Fall 2020

Distance Education Connection Newsletter, Fall 2020

Dena Laton

DISTANCE EDUCATION CONNECTION

Back to School Edition
Fall 2020
COVID 19 continues

WELCOME: Marshall University and Libraries and Online Learning want to welcome you into our Marshall family. Although things are continually changing on the Marshall Campus due to COVID-19, as distance students, you can be confident that your programs will stay the same. You should also know that we are still here for you.

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

Online Education Profile:

Dena Callicoat Laton
Student Success Coordinator for Distance Education; Copyright Education and Independent Proctoring, is the first point of contact for online students and is devoted to your success. As a former and new 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

Greetings, Students!

Welcome to an unconventional but action-packed fall in which those of you who are already accustomed to distance learning should not have skipped a beat. For those of you who just moved over to a distance program, WELCOME! The Online Learning office has lots to share in this edition of the newsletter to help you navigate your electronic studies.

We also wanted to take this opportunity to alert you to some new regulations that pertain to professional licensure status for individuals living outside of WV in both distance and face-to-face programs. If you are pursuing a program that requires that you obtain a license to work in your desired field, we can help you find out if your home state has reciprocity with WV and Marshall University. Consult our webpage for more details: **www.marshall.edu/design-center/2020/08/13/state-authorizations**.

During this difficult time, always remember to help each other. Please ask questions if you have any concerns or issues. If the stress of what may be happening in your family, community, or even at the national level is getting to you, please consult the opportunities for support that are available through Student Services at Marshall before it impacts your studies. We are here for you!

Warm regards,

Dr. Monica Brooks
Associate Vice President for Online Learning

ACADEMIC CALENDAR

Due to COVID-19, changes may be made to the Academic Calendar.

Please check **online academic calendar** for updates.

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.

For more tips and tricks on time management see the **Time Management Research Guide**

It Update

Discontinuance of Symantec

Marshall University no longer licenses Symantec Endpoint Protection and is asking the community to uninstall the antivirus product from all personally-owned devices. These devices will receive a pop-up notification. Windows 8.1 and Windows 10 clients can use Windows Defender, which will automatically enable after Symantec is uninstalled. More information on alternative antivirus products for both Windows and Macintosh devices can be found at **www.marshall.edu/antivirus**.
For instructions to uninstall Symantec Endpoint Protection, visit **www.marshall.edu/it/uninstall-symantec-endpoint-protection**.

Marshall Mobile Id

Distance Students can now upload a picture for their MMID (available for apple and android devices). Learn more at **www.marshall.edu/it/mobile-id**.

Your Marshall ID is now on your phone!

Add your **Marshall Mobile ID** to Apple Wallet or Google Pay and tap it all around campus.

Download the eAccounts app to get started.
Works with iPhone, Apple Watch, and Android phones.

Call or email the Campus Card Office to request activation:
304-696-6843 campusid@marshall.edu

Tech tips for success - **www.marshall.edu/it/tech-tips**
IT Student guide - **www.marshall.edu/it/student-guide**

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 practices have changed or become illegal, modify your behavior ASAP! Online resources: **www.marshall.edu/it/copyright and 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

SWAG Opportunity!!!!!!

NEW FEATURE….NEW NAME…. You decide.

Sarah will be contributing to the newsletter regularly and would like to find a name for her column. Respond on the FB page or one of our email addresses and we will pick a winner.

Sarah Mollette is the Online Learning Librarian and she's available to help you complete your college-level research. She attended Marshall University for a Master's Degree in English before getting her Master's in Library & Information Science (completely online) from the University of North Texas.

- **View Sarah's Contact Information and list of Library Guides**
- **Schedule a one-on-one virtual Research Appointment with Sarah**

This summer, librarians created one-stop-shop student resources by college, where students studying online or on campus will see information for finding and using the most relevant and helpful resources. **Click here to find your College Library Portal**.

Do you struggle with doing research 100% from home? The librarians are here to help! Check out our new guide, **Research 101: Start to Finish**, to map out your research projects from the early stages all the way to the end. And don't forget about our original online research guide, **Distance Learning**. But if your research is too complex and you need to talk with a librarian, **Just Ask!**

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.

New Distance Programs

The Online Design team has added 7+ programs for distance learners this summer.

New programs include:

MS in Computer Science
MS in Information Systems
MS in Cybersecurity
MA in Preschool Special Education
BA in English
Doctorate in Business Administration

Coming Soon:

The Ed.D. in Curriculum & Instruction and the MA in Curriculum & Instruction

For a list of all available online programs, visit the **Online Learning** page.

Campus Corner

Did you know...

Legend has it that the Liberty Bell was cracked when it was tolled for the 1835 funeral of Chief Justice John Marshall.

Archives and Special Collections

Photo: https://www.nps.gov/nr/twhp/wwwlps/lessons/36liberty/36facts2.htm

Read with President Gilbert

Just Mercy
A STORY OF JUSTICE AND REDEMPTION
Bryan Stevenson

Coalition for Anti-Racism