Proficiency Education
Handbook

BE PROFICIENT

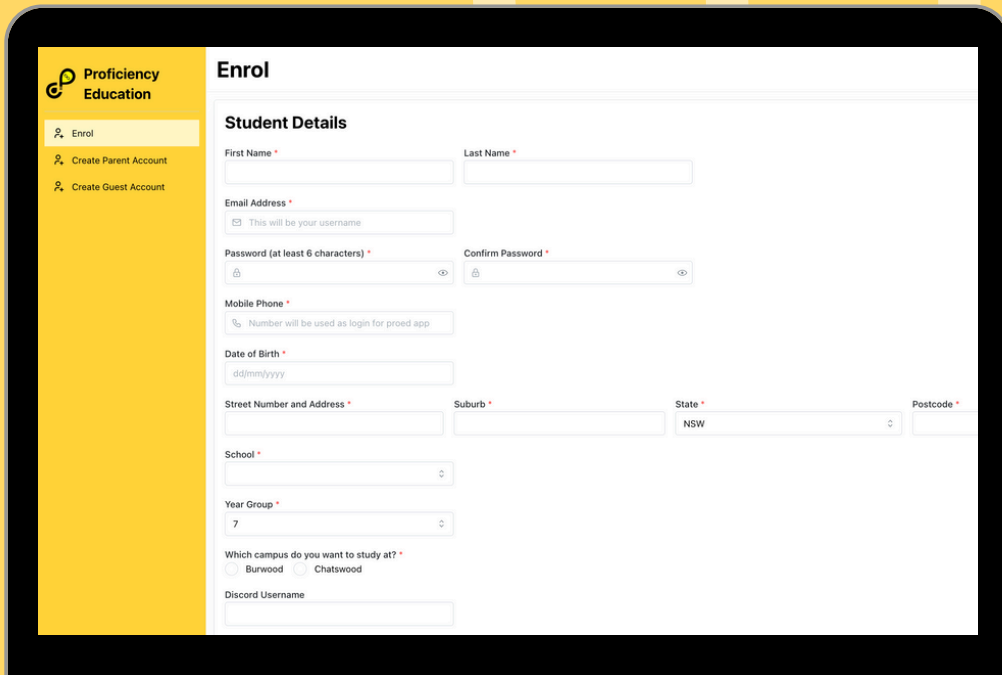## Table of Contents

How to connect to Proed Online

To join as a student at Proed, it is important to set up your online account so you are able to access all of our resources and submit your homework for marking.
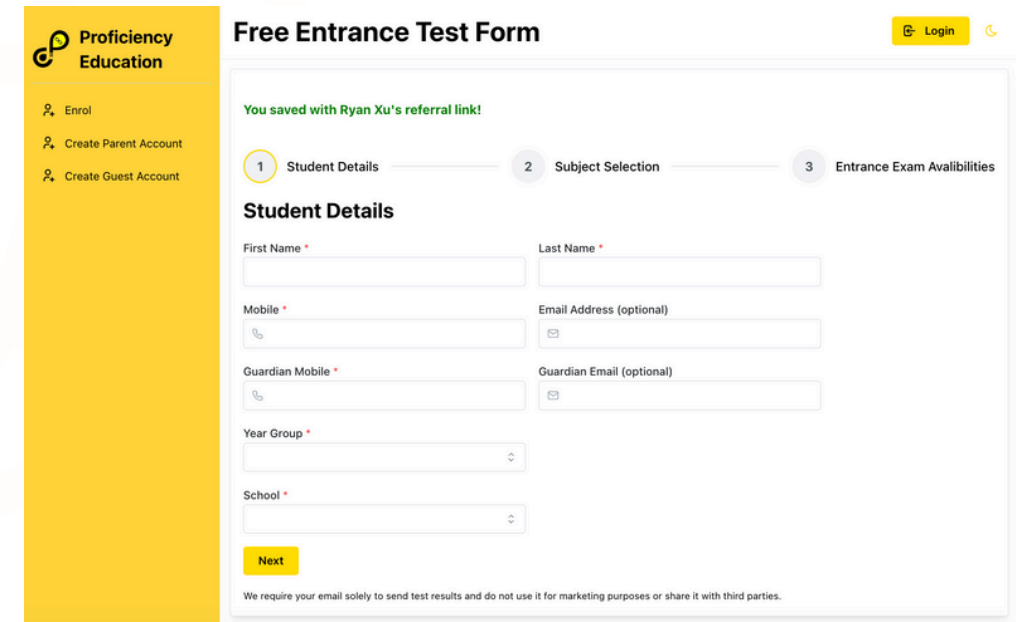
1. Go to https://proedonline.com/enrol

Fill in the student and guardian details and press submit. Once you have completed the form, you will be able to login and view all of your classes and enrollments.

2. Login to Proed Online

Student and parent login are automatically created with the email used on enrolment. Login to access EZRA questions, solutions to EZRA questions and more.

Entrance Exam

After connecting to ProED online, students can login and sign up for a free entrance test by filling out the form

If you have any issues signing up or logging in, please contact our admin team during opening hours and we will resolve it ASAP.

Connect to App for Students

1. Installiation

Our Proed app can be found on both the app store and play store for free. Simply search 'Proed' and download to enjoy all of our online features and services.

2. Login to your account

When you open up the app, enter the student phone number associated with your Proed Online account. Once you enter the security code sent to your phone number, you will have successfully logged into your account

3. Access classes

Your can view your details by clicking the tab bottom right corner.

Trouble Shooting

In the case that the 'link to Proed online' screen appears please follow the instructions below

Proficiency Education
- Your Profile
- √x EZRA Generate Exam
- √x EZRA Solution
- √x EZRA Saved Questions
- √x EZRA History

Link your account to the proed app:

Your linking code is **linfbb**. Copy this into the Proed App.
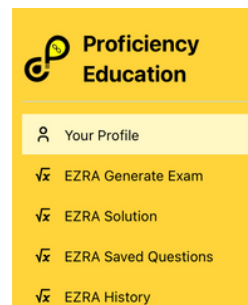
1 Login to Proed Online and nagivate to your profile

2 Scroll to the bottom and copy the code provided into the Proed App

Connect to App for Parents
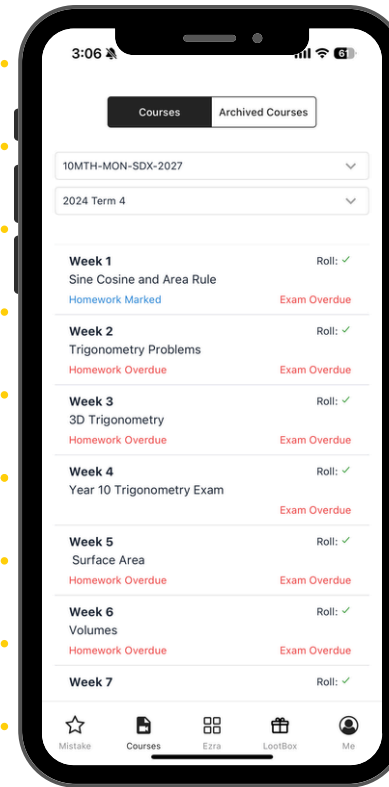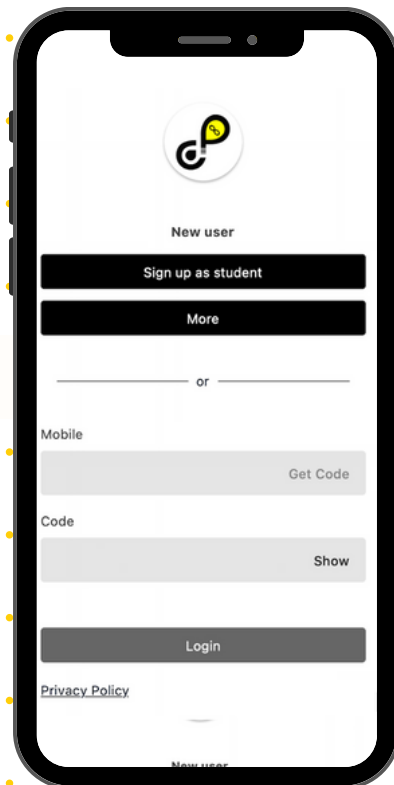
Checking homework and attendence

1. Installation

Our Proed app can be found on both the app store and play store for free. Simply search 'Proed' and download to enjoy all of our online features and services.

Please select your child's name, class and the term from the drop down menu

2. Login to your account

When you open up the app, enter the Guardian phone number associated with your Proed Online account. Once you enter the security code sent to your phone number, you will have successfully logged into your account
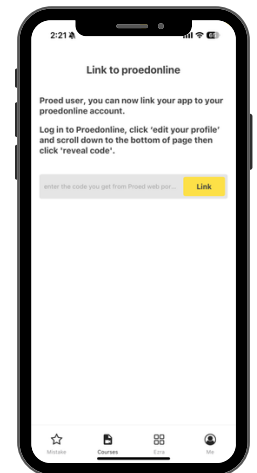
* Please ensure that you have connected to Proed Online before you complete this step.
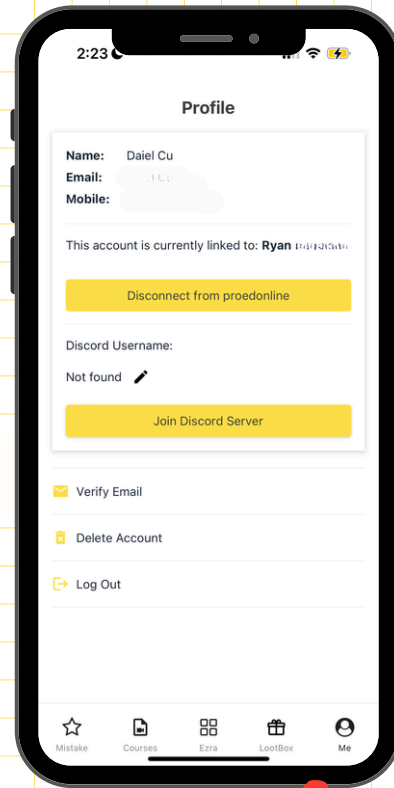
3. Check your details

Ensure your details have been entered correctly by selecting the profile tab in the bottom right corner.

Click into each week to see the details

Attendance

Grade

Stats

How to join Proficiency Education Discord Server

Proed runs a discord server for students to ask questions to tutors after hours. This allows students to get help at any time of the day from tutors either anonymously using the Just Ask channel or using class chats.

1. Go to your student profile on the app or website

Asking Questions

To submit a question to our #JustAsk channel where tutors can answer your queries at any time of day, simply type /q in general.
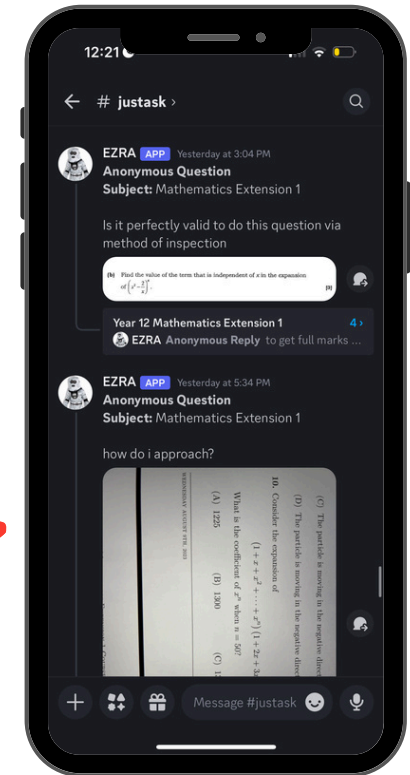
Questions are all anonymous to allow students to feel more at ease!

After verifying your details, you will be automatically added to the server and your class chat, and your name will change within 24 hours

2. Insert discord username into the box
(ensure that the username has been successfully added by clicking the tick)

3. Click join server
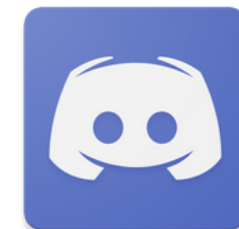
How to use Ezra (Online)

Review and practice any topic at home using Ezra. Ezra generated exams are accessible through the PROED website for students generate practice exams of varying difficulties

Solutions
Type in question code to get solutions

1 Login and navigate to the EZRA tab on the website

2 Select year group and subject

3 Select difficulty and desired topics

4 Questions based on your selections will be generated

Click the link to view the generated Exam

Difficulty: ○ all ○ easy

Generate

View Generated Exam

Generate Exam

Remaining Credits: 1   End Date: 22/12/2024 Last day of (2024 Term 4)

1. Select Topics

Year 11 Chemistry

Topics:
Up to four Topics can be selected

- ☑ Naming compounds and balancing chemical equations
- ☐ Basic structure of stable and unstable isotopes
- ☐ Using separation techniques based on physical properties
- ☐ Calculating percentage composition and relative atomic mass from isotopic composition
- ☑ Bohr model VS Schrödinger model
- ☐ Trends in the physical and chemical properties of elements in periods
- ☐ Differences between ionic and covalent compounds (Lewis diagrams, VSEPR, happiness method)
- ☐ Chemical structures of atoms
- ☐ Nature of intermolecular and intramolecular bonds
- ☐ Concept of the mole and Avogadro's constant
- ☐ Molarity and dilution
- ☐ Analytical chemistry (systematic error, random error, accuracy, reliability and validity)
- ☑ Solving problems using the ideal gas law (Gay-Lussac, Boyle, Charles and Avogadro no limiting reagents)
- ☐ Solving various chemical reactions with limiting reagents
- ☑ Solubility rules
- ☐ Reactivity of metals in water, dilute acids, oxygen and other metal ions in solutions

2. Confirm Selected Topics

Up to four Topics can be selected.

- ☑ Naming compounds and balancing chemical equations
- ☑ Bohr model VS Schrödinger model
- ☑ Solving problems using the ideal gas law (Gay-Lussac, Boyle, C reagents)
- ☑ Solubility rules

3. Select Difficulty

Difficulty: ● all   ○ easy   ○ hard

Generate

Click to generate

Saved Questions

View saved questions

EZRA Saved Questions

Year 11 Chemistry   Show filter

VNF05   Unsave   Show solutions
Question:

10 The equation for reducing iron(III) oxide with heated carb

$$Fe_2O_3(s) + 3C(s) \rightarrow 2Fe$$

The mass of carbon needed to produce 100 g iron is:

a 311 g   c 21.4 g
b 14.3 g   d 32.2 g

VGKQF   Unsave   Show solutions
Question:

How to use Ezra (App)

Ezra was created by Proficiency Education to allow students to review and practice any topic at any time they wish. Ezra is accessible through both the PROED app and website to students generate practice questions of varying difficulties

EZRA Solutions

Login to the ProEd website and type in question code to get solutions, history and saved questions!

(see on the previous page)
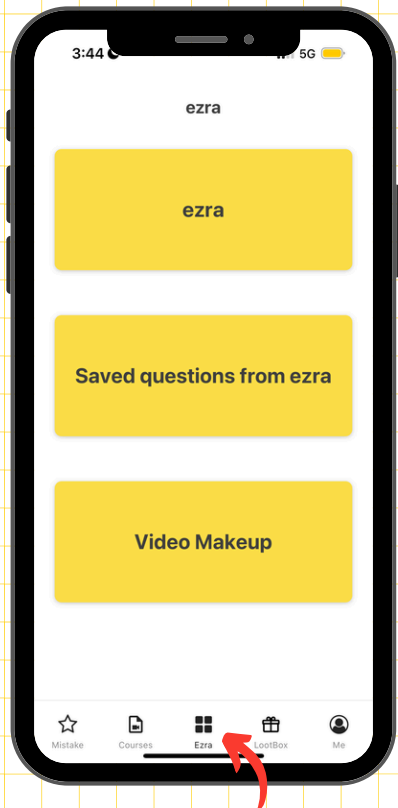
1 Navigate to the EZRA tab in the app

2 Select year group and subject

3 Select difficulty and topics desired

4 Questions based on your selections will be generated

Save your questions by pressing the heart!

5 Reviewing saved questions in the Ezra tab

How to hand in homework and exams

Recieve feedback through homework and exam marking.

1. Log into Proed App

Using your student account, login to the Proed App. Instructions to connecting to Proed Online and the Proed app can be found on pages 3 and 5.
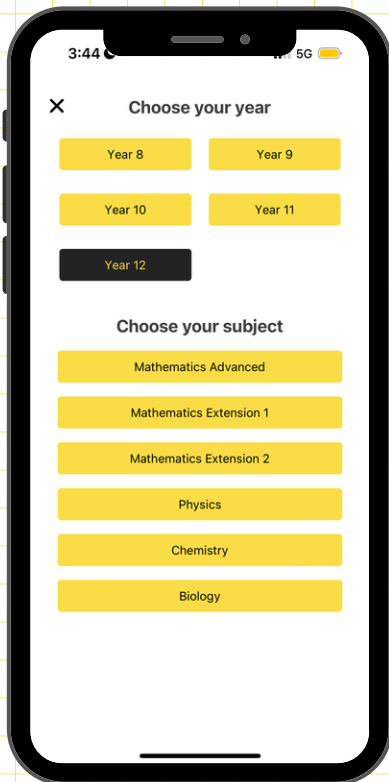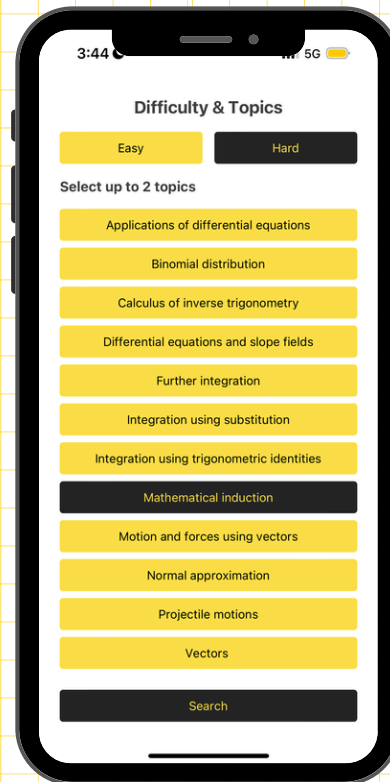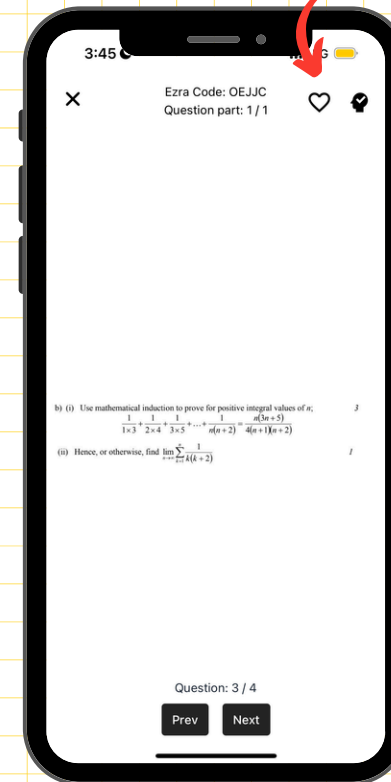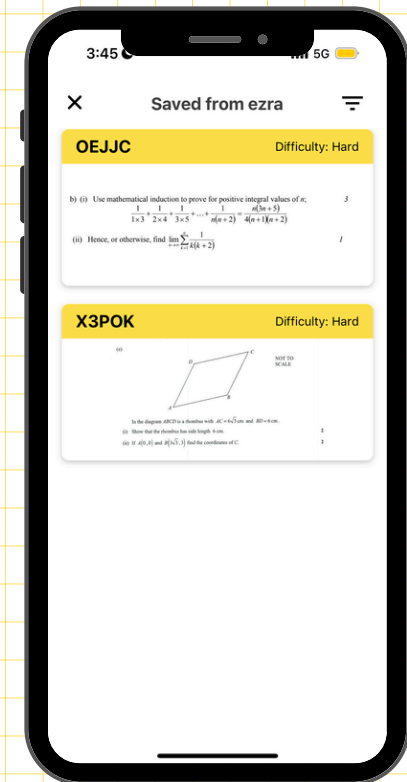
2. Select your class

Once you have logged in, select the class code and current term which you wish to submit homework or an exam to in the courses tab.

3. Select the week

A list of weeks will appear with the topic for the term. Select the week/topic which your quiz or homework falls under.
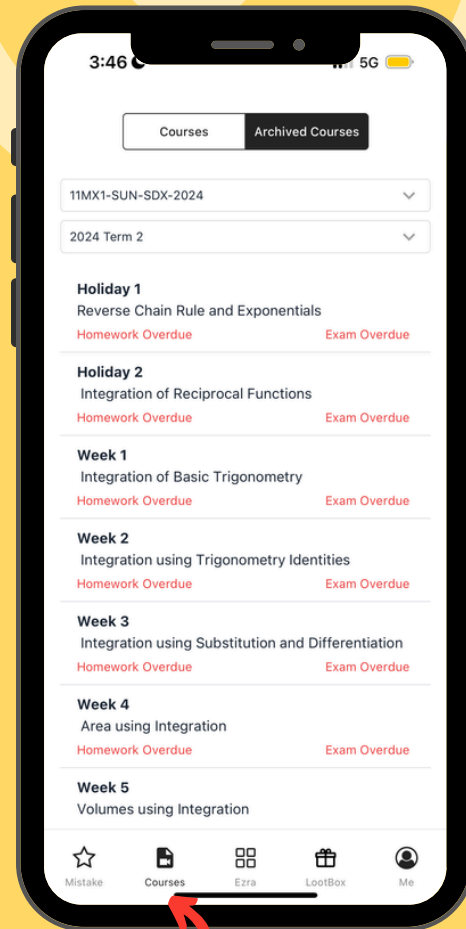
If you have missed out on a lesson or wish to hear an explanation on the lesson, homework or exam, click into the corresponding tab for the lesson content your wish to review and find the videos under 'Class Videos'.

Courses tab is over here!
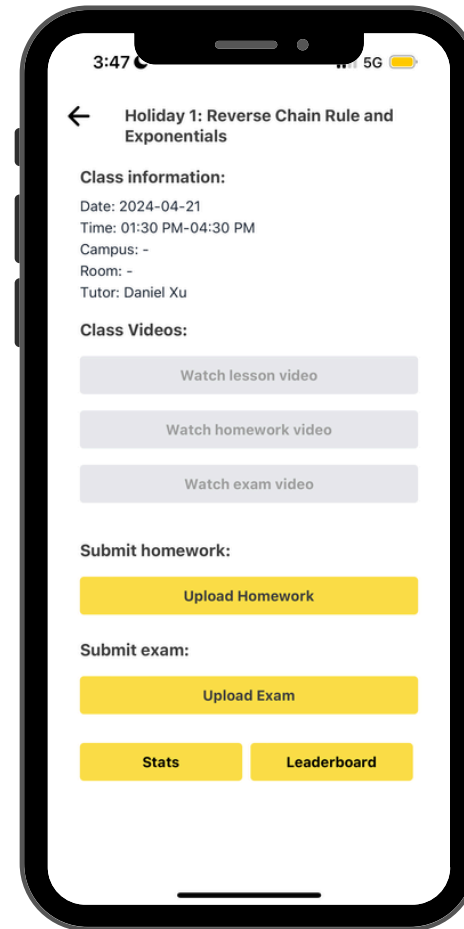
4. Scan your homework or quiz

Select 'Upload Homework' or 'Upload Exam'. An inbuilt scanner will appear which you can use to take pictures of each of your homework/quiz pages.

5. View homework or quiz results

Your marked homework or quiz should appear in the same folder which your uploaded your quiz to within 2 weeks.

LootBox

Receive a discount on future tuition fees by referring a friend to ProEd! Claim up to $50 per friend that enrols!

NOTE: Please make sure that your name is here when your friend uses the link for LootBox to be valid

Free Entrance Test Form

Proficiency Education

Login

You saved with Ryan Xu's referral link!

1 Student Details   2 Subject Selection   3 Entrance Exam Avalibilities

Student Details

First Name *   Last Name *

Mobile *   Email Address (optional)

Guardian Mobile *   Guardian Email (optional)

Year Group *

School *

Next

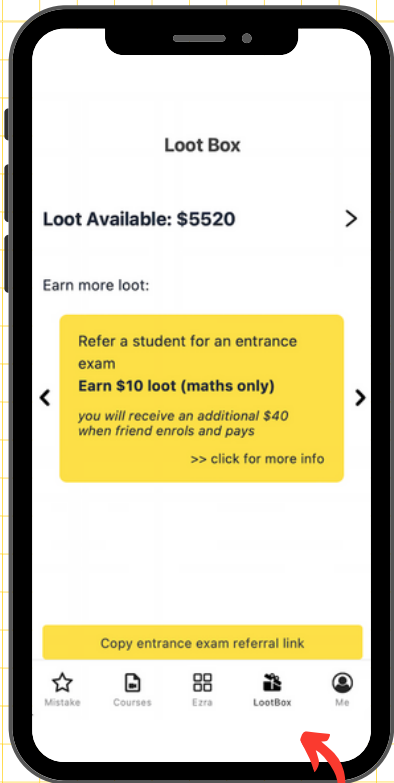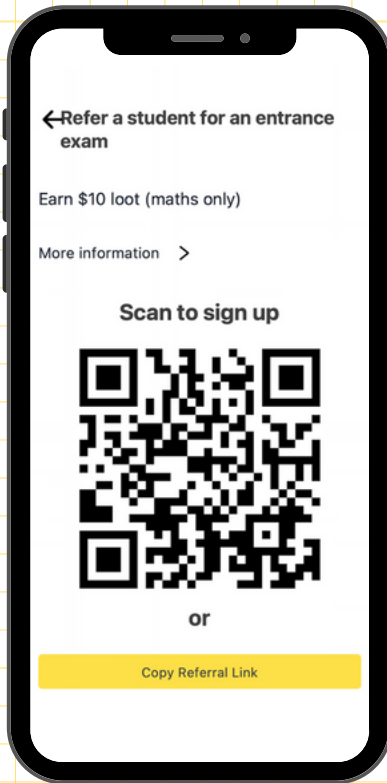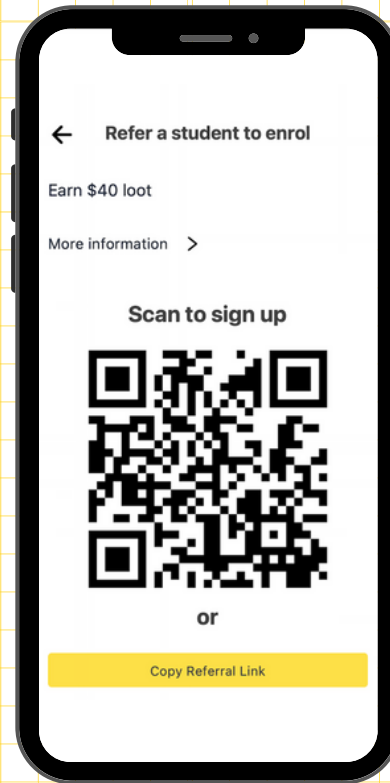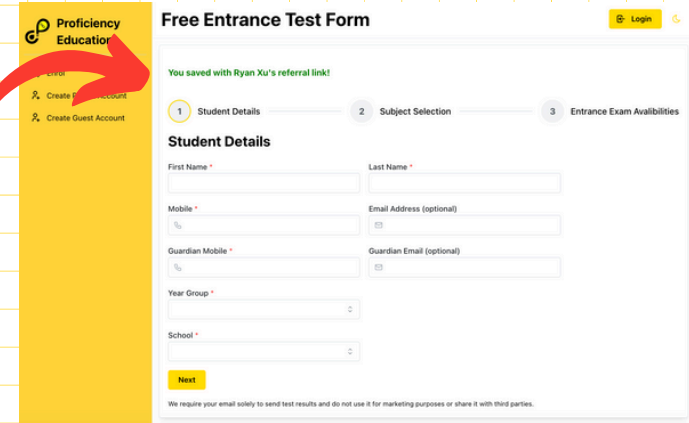We require your email solely to send test results and do not use it for marketing purposes or share it with third parties.

1

Loot Box

Loot Available: $5520 >

Earn more loot:

Refer a student for an entrance exam
Earn $10 loot (maths only)

you will receive an additional $40 when friend enrols and pays

>> click for more info

Copy entrance exam referral link

Mistake Courses Ezra LootBox Me

Navigate to the LootBox tab in the app

2

← Refer a student for an entrance exam

Earn $10 loot (maths only)

More information >

Scan to sign up

or

Copy Referral Link

Entrance exam referral ($10)

3

← Refer a student to enrol

Earn $40 loot

More information >

Scan to sign up

or

Copy Referral Link

Enrolment referral ($40)

Copy entrance exam referral link and send to a friend. Alternatively, your friend can scan the QR code.

- LootBox is only valid if the friend uses the link or scans the QR code under your account

- 10 dollars claimable by referee if friend sits the entrance exam

- Both friend and referee can claim $40 if friend enrols

- The $40 will be credited towards ProEd classes

- New student will receive the loot after paying tuition for the full term (loot can only be used in the next term enrolment)

- The referral code can be referred to multiple people and the credit can stack

- Send into group chats and post onto socials for more opportunities to claim credit!

- Credit is automatically logged via our system once the referee pays for a full term

Our Free Workshops

Our free daily workshop assisted by tutors gives students a space to complete their work and the opportunity to ask tutors for help whenever they need.

(no booking required)

TERM Schedule

Monday	4:30 - 7:30pm
Tuesday	4:30 - 7:30pm
Wednesday	4:30 - 7:30pm
Thursday	4:30 - 7:30pm
Friday	4:30 - 7:30pm
Saturday	1:00 - 4:00pm
Sunday	1:00 - 4:00pm

HOLIDAY Schedule

Monday	1:00 - 4:00pm
Tuesday	1:00 - 4:00pm
Wednesday	1:00 - 4:00pm
Thursday	1:00 - 4:00pm
Friday	1:00 - 4:00pm
Saturday	1:00 - 4:00pm
Sunday	1:00 - 4:00pm

Free and Daily with tutors in both Chatswood and Burwood locations

Note Printing

Students can print any of our notes, exams and past papers for the subjects that they are enrolled in!

Contact us

Phone Number: 02 9715 1477
SMS: 0485 886 058
Email: info@proed.com.au
Website: www.proed.com.au

Opening Hours

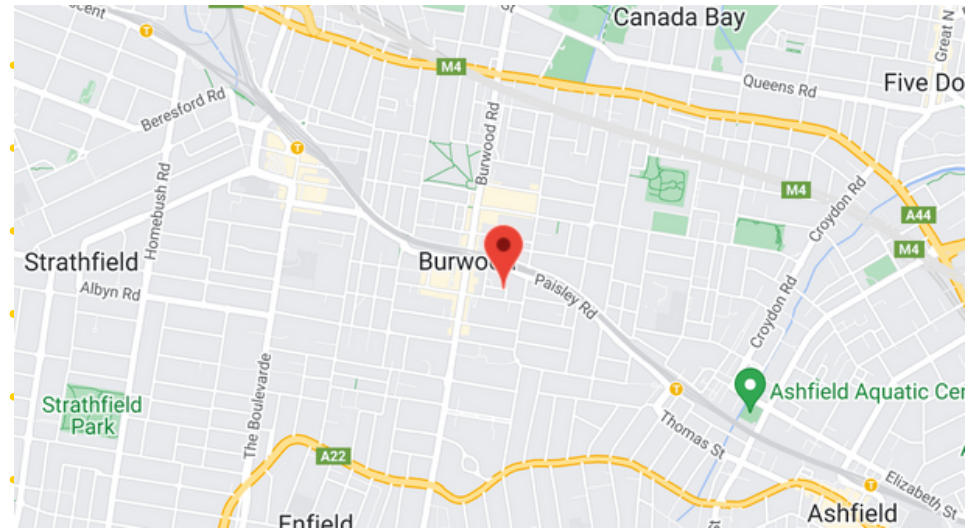|	
Monday	3:00 - 8:00pm
Tuesday	3:00 - 8:00pm
Wednesday	3:00 - 8:00pm
Thursday	3:00 - 8:00pm
Friday	3:00 - 8:00pm
Saturday	9:30am - 8:00pm
Sunday	9:30am - 8:00pm

Burwood Campus

Level 1, 14 Railway Parade
Burwood 2134

Chatswood Campus

Level 1, 2-4 Thomas Street
Chatswood NSW 2067