

Fall 2019

Distance Education Connection Newsletter, Fall 2019

Dena Laton

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DISTANCE EDUCATION CONNECTION

Back to School Edition
Fall 2019

Welcome!

Marshall University and Libraries and Online Learning want to welcome you into our Marshall family. Although you may not physically be on a Marshall campus, you are still part of the Marshall family.

As a distance education student at Marshall, you have access to all of our online resources, such as library, tutoring, career resources and more. If you have any questions about your pursuing your online degree, contact us.



Online Education Profile:

Dena Callicoa Laton

Manager of Online Learning Programs, Independent Proctoring and Copyright Education, is the first point of contact for online students and is devoted to your success. As a former online student herself, Dena is familiar with the needs and struggles of distance students.

Contact Dena:

Huntington Campus: Drinko Library 226
Email: dena.laton@marshall.edu | Phone: 304-696-3141



Dear Marshall Student:

Welcome to the Marshall University family! I am delighted that you have chosen to pursue your education through one of our online degree programs.

Marshall offers a dynamic opportunity for you to learn through 21st century technology, allowing you to customize your educational journey. This flexible, convenient pathway to higher education allows students the world over to become a Son or Daughter of Marshall without ever leaving their own community. Whether you are in our home state of West Virginia or living abroad, you are now part of the Marshall family.

I encourage you to take advantage of all that Marshall offers in the digital world of education. Our online academic experience includes engaging faculty and staff, high quality technology capabilities and outstanding digital library services. We offer a 24/7 learning experience through discussion boards, blogs and email. Digital technologies available to us today allow for robust, enriching experiences for our students that just a decade ago were unimaginable.

Marshall University is a university on the rise on several fronts including research. We were recently classified as an R2 doctoral university by the Carnegie Classification of Institutions of Higher Education. We are proud to be in an elite group that represents approximately the top 6% of the colleges and universities in the nation.

Regardless of your field of study and even though you will be studying at a distance, I hope that you will feel connected to Marshall and look for ways to engage with the university community. Again, I welcome you to Marshall University and wish you the best in your education.

Best regards,



ACADEMIC CALENDAR

August 26, Monday –

August 30, Friday

8 a.m. – 5 p.m.

Late registration/schedule adjustment (add-drop)

September 2, Monday

Labor Day Holiday-

University Closed

September 13, Friday

Application for December graduation due

September 30, Monday

Final draft of thesis/
dissertation delivered to
committee chair

October 25, Friday

Last day to drop a full
semester individual course

October 28, Monday

Recommended date to apply
for May 2020 graduation

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University Libraries

One John Marshall Drive
Huntington, WV 25755

www.marshall.edu/library

(Continued from previous page)

ACADEMIC CALENDAR

October 28, Monday –

December 6, Friday

Complete withdrawals only

November 11, Monday –

November 22, Friday

Advance registration for spring semester (open to currently enrolled students)

November 25, Monday –

November 30, Saturday

Thanksgiving Break,
Classes dismissed

November 28, Thursday –

November 29, Friday

Thanksgiving Holiday,
University closed

December 6, Friday

Last class day. Last day to completely withdraw

December 7-13

Final Exams

December 14,

Saturday, TBD

Winter Commencement

December 23 – January 1

Winter break

University closed

Distance Student Profiles



Kathryn Baisden

My name is Kathryn Baisden, but I go by Katy. After graduating from the University of Charleston with an Associate of Science in Occupational Therapy Assistant in 2016, I successfully passed my board exam but was unable to find employment in the area. That is when I decided to potentially open more doors by furthering my education.

Both of my parents, my grandmother and several other family members are Marshall Alumni. I thought that it would be fitting to carry on the family tradition. As a nontraditional learner, or adult student, I was thrilled to learn that I could complete the RBA program entirely online. Distance learning was the only feasible option for me; I reside in Lewisburg, WV with my ten-year-old cat and I'm the primary caregiver for a local family member. I also frequently travel to visit other family members in other parts of the country.

Online courses have given me the freedom to remain close to my family while obtaining a degree. The flexibility of distance education has allowed me to set my own schedule and not miss class or fall behind in coursework as life happens.



Tarryn Porter

My name is Tarryn Porter. When I found out Marshall offered my graduate degree as a distance learning program, I was ecstatic! This meant I could accept a job with an AMAZING company while furthering my education. I didn't have to choose one over the other.

The summer before graduation I interned with Tesla in Fremont, CA. I LOVED the company and the area. I returned to WV and graduated from Marshall the following May (2017) with a B.S. in Safety Technology and a minor in Mathematics. Tesla offered a full time position, but I had also been accepted into a graduate program. I was struggling to decide which path to take. After some discussion, I realized I didn't have to choose!

I am starting the final year of my program, and I couldn't be more excited. Distance learning classes allow me to learn the material and still have opportunities to see my professor face-to-face. I also enjoy being able to participate in classroom discussions/presentations.

Faculty Profile



James "Jamie" Leonard

James "Jamie" Leonard, Ph.D., is professor and chairman of the Geography Department. His teaching and research interests include Geographic Information Systems, drones and a variety of human and physical geography topics in the context of West Virginia and the United States.

Dr. Leonard began teaching online back in 2003. The Geography Department now offers both bachelor's and master's degrees 100% online. Students in the Geography online programs typically seek to either finish a bachelor's degree or obtain an additional credential to get a promotion or raise on their current job. The programs have attracted students from as far away as Micronesia.

In his time away from work, Dr. Leonard goes to church, studies the Bible, does outdoor chores, target shoots and spends time with his wife of 22 years and their 5 children.

Information Technology

Marshall University Information Technology (MUIT) is excited to have you as a distance learning student. We've provided some things you can do before school starts to make sure you are ready. A full list of Tech Tips for Student Success can be found at www.marshall.edu/it/tech-tips.



Change Your Password – Your MUNet username and password are important because these are how you will log in to everything Marshall related. In order to keep this information private, we ask each student to change their password to something no one else knows. Visit www.marshall.edu/id to change your password TODAY!



Enroll in MFA – Multi-Factor Authentication (MFA), also known as two-step authentication, is an added layer of security that MUIT has implemented to keep all of our users' data safe. By enrolling in MFA, you are securing yourself and your personal information. To learn more, please visit www.marshall.edu/mfa.



Check Out our Recommended Hardware – Have you been waiting on purchasing a laptop, desktop, or tablet? Well you are in luck! Each year, we update our Recommended Hardware page www.marshall.edu/it/recommendations with the newest and best devices for students' needs. At the bottom of the page, you will also find a link to Educational Discounts. These will work with your valid @marshall.edu email address.



Check Out Available Software – Once you're a student at Marshall, you get access to Office 365 and other software. This includes the entire Microsoft Office suite, Symantec Endpoint Protection anti-virus, Skype for Business, free storage with OneDrive, and so much more. To learn more about these and download, visit www.marshall.edu/it/services/availablesoftware.



Set Up OneDrive – Each student at Marshall gets 1TB of cloud storage on OneDrive. This allows students who save files to the cloud to open, share, and present no matter where they are. OneDrive gives users the option to collaborate on documents in real time and email files with no limit to the size with no additional software. www.marshall.edu/it/onedrive



Learn About Security – The MU Information Security office strongly recommends using antivirus software and keeping operating systems up-to-date. Symantec Endpoint Protection (SEP) is provided, free of cost, to all students. The University also uses Multi-Factor Authentication (MFA) which adds an extra layer of security to all Marshall users that protects data from being compromised. www.marshall.edu/infosec



Sign in to MyMU – MyMU is a one-stop shop for all things needed at Marshall. For students, you can find links to Blackboard, your Marshall email, your grades, transcripts, calendars, and so much more. This is also how you can find your account info and register for the next semester's classes.



Log In to Blackboard – Blackboard is the University's online environment where instructors and students can manage all course materials and communication. Your online course content will be located here.



Visit the Service Desk – The IT Service Desk provides the University community with technical support services on a variety of issues and platforms. Technical assistance is available on the telephone (304-696-3200), via email (itservicedesk@marshall.edu) and also online with live chat. Technicians are available 24/7 throughout the week and weekend hours are listed at www.marshall.edu/inforesources.



Time Management Tips for Distance Learning

As a Certified Time Management Specialist, I get questions all the time about the best time management tips for college

students. As distance learners, you have a whole different set of demands on your time and time management is different. Here are some of my favorite tips that may help you succeed in your courses:

Specific time for course work

- Plan your week to do the work at a specific time; just like attending class
- Designate the proper amount of time to your course. For a 3 hour course, you should be spending 3-6 hours a week on coursework

Specific space for your course work

- As a distance learner, you have many distractions from "real life"
- Make sure family and friends know that if you are in your work space, you should not be disturbed (This is hard, but it can be done)
- Create an environment that is pleasant and encourages focus

Avoid Distractions

- Stay on task. Don't get sidetracked by Google and Facebook (This can lead down the rabbit hole)
- When you take a break, step away from the computer
- Turn off notifications and email chimes while you are working
- If you need sound to work, use music, not TV

Use a Planner - In an electronic world, paper is still the best way to stay focused.

- Writing something down helps us retain information
- Seeing your week in written form helps you keep things in perspective and avoid anxiety



- Seeing a month of deadlines in front of you helps avoid deadlines sneaking up on you
- What to track:
 - o Start with personal commitments (birthdays, appointments, children's events)
 - o Go through your Syllabi to find ALL dates for discussions, papers, exams, etc.
 - o The discussion deadlines are especially important. Online courses usually have a day of the week that requires a post for discussion and a deadline for your response to someone else's discussion post. Include both deadlines.
- I like to create an information page for the semester to include the professor's contact information as well as the contact information for a person in the course.

Copyright @ Marshall

- Copyright law changes frequently as cases are decided and precedents are set.
- Always apply fair use logically and keep good records.
- Ask if you aren't sure – if we don't know the answer, we will help you find it!
- Once you learn that some practices have changed or become illegal, modify your behavior ASAP!

Online resources: www.marshall.edu/it/copyright and <https://libguides.marshall.edu/c.php?g=698901>

Student Resources:

Libraries

www.marshall.edu/library
 Drinko Library
 Research: 304.696.2334
 Circulation: 304.696.2321

Tutoring Services

www.marshall.edu/uc/tutoring-services
 Smith Hall Communications Building Room 211
 304.696.6622

IT Service Desk

www.marshall.edu/it/departments/it-service-desk
 Drinko Library
 Huntington: 304.696.3200
 Charleston: 304.746.1969

Writing Center (online)

www.marshall.edu/writingcenter/online-etutoring-appointments
writing@marshall.edu
 Located in Drinko Library
 Operating hours 304.696.6254

Examiity (if you have already done this step, please disregard)

You are enrolled in **Distance Student Orientation**, which is completely free but has one required activity to be completed right away to comply with federal law: **Identity Verification**. The rest of the course is entirely self-paced and not graded. The course is designed to give you an introduction to Marshall University, including where to find assistance and services you may need.

In the Distance Student Orientation course you will find detailed directions for scheduling your brief photo ID

Distance Learning Degrees Totally Online!

The online degrees listed below qualify for distance learning tuition rates. Consult the university's **tuition page** to review distance tuition and fees (linked at bottom of tuition page). Certificates and Minors not listed on that page do not qualify for the prorated tuition and are subject to regular tuition and fee rates.

Doctoral Program

Ed.D, Leadership Studies

Master's Programs

- MS, Accountancy
- MA, Counseling
- MS, Cyber Security
- MA, Leadership Studies
- MA, Education
 - Early Childhood Education
 - Elementary Mathematics
 - Individualized Plan of Study
 - Instructional Processes and Strategies
 - Instructional Technology and Learning
 - Math Through Algebra I
 - School Library Media Specialist
 - Teaching English As A Second Language (licensure/non-licensure)
- MA, Geography
- MA, Literacy Education (hybrid)
- MA, Mathematic (optional emphasis in statistics)
- MA, Journalism
- MAJ, New Media Studies
- MBA, Masters of Business Administration

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- Military Management
- Management
- MSN, Nursing Administration
- MSN, Nursing Education
- MS, Adult and Continuing Education
 - Adult Education and Evaluation
 - Career and Technical Center Teaching
- MS, Criminal Justice

Undergraduate Programs

- BA, BS, Geography
- BS, Medical Laboratory Science
- RBA, Regents Degree
- BSN, Nursing (RN Option Only)

Graduate Certificates

- Distance Dietetics Internship
- Early Childhood Education
- Elementary Math Specialist
- Geospatial Information Science – Basic
- Instructional Technology and Learning
- Literacy Education
- Management Foundations
- Nursing Informatics
- Math through Algebra I
- School Library Media Specialist
- School Principalship
- Teaching English as a Second Language (licensure/non-licensure)

For more information visit:
www.marshall.edu/muonline/degreesandcourses

session with Examity. This uses Examity's online test-proctoring capability to provide identity verification services. Note that the verification process is referred to as an "exam," and the video goes on to describe taking an exam, but the identity verification process does not involve an actual exam.

Watch the [Introduction to Examity video](#) for a quick overview. You may also want to see the [Identity Verification Quick Guide for Students](#) and the [Examity Privacy Policy](#). After completing the identity verification process with Examity, please log in to the Distance Education Student Orientation course again and click "Acknowledge Completion of Identity Verification" to confirm that you finished the identity verification process.

Note:

Examity helps ensure that Marshall University is in compliance with the Higher Education Opportunity Act (HEOA) by providing processes through which the institution establishes that the student who

registers in a distance education or correspondence education course or program is the same student who participates in and completes the course or program and receives the academic credit" (34 CFR 602.17(g)).

Active duty military personnel who may not be permitted to share government issued IDs or utilize webcams in the field must contact the Office of Online Learning (dena.laton@marshall.edu or 304-696-3141) upon receiving an ID request from the system to postpone your ID verification.

Facebook Group

We have created a Facebook group for Marshall Distance Education students. This is a closed group and is opt in only. If you wish to participate, please search for [Marshall University Distance Education Students](#) and join the group. This will be a good way to stay connected to campus and to each other.

Campus Corner

"Sons of Marshall" Fight Song

We are the sons of Marshall
Sons of the great John Marshall
Year after year we go to Marshall U.
Cheering for our team and gaining knowledge, too
Proudly we wear our colors
Love and loyalty we share
Sure from far and near
You'll always hear
The wearing of the green
For it's the Green and White of Marshall U.

Thundering Herd Football Schedule:

You may catch a football game on TV this fall. Check out Herdzone.com for information on following THE HERD.



DID YOU KNOW...

One of West Virginia's first public institutions of higher education, Marshall University was founded as Marshall Academy in 1837 and named after Chief Justice of the Supreme Court John Marshall (1755-1835). The institution became Marshall College in 1858 and attained university status in 1961.

Read more about Marshall University's history at www.marshall.edu/muhistory.

POSTURE CHIN UP: THE CASE OF TECH NECK

TECH NECK = PAIN

"Tech Neck" describes injuries and pain resulting from too much time spent looking down at wireless devices: headaches, upper back, shoulder and neck or arm pain.

THE CULPRIT: MOBILE DEVICES

Adults average 3.6 hours daily or +/- 1,300 hours annually.
High school students: > 5,000 hours annually, with neck and upper spine 'forward flexed.'

STUDIES SHOW

- Looking down at your mobile device places up to a 60-pound weight on your neck – equal to 4 bowling balls.
- Poor posture affects your physical body, mood, self-image and how others perceive you.
- 80% of the U.S. population will experience posture-related pain in their life.
- 90% of that population has postural distortions right now that can lead to serious health problems.



To locate a doctor of chiropractic, visit:
www.f4cp.com/findadoctor

University Libraries
One John Marshall Drive
Huntington, WV 25755
www.marshall.edu/library

