

IMTEF

Saylor Academy Setup and User Guide



Introduction

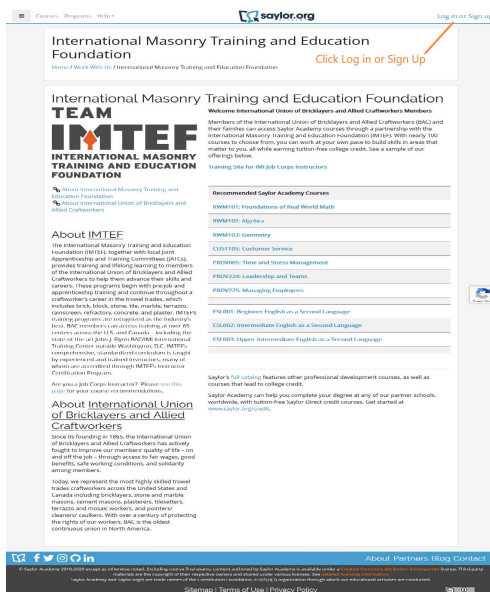
Members of the International Union of Bricklayers and Allied Craftworkers (BAC) and their families can access Saylor Academy courses through a partnership with the International Masonry Training and Education Foundation (IMTEF). With nearly 100 courses to choose from, you can work at your own pace to build skills in areas that matter to you, all while earning tuition-free college credit. See a sample of our offerings below.

Setup/User Guide

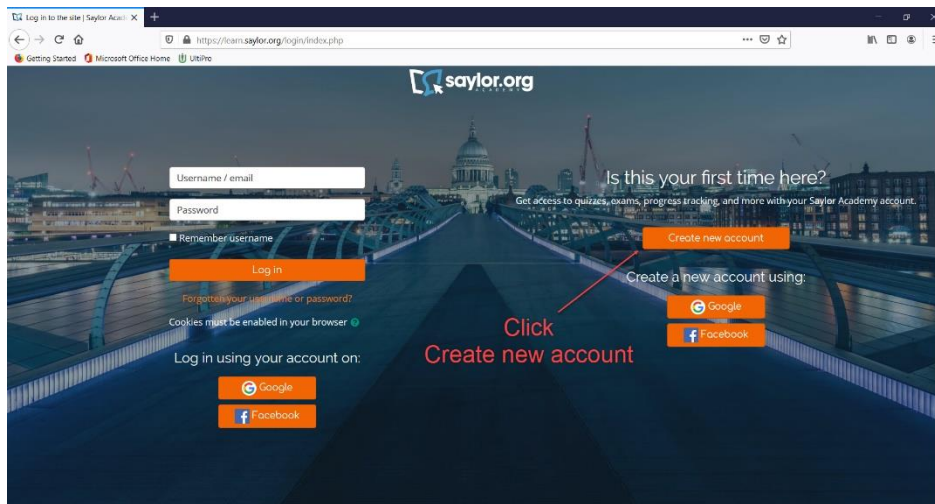
1. Please visit: <https://www.saylor.org/partners/international-union-of-bricklayers-and-allied-craftworkers/>

This will take you to IMTEF's page for BAC members on Saylor's website.

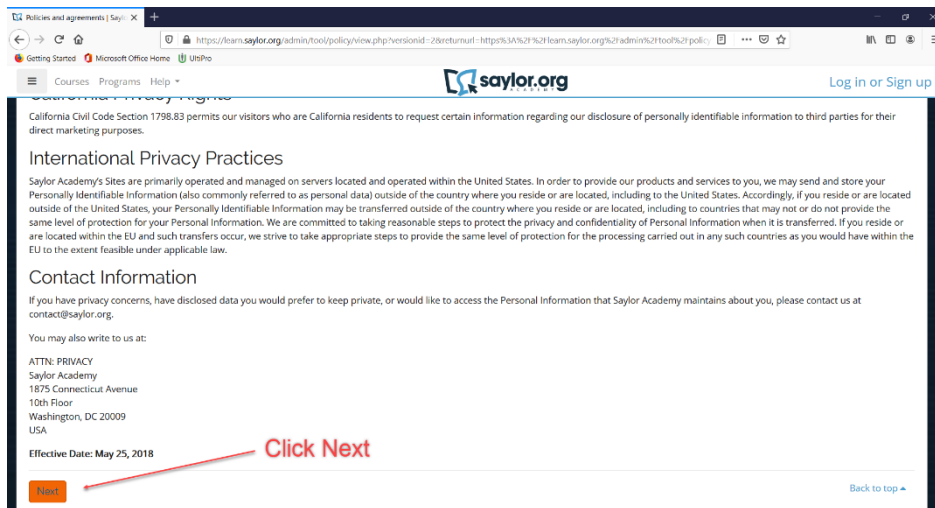
2. Click **Log in or Sign up**.



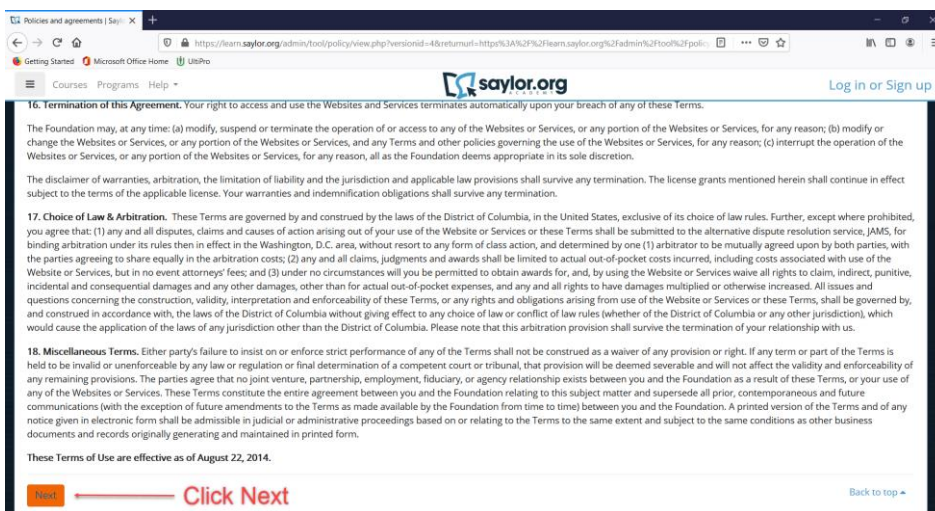
3. Click **Create new account**.



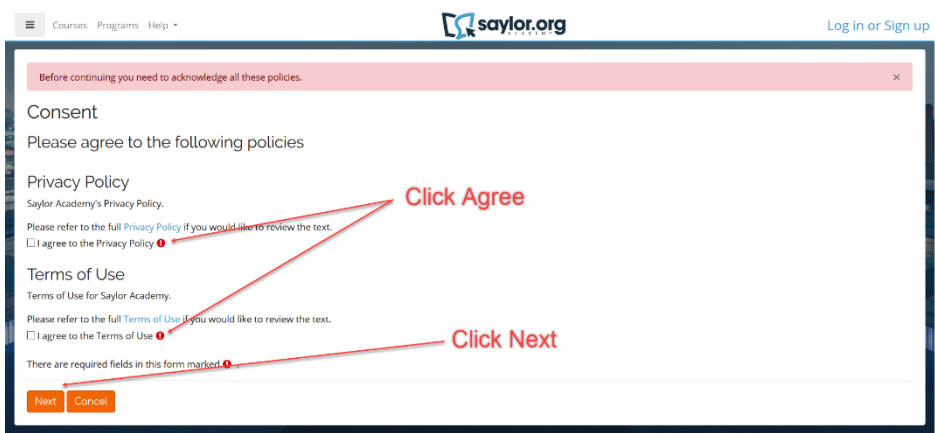
4. Read the Saylor Academy Privacy Policy and click **Next** at the bottom of the page.



5. Read the Saylor Academy Terms of Use and click **Next** at the bottom of the page.



6. Click **I agree to the Privacy Policy**.
Click **I agree to the Terms of Use**.
Click **Next** at the bottom of the page.



7. Fill in the required fields.

Then Click **Create my new account** at the bottom of the page.

The screenshot shows the Saylor Academy registration page. The form is titled 'New account' and includes a 'Collapse all' link. It is divided into three sections: 'Choose your username and password', 'More details', and 'What is your main goal at Saylor Academy?'. The 'Choose your username and password' section has fields for 'Username' and 'Password'. The 'More details' section has fields for 'Email address', 'Email (again)', 'First name', 'Last name', 'City/town', and a 'Country' dropdown. The 'What is your main goal at Saylor Academy?' section has a dropdown menu. Below these sections is a 'Security question' section with a checkbox for 'I'm not a robot' and a CAPTCHA. At the bottom of the form are two buttons: 'Create my new account' and 'Cancel'. Red arrows point from the text 'Click Create my new account' to the 'Create my new account' button. Another red arrow points from the text 'Fill in required fields' to the 'Email address' field. A third red arrow points from the text 'Fill in required fields' to the 'First name' field. A fourth red arrow points from the text 'Fill in required fields' to the 'Last name' field. A fifth red arrow points from the text 'Fill in required fields' to the 'Country' dropdown. A sixth red arrow points from the text 'Fill in required fields' to the 'What is your main goal at Saylor Academy?' dropdown. At the bottom of the page, there is a footer with social media links, a copyright notice, and a sitemap.

Saylor Academy

New account [Collapse all](#)

▼ Choose your username and password

Username

Password

▼ More details

Email address

Email (again)

First name

Last name

City/town

Country

▼ What is your main goal at Saylor Academy?

(Select the best answer) I want to...

Security question ☐ I'm not a robot

[Create my new account](#) [Cancel](#)

There are required fields in this form marked ❗.

[About](#) [Partners](#) [Blog](#) [Contact](#)

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[Data retention summary](#)
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[Policies](#)

8. Click **Continue**.

The screenshot shows the Saylor Academy 'Confirm your account' page. The page has a header with the Saylor Academy logo and a 'Log in or Sign up' link. Below the header is a navigation bar with 'Home / Confirm your account'. The main content area has a message: 'Almost done! Check your email to complete your registration.' Below this message is a 'Continue' button. A red arrow points from the text 'Click Continue' to the 'Continue' button.

Saylor Academy

Home / Confirm your account

Almost done! Check your email to complete your registration.

[Continue](#)

9. You will receive an Email notification.
Confirm your account by Clicking on the link.

From: "Saylor Academy (via Saylor Academy)" <noreply@mail.saylor.org>
Date: Thu, Apr 16, 2020 at 9:06 PM -0400
Subject: Saylor Academy: account confirmation
To: [redacted]



Hi [redacted],

Please confirm your new account with Saylor Academy by clicking the link below:

[redacted]
[https://saylor.org/confirm](#)

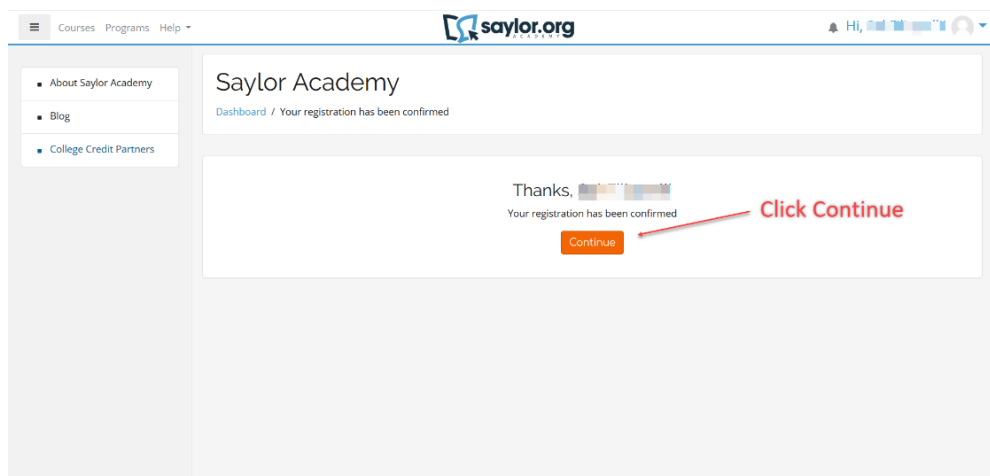
(If you cannot click on the link, copy and paste the link into the address bar of your web browser.)

Welcome to Saylor Academy!

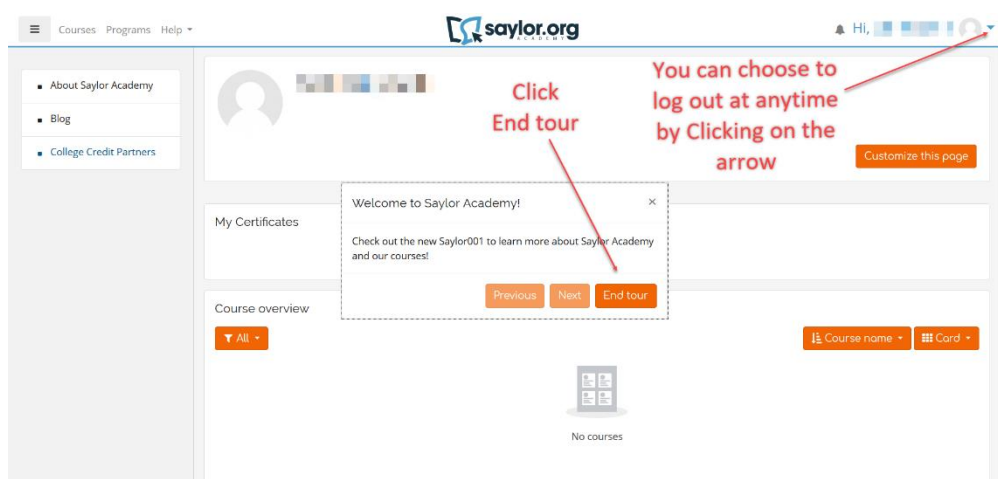
The Saylor Academy Team

Confirm your account by
Clicking on the link

10. Click Continue.



11. Click End tour.



12. Click Saylor001: Learning at Saylor Academy

The screenshot shows the Saylor.org homepage. In the 'My Certificates' section, there is a card for 'SAYLOR001: LEARNING AT SAYLOR ACADEMY' which is 0% complete. A red arrow points to this card with the text 'Click on the course'.

13. Read the course information.

Select and read the **additional information** Labeled in blue.

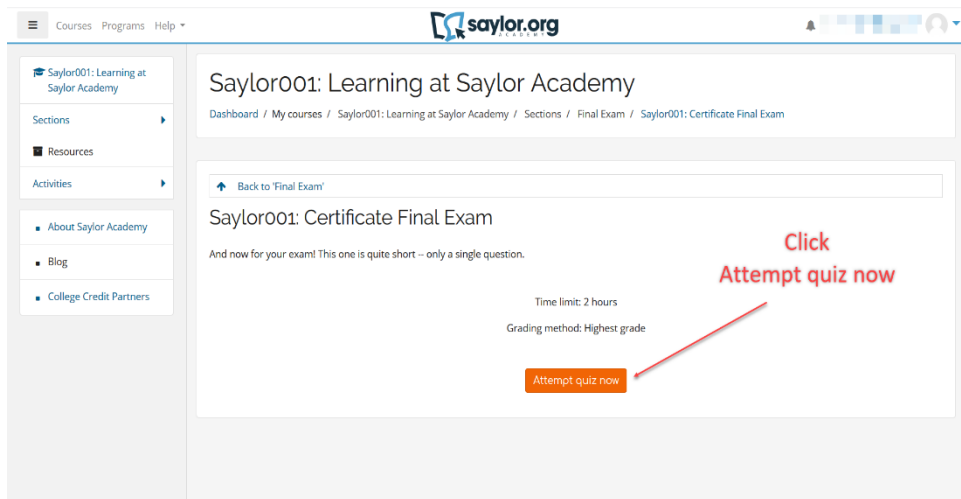
Acknowledge that you have read the information by **checking the boxes** to the right.

Complete the **Final Exam**.

The screenshot shows the course page for 'Saylor001: Learning at Saylor Academy'. The 'Unit 1: Programs' section is highlighted with a red arrow and the text 'Click on the items listed in blue and read the information'. The page includes sections for Course Introduction, Code of Conduct, Unit 1: Programs, Unit 2: Partners, Unit 3: Plagiarism and Conduct, and a Final Exam section.

The screenshot shows the 'Unit 1: Programs' section of the course page. A red arrow points to the 'Saylor Course Completion Certificate' and 'Saylor Direct College Credit' items, with the text 'Click on the items listed in blue and read the information'. Below this, the 'Unit 2: Partners' section is visible, followed by 'Unit 3: Plagiarism and Conduct' and the 'Final Exam' section. A red arrow points to the 'Final Exam' section with the text 'Click on the Final Exam'.

14. Click **Attempt quiz now**



15. **Acknowledge** that you have read the statement. Click **Start Attempt**.

Start attempt ×

Please read the following message

As a student of Saylor Academy, I agree to the Code of Conduct:

- I will make only one account. If I make more than one account, the accounts and any certificates earned will be deleted.
- I will not share final exam questions. I will not share my answers with anyone else unless the assignment asks me to work with others.
- I will not copy anyone else's work. I will not use anyone else's text or ideas in any of my own work, including my answers, without saying where I found them or naming that person. That is plagiarism.
- I will be respectful and courteous to other members of the Saylor Academy community.
- I will follow the [Terms of Use](#), [Privacy Policy](#), and [Student Handbook](#).

Acknowledge

☐ I have read and agree to the above statement.

Timed quiz **Click Start attempt**

This quiz has a time limit of 2 hours. Time will count down from the moment you start your attempt. Are you sure you want to begin?

Start attempt **Cancel**

16. Click **Finish review**.

Saylor001: Learning at Saylor Academy

Dashboard / My courses / Saylor001: Learning at Saylor Academy / Sections / Final Exam / Saylor001: Certificate Final Exam

[Back to Final Exam](#)

Started on:	Thursday, April 16, 2020, 10:31 PM
State:	Finished
Completed on:	Thursday, April 16, 2020, 10:32 PM
Time taken:	1 min 2 secs
Grade:	10.00 out of 10.00 (100%)

Feedback: If your answer to the question was correct, you will receive a passing score and this course will be completed. For any other course, you would also receive an email with a link to your certificate of completion.

If your answer was not correct, you can re-attempt this exam immediately (most Saylor exams will ask you to wait for 1 week or more before your next attempt.)

Question 3
Correct
10.00 points out of 10.00
Flag question

This exam has just one question

Which of the following is the best way to avoid plagiarism?

Select one:

☐ [A]

☐ [B]

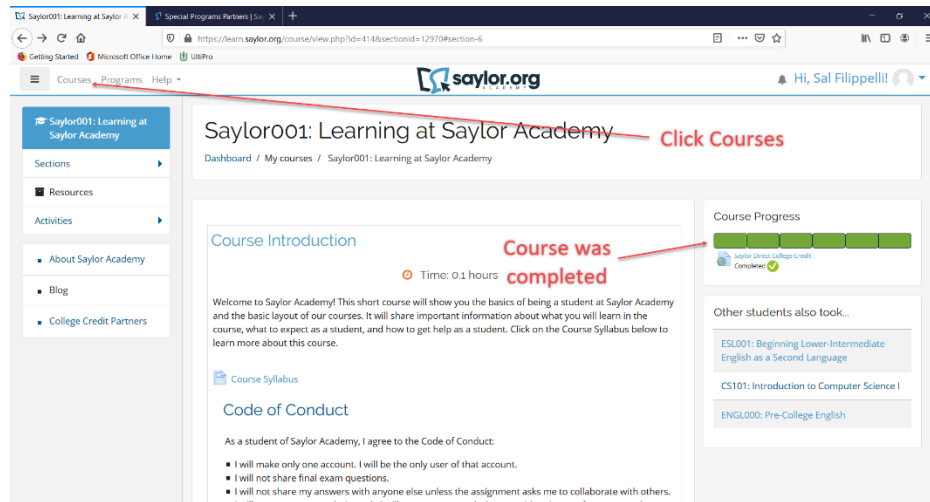
☐ [C]

☐ [D]

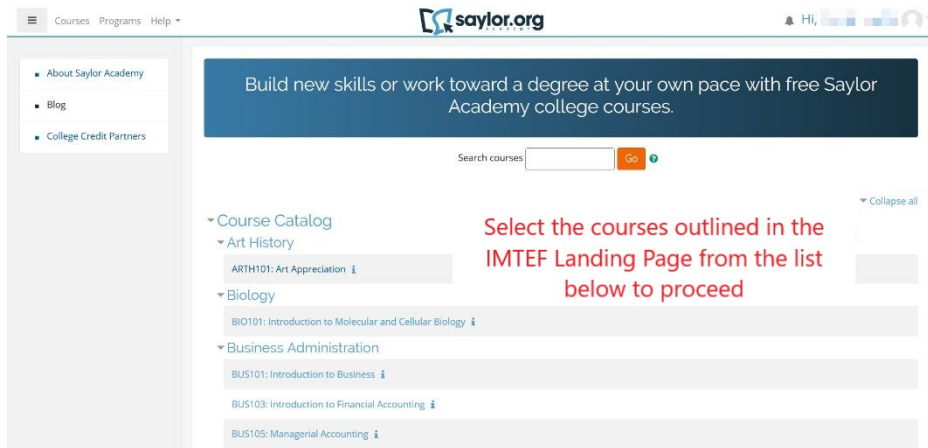
Your answer is correct.
The correct answer is: Use quotations and give credit when referring to resources you used.

Click Finish Review [Finish review](#)

17. Click Courses.

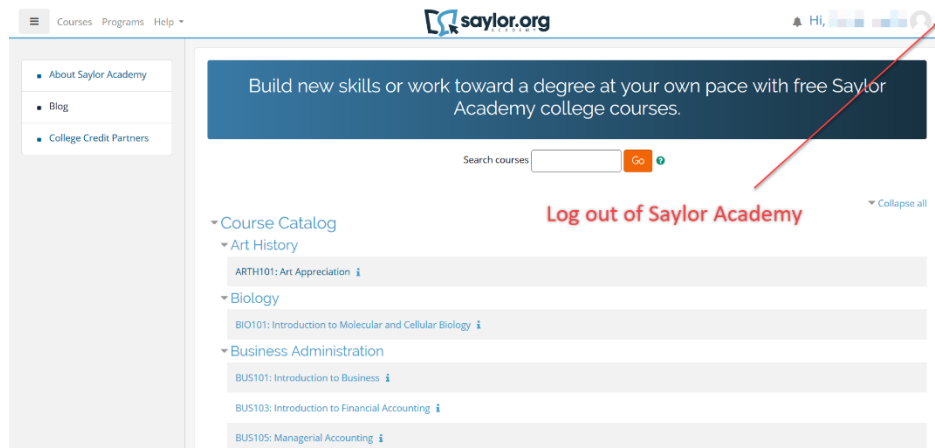


18. Select a course to proceed.



Or proceed with the following;

19. Log out of Saylor Academy via the arrow icon at the top right of the page.



20. Access Saylor Academy via the following link:

<https://www.saylor.org/partners/international-union-of-bricklayers-and-allied-craftworkers/>

21. Select a course from the list provided on the Landing Page.

International Masonry Training and Education Foundation

Home / Brick Work US / International Masonry Training and Education Foundation

International Masonry Training and Education Foundation

TEAM

IMTEF

INTERNATIONAL MASONRY TRAINING AND EDUCATION FOUNDATION

Welcome International Union of Bricklayers and Allied Craftworkers Members

Members of the International Union of Bricklayers and Allied Craftworkers (BAC) and their families can access Saylor Academy courses through a partnership with the International Masonry Training and Education Foundation (IMTEF). With nearly 100 courses to choose from, you can work at your own pace to build skills in areas that matter to you, all while earning tuition-free college credit. See a sample of our offerings below.

Training Site for IMJ Job Corps Instructors

Click on a course

Recommended Saylor Academy Courses

- RWM101: Foundations of Real World Math
- RWM102: Algebra
- RWM103: Geometry
- CLST105: Customer Service
- PROD205: Time and Stress Management
- PROD224: Leadership and Teams
- PROD225: Managing Employees
- ESL001: Beginner English as a Second Language
- ESL002: Intermediate English as a Second Language
- ESL003: Upper Intermediate English as a Second Language

About IMTEF

The International Masonry Training and Education Foundation (IMTEF), together with local joint Apprenticeship and Training Committees (JATCs), provide training and lifelong learning to members of the International Union of Bricklayers and Allied Craftworkers to help them advance their skills and careers. These programs begin with pre-apprenticeship training and continue throughout a craftworkers' career in the brick trade, which includes brick, block, stone, tile, marble, terrazzo, railrocks, refractory, concrete, and plaster. IMTEF's training programs are recognized as the industry's best. JATC members can access training at over 65 centers across the U.S. and Canada - including the state-of-the-art JATC in Joplin (BAC/IMT) International Training Center outside Washington, D.C. IMTEF's comprehensive, standardized curriculum is taught by experienced and trained instructors, many of whom are accredited through IMTEF's Instructor Certification Program.

Are you a Job Corps Instructor? Please see this page for course recommendations.

About International Union of Bricklayers and Allied Craftworkers

Since its founding in 1888, the International Union of Bricklayers and Allied Craftworkers has actively fought to improve our members' quality of life - on and off the job - through access to fair wages, good benefits, safe working conditions, and solidarity among members.

Today, we represent the most highly skilled masonry trades craftworkers across the United States and Canada including bricklayers, stone and marble masons, cement masons, plasterers, tilers, terrazzo and mosaic workers, and pavers/finishers/crafters. With over a century of protecting the rights of our workers, BAC is the oldest continuous union in North America.

Saylor's full catalog features other professional development courses, as well as courses that lead to college credit.

Saylor Academy can help you complete your degree at any of our partner schools, worldwide, with tuition-free Saylor Direct credit courses. Get started at www.saylor.org/bac/bac.

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22. Log in to Saylor Academy.

RWM101: Foundations of Real World Math

Home / Courses / Course Catalog / Mathematics / RWM101: Foundations of Real World Math

Log in or Sign up to track your course progress, gain access to final exams, and get a free certificate of completion!

Course Introduction

Time: 40 hours

Free Certificate

We use math in our daily activities as part of almost every career you can imagine, from business to cooking, farming, or medicine. Many consider math the "universal language", since people across the world use the same numbers, formulas, and equations to help them navigate their lives. In this course, we will study fundamental math concepts and how you can use them in your life.

For example, we use fractions when we make measurements, configure ratios, and calculate proportions. We use decimals and percentages in finance, measurement, and weight. In this course we also study how to represent data visually, such as with bar graphs, line graphs, or pie charts. Graphs and charts convey data quickly to an audience. We also explore how to interpret data to help you make sense of charts, like those that outline interest rates, so you can calculate how much money you will need to pay off a loan. Math can also be fun: you need to understand statistics to create a winning fantasy football team.

First, read the course syllabus. Then, enroll in the course by clicking "Enroll me in this course". Click Unit 1 to read its introduction and learning outcomes. You will then see the learning materials and instructions

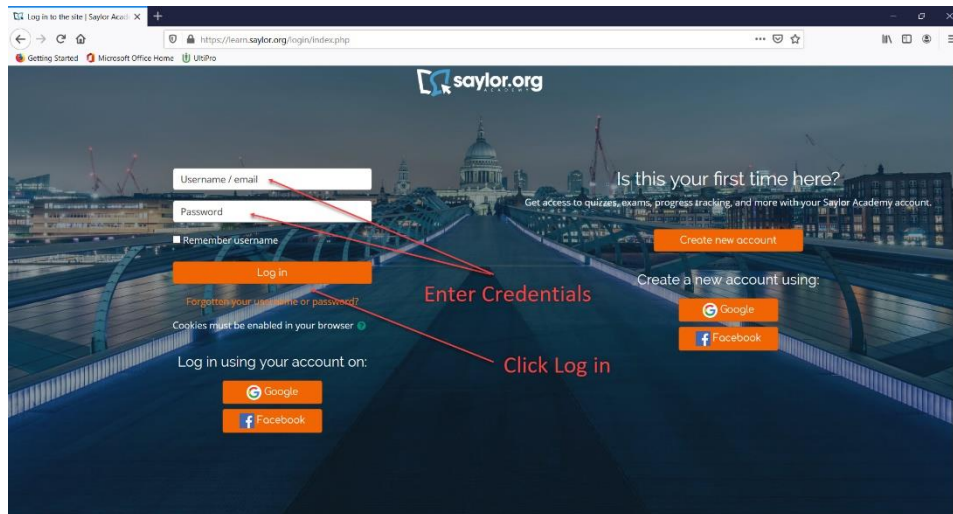
Other students also took...

- RWM102: Algebra
- MA001: College Algebra
- ENGL000: Pre-College English

Log in or Sign up

Click Log in or Sign up

23. Enter in credentials and Click **Log in**.



24. Click **Enroll me in this course**.

