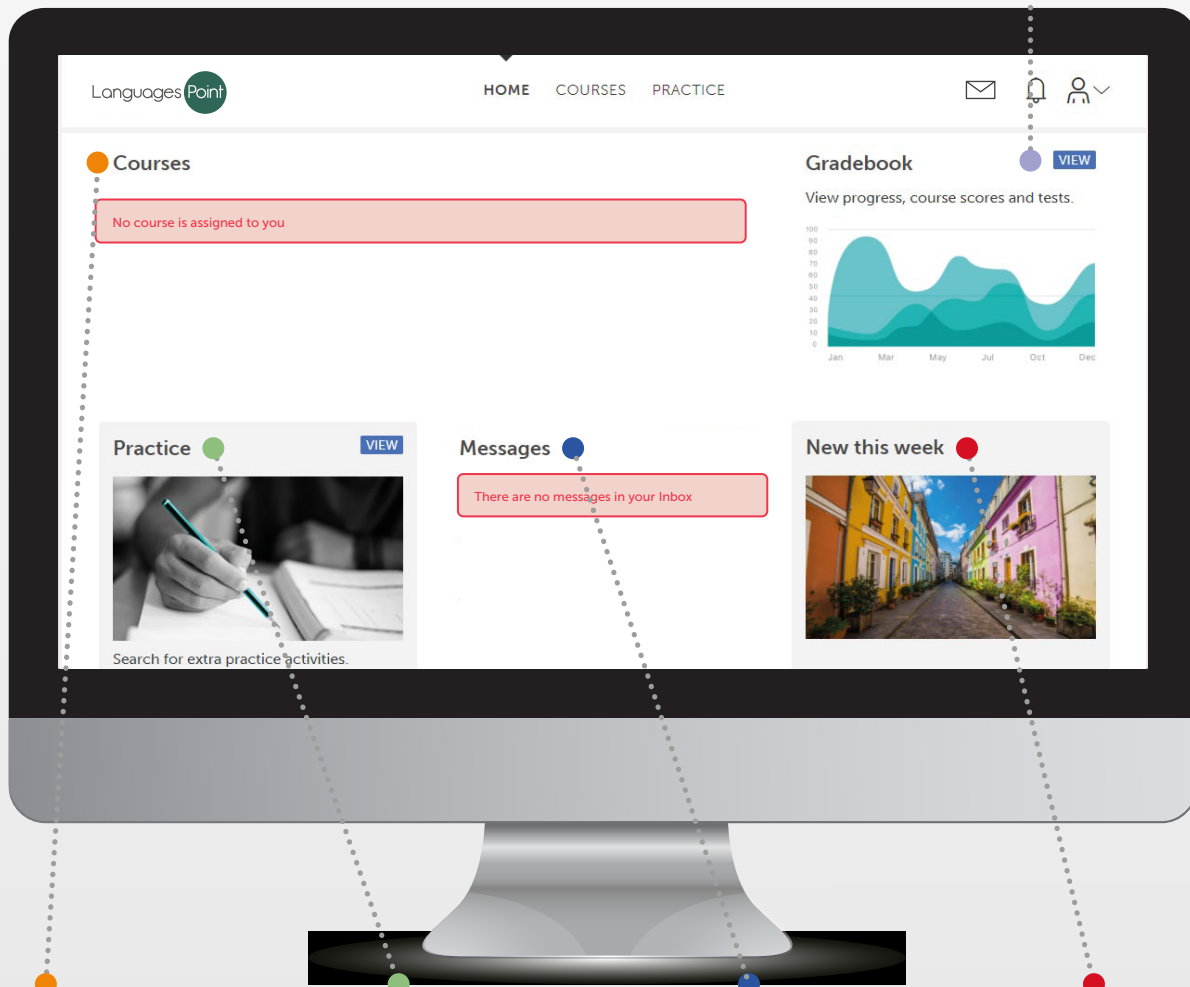


## Student guide to home and navigation

### Home

When you log into your Macmillan English Campus account you will be able to access your most important information such as your courses, gradebook and the extra practice area.

Click 'View' to access your gradebook and track your progress.



'Courses' shows your assigned courses and progress. You can click on the course name to view your activities and scores.

See your latest practice score for activities you have completed outside of your course.

Read the latest messages from your teacher, send a message or go to your message inbox.

Click here to view our Guardian news lessons. These are available at three levels.

# Navigation

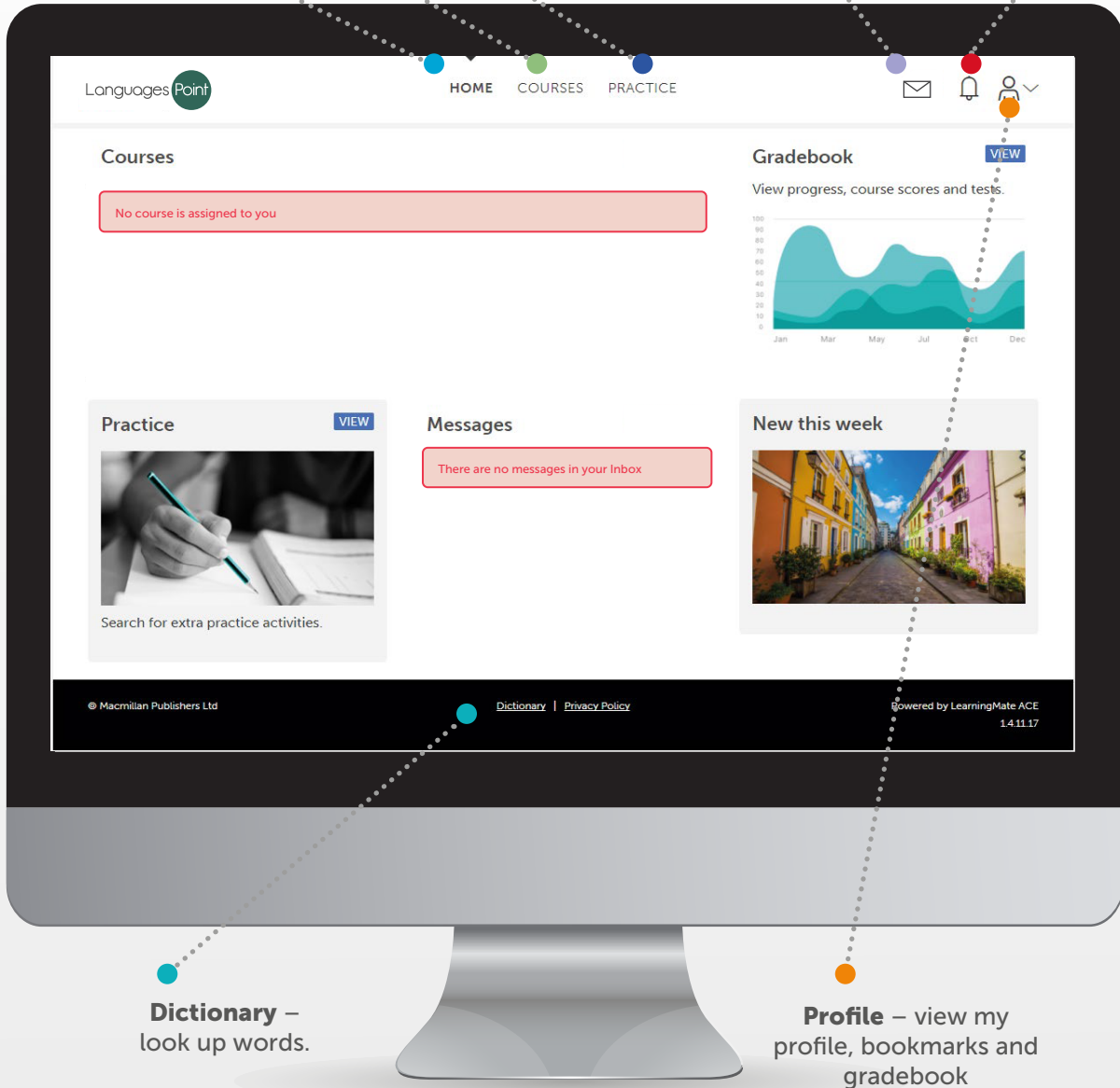
**Home** – go back to home

**Courses** – access your courses, progress and scores

**Practice** – search for extra practice activities outside of your assigned course and see your practice scores

**Messages** – receive and send messages to your teacher

**Notifications** – check for notifications once your teacher has marked activities



**Dictionary** – look up words.

**Profile** – view my profile, bookmarks and gradebook

## My Profile

View your profile details including your name, registered email address and class.

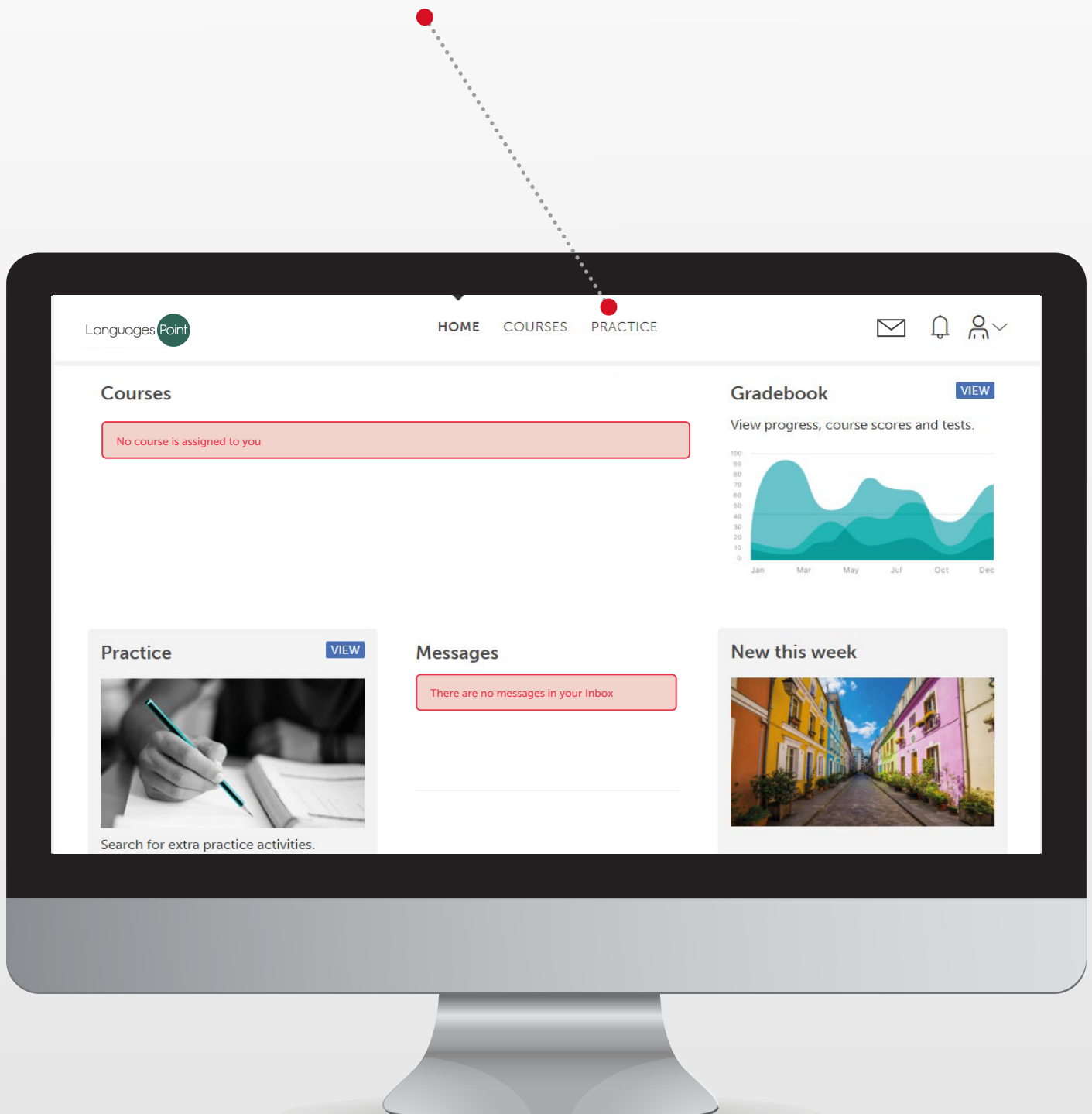
## Bookmarks

Access activities your teacher has bookmarked for you or bookmark your own activities for extra practice.

## Student guide to practice activities, bookmarks and practice scores

### Searching for practice activities

You can find and complete activities outside of your course; these are called practice activities. To find practice activities click on 'Practice' on the homepage.



This will take you to the practice page.

Practice

Find Practice Exercises My Bookmarks Published Bookmarks Scores

Filter by

Search Field

SEE ALL

Activity Types

All

Exam Preparation Exercise

Grammar Reference Unit

Integrated Skills Activity

Level

Topic

Grouping

Exam types

'Ideas' meeting memo

This business vocabulary activity practises words connected with having new

Activity ID: MVAB004110

's: is, has, possession'

This Grammar Reference Unit helps you check your knowledge of apostrophe s.

Activity ID: GRU00111A

-ing form v infinitive

This language exercise practises verbs followed by an -ing form or an infinitive with

Activity ID: MLG001626

-ing form v infinitive

This language exercise practises verbs and phrases followed by the -ing form or a

Activity ID: MLG001833

-ing form: after prepositions

This Grammar Reference Unit helps you check your knowledge of -ing forms after

Activity ID: GRU00071A

-ing form: purpose

This Grammar Reference Unit helps you check your knowledge of -ing forms to

Activity ID: GRU00071B

-ing forms and infinitives

This language exercise practises verbs followed by an -ing form or infinitive with a

Activity ID: MLG002127

-ing forms and infinitives

This language exercise practises verbs followed by an -ing form or infinitive with a

Activity ID: MLG002128

A bad experience at the airport

This language exercise practises passive -ing forms. You key in the correct passive

Activity ID: MLG004229

Search for activities by entering key words.

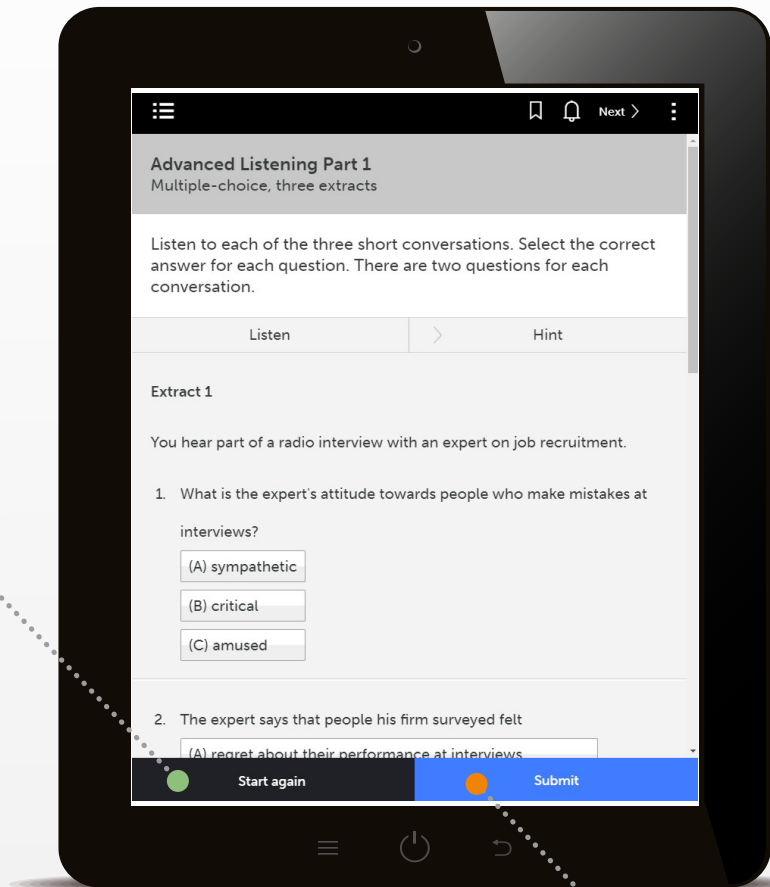
Use the arrows to choose categories and the tick boxes to filter your search and find the right activity.

See your search results here.

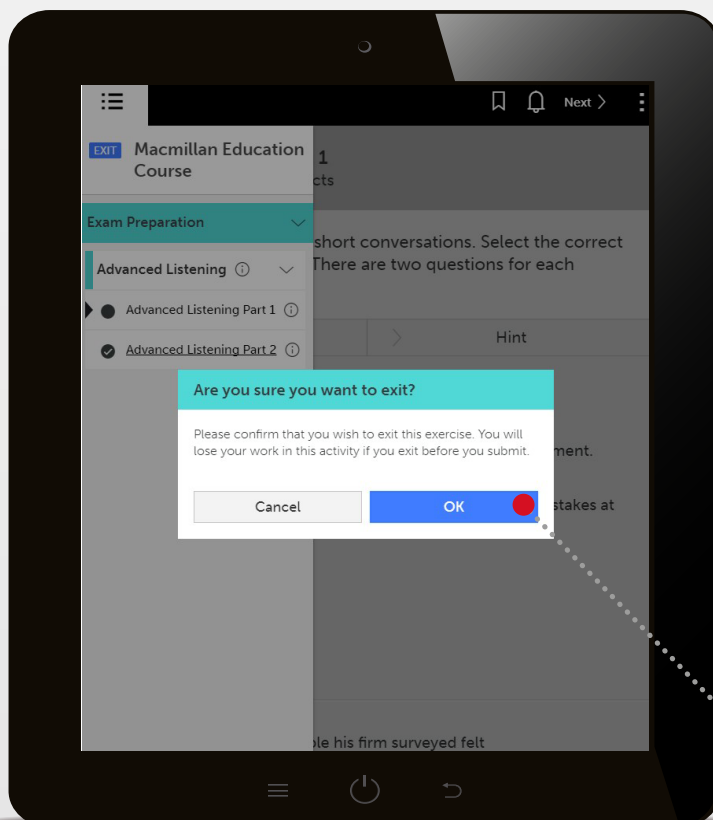
## Activity example

When you click on an activity title, an activity will open like this.

You can attempt the activity again by clicking 'Start again'. You can try activities as many times as you like.



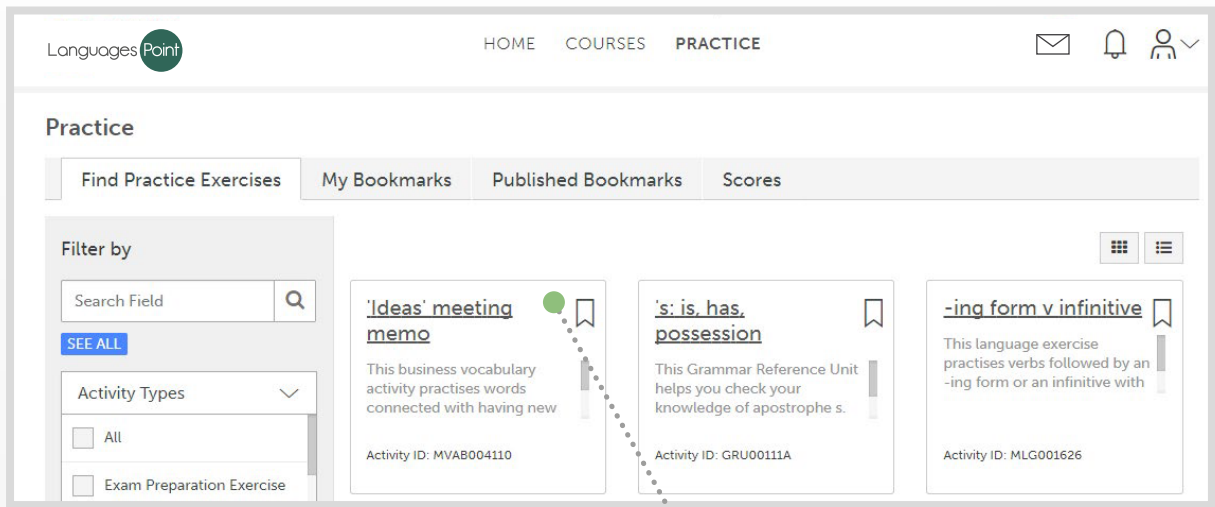
Remember to submit your activity when you finish.



When you have submitted your activity you can exit the activity and go to your courses page where you can see a summary of your course so far.

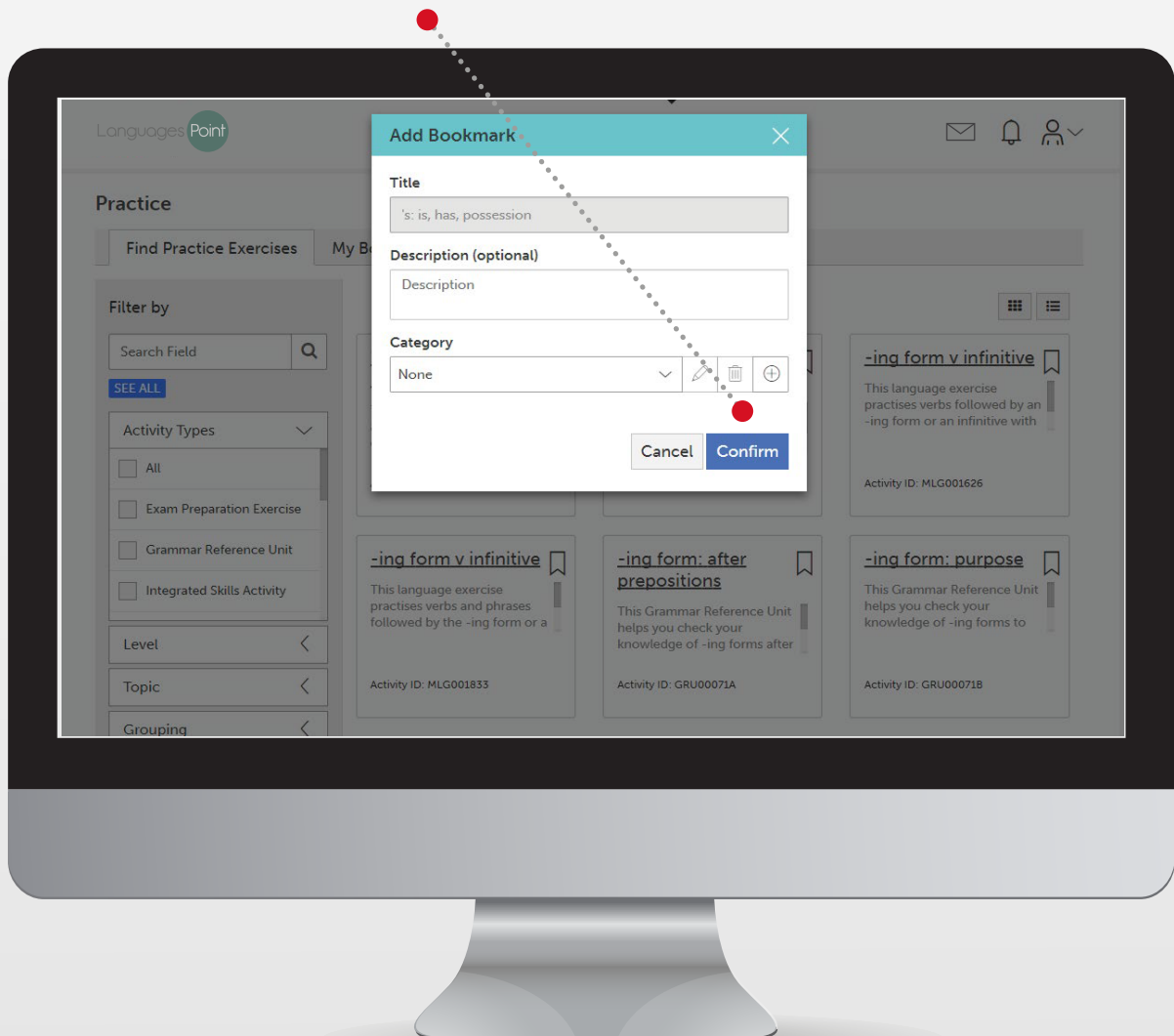
## Saving practice activities: bookmarks

You can save practice activities to complete later. These are called bookmarks.

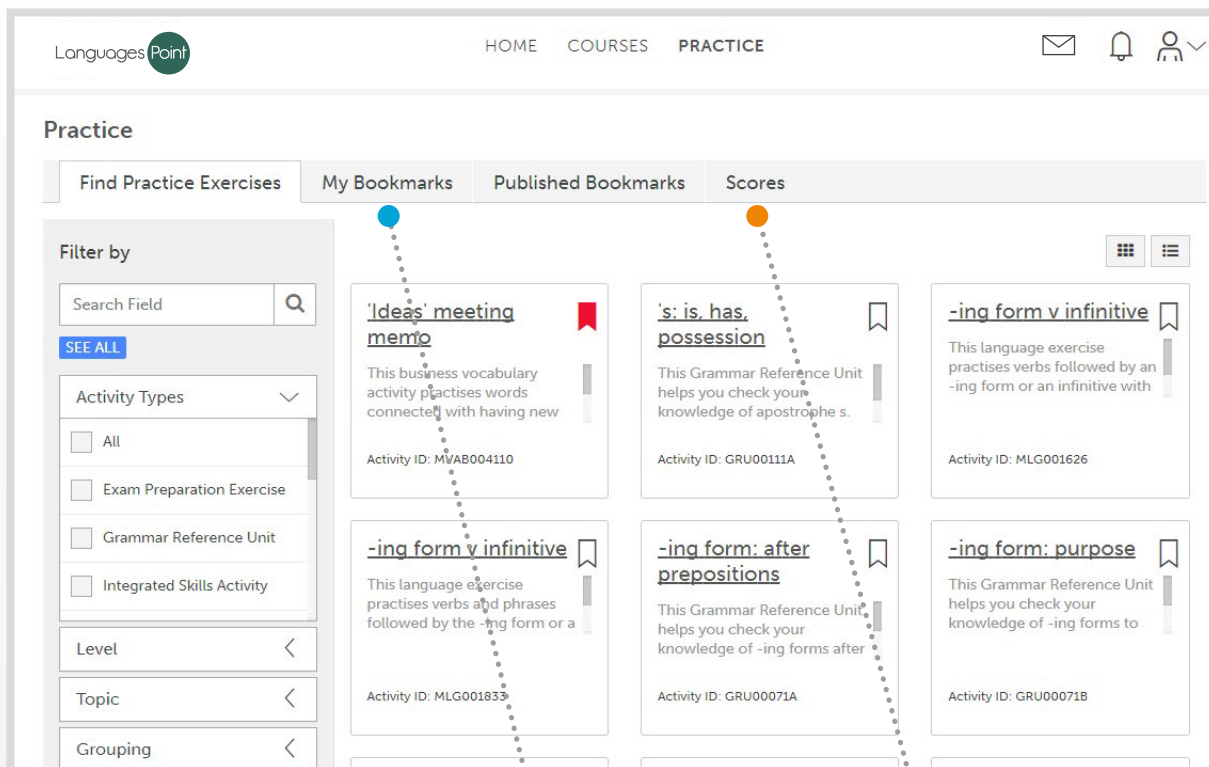


Click on the bookmark icon to save your activity for later.

Click on 'Confirm' to save your bookmark.



When you have bookmarked an activity the bookmark icon will turn red.

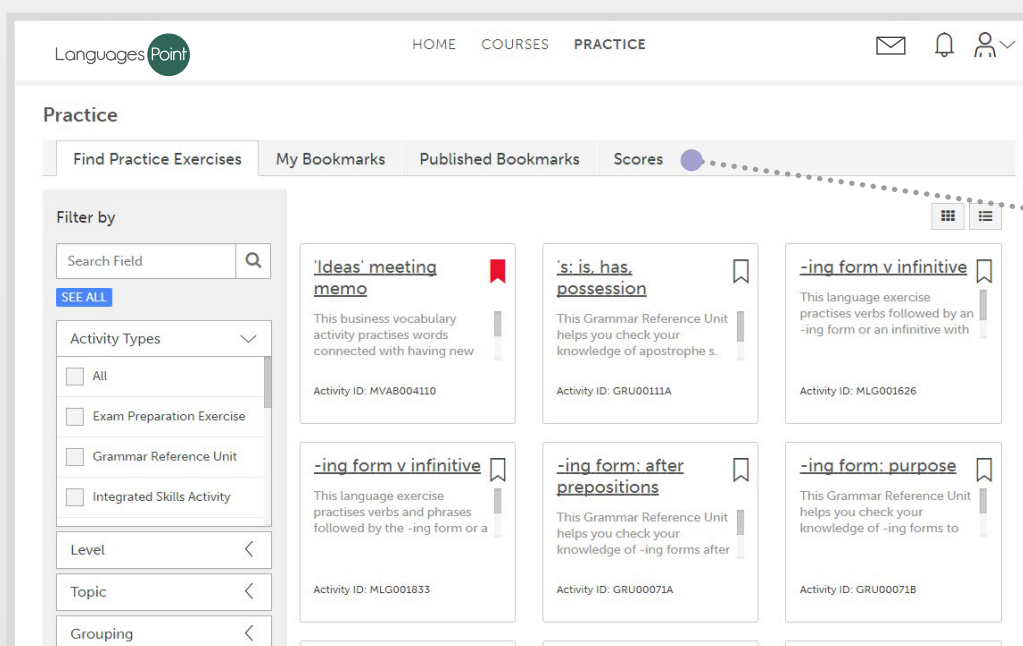


You can find your bookmarked activities by clicking 'My Bookmarks' in the 'Practice' area.

Scores for bookmarked activities can also be found in the 'Practice' area.

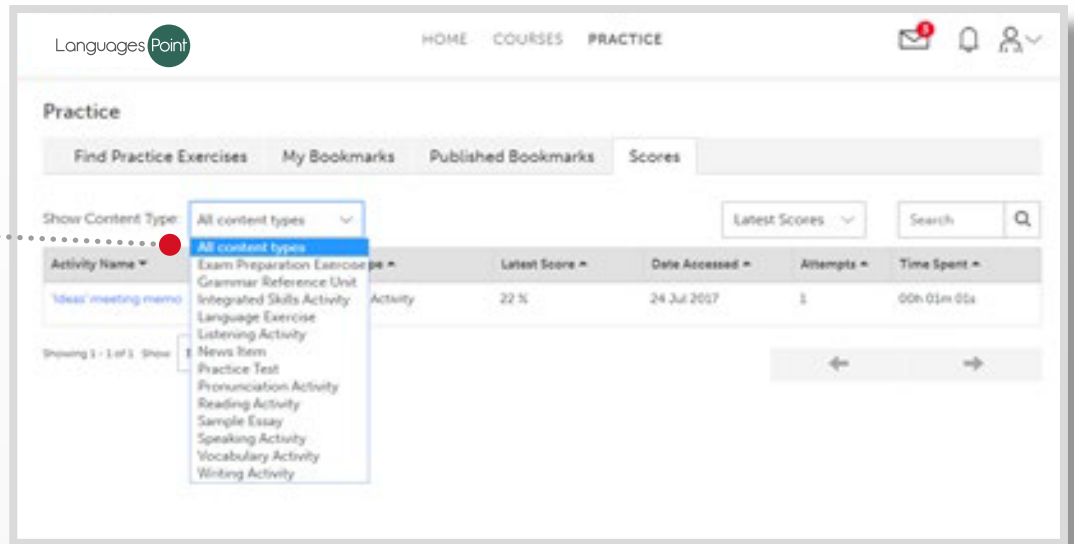
## Practice scores

Practice scores are scores for activities that are not part of your course.

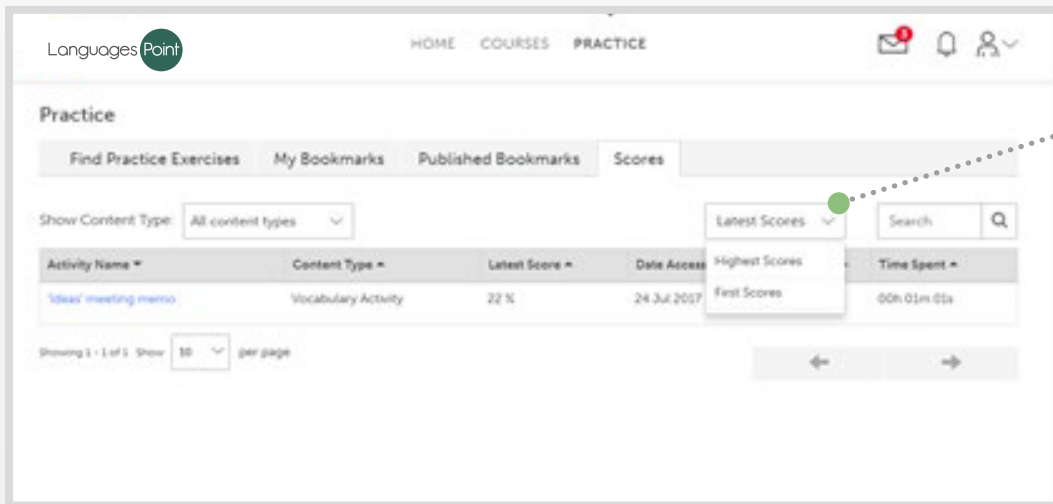


See the most recent practice scores on the 'Scores' section of the 'Practice' page.

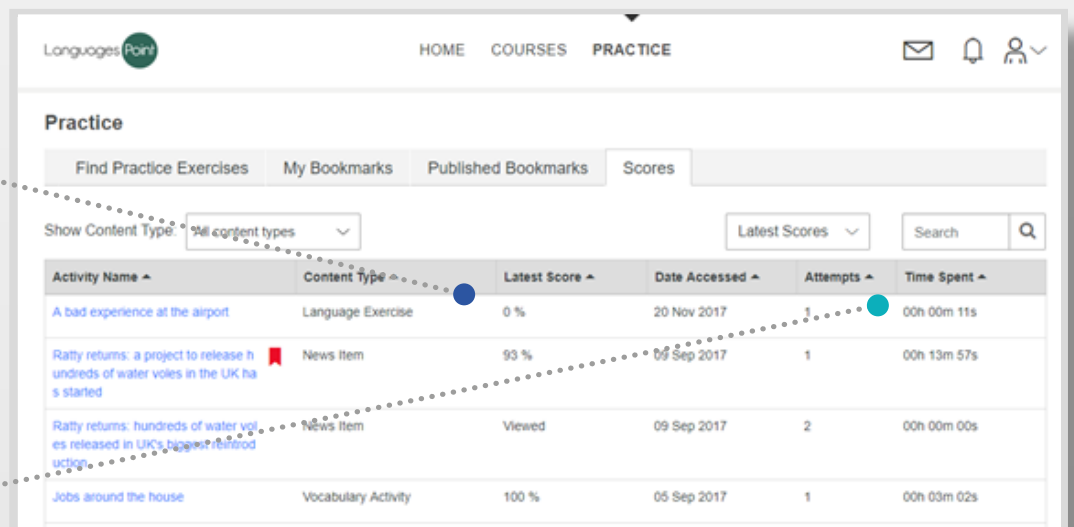
To see all of your practice scores use the filter to find the relevant activity type or search by all content types.



Choose to see your First, Latest or Highest score for each activity.



Scores are shown as a percentage (%).

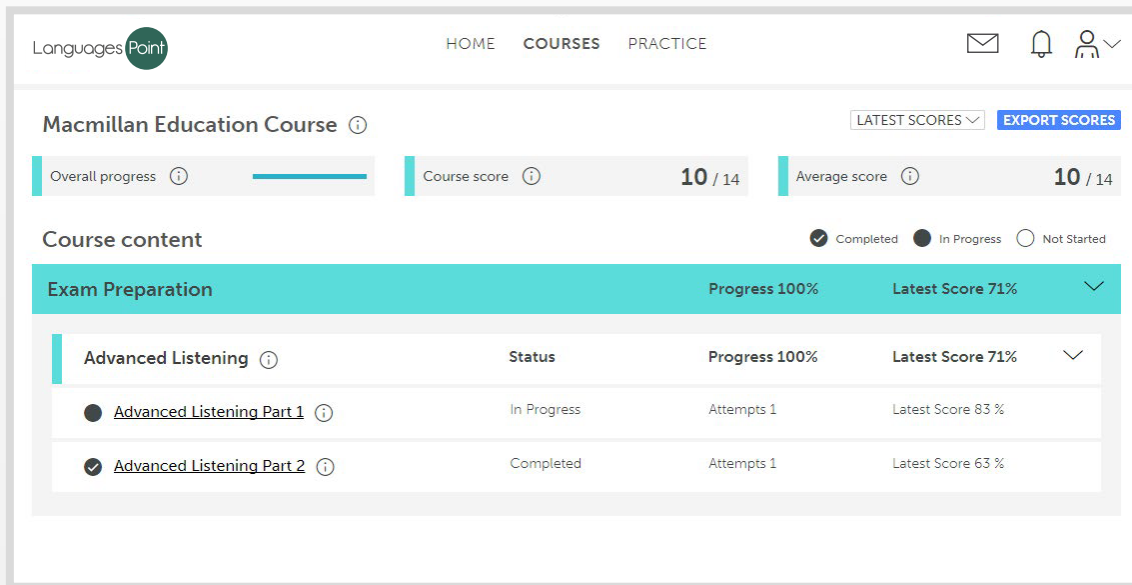


See how many times you have attempted an activity and how much time you have spent on each activity.



## Student guide to saving scores

You can see your scores on the English Campus and you can save them on your computer.



Macmillan Education Course ⓘ LATEST SCORES EXPORT SCORES

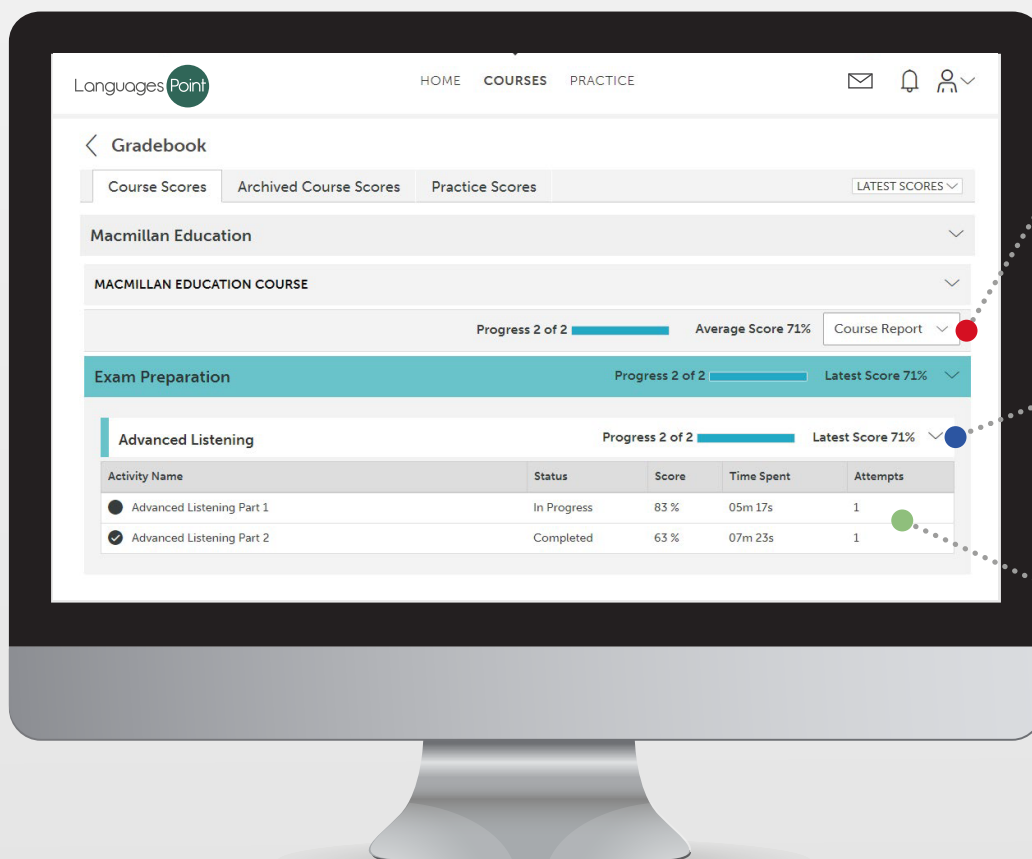
Overall progress ⓘ Course score ⓘ **10 / 14** Average score ⓘ **10 / 14**

Course content ✓ Completed ● In Progress ○ Not Started

**Exam Preparation** Progress 100% Latest Score 71% ⌵

Advanced Listening <span>ⓘ</span>	Status	Progress 100%	Latest Score 71%	⌵
● <a href="#">Advanced Listening Part 1</a> <span>ⓘ</span>	In Progress	Attempts 1	Latest Score 83 %	
✓ <a href="#">Advanced Listening Part 2</a> <span>ⓘ</span>	Completed	Attempts 1	Latest Score 63 %	

## Progress report



Gradebook

Course Scores | Archived Course Scores | Practice Scores LATEST SCORES

Macmillan Education ⌵

MACMILLAN EDUCATION COURSE ⌵

Progress 2 of 2 Average Score 71% Course Report ⌵

**Exam Preparation** Progress 2 of 2 Latest Score 71% ⌵

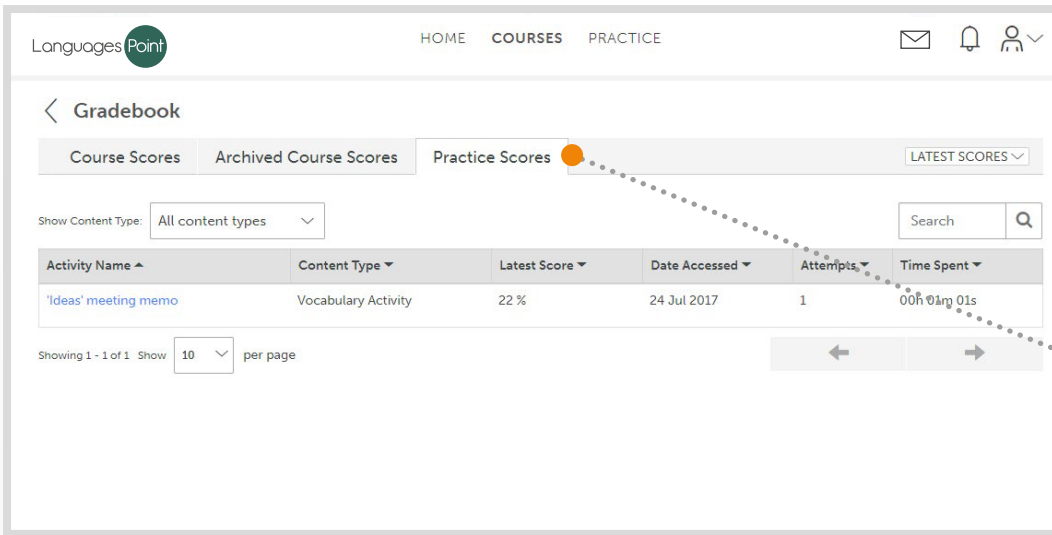
**Advanced Listening** Progress 2 of 2 Latest Score 71% ⌵

Activity Name	Status	Score	Time Spent	Attempts
● Advanced Listening Part 1	In Progress	83 %	05m 17s	1
✓ Advanced Listening Part 2	Completed	63 %	07m 23s	1

Go to your Gradebook and click 'Course report' to download a PDF report of your course scores.

See the 'First', 'Latest' or 'Highest' scores for each activity.

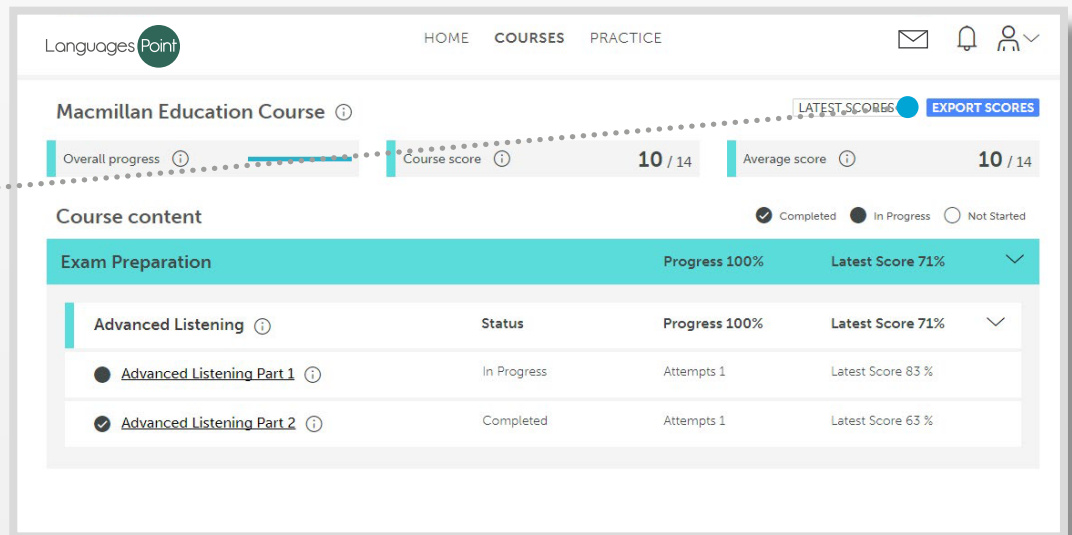
See the number of times you have attempted an activity and time spent on each activity.



To view your practice scores go to the Gradebook and click on 'Practice Scores'.

## Export scores

You can also export all of your course scores from the 'Courses' page of your account. This report will download as a PDF and is the same report you can download via the Gradebook.



When you see export scores they open as a PDF like this:

