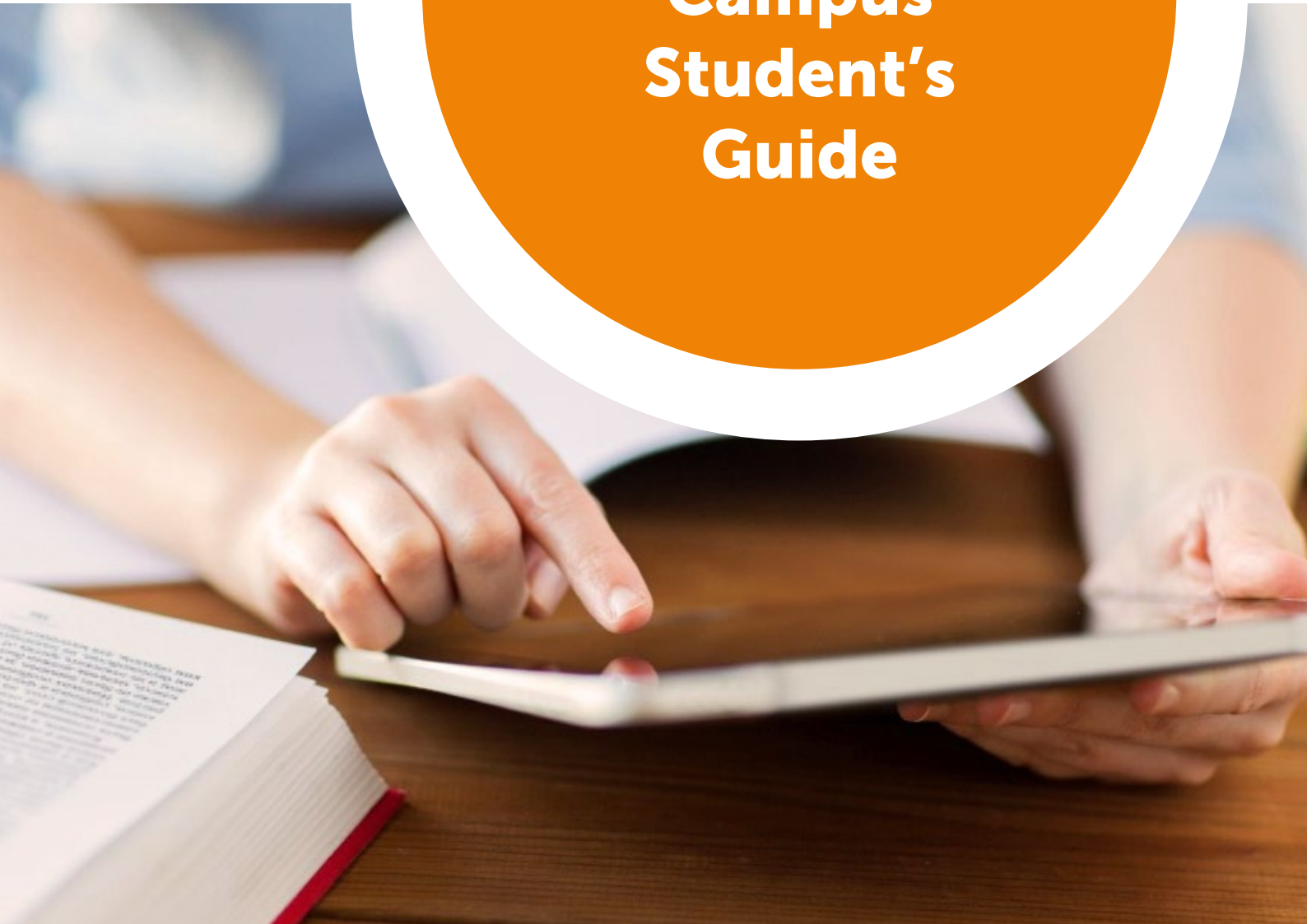




macmillan
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**Macmillan
English
Campus
Student's
Guide**

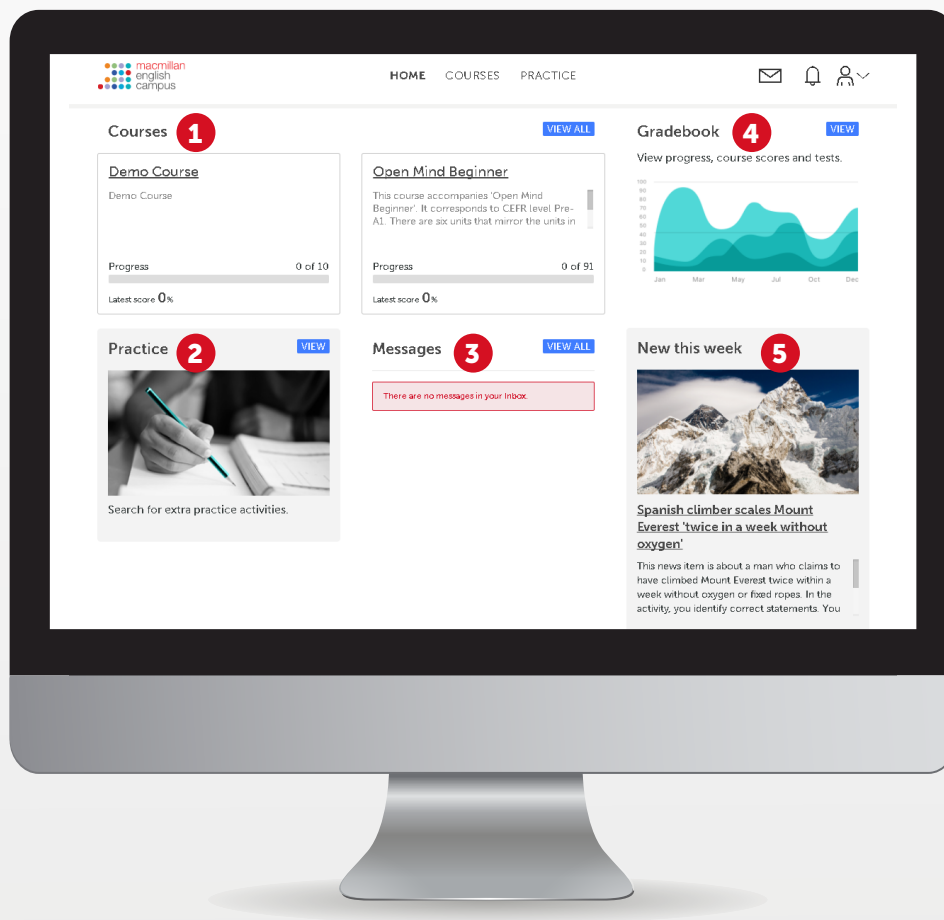


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Student guide: Student homepage

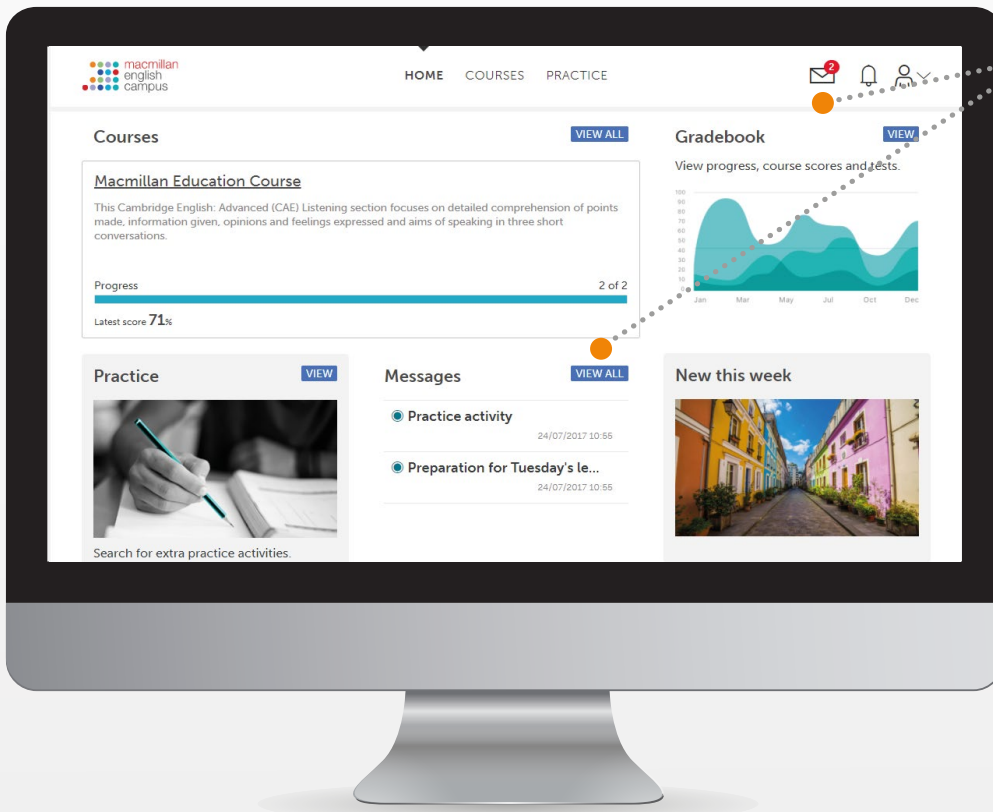
This is the homepage you see when you log in to Macmillan English Campus as a student:



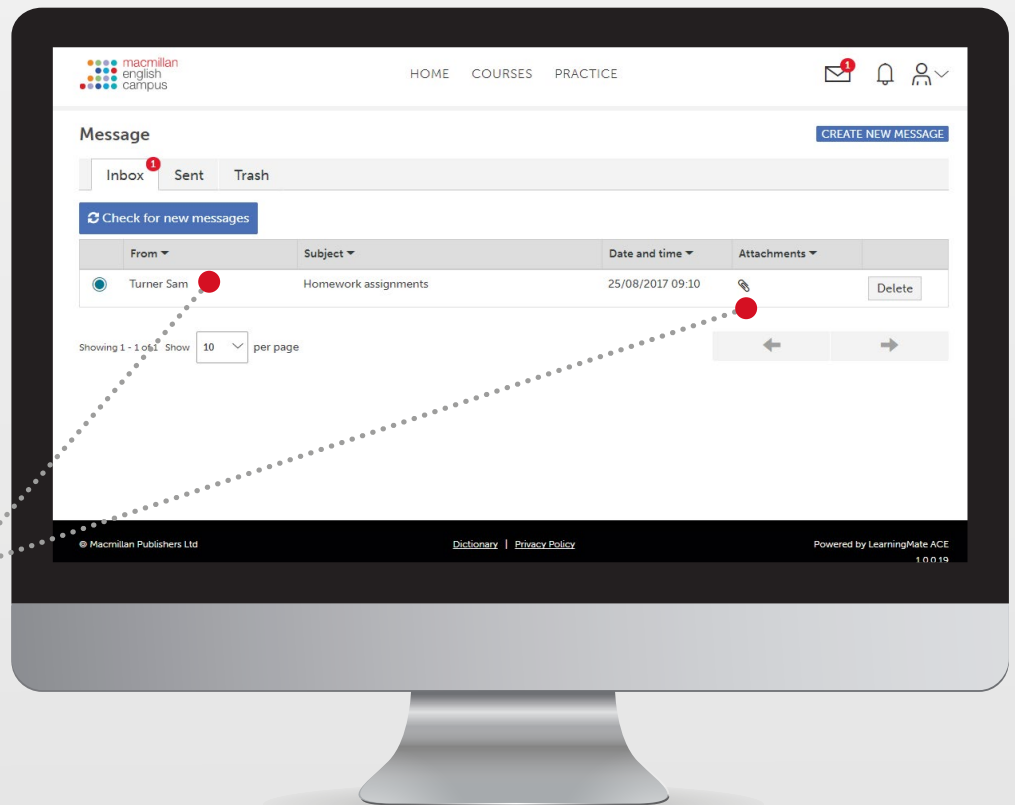
The Student homepage has a number of options:

- 1 Courses:** In the courses tab, the student can see the course they have been assigned to.
- 2 Practice:** The practice area allows students to practice activities which they want to or which their teacher has assigned them.
- 3 Messages:** Students can send and receive messages with their teachers, including submitting homework activities.
- 4 Gradebook:** The gradebook allows the students to view their progress and access their course and test scores.
- 5 New this week:** This area contains the most recently uploaded content on the site. News items are available at three different levels.

Student guide: Accessing messages



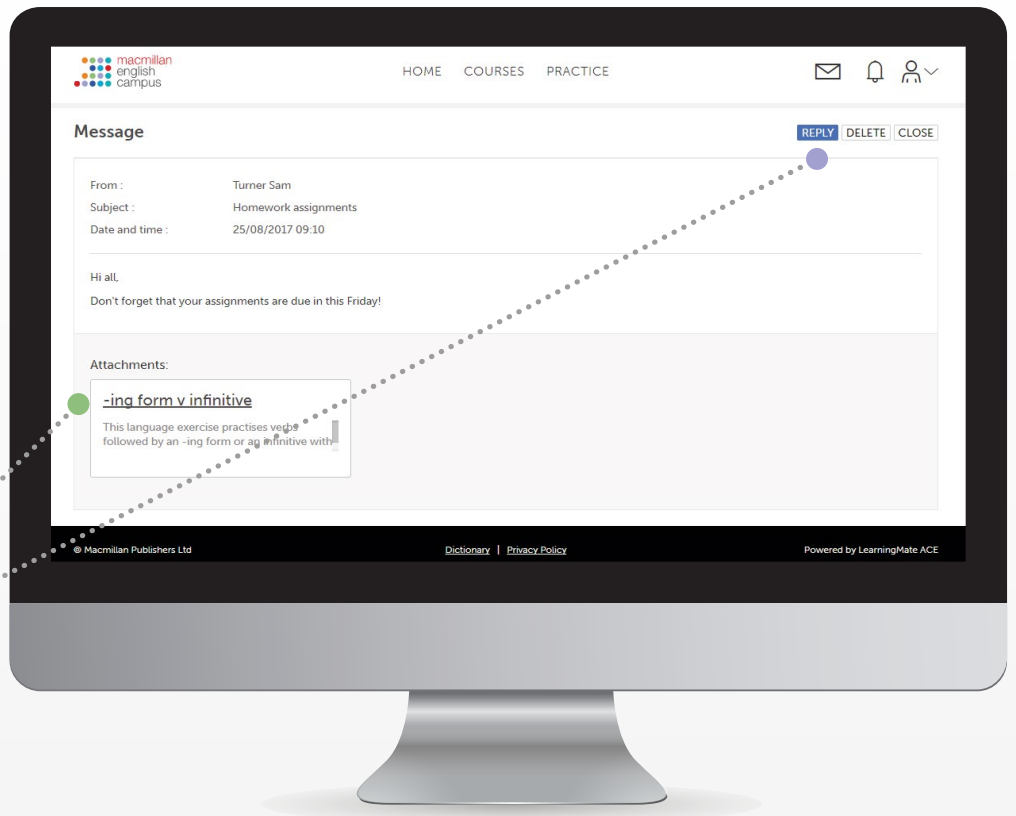
There are two ways to access messages from the student homepage. Click on the envelope in the top right corner or click View All next to Messages.



Click on the message to open it. A paperclip icon means the message has an attachment.

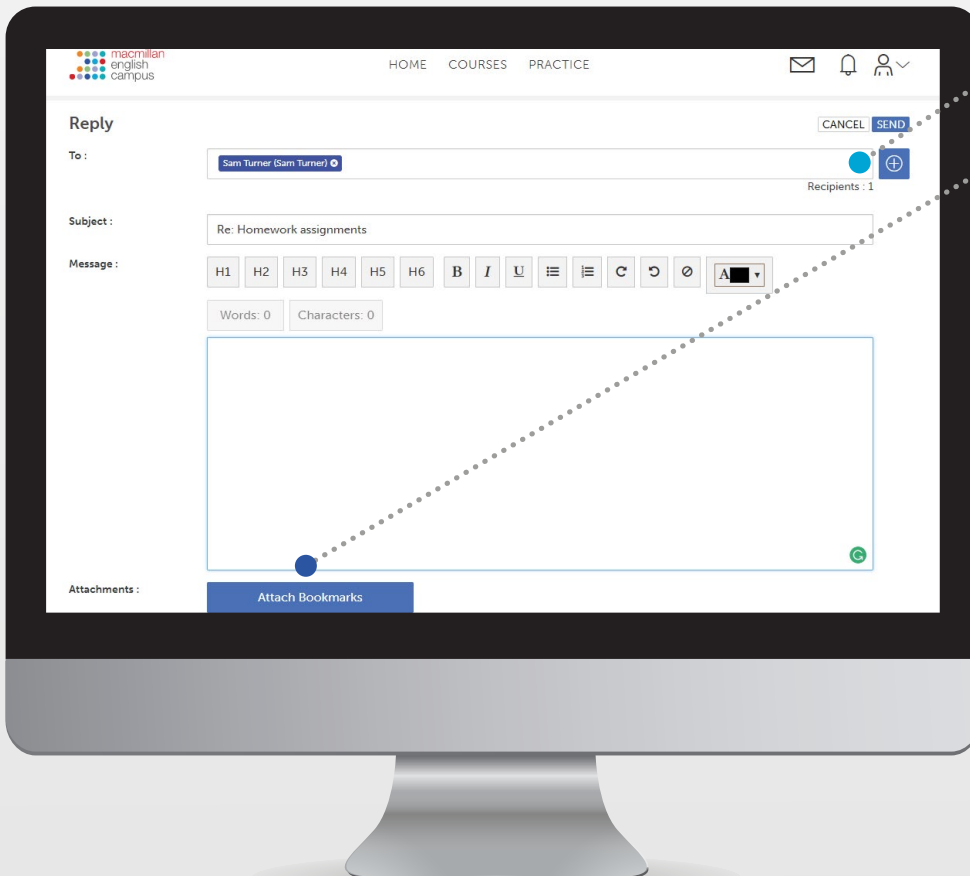
Click on the attachment to open it.

Click Reply to reply to the message.

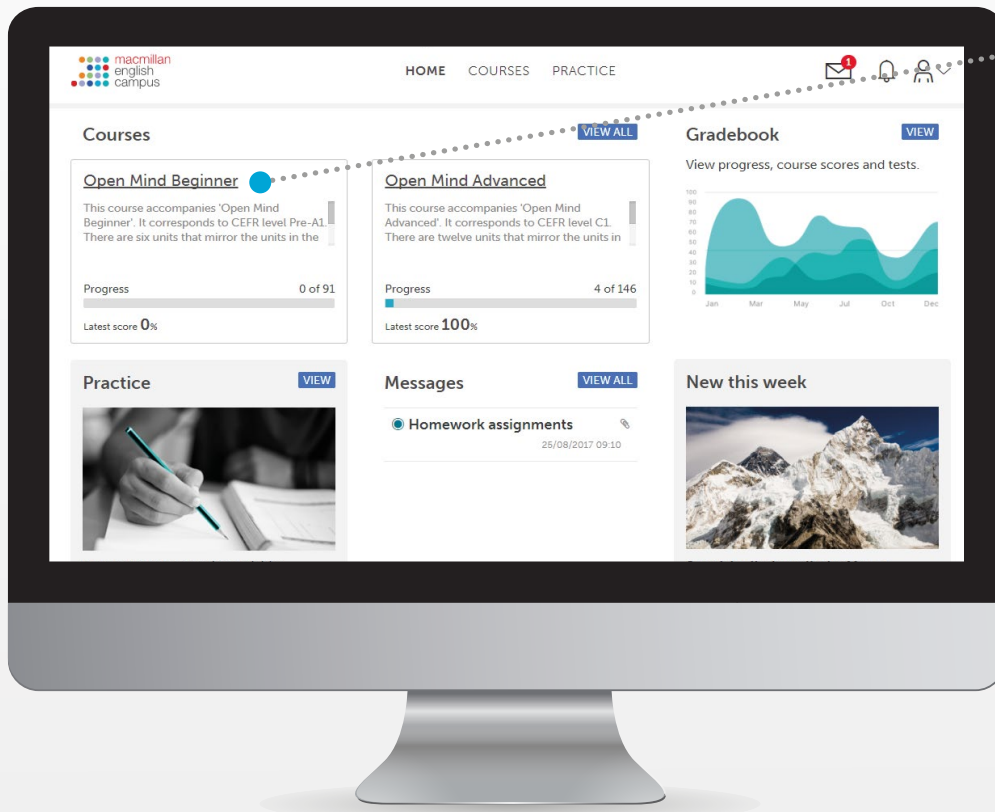


To add a recipient, click the plus sign.

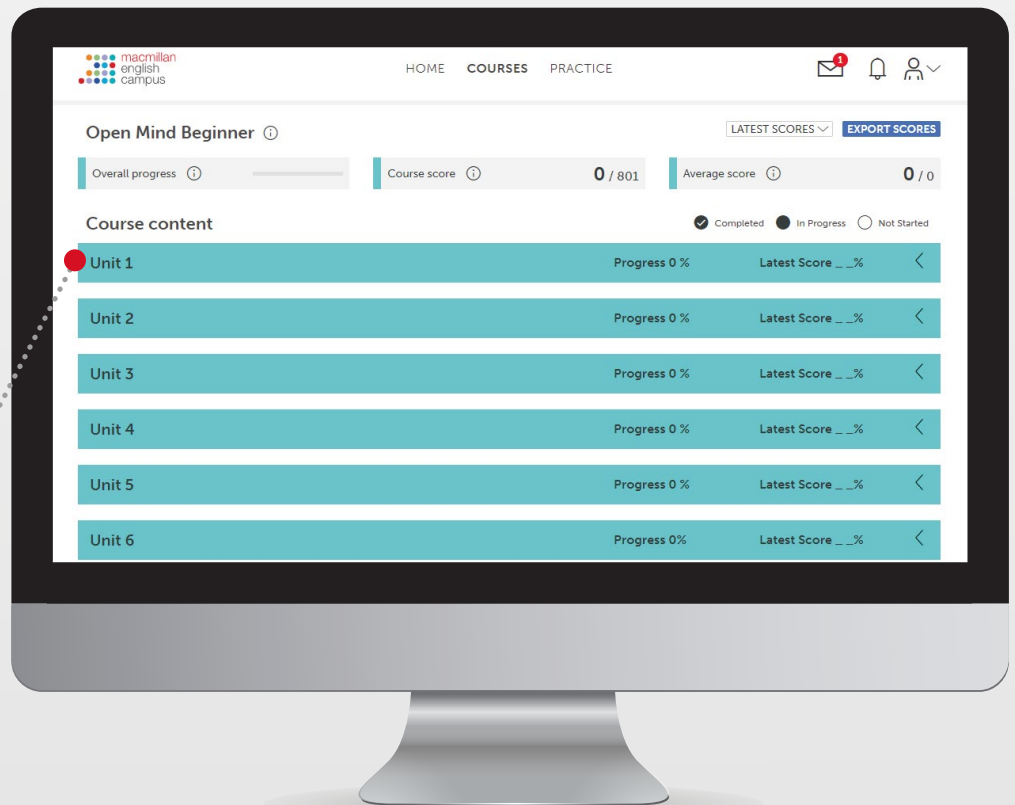
To attach a bookmark, click Attach Bookmark.



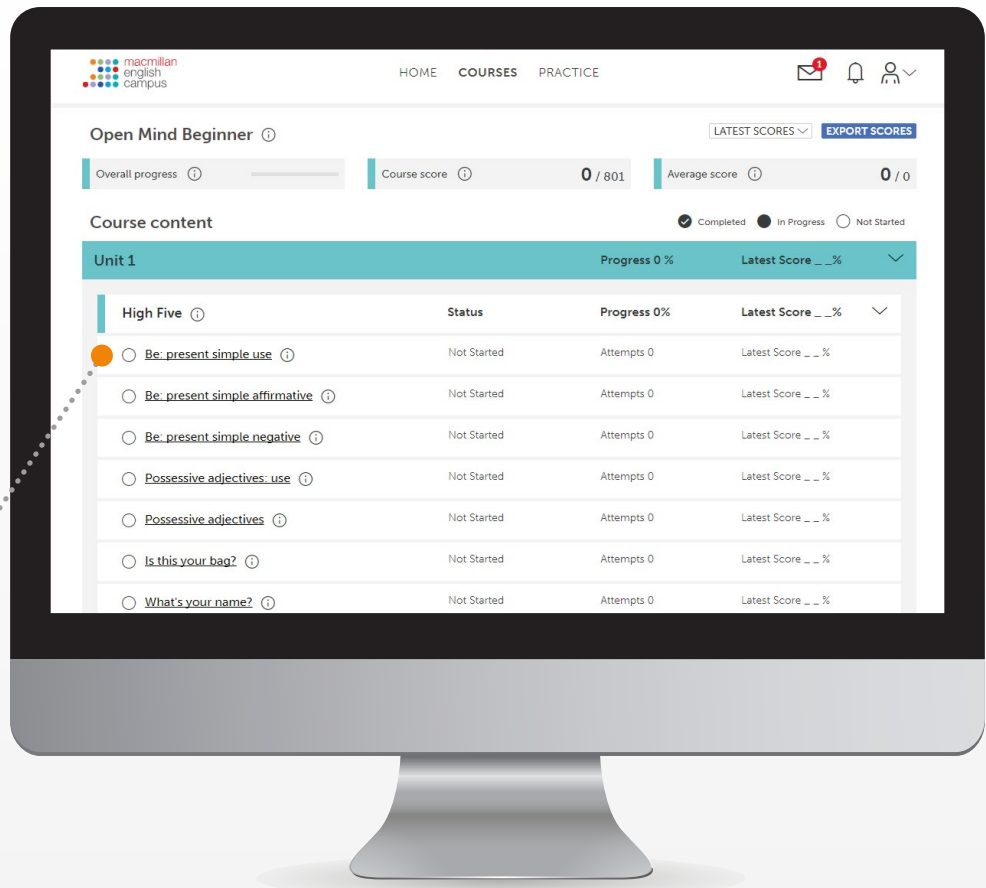
Student guide: Using courses



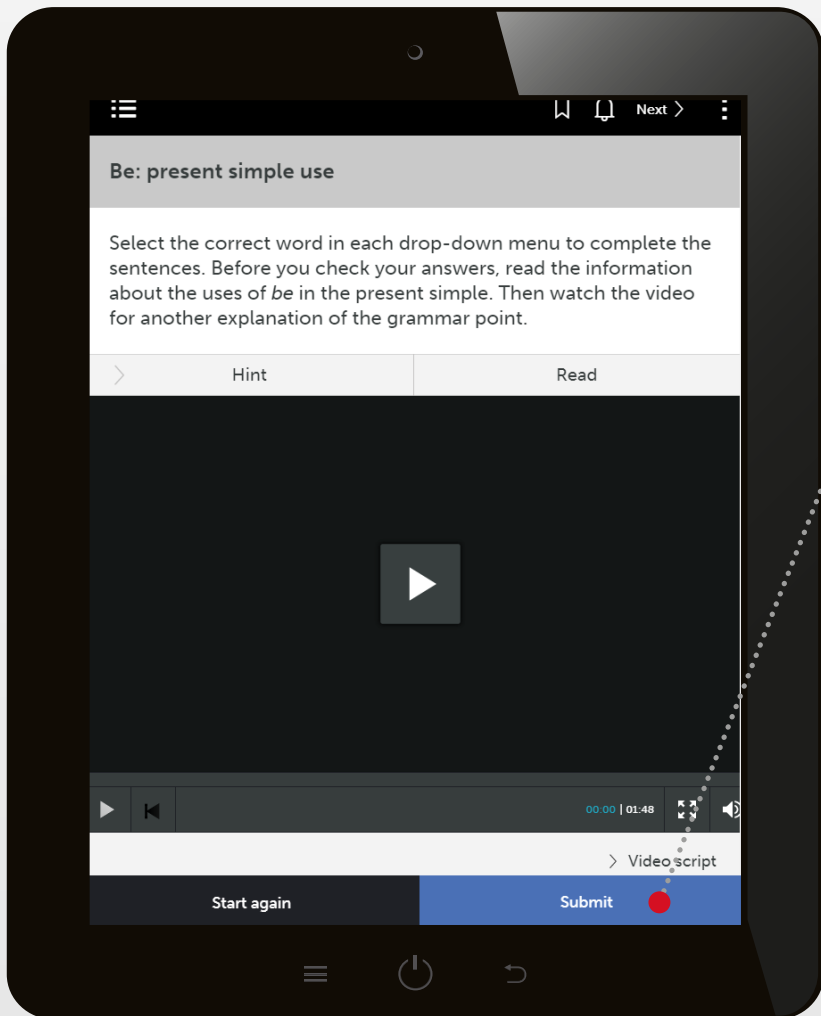
On student homepage, you can see your assigned courses. Click on the title of the course to access the activities in the course.



Click on the unit number to show all activities in a unit



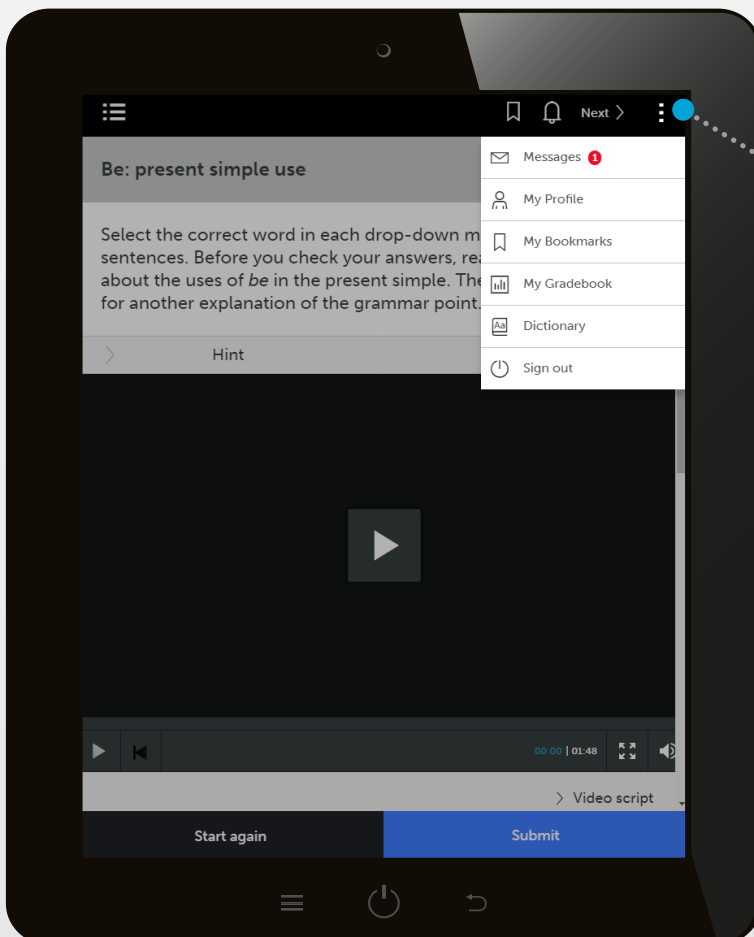
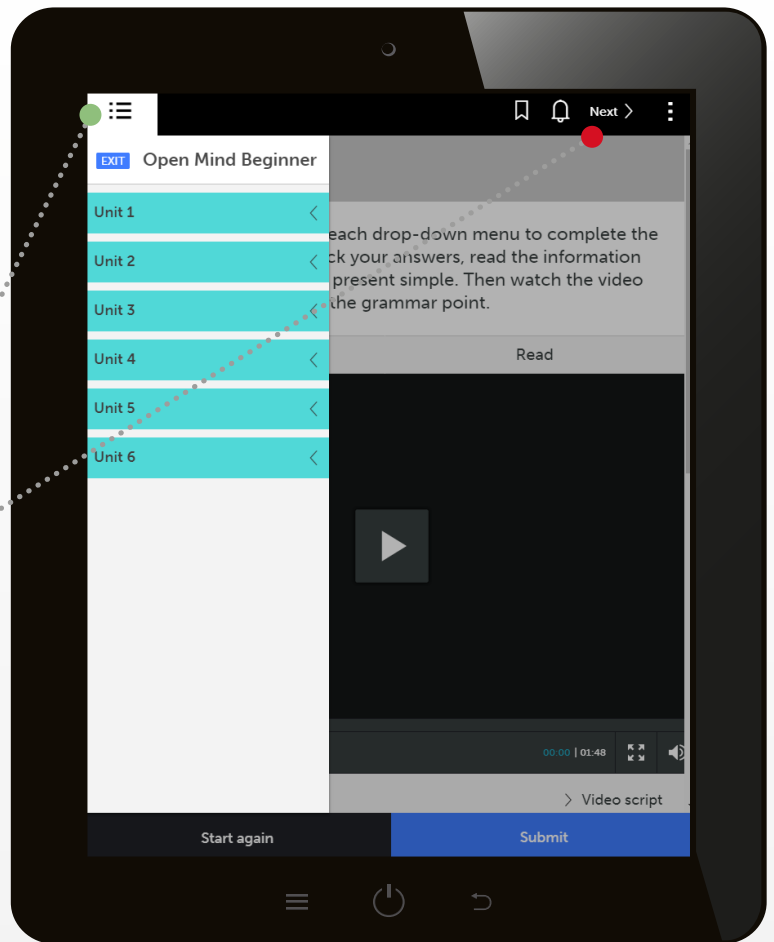
Click on an activity title to open it.



When you have completed the activity, click Submit.

Click the menu on the left to switch units.

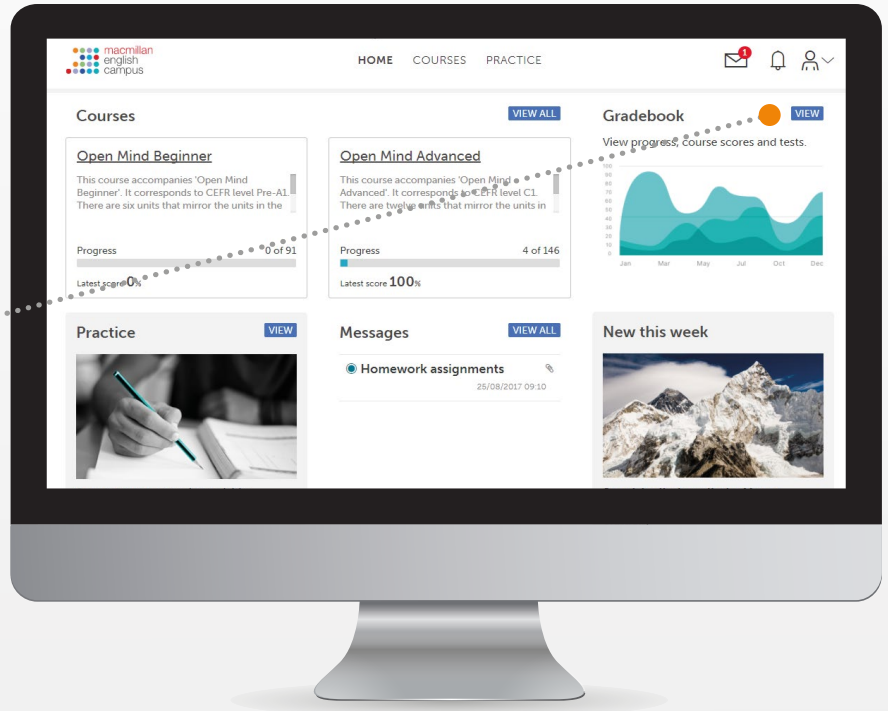
Click Next to go on to the next activity.



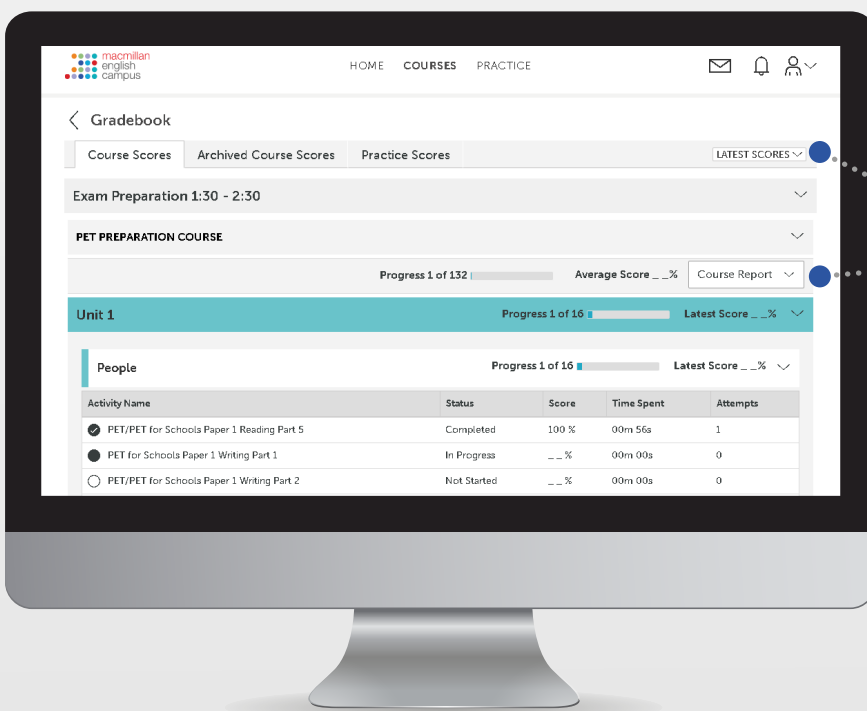
Click the three dots in the top left to access messages, profile, bookmarks, gradebook and dictionary or to sign out.

Student Guide: Using gradebooks

On the student homepage, click View in the top right corner of the Gradebook.

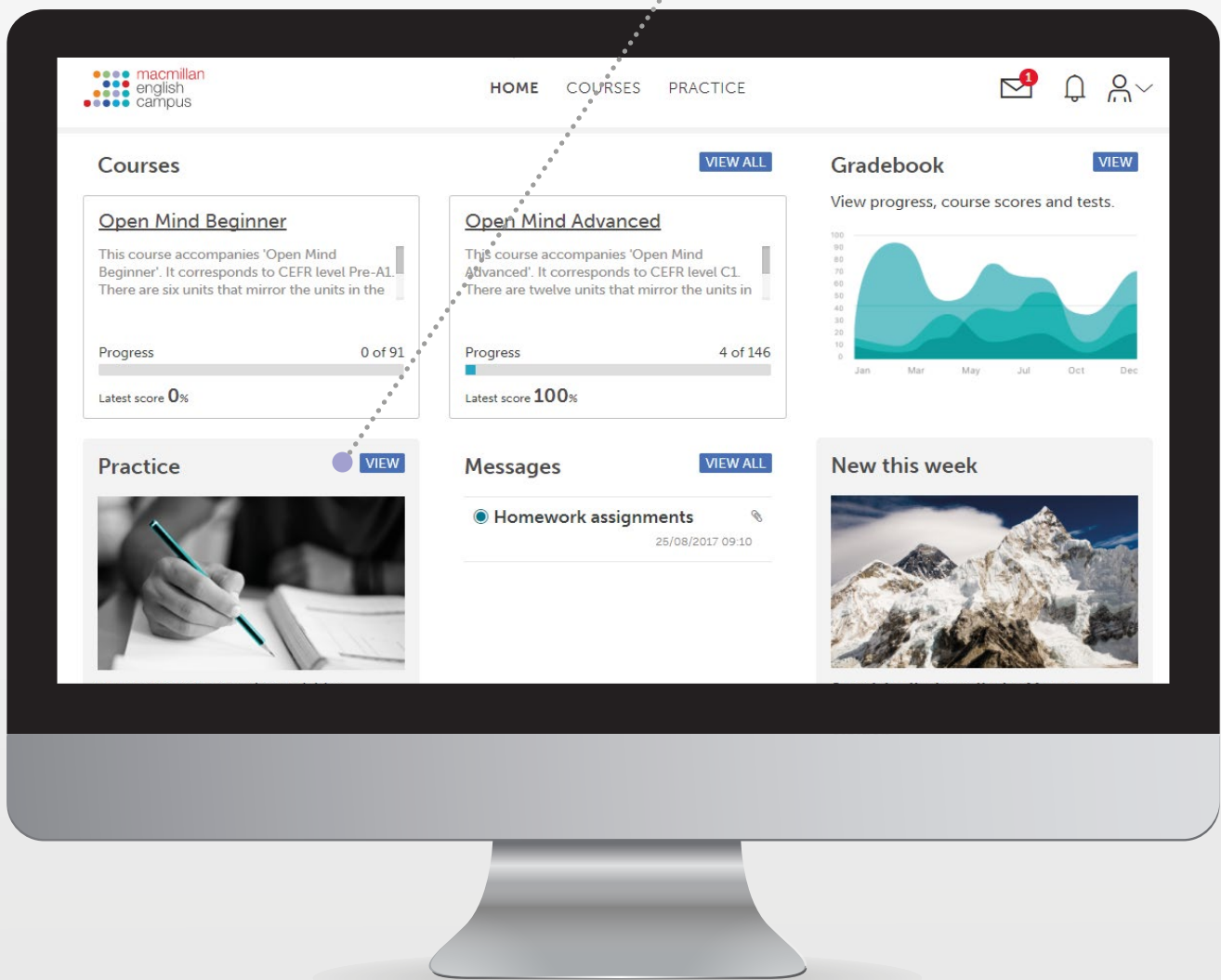


You can view your course and activity progress and check first, highest and latest scores using the drop down menu under Latest Scores. You can also export a course report.

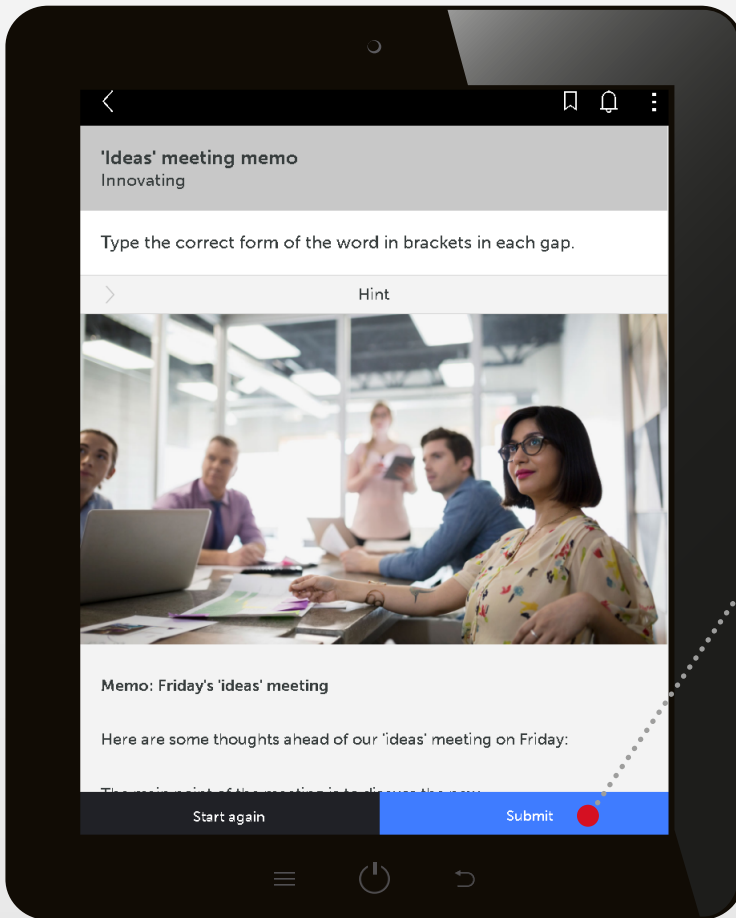
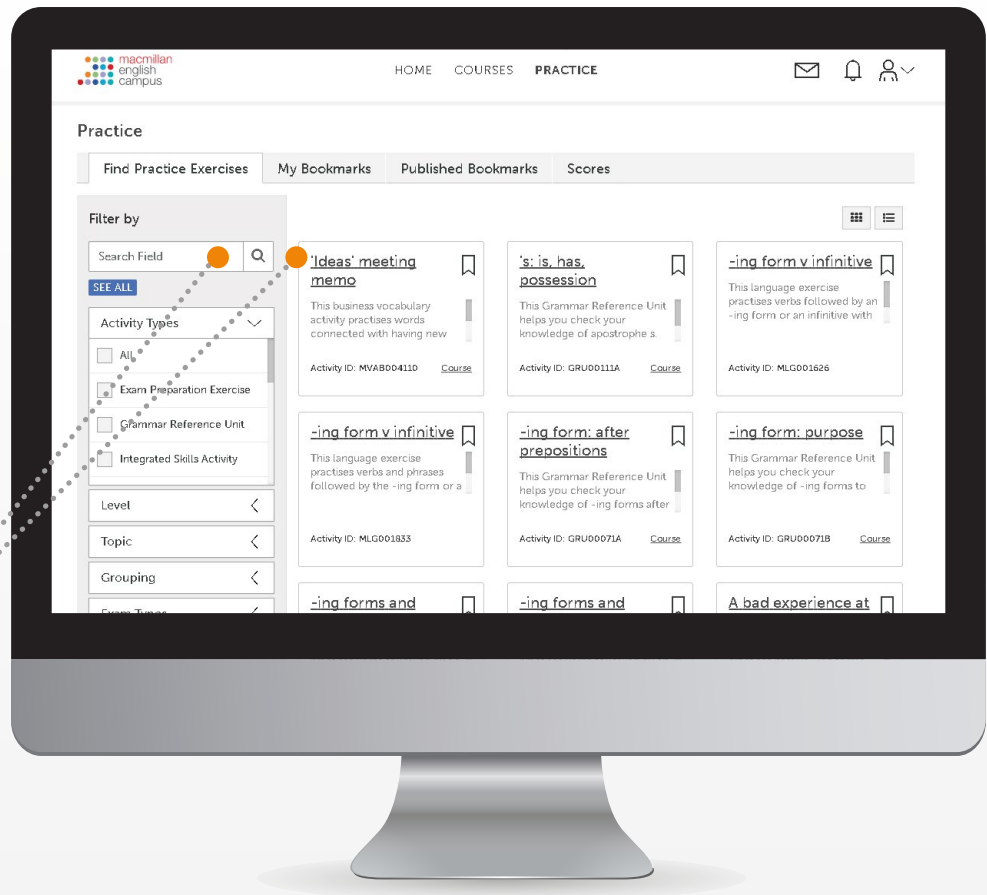


Student Guide: Using Practice Activities

On the student homepage, click on View in the Practice box.



You can filter activities using the search field or drop down menus on the left side of the page. To use an activity, click on the title of the activity.



When you have completed the activity, click Submit.