

ALEKS Course Readiness Checklist - Before Class

Part 1: Course Build/Setup

- ☐ 1. **ALEKS login:** Make note of your ALEKS login. If you've misplaced it, go to www.aleks.com and Click on "Forgot your login info?"
 - ☐ Login and ensure your course sections are in your account.
- ☐ 2. **Schedule your First Day of Class** with your McGraw-Hill Representative. Will you have your students take the Initial Knowledge Check in a computer lab on Day 1? If not, pick a date by which they must complete the Initial Knowledge Check (recommended within the first two days of class).
- ☐ 3. **eBook** – if using an eBook, access as an instructor, click on the textbook cover in the Class Summary tile of the Dashboard.
- ☐ 4. **Build your Objectives** – Understand how these work – this is the "adaptive homework" for the class. Click Path: Hover over Class Administration → Class Summary. Scroll down and click "Edit" next to Objectives Editor.
 - ☐ Preview topics in each Objective (Click "Edit" under the Objective title).
 - ☐ Set your due dates (or Mastery % if you are not using end dates).
 - ☐ Understand pacing in ALEKS (consider some schools report their students learn 2-4 topics per hour on average. Students must answer questions correctly multiple times before they have "learned" that topic).
 - ☐ Save any changes.
- ☐ 5. **Manage time expectations.** Think about how much time you want your students to work in ALEKS each week. (We recommend about 2 hours per credit hour per week, though this can vary).
- ☐ 6. **Gradebook Setup.** We recommend ALEKS is at least 20% of your overall grade. Click Path: Hover over Gradebook → Click Gradebook Setup
 - ☐ Objective scores are tracked in the Objective Category of the gradebook.
 - ☐ Any HW, Quizzes or Tests are tracked in the gradebook. Note: these assignments do not affect students' objective progress or overall learning/mastery.
- ☐ 7. **Prepare Syllabus**
 - ☐ Reference the **ALEKS generated Syllabus/topics list**
Click Path: Hover over Class Administration → Class Summary
 - ☐ Make note of Class ID Codes to add to syllabus
 - ☐ Add ALEKS language to your syllabus via our [Syllabus Guide](#)



- ☐ 8. **Work as a student.** Before class starts, complete the Initial Knowledge Check as a student. Note the "Skip" button in lower right (only available to instructors). Answer the questions as your average student would. After you submit, work a couple topics in the Learning Path. The tool tips will take you through this.
Click Path: Hover over Class Administration → Click on Student View
- ☐ 9. **Establish goals** for using ALEKS. In other words, complete this sentence: "If I/my students achieve _____, then using ALEKS was a success for me."
- ☐ 10. **Plan time to monitor reports** to inform class time. Work with your MHE Team to learn more about ALEKS Insights and maximizing reports.
- ☐ 11. **Generate Financial Aid Code** (1 per course) to have on hand for 1st day (be diligent and only provide to those that need it).
- ☐ 12. Read through First Week and Week 2 and Beyond Checklists.

ALEKS Insights

ALEKS Pie Report

Math 114 / ALEKS 360 / College Algebra - ALEKS Pie

Number of Students Included in This Report: 33

Class Code: XXXXX-XXXXX CLASS TOOLS

Show: Current Progress Downloads

Select Slice to See Progress 0%

ALEKS Pie Progress
308.1 Mastered, 8 Learned,
221.9 Remaining Topics
Current Objective:
Chapter 7 (05/31/2019)

Top Ready to Learn Topics

Identifying the center and radius to graph a circle given its equation in general form: Basic	42%
Rationalizing a denominator: Square root of a fraction	39%
Factoring a product of a quadratic trinomial and a monomial	36%
Graphing a parabola of the form $y = a(x-h)^2 + k$	36%