How to Get Your Lost Attendance Points Back

Greetings, students,

To get your lost attendance points back, ...
1) Direct your web browser to http://frontdoor.valenciacollege.edu/?dlacoste
2) Click Course Materials.
3) Under your class, click Pencast Lecture Notes and Audio...
4) Find the relevant date/class session, and click the web link below it.
5) **Before you click** the link at the top, **download** the file to your computer, then **print it**.
6) Now click the link at the top of the pencast to access the pencast player. (There is no content here, just a website that plays pencasts.)
7) **Upload** the pencast you downloaded to the player, push "Play" and then wait a few seconds for the audio to start.
8) **As you watch the pencast, take notes on the notes you printed.** Write important things that were said but not written. There should be writing on every printed page.
9) Staple all pages together. Put your name and the date of the class session at the top of the first page of the notes.
10) Turn the notes in to me to get your lost attendance points back for that date.