	P1 MHF4U 2023-2024 Term				
Match + 6 particip First nam	Any      Select     •    Add condition   ants found   *     All A 8 C D E F G H I J K L M N O P Q R S    e All A 8 C D E F G H I J K L M N O P Q R S	T U V W X   T U V W X	Y Z Y Z	Clear filters Apply filters	
0	Last name / First name	Roles	Groups	Last access to course	
0	Enanga, Josiah Jacob	Student	No groups	5 hours 46 mins	
0	LN Lao, Nang Aom Kham (Starry)	Student	No groups	4 hours 43 mins	
0	RM Rahanjam, Masih	Student	No groups	5 hours 27 mins	
	RB Rosenzweig, Bruno	Student	No groups	1 day 7 hours	
	SP Shwe, Phyu Sin Thant (Priscila)	Student	No groups	6 hours 39 mins	
0	TM Tchoketch Kebir, Ms. L	Teacher	No groups	1 hour 53 mins	



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2. Click on your teacher's name, and you will get onto his/her profile page!

## P1 MHF4U 2023-2024 Term 4 - Ms. Kebir

TChoketch K	ebir, Ms	• L 🛛 Message 🖪 Add to contacts	
User details		Miscellaneous	
	Edit profile	Full profile	
mail address		View all blog entries	
.Kebir@WilliamAcademy.ca		Notes	
Country		Forum posts	
Canada		Forum discussions	
ity/town		Learning plans	

You have two ways to contact your teacher:

You can send him/her a message on Moodle using the "Message" button beside his/her name.

OR

You can send him/her an email, which is listed on the profile page as well.



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- 3. If you click on "Message", a message bar will popout on the right side for you to send a message to your teacher if you have any questions about your course!
- 4. For more support, you can send a message to "WA Support". To open your messages, you can press the chat icon near the top-right corner of the page.

William Home Dashboard My cours	🗚 🗭 👷 🗸 Edit mode 💽		
× i × General	P1 MHF4U 2023-2024 Term 4 -	Ms. Kebir	< wa support Q
Announcements	Course Settings Participants Grades Reports	More ~	Support, WA
Course Information	✓ General	Collapse all	Messages
Learning Skills and Work H	<b>.</b>		Helio Wa support i have a problem

Search for a user "WA Support" and type out your question and wait for a response!

William Academy will do their best to support you as much as possible while you are taking your online courses!

