

KBU SFL 2020-2021

PERIOD 3 LABORATORY STUDIES

PEARSON

MyEnglishLab

FOCUS

2

SECOND EDITION

KBU SFL 2020-2021

PERIOD 3 LABORATORY STUDIES

IN ORDER NOT TO MAKE MISTAKES,
PLEASE READ ALL THE INFORMATION CAREFULLY
AND FOLLOW THE STEPS IN ORDER

HATA YAPMAMAK İÇİN,
LÜTFEN TÜM BİLGİLERİ DİKKÂTLİCE OKUYUN
VE AŞAMALARI SIRASIYLA TÂKİP EDİN

IF YOU HAVEN'T REGISTERED WITH YOUR FOCUS BOOK CODE YET, CONTINUE WITH THE NEXT PAGE

If you registered a Focus book before this document, go to page 10.

Also, read the important additional information on the last pages.

FOCUS KİTAP KODUNU KULLANARAK HENÜZ KAYIT OLMADIYSANIZ, BİR SONRAKİ SAYFAYA GEÇİN

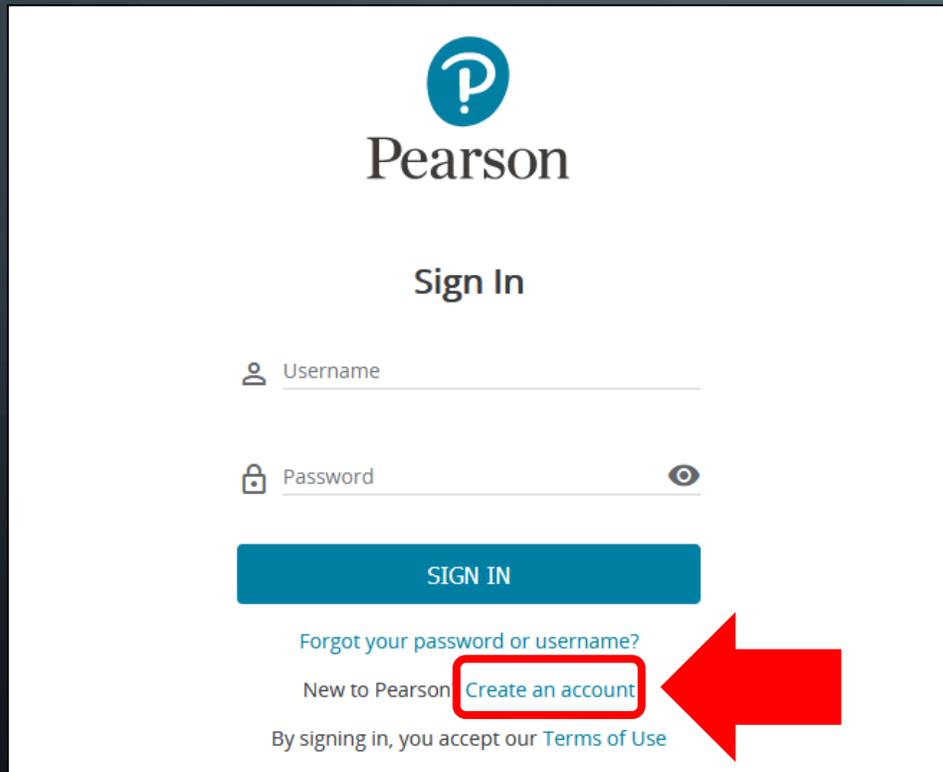
Bu belgeden önce bir Focus kitabıyla kayıt oluşturduysanız 10. sayfaya gidin.

Ayrıca, son sayfalardaki önemli ek bilgileri okuyun.

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1. REGISTERING FOR THE FIRST TIME

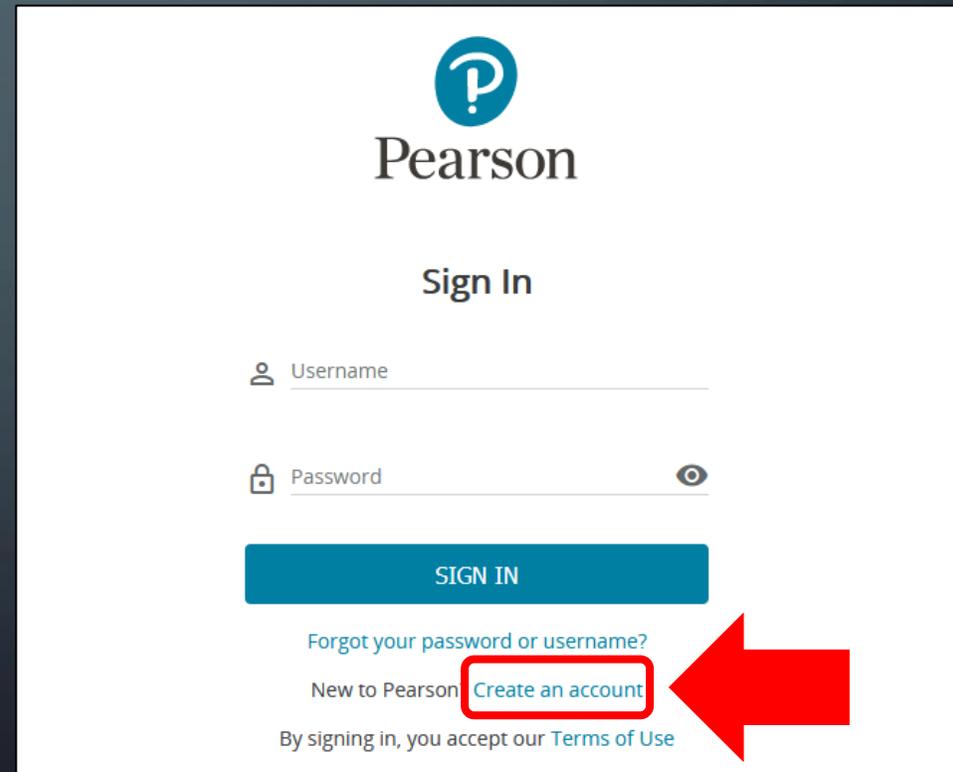
- ✓ Go to <http://english.com/activate> website and click **Create an account**.



The screenshot shows the Pearson Sign In page. At the top is the Pearson logo. Below it is the text "Sign In". There are two input fields: "Username" and "Password". Below the input fields is a blue "SIGN IN" button. Underneath the button, there are three links: "Forgot your password or username?", "New to Pearson **Create an account**", and "By signing in, you accept our Terms of Use". A red box highlights the "Create an account" link, and a red arrow points to it from the right.

1. İLK KEZ KAYIT OLMAK

- ✓ <http://english.com/activate> adresine gidin ve **Create an account**'a tıklayın.

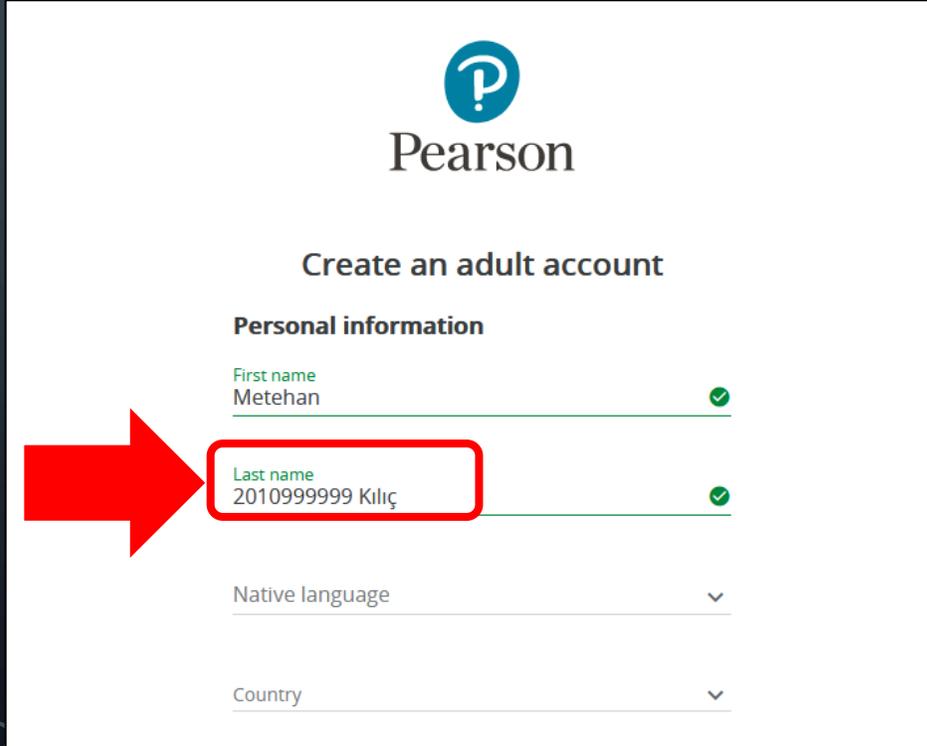


The screenshot shows the Pearson Sign In page. At the top is the Pearson logo. Below it is the text "Sign In". There are two input fields: "Username" and "Password". Below the input fields is a blue "SIGN IN" button. Underneath the button, there are three links: "Forgot your password or username?", "New to Pearson **Create an account**", and "By signing in, you accept our Terms of Use". A red box highlights the "Create an account" link, and a red arrow points to it from the right.

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1. REGISTERING FOR THE FIRST TIME

- ✓ Type your first name as usual. BUT firstly write your **STUDENT NUMBER** then write your last name.*

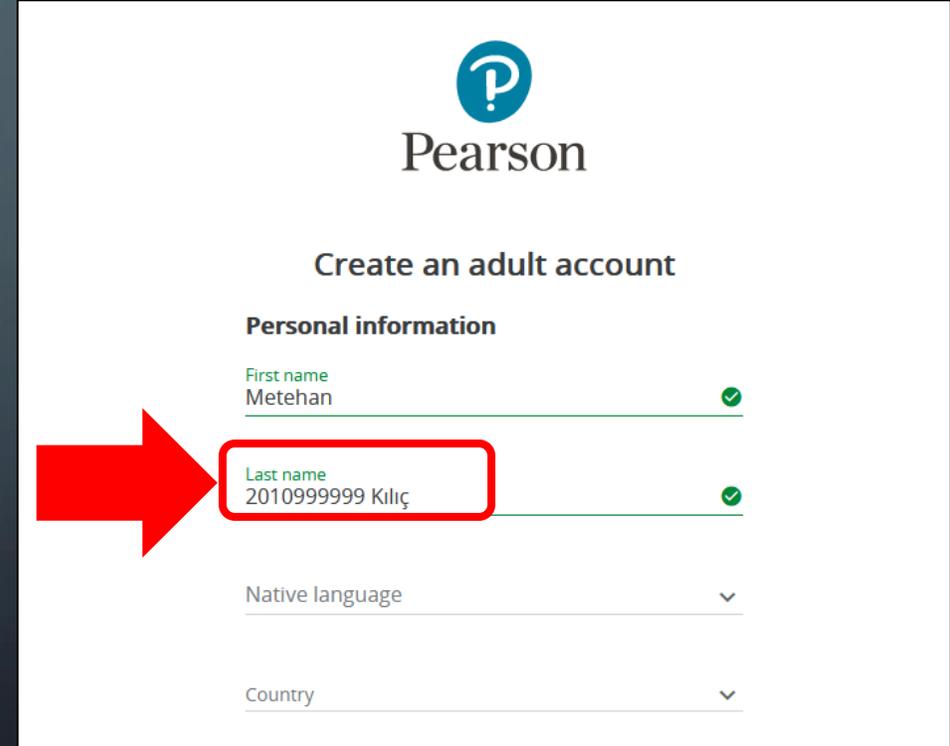


The screenshot shows the Pearson registration form for creating an adult account. The form is titled "Create an adult account" and has a "Personal information" section. The "First name" field is filled with "Metehan" and has a green checkmark. The "Last name" field is filled with "2010999999 Kiliç" and has a green checkmark. A red arrow points to the "Last name" field. Below the "Last name" field are "Native language" and "Country" dropdown menus.

*Make sure that you complete this step correctly in order not to have any problems at the end of the period.

1. İLK KEZ KAYIT OLMAK

- ✓ Adınızı olduğu gibi yazın. FAKAT Soyadı bölümüne önce **ÖĞRENCİ NUMARANIZI** sonra soyadınızı yazın.*



The screenshot shows the Pearson registration form for creating an adult account. The form is titled "Create an adult account" and has a "Personal information" section. The "First name" field is filled with "Metehan" and has a green checkmark. The "Last name" field is filled with "2010999999 Kiliç" and has a green checkmark. A red arrow points to the "Last name" field. Below the "Last name" field are "Native language" and "Country" dropdown menus.

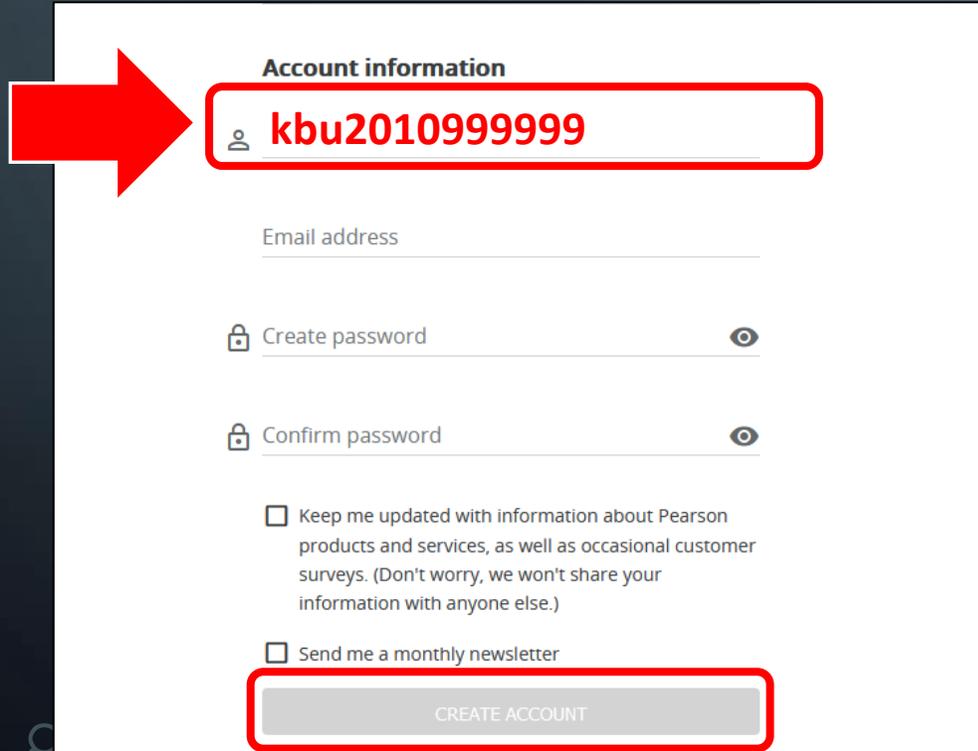
*Kur sonunda sorun yaşamamak için bu aşamayı doğru tamamladığınıza emin olun.

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1. REGISTERING FOR THE FIRST TIME

- ✓ Type **kbuSTUDENT NUMBER** in the username field.*

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Account information

Email address

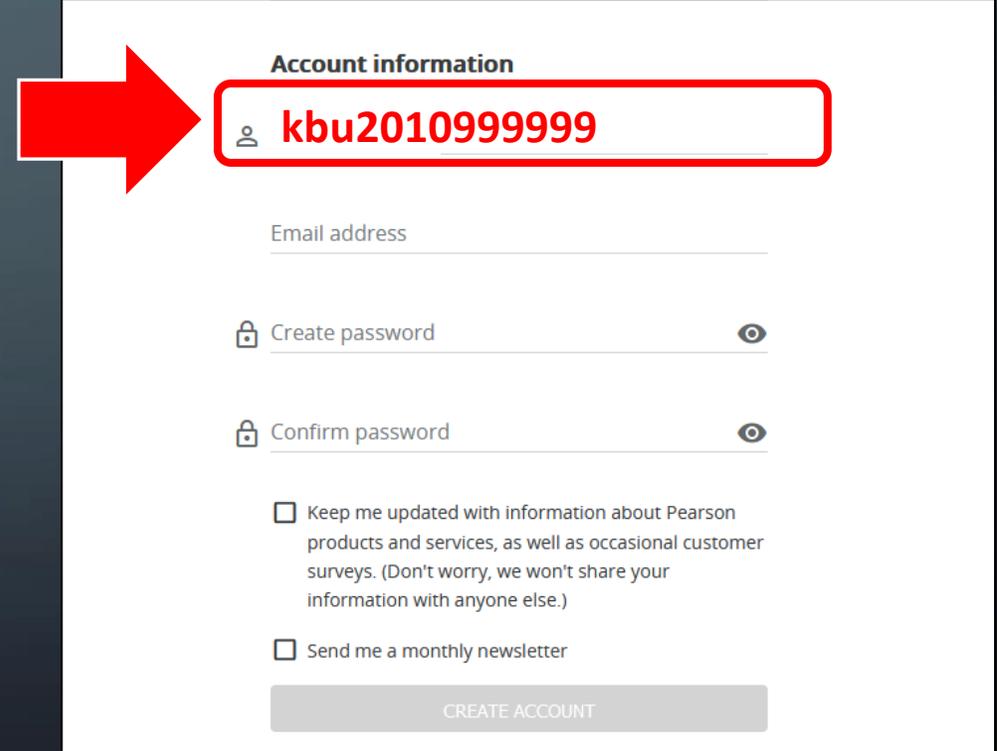
Keep me updated with information about Pearson products and services, as well as occasional customer surveys. (Don't worry, we won't share your information with anyone else.)

Send me a monthly newsletter

*Make sure that you complete this step correctly in order not to have any problems at the end of the period.

1. İLK KEZ KAYIT OLMAK

- ✓ Kullanıcı adınız **kbuÖĞRENCİ NUMARASI** olacak şekilde kullanıcı adınızı yazın.*



Account information

Email address

Keep me updated with information about Pearson products and services, as well as occasional customer surveys. (Don't worry, we won't share your information with anyone else.)

Send me a monthly newsletter

*Kur sonunda sorun yaşamamak için bu aşamayı doğru tamamladığınıza emin olun.

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1. REGISTERING FOR THE FIRST TIME

- ✓ After completing other details, click **Create Account**.

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Account information

 **kbu2010999999**

Email address

 Create password 

 Confirm password 

Keep me updated with information about Pearson products and services, as well as occasional customer surveys. (Don't worry, we won't share your information with anyone else.)

Send me a monthly newsletter

CREATE ACCOUNT

1. İLK KEZ KAYIT OLMAK

- ✓ Diğer bilgileri de doldurduktan sonra **Create Account**'a tıklayın.

Account information

 **kbu2010999999**

Email address

 Create password 

 Confirm password 

Keep me updated with information about Pearson products and services, as well as occasional customer surveys. (Don't worry, we won't share your information with anyone else.)

Send me a monthly newsletter

CREATE ACCOUNT

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1. REGISTERING FOR THE FIRST TIME

- ✓ Click **Add a product** and type your access code on your book's inner cover.

1. İLK KEZ KAYIT OLMAK

- ✓ **Add a product**'a basın ve kitabınızın iç kapağındaki erişim kodunuzu girin.

Products



Your product will live here

Add a product to get started

You'll need a product access code (or QR code). It might come with your textbook, from your school, or in a separate kit.

Access codes look similar to this:
ABC123-ABCD-123AB-123-ABC123-ABCD

[Add a product](#)



Products



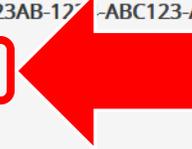
Your product will live here

Add a product to get started

You'll need a product access code (or QR code). It might come with your textbook, from your school, or in a separate kit.

Access codes look similar to this:
ABC123-ABCD-123AB-123-ABC123-ABCD

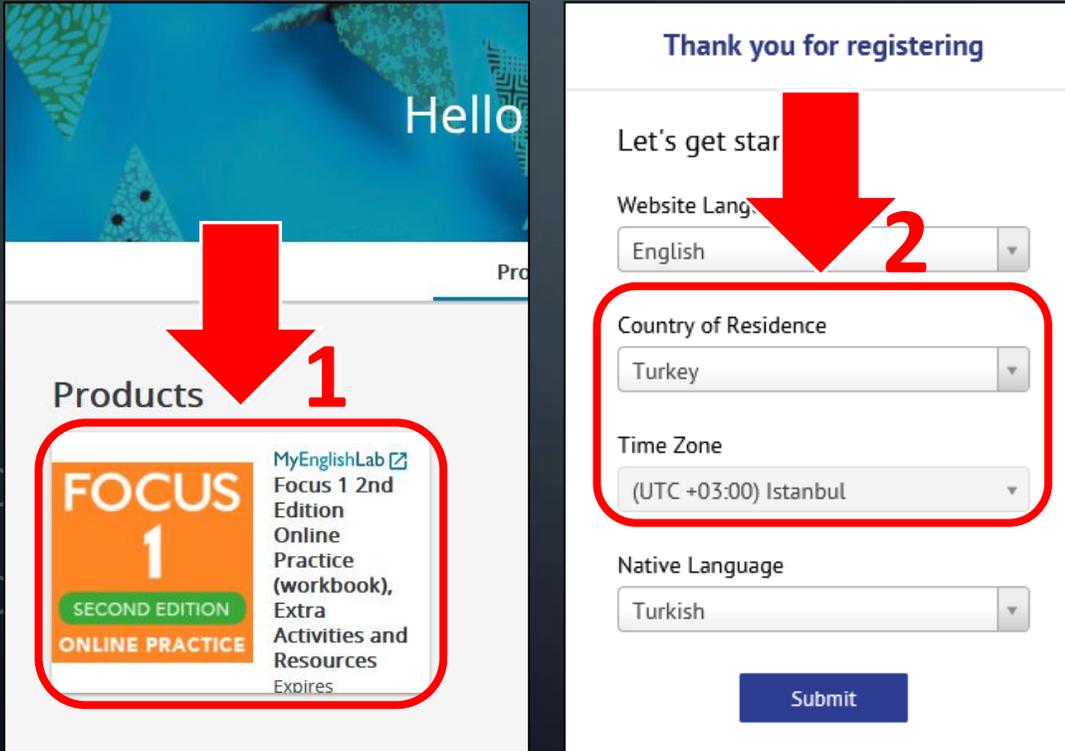
[Add a product](#)



PEARSON MyEnglishLab

1. REGISTERING FOR THE FIRST TIME

- ✓ Click on your book and choose your country as Turkey to see correct time in your assignments.



Thank you for registering

Hello

Let's get started

Website Language: English

Country of Residence: Turkey

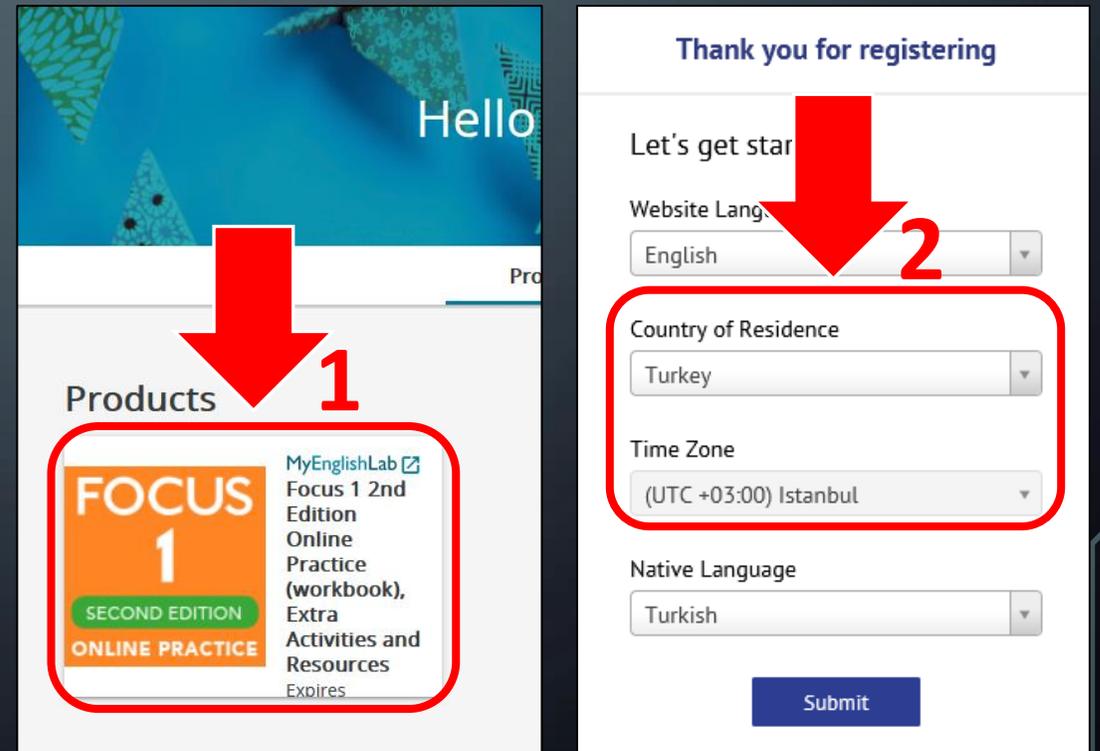
Time Zone: (UTC +03:00) Istanbul

Native Language: Turkish

Submit

1. İLK KEZ KAYIT OLMAK

- ✓ Kitabınıza tıklayın ve ödevlerinizde doğru zamanı görebilmek için ülke bilgisi olarak Türkiye'yi seçin.



Thank you for registering

Hello

Let's get started

Website Language: English

Country of Residence: Turkey

Time Zone: (UTC +03:00) Istanbul

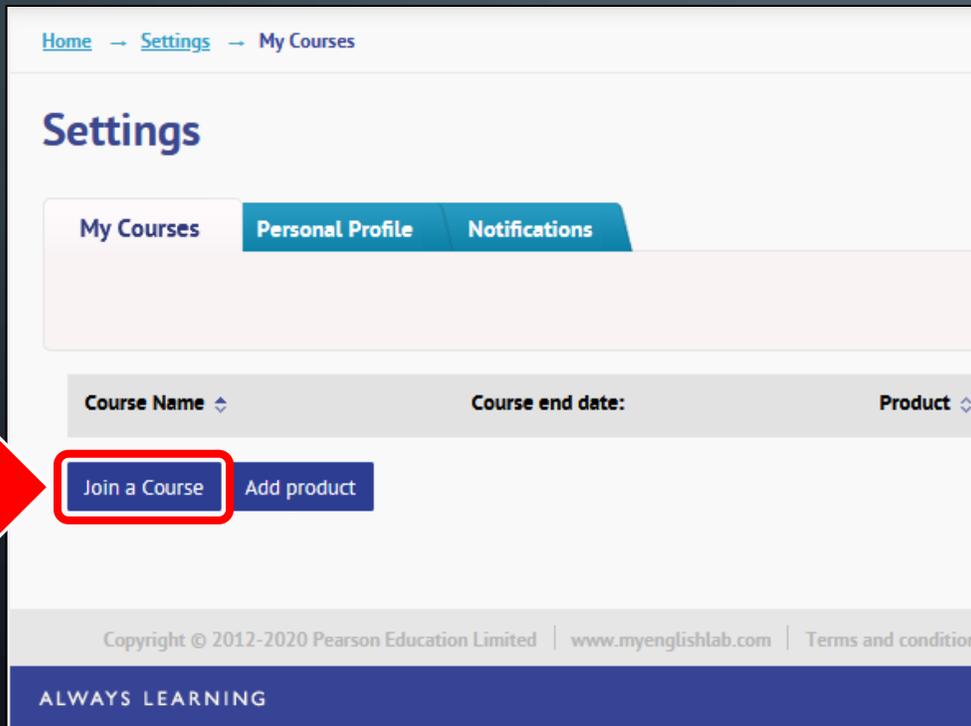
Native Language: Turkish

Submit

PEARSON MyEnglishLab

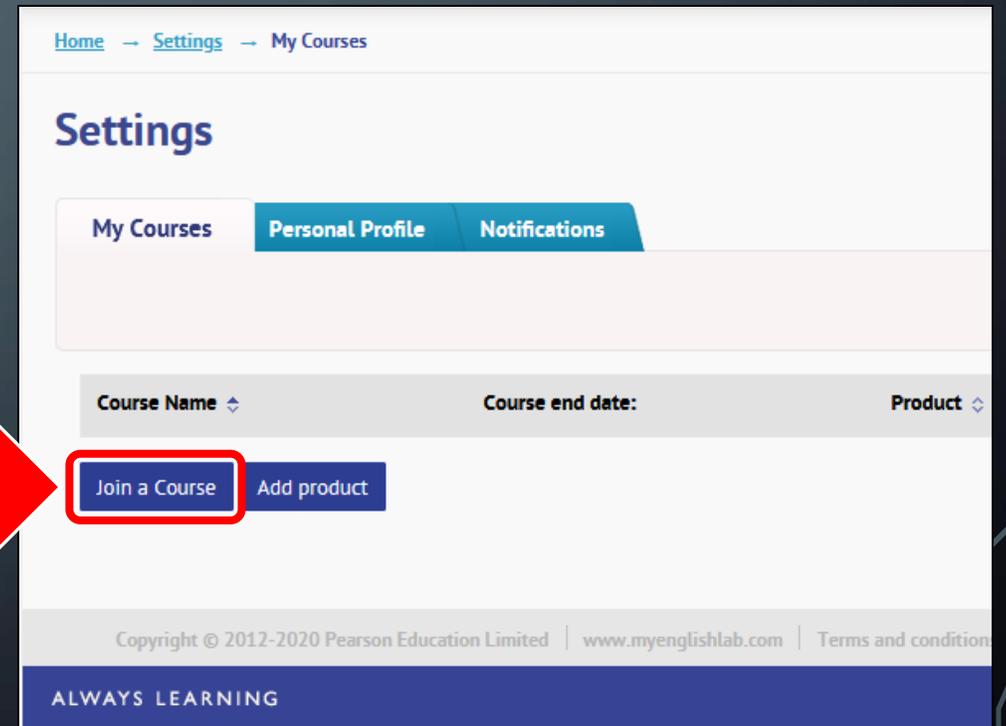
2. JOINING A CLASS

- ✓ Go to **Settings > My Courses**, and click **Join a Course** and enter the required **Course ID** on next page.



2. SINIFA KATILMAK

- ✓ **Settings > My Courses**'a gittikten sonra **Join a Course**'a tıklayın ve bir sonraki sayfadaki **Course ID** bilgisini girin.



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2. JOINING A CLASS

- ✓ Enter the correct **Course ID** below for the correct book and level.*

FOCUS 2 (KBU SFL 2020-2021 P3L2):
Course ID: **3JXR-3XHJ**

* Even though you activate your book and still get «You don't have access to this product.» error while joining the course, read page 18.

2. SINIFA KATILMAK

- ✓ Aşağıdaki **Course ID** bilgilerinden kitabınız ve seviyeniz için olanları girin.*

FOCUS 2 (KBU SFL 2020-2021 P3L2):
Course ID: **3JXR-3XHJ**

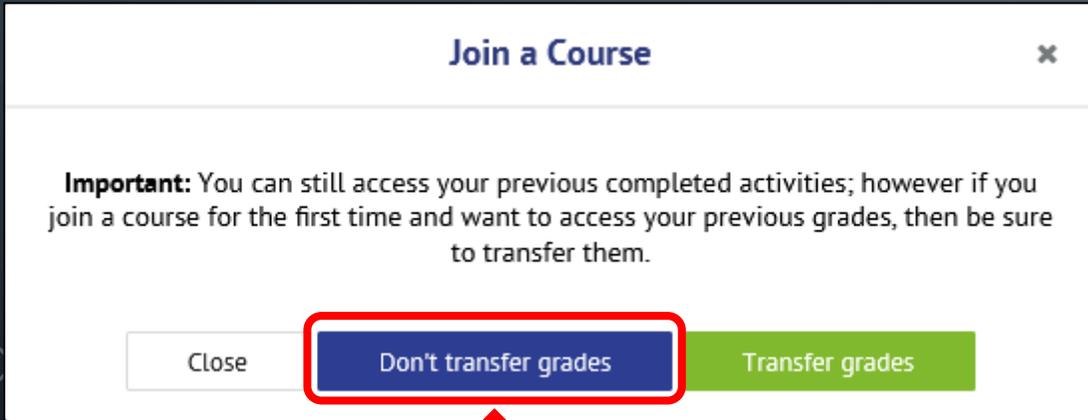
* Kitabınızı etkinleştirdiğiniz hâlde, sınıfa katılırken «You don't have access to this product.» hatâsı alıyorsanız 18. sayfayı okuyun.

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2. JOINING A CLASS

- ✓ In the following screen below, choose **Don't transfer grades***.

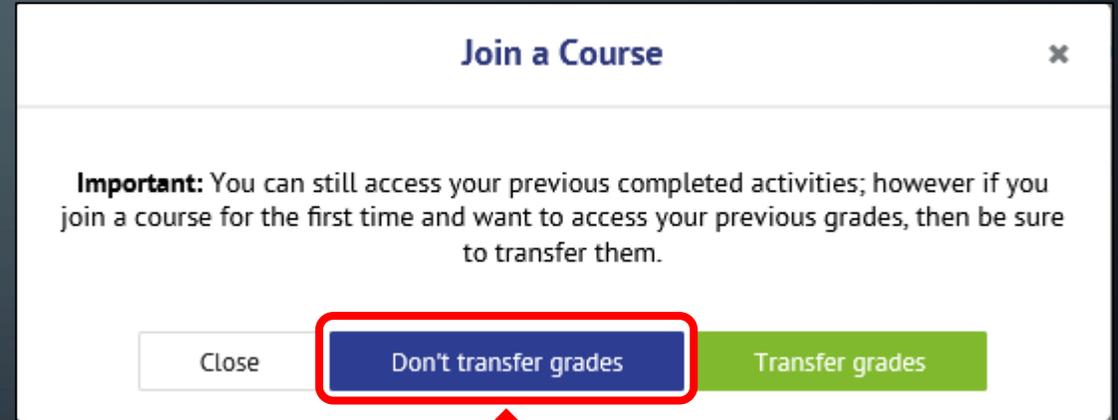
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* If you click on Transfer grades, you transfer your previous studies to your new class. If you choose it by mistake, you do not need to do anything about it.

2. SINIFA KATILMAK

- ✓ Karşınıza gelecek aşağıdaki ekranda **Don't transfer grades'e** tıklayın*.



* Transfer grades'e tıklarsanız, daha önceki çalışmalarınızı yeni sınıfınıza aktarmış olursunuz. Eğer yanlışlıkla bu seçeneği seçerseniz, yapmanız gereken herhangi bir işlem yoktur.

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2. JOINING A CLASS

- ✓ If you did everything correctly, you should see the course name under **Settings> My Courses**.*

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Home → Settings → My Courses

Settings

My Courses Personal Profile Notifications

Course Name	Course end date:	Product
KBU SFL 2020-2021 P1L1	31 Dec 2021	Focus 1 2nd Edition Online Practice (workbook), Extra Activities and Resources

Join a Course Add product

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ALWAYS LEARNING

*Make sure that you see this information here in order not to have any problems at the end of the period.

2. SINIFA KATILMAK

- ✓ Her şeyi doğru yaparak sınıfa katıldıysanız **Settings> My Courses**'ta ilgili bilgiyi görmemiz gerekiyor.*

Home → Settings → My Courses

Settings

My Courses Personal Profile Notifications

Course Name	Course end date:	Product
KBU SFL 2020-2021 P1L1	31 Dec 2021	Focus 1 2nd Edition Online Practice (workbook), Extra Activities and Resources

Join a Course Add product

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ALWAYS LEARNING

*Kur sonunda sorun yaşamamak için bu bilgiyi gördüğünüze emin olun.

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3. YOU ARE READY!

✓ All the steps are complete.
You can now click **Assignments***
and start doing the activities.

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ASSIGNMENTS GRADEBOOK MESSAGES SETTINGS

Assignments & Events

Activity history

FILTER BY COURSE: All courses

FILTER BY STATUS: All (369) Not started (369) Started (0)

SELECT VIEW

Next 30 days 369

FOCUS 1 SECOND EDITION ONLINE PRACTICES	Online Practice (workbook), Unit 0, 0.1 In class, Exercise 1 KBU SFL 2020-2021 P1L1 Assigned by Admin, Karabuk Uni 26 Oct 2020, 3:10 PM	Start date: 26 Oct 2020 • 3:0	Due Date: 20 Nov 2020 • 11:59 PM	Open Attempts remaining: 2
FOCUS 1 SECOND EDITION ONLINE PRACTICES	Online Practice (workbook), Unit 0, 0.1 In class, Exercise 2 KBU SFL 2020-2021 P1L1 Assigned by Admin, Karabuk Uni 26 Oct 2020, 3:10 PM	Start date: 26 Oct 2020 • 3:09 PM	Due Date: 20 Nov 2020 • 11:59 PM	Open Attempts remaining: 2
FOCUS 1 SECOND EDITION ONLINE PRACTICES	Online Practice (workbook), Unit 0, 0.1 In class, Exercise 3 KBU SFL 2020-2021 P1L1 Assigned by Admin, Karabuk Uni 26 Oct 2020, 3:10 PM	Start date: 26 Oct 2020 • 3:09 PM	Due Date: 20 Nov 2020 • 11:59 PM	Open Attempts remaining: 2

* Always do the assigned activities only from the **Assignments¹** tab.

3. HAZIRSINIZ!

✓ Bütün aşamalar tamam.
Artık **Ödevler (Assignments)***'a tıklayarak
etkinlikleri yapmaya başlayabilirsiniz.

ASSIGNMENTS GRADEBOOK MESSAGES SETTINGS

Assignments & Events

Activity history

FILTER BY COURSE: All courses

FILTER BY STATUS: All (369) Not started (369) Started (0)

SELECT VIEW

Next 30 days 369

FOCUS 1 SECOND EDITION ONLINE PRACTICES	Online Practice (workbook), Unit 0, 0.1 In class, Exercise 1 KBU SFL 2020-2021 P1L1 Assigned by Admin, Karabuk Uni 26 Oct 2020, 3:10 PM	Start date: 26 Oct 2020 • 3:0	Due Date: 20 Nov 2020 • 11:59 PM	Open Attempts remaining: 2
FOCUS 1 SECOND EDITION ONLINE PRACTICES	Online Practice (workbook), Unit 0, 0.1 In class, Exercise 2 KBU SFL 2020-2021 P1L1 Assigned by Admin, Karabuk Uni 26 Oct 2020, 3:10 PM	Start date: 26 Oct 2020 • 3:09 PM	Due Date: 20 Nov 2020 • 11:59 PM	Open Attempts remaining: 2
FOCUS 1 SECOND EDITION ONLINE PRACTICES	Online Practice (workbook), Unit 0, 0.1 In class, Exercise 3 KBU SFL 2020-2021 P1L1 Assigned by Admin, Karabuk Uni 26 Oct 2020, 3:10 PM	Start date: 26 Oct 2020 • 3:09 PM	Due Date: 20 Nov 2020 • 11:59 PM	Open Attempts remaining: 2

* Atanmış ödevlerinizi her zaman yalnızca **Ödevler (Assignments)¹** sekmesinden yapın.

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IMPORTANT ADDITIONAL INFORMATION

- ✓ Unfortunately, Pearson do not allow for **username, name** or **surname** change. However, it does not stop you from doing the activities on My English Lab. You can continue doing the activities with your account.
- ✓ This situation may result in a failure with the delivery of your grade to your instructor.

At the end of the period, **as long as you joined the right class in time and completed the activities through assignments tab**, if you do not see your grade because you registered without your student number, contact your instructor and ask to recheck for your grade.

ÖNEMLİ EK BİLGİLER

- ✓ Ne yazık ki Pearson; **kullanıcı adı, ad** ya da **soyadı** bilgisi değişikliğine izin vermiyor. Fakat bu durum etkinliklere erişmenize herhangi bir engel teşkil etmiyor. Kullanmakta olduğunuz hesabınızla etkinlikleri yapmaya devam edebilirsiniz.
- ✓ Bu durum, kur sonunda notunuzun hocanıza iletilmesinde aksamaya sebep olabilir.

Kur sonunda, **zamânında doğru sınıfa katılıp etkinlikleri ödev sekmesinden yaptığınız hâlde**, öğrenci numaranızı eklemeden kaydolduğunuz için notunuzu göremiyorsanız, hocanızla iletişime geçip notunuzu yeniden kontrol etmesini isteyin.

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IMPORTANT ADDITIONAL INFORMATION

- ✓ **If you do not join the correct class before due date, your grades cannot be transferred at the end of the period. So, make sure to join correct class in time.**
- ✓ The activities which you did not complete under Assignments tab are not graded.
- ✓ For all types of activities, your first attempts are graded in the assignments.
- ✓ You can see your status under Gradebook.

ÖNEMLİ EK BİLGİLER

- ✓ **Ödev son târihinden önce doğru sınıfa katılmazsanız, kur sonunda notlarınız aktarılamaz. Bu yüzden, zamânında doğru sınıfa katıldığınıza emin olun.**
- ✓ Ödevler (Assignments) sekmesinden yapmadığınız etkinlikler notlandırılmaz.
- ✓ Her bir etkinlik türü için, atanan ödevlerdeki ilk seferki tamamlamanız notlandırılır.
- ✓ Not Defteri'nden durumunuzu görebilirsiniz.

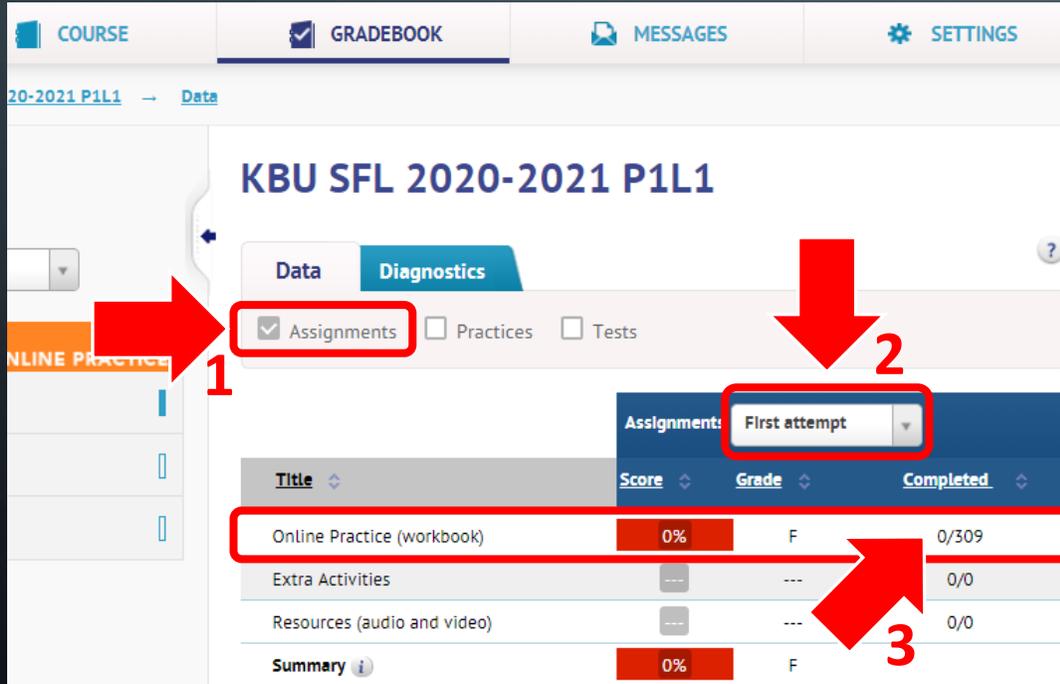
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IMPORTANT ADDITIONAL INFORMATION

- ✓ To see the correct results in Gradebook, make sure that **Assignments¹** and **First attempt²** is selected. You need to complete all assigned activities³ by due date.

ÖNEMLİ EK BİLGİLER

- ✓ Not Defteri'nde doğru sonuçları görebilmek için, **Assignments¹** ve **First attempt²**'in seçili olduğuna emin olun. Atanmış tüm etkinlikleri³ son târihe kadar tamamlamanız gerekmektedir.



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COURSE GRADEBOOK MESSAGES SETTINGS

20-2021 P1L1 → Data

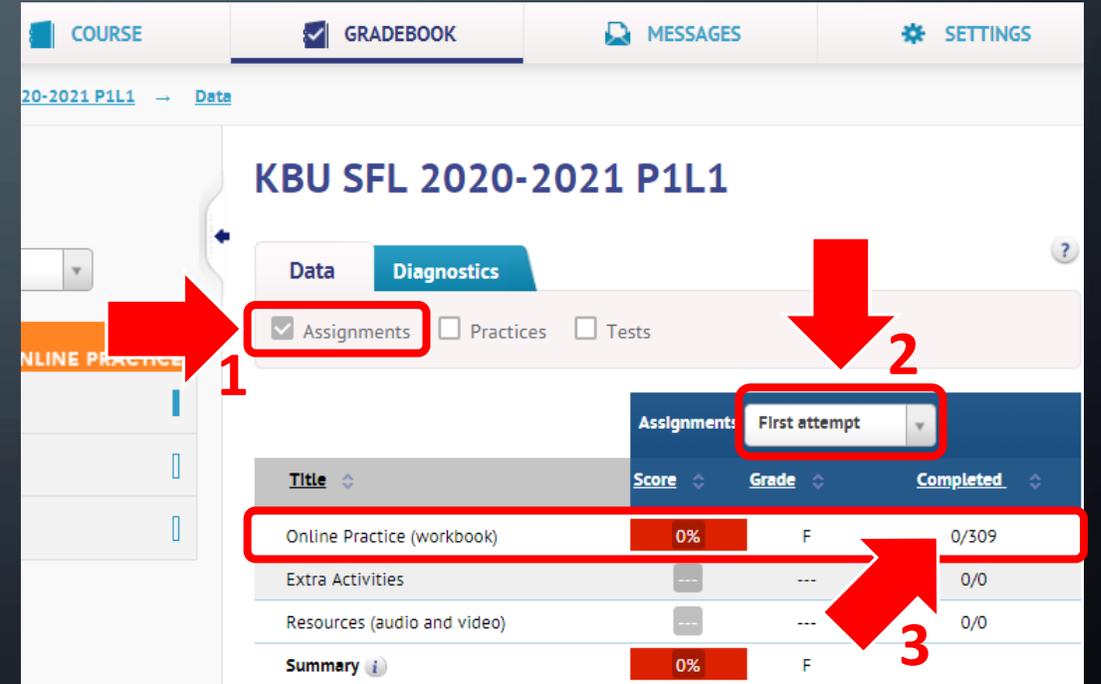
KBU SFL 2020-2021 P1L1

Data Diagnostics

Assignments Practices Tests

Assignment: First attempt

Title	Score	Grade	Completed
Online Practice (workbook)	0%	F	0/309
Extra Activities	---	---	0/0
Resources (audio and video)	---	---	0/0
Summary	0%	F	



COURSE GRADEBOOK MESSAGES SETTINGS

20-2021 P1L1 → Data

KBU SFL 2020-2021 P1L1

Data Diagnostics

Assignments Practices Tests

Assignment: First attempt

Title	Score	Grade	Completed
Online Practice (workbook)	0%	F	0/309
Extra Activities	---	---	0/0
Resources (audio and video)	---	---	0/0
Summary	0%	F	

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IMPORTANT ADDITIONAL INFORMATION

- ✓ Make sure that the word **(workbook)** is included in your online product. If you do not see it, you cannot join the course, and you get «**You don't have access to this product.**» error and you cannot access the assignments.

If you do not see the name (workbook) in your product, you need to contact Pearson:

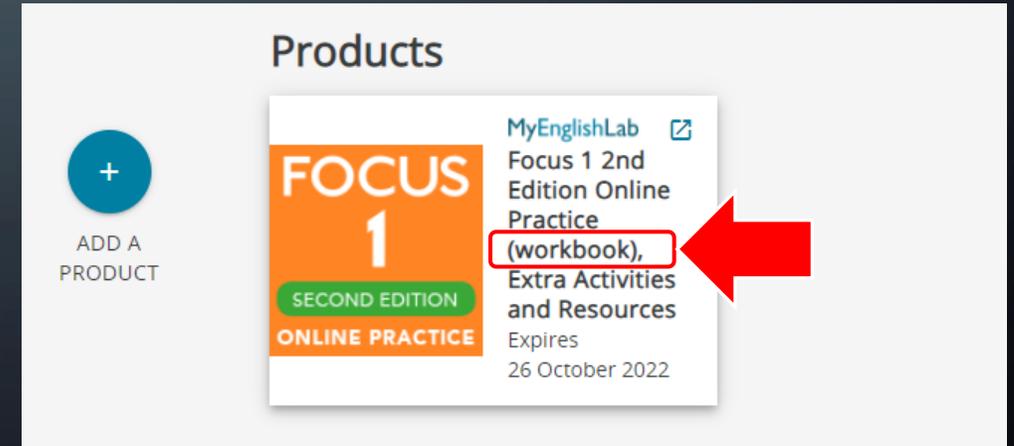
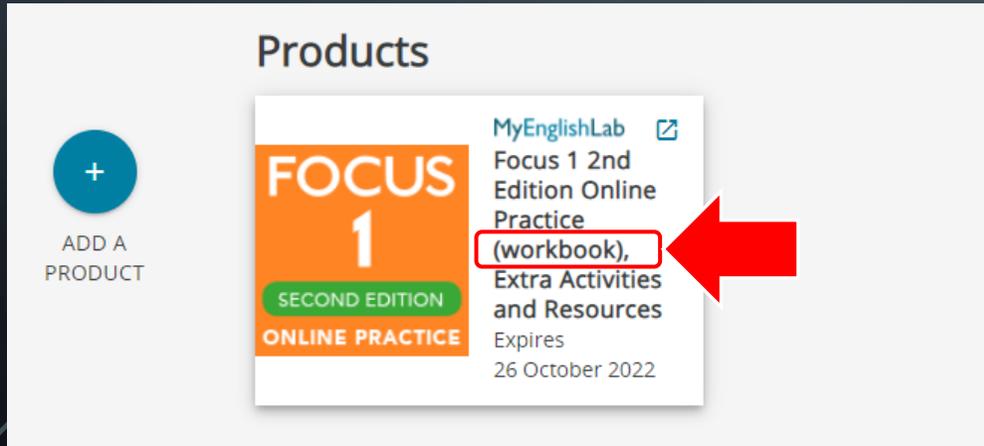
<https://yardim.pearson.com.tr/tr/support/tickets/new>

ÖNEMLİ EK BİLGİLER

- ✓ Çevrimiçi ürününüzde **(workbook)** sözcüğünün bulunduğuna emin olun. Eğer bunu görmüyorsanız, sınıfa katılamazsınız, «**You don't have access to this product.**» hatâsı alırsınız ve atanan ödevlere erişemezsiniz.

Ürününüzde (workbook) sözcüğü bulunmuyorsa, Pearson'la iletişime geçmelisiniz:

<https://yardim.pearson.com.tr/tr/support/tickets/new>



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IMPORTANT ADDITIONAL INFORMATION

- ✓ Always do the assigned activities only from the **Assignments¹** tab.

However, if you want to access the videos and audios covered in your lessons, you can go to **Course>Resources (audio and video)²⁻³**. It is not part of your assignment. It is provided in case you need.

The screenshot shows the Pearson MyEnglishLab interface. At the top, there are navigation tabs: ASSIGNMENTS, COURSE, GRADEBOOK, MESSAGES, and SETTINGS. Below these are two 'FOCUS 1' course cards. In the left sidebar, there are three main sections: 'Online Practice (workbook)' (0/446), 'Extra Activities', and 'Resources (audio and video)' (1/68). The 'Resources (audio and video)' section is highlighted with a red box and a red arrow labeled '3'. The main content area shows 'Resources (audio and video)' with a list of video resources under 'Unit 1':
Video 1 – BBC: Little Folk (Lesson 1.1) [Try again](#)
Video 2 – Grammar Animation: Present Simple (Lesson 1.2) [Open](#)
Video 3 – Grammar Animation: Present Simple: Yes/No and Wh-questions (Lesson 1.5) [Open](#)
Video 4 – Focus Vlog: Music preferences (Lesson 1.5) [Open](#)

ÖNEMLİ EK BİLGİLER

- ✓ Atanmış ödevlerinizi her zaman yalnızca **Ödevler (Assignments)¹** sekmesinden yapın.

Fakat, derslerde işlenen video ve seslere erişmek isterseniz **Course>Resources (audio and video)²⁻³** bağlantısına gidebilirsiniz. Bu kısım ödeviniz değildir. İsteğe bağlı olarak kullanmanız için sağlanmıştır.

The screenshot shows the Pearson MyEnglishLab interface. At the top, there are navigation tabs: ASSIGNMENTS, COURSE, GRADEBOOK, MESSAGES, and SETTINGS. Below these are two 'FOCUS 1' course cards. In the left sidebar, there are three main sections: 'Online Practice (workbook)' (0/446), 'Extra Activities', and 'Resources (audio and video)' (1/68). The 'Resources (audio and video)' section is highlighted with a red box and a red arrow labeled '3'. The main content area shows 'Resources (audio and video)' with a list of video resources under 'Unit 1':
Video 1 – BBC: Little Folk (Lesson 1.1) [Try again](#)
Video 2 – Grammar Animation: Present Simple (Lesson 1.2) [Open](#)
Video 3 – Grammar Animation: Present Simple: Yes/No and Wh-questions (Lesson 1.5) [Open](#)
Video 4 – Focus Vlog: Music preferences (Lesson 1.5) [Open](#)

PEARSON MyEnglishLab

IMPORTANT ADDITIONAL INFORMATION

- ✓ If you forget your password or username, visit here: <https://english-dashboard.pearson.com/login/forgot-password>
- 20/20 ✓ If you have problems with your access code or registration, you should contact Pearson: <https://yardim.pearson.com.tr/tr/support/tickets/new>
- ✓ The due date for MyEnglishLab content is: 02.04.2021, 23:30
- ✓ You are responsible for following all the steps precisely in this document.

ÖNEMLİ EK BİLGİLER

- ✓ Şifrenizi ya da kullanıcı adınızı unutursanız, şu adrese gidin: <https://english-dashboard.pearson.com/login/forgot-password>
- ✓ Erişim kodunuzla ya da sisteme kayıtlı sorun yaşıyorsanız Pearson'la iletişime geçmelisiniz: <https://yardim.pearson.com.tr/tr/support/tickets/new>
- ✓ MyEnglishLab içeriklerini tamamlamak için son tarih: 02.04.2021, 23.30.
- ✓ Bu belgedeki tüm aşamaları eksiksizce uygulamaktan sorumlusunuz.