

MLO Online Course: Top Ten Things to Know

1. Every module has a required reading assignment that may be read online, downloaded and saved, or printed. Students should save/print the reading assignments for ongoing reference after the class ends.
2. Every module, and the Introduction, has a required exam that may be accessed from any page in the module by clicking the Exam button at the top of the screen.
3. Students must achieve a score of 75% on the required exam before the next module is accessible. Students may retake the exams as often as they like during the class session.
4. Although students may be able to access a module and its reading assignment, they can't start a module exam until it is unlocked.
5. New module exams are unlocked daily throughout the time period of the class session—for example, the Module 3 exam is unlocked on Day 2; the final exam unlocked on Day 11—but students are not required to complete one module each day. They can work at their own pace, but can't work ahead.
6. The course has several required “homework” assignments. Details for these, and other activities, are available from the Assignments page in each module. Students **must** complete the assignments to get credit for the course.
7. Students can click on the Course Calendar to see the specific dates when module exams are unlocked or assignments are due.
8. The Course Resources page in the Introduction includes helpful reference documents that can be downloaded, such as instructions for taking tests and posting on discussion threads, answers to reading assignment quizzes, glossary, etc.
9. Students must have their unique NMLS ID available before the class ends. It is required for them to get credit for completing the course. We cannot help them with this; they must contact NMLS directly.
10. Students may not access the course after the class end date. Tech support can send them PDFs of course documents, such as reading assignments, after the class ends if necessary.