

Online Learning Student Checklist: Is It For You?

The number of online courses at BSC is rapidly increasing. On InfoBear, online sections are indicated by a W, Y, or X in the section designation:

W = 100% online. Course is entirely online, with no face-to-face (f2f) class meeting time.

Y = 80-99% online. Course is predominantly online, with some f2f class meeting time.

X = 50-79% online. Course is partially online, with substantial f2f class meeting time.

Y sections have no more than 7.5 hours of f2f class meeting time. X sections have 8-19 hours of f2f class meeting time. The dates and times of f2f class meetings, along with any other scheduling details, are listed on InfoBear. Unless otherwise stated by the instructor, f2f class meetings in X and Y sections are mandatory.

If you are new to online learning, you may wonder if this is the right course format for you. Online learning, while exciting and convenient, is not for everyone. In order to be successful, you will need the following:

Commitment to:

- Making time in your schedule to complete coursework. These courses do not require you to be online at any specific time. However, you still need to make time in your schedule to complete the coursework.
- Keeping up with regularly scheduled course assignments.
- Attending on-campus class meetings for 80/20 hybrid courses (indicated by Y in section number.)
- Participating in virtual class meetings, if required for your course. Some instructors use Blackboard, Moodle or Adobe Connect for scheduled, online lectures, discussions, and/or other class activities.
- Collaborating with other students (e.g. online class discussion)
- Communicating with your instructor when you need help with assignments.
- Contacting Information Technology Support for help with technical problems.

Daily access to a computer with the following minimum specs:

- Windows XP or higher or Mac OS X or higher.
- Internet connection: high speed (cable or DSL) strongly recommended. A 56kb dialup connection may pose problems, since many instructors now use multimedia content that requires a high speed Internet connection.
- Internet Explorer v6.0 or higher or Safari v1.0 or higher.
- Current antivirus and anti-spyware software.
- MS Office (2003 or more recent preferred) or compatible word processor.

Computer skills (minimum requirements):

- Navigating the Windows or Mac operating system and desktop environment.
- Saving files and organizing them in folders.
- Sending and receiving email and email attachments.
- Searching the Web efficiently.
- Using MS Word or compatible word processor to write papers.
- Additional skills specific to the course you plan to take may be required.

If you are missing anything on this checklist, you should consult with the course instructor before registering for the class. For more information on online and other distance learning options at BSC, see <http://www.bridgew.edu/Distance/>