You're registered in an online or hybrid class for Spring Quarter 2018.

Keep reading for "getting-started" info!

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Resources for Online Learners

- *Whatcom's main eLearning page.* Also check out the Student Tutorials and Resources page you can get to from there.

- *Online tutoring by the WCC Writing Center.*

Welcome to online learning at Whatcom Community College! This is the first of five beginning-of-the-quarter messages to help you get started in your online or hybrid class.

Important Dates

Heads up! Most online and all hybrid classes start on the first day of the quarter, April 3rd. Online Early Childhood Education classes start two days later, on April 5th.

MARCH 2018

S	M	T	W	Th	F	S
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4	5	6	7	8	9	10
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APRIL 2018

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- **_Online tutoring in math and other subjects (etutoring.org)._**

- **_Whatcom's Online Math Center._**

- **_Access to the WCC library's online databases_** (must activate your student network account first).

- **_Online research help from a librarian._**

Contact Us

studenthelpdesk@whatcom.edu

For **technical issues** including but not limited to logging on, computer account problems, remote access to campus, email, Canvas, other software programs, or how to turn in assignments, contact the **Student Help Desk** located in Heiner 104, Monday through Thursday 7:30am-7pm and Friday 7:30am to 5:00pm when classes are in session. You can also contact us by phone at 360-383-3410.

advise@whatcom.edu

An **online advisor** is available to assist you by email if you have scheduling, academic planning, or other non-technical issues with your online class. You can also contact your online advisor by calling 360-383-3080.

Instructors will start making courses available for you to log in:

- March 27 – April 4

Your class starts:
- April 3 for all hybrid and most online courses
- April 5 for online courses in Early Childhood Education

On-campus orientations to online learning – optional (1½ hours):
- Thursday, March 29, 4:00-5:30 pm (Laidlaw 211)
- Monday, April 2, 5:30-7:00 pm (Laidlaw 211)
- Tuesday, April 3, 10:30 am-12:00 pm (Laidlaw 211)
- Wednesday, April 4, 12:00-1:30 pm (Heiner 201B, inside the library)

No need to RSVP. Just come!

A Note about Hybrid Classes

Hybrid classes are taught partly in the classroom and partly online. The online part starts on the first day of the quarter, even if the classroom part starts later in the week.

Logging into Your Class

1. Launch a web browser.
2. In the bar at the very top of Whatcom's home page, click Canvas.
3. On the login page, enter your student ID number as the username and the first eight letters of your last name (all lower case) as the password. If you've used Canvas at Whatcom before, your password stays the same as it was last time.
4. If your name is short, repeat it until you reach the right number of letters, e.g., doedoedo.
5. If you have more than one Canvas course, click the "Courses" tab on the left side of the screen to select the class you want to open.

If you have an online math class

6. Many of Whatcom's online math courses are taught using WAMAP software. When you open your Canvas course, you'll find instructions for logging into WAMAP. Make a note of the **course ID** and **enrollment key** your instructor has provided.

7. Go to the [WAMAP web site](#) and set up a user account.
8. Enter the course ID and enrollment key, then click the name of your course.

Using a Mobile Device

Canvas and WAMAP courses aren't designed to be completed on a phone.

You *can* use a phone or tablet for some course activities, but beware: wi-fi signals can drop unexpectedly and disconnect you. And mobile devices sometimes create files that Canvas and WAMAP can't recognize. To be sure the assignments and quizzes you submit actually arrive, we strongly encourage you to use a wired computer for them. If you don't have one at home, you're welcome to use the Student Access Lab in Heiner Center.

Computer Skills You'll Need

Are you wondering if you have the computer skills you'll need for your online course? Read over this checklist of the skills an online course typically requires.

- Using the keyboard and mouse
- Performing computer operations such as
  - Copying/pasting
  - Managing files and folders (creating, naming, saving in different formats, moving and deleting)
- Using the Internet
  - Connecting to the Internet with a web browser such as Firefox, Safari or Chrome
  - Downloading and uploading files between your computer and a web site
  - Downloading an Internet browser if necessary (or downloading the most recent version of the browser you're already using)
  - Using a search engine such as Google or Bing to find information on web sites
  - Using the library's online databases
- Using e-mail
  - Having a valid e-mail address
  - Sending and receiving e-mail messages
  - Attaching files to e-mail messages
  - Opening e-mail attachments
- Using applications

- o Using your Canvas or WAMAP "virtual classroom"
- o Using a word processing application such as Word
- o Using a spreadsheet application such as Excel
- o Using a presentation application such as PowerPoint

If you feel uncomfortable with any of these areas, please contact the Student Help Desk. We can help you get up to speed!

Canvas Student Tour

Check out this tutorial provided by Instructure, the people who wrote the Canvas software.

You can watch the videos and click the links for detailed instructions and tips on making the most of your Canvas classroom.

Take the Canvas Student Tour.