SYLLABUS
Distance@State Orientation

CENTER FOR DISTANCE EDUCATION
Mississippi State University

Semester: Fall 2016
Method of Instruction: Online

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DESCRIPTION:

Distance@State Orientation. This course serves to orient the online student with the offices and services available at Mississippi State while introducing available technologies and expectations of MSU online students.

PURPOSE OF COURSE:

Distance@State Orientation has been developed by the Center for Distance Education to orient newly admitted online students with the online campus community and share information regarding available resources. Students can expect to learn about MSU offices and how they support the online student, academic and behavioral expectations, academic honesty standards, and an appreciation for their own learning styles.

OBJECTIVES:

Students will demonstrate:

- Knowledge of a variety of technologies used in the online learning environment by participating in class discussions, online quizzes, and the submission of homework activities to the extent that they complete all activities.
- An understanding of their own personal learning styles by participating in an online survey and communicating their understanding of the survey results through discussion with their classmates and successful completion of a reflection paragraph.
- The ability to successfully locate and contact the appropriate Mississippi State University student support and service offices by completing an online quiz.
- An awareness of the MSU Honor Code and what constitutes online cheating by emailing the honor code statement to the instructor.
- An ability to successfully use the resources available through the Mississippi State University's Library by completing an online library scavenger hunt and quiz.

Teaching Calendar:

This course is designed to be completed over a four-day period prior to the student beginning their first semester at Mississippi State. Students should plan to complete the daily assignments for each day.

Day 1: **I. Welcome**

A. Syllabus Review

B. Syllabus Quiz
C. Introductions within Discussion board
D. Honor Code Video
E. Student Services Video and Quiz

Day 2: **II. Preparing for Online Learning**

A. SmarterMeasure Assessment
B. Reflection Paragraph regarding the SmarterMeasure assessment
C. MyCourses Tools Video

Day 3: **III. Online Library Opportunities**

A. Introduction to the MSU Library
B. MSU Library Services Videos
C. Quiz on MSU Library Services
D. Virtual Library Scavenger Hunt

Day 4: **IV. Program Specific Information**

Some departments will have information specific to their programs included in this portion of the course. Please look for your department's name under Day IV. If you do not see your program listed, your program provides no specific information. If you would like to confirm whether or not there is information pertinent to your department, please feel free to contact the instructor.

EXTRAS: Links to important offices around campus (Optional Modules)

Not sure what resources are available to distance students at Mississippi State? Distance students have access to numerous resources across campus and this new module provides a centralized database of resources for students to access university services and resources.

This information will be available to you for one year. It is not intended to be completed during the week of orientation.

Other News You Can Use…

Attendance
Due to the online nature of this course, students do not actually need to be in class at a certain time on a certain day but there are online attendance requirements. Students are expected to log-in to mycourses.msstate.edu **daily** to receive updates from their instructor and participate with their classmates in course activities. During each log-in students should check for updates on dates and times of assessments, email, and discussion pages. Students should make certain to begin activities with enough time to finish those activities.

Assignments
Assignments are listed below. Please be sure to begin assignments or the upload of assignments with enough time to allow for completion.

DISCUSSION BOARD – Discussions are intended to keep a conversation moving regarding the given topic. Posts should be individualized and insightful. While posts that continue a topic or "second" a topic already presented are encouraged, each student will be expected to bring his or her own point of view to the discussion. **Some discussion boards are graded.**

QUIZZES – Students should not receive any assistance from another person or any outside reference during a quiz.

HONOR CODE VIDEO – Review the information regarding the Honor Code and post your thoughts on the discussion board.

PARAGRAPH – Your reflection paragraph should be submitted as a pdf or Word document. *The paragraph should be single-spaced and typed in Times Roman Numeral font (12 point).* The heading should be centered at the top of the page and should include your name, the title and the semester/year. When saving your work, all file names should be saved in the following format; "SmarterMeasure_LastName". (Ex: My file name would be **SmarterMeasure_Bailey**) The purpose of the reflection paragraph is for you to analyze the feedback provided to you by the SmarterMeasure assessment.

Grading

This course will be graded on a pass/fail basis. There are 1000 points available in Days 1-3. Students should score no less than 750 points. Students who do not successfully score 750 points will not receive a certificate of completion and their advisor will not receive notification of their participation in the course.

Academic Dishonesty/Cheating

This course is designed to help new online learning students navigate their way around the electronic MSU campus with confidence. Cheating will not benefit the student. Information about the MSU Honor Code can be found online at http://www.honorcode.msstate.edu/. Students will be expected to be familiar with the Honor Code by the end of this course.

Texts

There are no required texts for this course. All of the information necessary for this course can be found within the course website, located at mycourses.msstate.edu, or on web pages and resources discussed during the course.

Rubic

Activities	Points
Syllabus Quiz	100
Introduction Discussion Post	100
Honor Code Discussion Post	150
Student Services Quiz	100
Student Services Discussion Post	150
SmarterMeasure Reflection Paragraph	200
Library Scavenger Hunt	100
Library Services Quiz	100