

December 2016

Welcome Online Students!

Happy New Year and Welcome to the Spring 2017 semester! In order to get started in your online class, you will need your MyECC login information to access the Learning Management System, Moodle Rooms. Once you enter your course room, you will be prompted to take the Student Orientation which consists of a series of short videos and presentations which will open on **Monday, January 2, 2017**. The purpose of the orientation is to instruct our learners of the virtual classroom experience which allows for a smooth transition into the online course room. We encourage you to complete the orientation as quickly as possible as the Spring semester begins on **Friday, January 6, 2017**. *Please note, you will not be able to access course materials until you earn an 80% percent or higher on the orientation.* After passing the Orientation, the course content and materials will not be available until the first day of classes on **January 6, 2017**.

Click here for an instructional video to access Moodle Rooms

<https://www.youtube.com/watch?v=2xWd4DNarQs>

Your course materials including the E text are available to you once you enter the course room and pass the orientation. ***You do not need to purchase a text book.*** When you registered, you were assessed an additional fee for the course to cover the learning materials.

If you need further assistance, please contact your instructor or the personnel indicated below for further assistance.

I want to personally wish you the best of luck in your Online classes and good luck in all of your academic endeavors!

Sincerely,



LEIGH M. BELLO-DE CASTRO, Ph.D.

Associate Dean, Online and Learning Resource Technologies

Office of Academic Affairs

Tel: (973) 877-3484

WWW.ESSEX.EDU

Contact Information for assistance

Natalie Behman: Onlinelearning@essex.edu

Serrietta Johnson: Sjohns72@essex.edu

Dr. Leigh Bello-de Castro: bellodecastro@essex.edu



Essex County College: Office of Online and Learning Resource Technologies

Online Course Checklist: Students

Prior to the first day of class:

- You will need your webmail user and password to get into the MOODLE website <http://moodle.essex.edu/>
If you are unsure of your credentials, go to my.essex.edu.
- Become familiar with the Online Platform. Login to Moodle and take a look.
- Ask questions if you are unsure. Email any one of the Online Learning Staff Members for assistance.

On the first day of class:

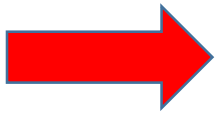
- Log In to Moodle and access your course.
- Ensure that you can see and access your course(s) in Moodle on the first day of the semester. If you registered after the course start date, you will not be able to access your course for 24 hours from the time of your registration.
- Get a head start and complete the Mandatory Student Orientation. Note: You must successfully complete the orientation with an 80% passing score in order to view course materials. The Orientation is also used as your first assignment and is a part of your Attendance Requirement for the first week of class. If you do not complete and pass the Orientation you will be considered a No Show and will not be able to view course materials.
- Locate the course syllabus, read it, and highlight important dates.
- Send out a message to your Professor through Moodle and say Hello.

During the first weeks of class:

- Communicate with your Professor and classmates regularly.
- Understand Student Expectations including response time to questions, assignments, email, course postings, etc.
- After you gain access to course materials, locate and check access to E Text, Power Points, Videos etc
- Introduce yourself to your classmates.
- Good Luck!!!

For more information contact an Online Learning Staff member or check our webpage for more information

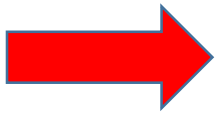
<http://www.essex.edu/academics/onlinelearning/>



Moodle URL



Login Here



Always check
Site News
Messages

ESSEX COUNTY COLLEGE MOODLE ROOMS LEARNING MANAGEMENT SYSTEM

WELCOME TO ESSEX COUNTY COLLEGE

Site news

Online Courses for Winter Intercession
By Dr. Leigh Belle-de Castro - Tuesday, December 22, 2015, 8:04 AM

Good Morning Students,

Today is the first day of Winter Intercession classes. If you are enrolled in a Winter Online Course (sections OR1), please make sure you login immediately and begin your Student Orientation. You will need to pass the Orientation with an 80% before viewing any course ...

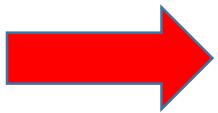
[Read the rest of this topic \(0/0 words\)](#)

Winter Online Classes
By Dr. Leigh Belle-de Castro - Friday, December 18, 2015, 7:12 PM

Dear Students,

If you registered for the Winter Online sessions, your course will be running by December 20th. At this point you must start the orientation immediately in order to view the coursework. Please make sure you adhere to deadlines as this is a short period of time to complete the ...

Once Logged in



Semester
Courses are
here. Click to
access your
online
course.

Winter Online Classes
By Dr. Leigh Belle-de Castro - Friday, December 18, 2015, 7:12 PM

Dear Students,

If you registered for the Winter Online sessions, your course will be running by December 20th. At this point you must start the orientation immediately in order to view the coursework. Please make sure you adhere to deadlines as this is a short period of time to complete the ...

[Read the rest of this topic \(0/0 words\)](#)

Other topics ...

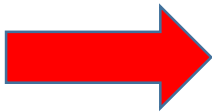
My courses

- BUS 201, BUS Principles of Management
Instructor: Dr. Leigh Belle-de Castro
- BUS 201, BUS Principles of Management
- BUS 201, BUS Principles of Management
- COURSE DEVELOPMENT TEMPLATE
- BUS 201, BUS Principles of Management
- BUS 201, BUS Principles of Management
Instructor: Dr. Leigh Belle-de Castro
- BUS 201, BUS Principles of Management
- BUS 201, BUS Principles of Management
- BUS 201, BUS Principles of Management

All courses



Always Check
Professor
Announcements



Access your
Orientation
here.

Good Luck!!

The screenshot shows a Blackboard LMS interface for a course titled 'GENERAL EDUCATION'. The main content area is titled 'Class Communication' and contains several sections:

- Announcements:** A section with a red icon and the text 'How To Manage Your Moodle Course - Pima College & JAMP Section Books'. Below it, it says 'The most recent announcements will be posted in the latest news block on the right of your screen.' and 'Click Here for GENERAL TOPICS among Course Community'.
- General news and announcements or questions between learners and the instructor:** A section with a red icon and the text 'DO NOT USE this forum for individual private communication - instead use messaging.' and 'DO NOT USE this forum for reporting or assignments or items related to assignments. Use the Board feature found in the course section block related to the assignment that you need to complete.' It also mentions 'In this forum, the instructor has created a forum called "Ask the Professor". If you still have questions after you have CHECKED the "PROFESSOR'S Course Benchmarking" in the Course Content/Navigation section block.' and 'The discussion topic under "Class Forum for GENERAL TOPICS among Course Community" forum and the topic "ASK the Professor" to see if anyone else asked the same question or viewed an answer.'
- ASK THE PROFESSOR:** A section with a red icon and the text 'If the question will be asked commonly for posting a discussion topic in the "Class Forum for GENERAL TOPICS among Course Community" forum to see if anyone has the answer to your question.' and 'NOTE! If you have an attempt to add your question/answer, please Post your question by REPLYING to the "Ask the Professor" discussion topic in the "Class Forum for GENERAL TOPICS among Course Community" forum.'
- Class Chat:** A section with a red icon and the text 'We can meet here to discuss course levels, resources and more! Message your instructor to setup a chat session or look for an announcement from your professor for scheduled chat sessions. Arrange a meeting with a fellow learner and participate in other chat sessions.'

 Below the main content, there is a section titled 'Online & Hybrid Course Orientation Lessons' with text: 'Learners must complete the student orientation before the instructor materials and assignments become available. Students that do not complete the student orientation are at jeopardy of being withdrawn from the class. The orientation should be completed in time to five days from the beginning of the semester. Please note restrictions and availability settings below next to each item in the Online & Hybrid Course Orientation section block.'

The right sidebar contains:

- Latest news:** 'Add a new discussion...', '07/27 AM/Nov 26 Dr. Leigh Bello-de Castro Final Exam', '11/18 PM/Nov 13 Dr. Leigh Bello-de Castro Evaluation', '11/12 PM/Nov 10 Dr. Leigh Bello-de Castro SBA', '10/17 PM/Nov 08 Dr. Leigh Bello-de Castro This Week', '10/17 PM/Nov 08 Dr. Leigh Bello-de Castro A.4 Discussion Offer topic...'.
- Learning events:** 'There are no upcoming events', 'Go to calendar... New event...'.
- Recent activity:** 'Activity from Tuesday, January 5, 2016, 11:11 AM', 'Full report of recent activity...', 'No recent activity'.