



Student Guidelines for VSU Remote Instruction

Students, your academic success is an essential part of your experience as a VSU Trojan. While the transition to remote instruction may be disruptive for you, please understand that faculty, staff, and the administration are working together to assist you in making the adjustment. Please read and follow the tips below. If you have questions, please email your professor. Additionally, the trojanSOS@vsu.edu email address will be available to assist on or before 3/23/20.

I. Please confirm the following:

- Access to Blackboard (Login and verify that ALL classes are listed.)
- Access to **VSU** Email (required for communication)
- Verification of your VSU password (for email, Blackboard, and off-campus library access) – knowledge of password/current password
- Enroll in the Self-Service Reset Password Management program (SSRPM), which will give you the ability to reset your VSU Network password. **Go to <https://reset.vsu.edu> and select Enroll into SSRPM.**
- Technology help:

Harris Hall, Room 8A
VSUStudentHD@vsu.edu
804-524-2000

II. PRIOR to start of remote instruction - Confirm your connection:

- Access to technology (Laptop, PC, Smartphone, Tablet)
- Functionality of devices used to access remote instruction (ex. Do they work? Do they support the software/programs needed to connect to Blackboard?)
- Access to reliable internet connectivity at home/in home location (ex. local public library, Panera Bread, McDonald's, family/friends, etc.)
- Internet Service Providers (ISP) offers in response to the Coronavirus pandemic, <https://www.consumerreports.org/internet-providers/isps-respond-to-coronavirus-raise-speeds-suspend-data-caps-keep-america-connected-pledge/>

III. GETTING started with remote instruction:

- Check **DAILY** for emails from your professor / from Blackboard courses.
- Check Junk Mail folders /Clutter folders **DAILY** for misdirected emails.
- Review each professor's Blackboard site for instructions.
- Keep course materials handy (ex. textbooks, study guides, and other course materials you were using before the transition to remote instruction)

- Practice with any apps your professor requires for participating in online activities (ex. instructional videos, YOUTUBE videos, etc.)

IV. **SUCCESS with remote instruction:**

- Be **organized** – Map out time to be online. Make a calendar of assignment due dates.
- Be **self-disciplined** - Take responsibility for completing tasks/posting assignments on time.
- Be present!! (Log in frequently – **Attendance still counts!!!**)
- **Ask questions** and **engage your professors** – Remember that this is YOUR educational experience. Be an ACTIVE learner.

V. **Student Resources**

Key Remote Instruction Tools

- Blackboard Learning Management System <https://blackboard.vsu.edu/>
- Blackboard Tutorials
 - Getting Started with Blackboard
https://www.youtube.com/user/BlackboardTV/playlists?view=50&sort=dd&shelf_id=3
 - My Blackboard & the User Menu
https://www.youtube.com/watch?v=6U1E_I4siwY
- Using Blackboard Collaborate Web Conferencing
<https://www.youtube.com/watch?v=1W4sGpVmJaY>
- Join a Zoom Video Web Conference
https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc_load_policy=1

Key VSU web pages

- Virginia State University Main Website <http://www.vsu.edu/>
- VSU Coronavirus page <http://www.vsu.edu/news/news/2020/VSU-Coronavirus-Updates.php>
- VSU Online <http://vsuonline.vsu.edu/index.php>