

The Georgia Credit Recovery Program

Student Manual

Getting Started in Credit Recovery:

- Create an account at www.gacreditrecovery.org.
- Write down your username and password.
- Your Credit Recovery Site Coordinator will enroll you in your class(es).

Steps to Success in Credit Recovery:

- Complete all course work and post tests by the completion date.
- Have all post tests and final exams proctored by your credit recovery site coordinator.
- Ask your site coordinator if you need assistance.

What Is Credit Recovery?

- Credit Recovery is an online computer course designed for students to complete with limited assistance. It is a teacherless course.
- Credit recovery is NOT for students who need one-on-one help, or did not get the basic understanding of the course content the first time.
- All non-EOC courses include a final exam. EOCs for required courses for public school students must be taken at your local public high school.

Creating a CR Account

- Go to www.gacreditrecovery.org and click on the “Log into Credit Recovery” link.
- Click on the “Register” link.
- Click on “Student Account”
- Follow the directions to create your student account.

How Do I Get to Class?

Now that you have created an account and have been enrolled in class by your credit recovery site coordinator, follow these steps to begin your class.

- Log in to www.gacreditrecovery.org
- Click on "My Classes"

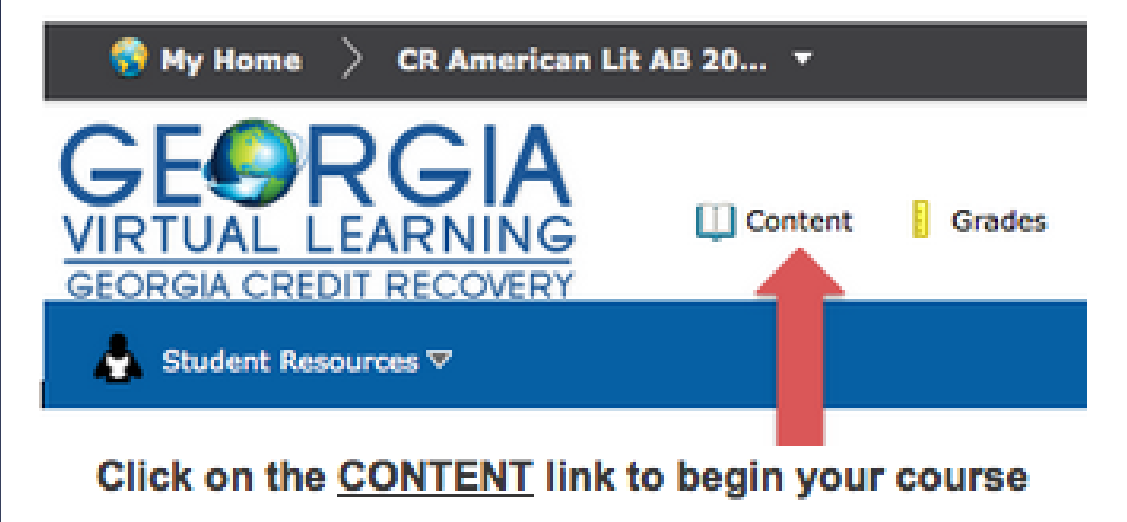
How Do I Get to Class?

- You will see your class on the upper right hand side.
- Click on your course.

The screenshot displays the Georgia Credit Recovery website interface. The browser title is "GA DOE Credit Recovery :: - Windows Internet Explorer provided by Houston County High School". The address bar shows the URL: <https://ga.doe.k12.ga.gov/ce/ceorgtools/bu/home/bu/home.asp?bu=2574>. The page features a blue header with the Georgia Education logo and "GEORGIA Credit Recovery" text. Below the header, there are navigation links for "My Home" and "My Registration", and a "Welcome, Justin Logout" message. The main content area is divided into three columns. The left column contains a "Welcome Box" with a user profile for Justin Brown and "My Settings" options. The middle column has a "News" section with a post titled "How to Navigate Through Your CE Course" dated August 1, 2008, and a "Where are My Courses?" section. The right column contains the "My Courses" box, which is circled in red and shows a link for "CE Chemistry B". Below this, there are links for "Student", "How to Work Through Your Course", "How to Get a Test Retest", and "How to Schedule an EOC".

How Do I Get to Class?

- Click “Content”.
- You will now be able to see your table of contents.



The screenshot shows the Georgia Virtual Learning website interface. At the top, there is a dark grey navigation bar with a globe icon, the text "My Home", a right-pointing chevron, and "CR American Lit AB 20..." with a dropdown arrow. Below this is the "GEORGIA VIRTUAL LEARNING" logo, where the letter "O" in "GEORGIA" is a globe. Underneath the logo is the text "GEORGIA CREDIT RECOVERY". To the right of the logo are two links: "Content" with a book icon and "Grades" with a yellow folder icon. Below these links is a blue horizontal bar containing a person icon and the text "Student Resources" with a dropdown arrow. A large red arrow points upwards from the bottom of the page towards the "Content" link. At the very bottom of the screenshot, there is a white text box with the instruction: "Click on the CONTENT link to begin your course".

Click on the CONTENT link to begin your course

How Do I Get to Class?

- You are ready to take your Unit 1 pre-test.
- Click on the pre-test link to open the test.
- If you score 85% or higher on your pre-test, you will be allowed to go to the unit post test. If you score less than 85%, you will go to the unit content.
- Follow the directions on each screen as you proceed through the lessons.
- After the last lesson you will be directed to the post test.
- STOP before you take the post test. All post tests and final exams must be proctored by your Credit Recovery Site Coordinator.

Post Test Procedure

- You must pass each unit post test with a 70% or better.
- You have three attempts on the post test. After three attempts, you must have your credit recovery site coordinator reset your post test.
- Once the unit post test has been reset, you will have three additional attempts to score 70% or better.
- All post tests **MUST** be proctored by your credit recovery site coordinator.