

Pace Charts 2022-2023

Updated 9/9/2022

Why does MNOHS have a pace chart?

The pace chart maps out how you can stay on track for success at MNOHS.

In Blackboard, MNOHS courses are organized into weekly folders. Most courses are sixteen weeks long (semester-length) and are broken into Part 1 (Weeks 1-8) and Part 2 (Weeks 9-16). Some courses are only eight weeks long (quarter-length) and don't have parts.

Your schedule is made according to your graduation plan, so in the same quarter you may be taking:

- Part 1 of some courses and/or some quarter-length courses
- Part 2 of some courses
- Parts 1 and 2 (block schedule) of some courses

The pace charts below will help you know what learning activities and assignments you should be working on, depending on your course schedule and the date. **Students who understand and follow the pace chart are successful MNOHS learners!**

Please see [the end of this document](#) for more info about the MNOHS pace chart:

- How do I know which part of a course I am enrolled in?
- What is the **start date** of each course week?
- **What should I do** on the start date of each course week?
- What is the **end date** of each course week?
- What if I can't stay on pace?
- What is the **length** of each course week?
- What are the workshop days at the beginning of each quarter?
- What are the project days at the end of each quarter?
- What is the add/change deadline?
- What is the drop deadline?
- Other resources



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Pace Chart – Quarter 1 - 2022-2023

Remember, it is important to take the weekly folders and the assignments within each folder in order—unless your teacher advises you to skip assignments. If you must miss school, please contact your teacher ASAP for help getting caught up.

Start date	End date	Folder you should complete:			Notes
		If you are working on Part 1	If you are working on Part 2	If you are working on Parts 1 and 2 (block schedule)	
Thu 9/8	Thu 9/8	Quarter 1 Orientation Day (new students only)			Log into Student Activities to find what you need to do.
Fri 9/9	Fri 9/9	Quarter 1 Workshop Day (all students)			Log into Student Activities to find what you need to do.
Mon 9/12	Sun 9/18	Getting Started & Week 1	(Getting Started if needed) Week 9	Getting Started & Weeks 1 & 2	If you are new to a course this quarter, please see the “Getting Started” folder in each course. Fri 9/16 is the course add/change deadline .
Mon 9/19	Sun 9/25	Week 2	Week 10	Weeks 3 & 4	
Mon 9/26	Sun 10/2	Week 3	Week 11	Weeks 5 & 6	Fri 9/30 is the course drop deadline .
Mon 10/3	Sun 10/9	Week 4	Week 12	Weeks 7 & 8	
Mon 10/10	Sun 10/16	Week 5	Week 13	Weeks 9 & 10	
Mon 10/17	Sun 10/23	Week 6	Week 14	Weeks 11 & 12	
Mon 10/24	Sun 10/30	Week 7	Week 15	Weeks 13 & 14	
Mon 10/31	Fri 11/4 (Sat 11/5)	Week 8	Week 16	Weeks 15 & 16	The last day of Quarter 1 is Friday 11/4. Students are given through 11:59 p.m. on Saturday 11/5 to submit their assignments.



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Pace Chart – Quarter 2 - 2022-2023

Remember, it is important to take the weekly folders and the assignments within each folder in order—unless your teacher advises you to skip assignments. If you must miss school, please contact your teacher ASAP for help getting caught up.

Start date	End date	Folder you should complete:			Notes
		If you are working on Part 1	If you are working on Part 2	If you are working on Parts 1 and 2 (block schedule)	
Thu 11/10	Thu 11/10	Quarter 2 Orientation Day (new students only)			Log into Student Activities to find what you need to do.
Fri 11/11	Fri 11/11	Quarter 2 Workshop Day (all students)			Log into Student Activities to find what you need to do.
Mon 11/14	Sun 11/20	Getting Started & Week 1	(Getting Started if needed) Week 9	Getting Started & Weeks 1 & 2	If you are new to a course this quarter, please see the “Getting Started” folder in each course. Fri 11/18 is the course add/change deadline .
Mon 11/21	Sun 12/4	Week 2	Week 10	Weeks 3 & 4	11/23-11/25 is Fall Break .
Mon 12/5	Sun 12/11	Week 3	Week 11	Weeks 5 & 6	Fri 12/9 is the course drop deadline .
Mon 12/12	Sun 12/18	Week 4	Week 12	Weeks 7 & 8	
Mon 12/19	Sun 1/1	Week 5	Week 13	Weeks 9 & 10	12/23-12/30 is Winter Break .
Mon 1/2	Sun 1/8	Week 6	Week 14	Weeks 11 & 12	
Mon 1/9	Sun 1/15	Week 7	Week 15	Weeks 13 & 14	
Tue 1/17	Mon 1/23	Week 8	Week 16	Weeks 15 & 16	Monday 1/16 is a holiday . The last day of Quarter 2 is Monday 1/23. Students have until 11:59 p.m. this day to submit their assignments.



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Pace Chart – Quarter 3 - 2022-2023

Remember, it is important to take the weekly folders and the assignments within each folder in order—unless your teacher advises you to skip assignments. If you must miss school, please contact your teacher ASAP for help getting caught up.

Start date	End date	Folder you should complete:			Notes
		If you are working on Part 1	If you are working on Part 2	If you are working on Parts 1 and 2 (block schedule)	
Thu 2/2	Thu 2/2	Quarter 3 Orientation Day (new students only)			Log into Student Activities to find what you need to do.
Fri 2/3	Fri 2/3	Quarter 3 Workshop Day (all students)			Log into Student Activities to find what you need to do.
Mon 2/6	Sun 2/12	Getting Started & Week 1	(Getting Started if needed) Week 9	Getting Started & Weeks 1 & 2	If you are new to a course this quarter, please see the “Getting Started” folder in each course. Fri 2/10 is the course add/change deadline .
Mon 2/13	Sun 2/19	Week 2	Week 10	Weeks 3 & 4	
Mon 2/20	Sun 2/26	Week 3	Week 11	Weeks 5 & 6	Fri 2/24 is the course drop deadline .
Mon 2/27	Sun 3/5	Week 4	Week 12	Weeks 7 & 8	
Mon 3/6	Sun 3/12	Week 5	Week 13	Weeks 9 & 10	
Mon 3/13	Sun 3/19	Week 6	Week 14	Weeks 11 & 12	
Mon 3/20	Sun 3/26	Week 7	Week 15	Weeks 13 & 14	
Mon 3/27	Fri 3/31 (Sat 4/1)	Week 8	Week 16	Weeks 15 & 16	The last day of Quarter 3 is Friday 3/31. Students are given through 11:59 p.m. on Saturday 4/1 to submit their assignments.



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Pace Chart – Quarter 4 - 2022-2023

Remember, it is important to take the weekly folders and the assignments within each folder in order—unless your teacher advises you to skip assignments. If you must miss school, please contact your teacher ASAP for help getting caught up.

Start date	End date	Folder you should complete:			Notes
		If you are working on Part 1	If you are working on Part 2	If you are working on Parts 1 and 2 (block schedule)	
Thu 4/6	Thu 4/6	Quarter 4 Orientation Day (new students only)			Log into Student Activities to find what you need to do.
Fri 4/7	Fri 4/7	Quarter 4 Workshop Day (all students)			Log into Student Activities to find what you need to do.
Mon 4/10	Sun 4/16	Getting Started & Week 1	(Getting Started if needed) Week 9	Getting Started & Weeks 1 & 2	If you are new to a course this quarter, please see the “Getting Started” folder in each course. Fri 4/14 is the course add/change deadline .
Mon 4/17	Sun 4/23	Week 2	Week 10	Weeks 3 & 4	
Mon 4/24	Sun 4/30	Week 3	Week 11	Weeks 5 & 6	Fri 4/28 is the course drop deadline .
Mon 5/1	Sun 5/7	Week 4	Week 12	Weeks 7 & 8	
Mon 5/8	Sun 5/14	Week 5	Week 13	Weeks 9 & 10	
Mon 5/15	Sun 5/21	Week 6	Week 14	Weeks 11 & 12	
Mon 5/22	Sun 5/28	Week 7	Week 15	Weeks 13 & 14	
Tue 5/30	Mon 6/5	Week 8	Week 16	Weeks 15 & 16	Monday 5/29 is a holiday . The last day of Quarter 4 is Monday 6/5. Students have until 11:59 p.m. this day to submit their assignments.

Graduation 2023 – Saturday, June 10

Understand the MNOHS pace chart, and you will understand how to succeed at MNOHS!

How do I know which **part of a course** I am enrolled in?

Check your schedule in Infinite Campus. Read the title of the courses and make sure you understand what weekly folders you should be working on in each one. Remember, the weeks you work on may vary from one course to another—depending on what credits you need for graduation.

If you have any questions about what you should be working on or any difficulty keeping the pace, please contact your course teacher(s) and counselor immediately. Students with IEPs, please contact your IEP manager.

What is the **start date** of each course week?

Each course week begins on the date listed on the pace chart with folders unlocked by 8:00 a.m. During the school year, most course weeks start on a Monday and run through Sunday. When Monday is a federal holiday observed by MNOHS, the course week will start on Tuesday.

Note: Course weeks in Summer Session do not always follow the Monday – Sunday pattern.

What should I do on the start date of each course week?

- Scan all the learning activities and assignments in the weekly folder to make sure you understand what's expected of you for the week.
- Check to see if your teacher has posted a Focus First list—this tells you which assignments to prioritize if your time is limited.
- Plan to work on each course about 5-8 hours per week—spread across several days, if possible. That way, you can use teacher feedback during the week to improve your understanding and your grade.
- Successful students ask questions! The **start date** is a great time to email or text your teacher with questions about your assignments.

Important! Some, but not all MNOHS courses have class meetings. Most of the time there is a make-up option if the class meeting time doesn't work for your schedule. Please **don't wait** for the class meeting to get started on the weekly learning activities and assignments Blackboard! You can set your own daily or weekly schedule for the work in Blackboard, but you do need to get it done!

What is the **end date** of each course week?

The end date tells you where you need to be in the course to be on track for passing.

It is **not** a “due date”! **Please submit each assignment in Blackboard as soon as you complete it** so that your teacher can confirm that you are learning and can offer you extra help if needed. The sooner you submit your work, the sooner you can receive feedback from your teacher. Paying attention to your teacher’s feedback will improve your learning and your grade.

What if I can’t stay on pace?

Each MNOHS teacher has their own late work policy. Please make sure you understand the policy in each course and check with your teacher if you know you will be late with an assignment.

Remember, MNOHS defines attendance as making progress in a course. If you don’t understand an assignment, please contact your teacher so they can actively support your progress.

If you are repeatedly late, please talk to your teacher(s) and counselor about extra supports available to you as a MNOHS student. If you have an IEP, please check in with your IEP manager. If you have a 504 Plan, please contact your MNOHS counselor or MNOHS 504 Coordinator Amanda Seelen.

What is the length of each course week?

- At MNOHS, most course weeks have five instructional days—that is, days that your teacher is expected to be online. Once in a while, a course week will have four days or 6-7 days. This usually happens before or after a school break.
- During the school year, most course weeks start on Monday and run through the following weekend. This gives you the opportunity plan your work according to your schedule and to use the weekend if needed. Your teacher may be online on the weekend, but is not required to be. If Monday is a federal holiday observed by MNOHS, the course week will start on that Tuesday.
- Some course weeks contain a MNOHS holiday or break. These are noted on the pace charts and the MNOHS calendar. You can use holidays or breaks to complete and submit work, but your teacher is not required to be online.

Important: If you are attending another school which has a school break at a different time than MNOHS, please make sure that you are using the pace charts to stay on track in your MNOHS courses. Contact your teacher or counselor if you need to make any special arrangements.

What are the orientation and workshop days at the beginning of each quarter?

These are days where you log in to the Student Activities course to complete learning activities that will help you to succeed in all your MNOHS courses. Day 1 is an orientation day, required **only** for students new to MNOHS during that quarter. Day 2 is a workshop day, for **all** MNOHS students.

What is the add/change deadline?

This is the last date each quarter that you can add a course to your schedule, or change a course in your schedule. To add or change a course, please contact your counselor by email.

What is the drop deadline?

This is the last date each quarter that you are able to remove one or more courses from your schedule without receiving a low grade (NC, or possibly P) on your transcript.

If you drop a class before the drop deadline, you will receive a W on your transcript, indicating that you have withdrawn. Colleges and employers often view W more positively than NC. It shows you made a thoughtful choice to drop rather than just stopped attending.

Other resources:

- A video about time management at MNOHS: <https://safeshare.tv/x/ss5d825db6c3819#>
- For enrolled students only, the Time Management at MNOHS workshop in the Student Activities course. You can earn credit for this!
- Read more about our attendance procedures in the [MNOHS Handbook](#).