MOODLE LEARNING MANAGEMENT SYSTEM AT MARIETTA COLLEGE:ORIENTATION FOR STUDENTS

~ PART ONE: GENERAL REQUIREMENTS AND HELP RESOURCES ~

WHAT IS MOODLE (JOULE)?
Welcome to Moodle (joule) Orientation! So, what is Moodle (joule) anyway? Moodle (joule) is the name of the learning management system software that delivers your online/internet course(s) OR supplements your face-to-face course(s). This orientation will provide the information you need to get started in your course(s). You will access your course(s) through the MyMarietta portal website (www.marietta.edu), so take moment to become familiar with it. The resources you find there will help you get started, and will also be of assistance to you throughout your course(s).

Remember: Online courses begin on the first day of the semester just like regular face-to-face classes.

Note: This orientation does not replace other mandatory class orientations. Please check with your instructor or advisor regarding other required course orientations.

MINIMUM COMPUTER REQUIREMENTS
For all students...
Accessing your course sites in Moodle, whether you are taking online courses or face-to-face courses will require the following:
At a minimum, you will need:
A computer with dependable, high speed Internet access
Word processing software
Internet browser
Recommended Internet browsers:
Firefox 3 or later
Microsoft Internet Explorer 7 or later
Required Computer Settings:
Disable Pop-up Blockers
Enable Java
More information about computer requirements and settings can be found at:
https://mymarietta.marietta.edu/collaboration/stuacademics/summerselfhelp/Shared%20Documents/Hardware.aspx

STUDENT EMAIL
Marietta College assigns a student email account to you and it is advisable that you use this account when conducting College business.

Find information about your Marietta College email account here:
https://mymarietta.marietta.edu/help/Information%20Technology%20Wiki/Email%20-%20Home.aspx

TAKING TESTS ONLINE

Testing on Moodle (joule) is a very critical issue. It is recommended that you do not attempt to take a test using a wireless connection to the Internet. If your connection is lost, you may be locked out of your test. It is up to the instructor whether or not to re-set the test.

MARIETTA COLLEGE MOODLE HELP RESOURCES

Protocol for problems using Moodle or your course sites

Always contact your instructor first for solutions to problems or answers to questions regarding a course.

For All Log-In Issues…

Make sure you are using the correct log-in ID and password. If you still have difficulty logging in, use the "**Yes, help me log in**" button to reset your password. You will need your student ID number (generally begins with a 0) to complete the process. Resetting this password will reset your email and MyMarietta logins as well.

For problems navigating your Moodle courses…

View the available tutorials: Go to the Marietta College Moodle Help Page (https://mymarietta.marietta.edu/collaboration/stuacademics/summerselfhelp/Shared%20Documents/Info_Moodle.aspx) and view the tutorials for using Moodle.

Or…

The hyperlink at the bottom of every Moodle course site also provides a knowledgebase of information about Moodle. The student-focused links are:

· Getting Started

· Participating in a course

· Participant Help

The links will take you to student tutorials about specific sections and functions of Moodle.

Other Moodle Problems…

After reading the Marietta Moodle Help Page and the Moodle Tutorials, if you still have problems, contact the Help Desk. Check the website for more information: http://help.marietta.edu/

ONLINE LEARNING VS. FACE-TO-FACE LEARNING

For students taking online courses…

Online courses often take greater effort on the students' part than face-to-face traditional classes. Instead of attending structured, regular class meetings managed by an instructor on campus, you must take responsibility for managing your own time devoted to your online course and be self-motivated enough to keep up with the assignments and activities required. You'll need online technology and communication skills that may not apply in a regular face-to-face class.

ARE YOU READY FOR ONLINE LEARNING?

The question is, "**Are you ready to take an online class?**" Our top concern is that you successfully complete your online course. It is important to be familiar with the necessary skills and tools you need to succeed in an online course.

REQUIREMENTS AND QUALITIES OF AN ONLINE STUDENT

Things you need to consider:

Technology Requirements
- Do you have a computer with a broadband (high speed such as cable, DSL or fiber) Internet connection?
- Does your computer meet the hardware requirements on the Moodle Help web page? (https://mymarietta.marietta.edu/collaboration/stuacademics/summerselfhelp/Shared%20Documents/Hardware.aspx)
- Does your computer have all the programs and software required for the course(s) you want to take?
- Do you have computing skills that will enable you to function efficiently in an online course (downloading and saving files, creating folders, changing settings on your computer, typing and word processing, sending email with attachments, etc.)?
- Do you have Internet skills that will enable you to navigate and access specific URLs, use online library resources, and login to secure web pages?
- Do you access your Marietta College email account regularly?

Communication Requirements
- Will you be able to access and navigate your online course(s) as often as required (at least four times a week) in order to have timely interaction with the instructor(s) and/or other students in your course(s)?
- Are you able to communicate with others effectively using online technologies, such as email programs, chat rooms, blogs, and discussion boards?
- Can you express yourself clearly and concisely in written messages and assignments?
- Do you have good reading comprehension skills so that you can effectively read and understand directions, reading assignments, and information in your textbook?
- Will you ask questions when you don't understand assignments or instructions from your instructor(s)?

Participation Requirements
- Will you meet the online course requirements listed in your course's syllabus (frequent assignments, frequent communication, group assignments, and a significant amount of reading)?
- Do you understand that frequent participation will be required in each of your online courses and you will need to dedicate at five-ten hours per online course per week in order to be successful?
- Do you have access to an alternative computer that meets all requirements in case something happens to your computer, so that your participation will not be affected?

Organizational Requirements
- Are you self-motivated with good organizational and time-management skills (not needing to be reminded of due dates, etc.)?

- Can you ignore distractions (social networking, instant messaging, TV, family, etc.) while working on your online course-work in order to complete assignments on time?

If you are able to meet the requirements listed above, you can be successful in an online course!