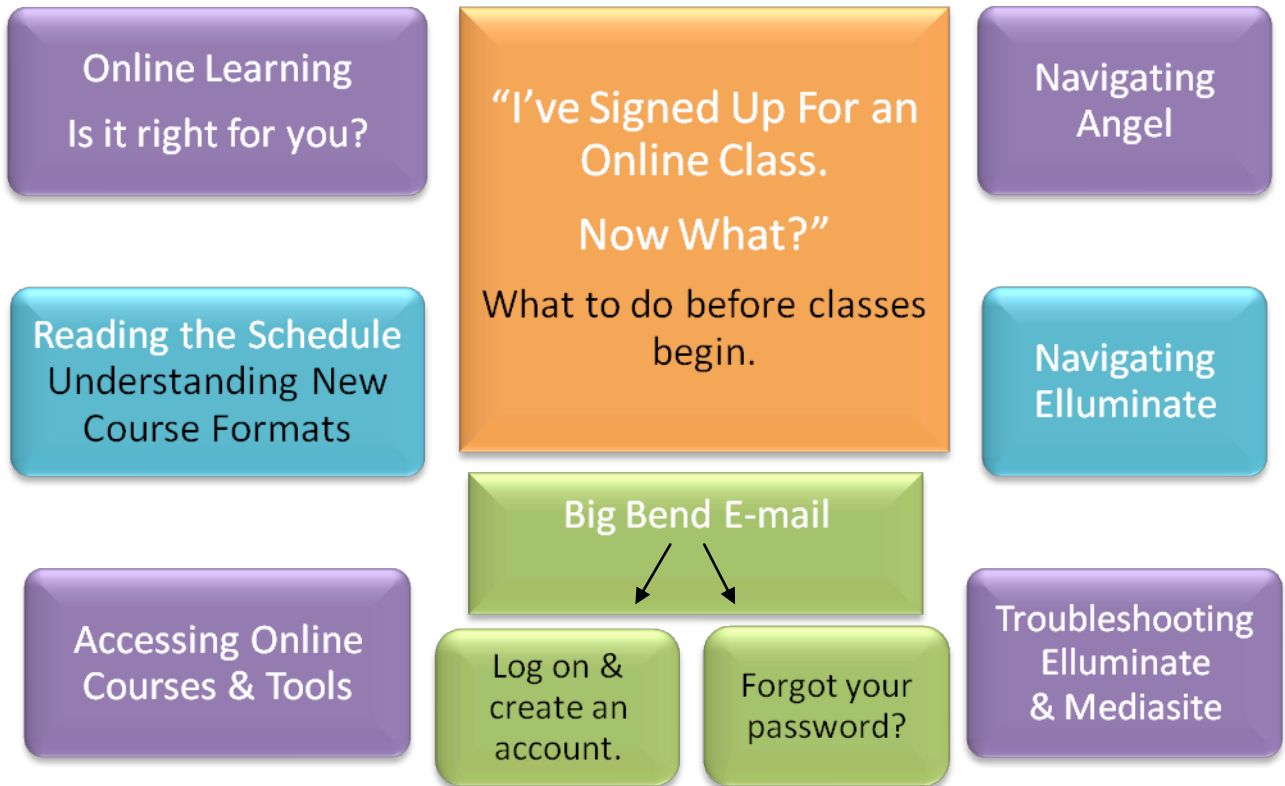


Get into gear with these helpful FAQs & tutorials.



**Click on a topic below
for more information**



Still need help?

Help is available in ATEC, room 1870A, the first week of classes every quarter. More help? Stop by BBT in the 1700 bldg or call 793-2206.

1. What is online learning and is it right for you?

- a. Click on the viewing format that's right for you:
 - i. [Mediasite](#), [Elluminate](#), [Word](#), [PDF](#)
- b. Take the Quiz ["Is Online Learning for Me?"](#)

2. Reading the Schedule and Understanding New Course Formats

Criminal Justice

CJ& 101

Intro Criminal Justice

5

Provides an overview of the crime and criminal justice system. The course examines the extent and character of crime and the methods and systems our society uses to deal with crime and the criminal justice system. The emphasis is placed on how the various systems interrelate and interact to support the delivery and non-discriminatory delivery of crime related public services (200) SS

Section #

2159 01 MTWTh 11:45 AM – 12:50PM 1611 LEONARD R

2160 01H MTWTh 2:15PM-3:20PM 1611 LEONARD R

This class incorporates both traditional class time and a distance education component. Students need to have access to a reliable internet connection. Attend class on the first day at the above scheduled time for further instructions.

4848 OL1 ARR ARR LEONARD R

All coursework will be completed online through Angel. You will not have any traditional class time on the Big Bend campus. Watch your Big Bend email before classes begin for further information. Online fee is \$10.

Big Bend uses Angel to teach online courses, hybrid courses, and to support classes taught on campus. Here are some terms for understanding the different section designations in the schedule and how Angel may be used:

- Online Course (OL#):** These courses will likely be designated as OL# under the course section heading. These courses will have no face-to-face, on-campus meetings required. All course contact and work will be completed online.

*Note. - (WAO) Some courses will be designated as WAO courses. These courses are offered through WAOL. Go to http://waol.org/current_students/ANGEL_login.aspx for login information.

PLEASE NOTE: Students are responsible for checking the schedule and their Big Bend e-mail the week before classes begin for course specific information. If you have further questions contact the instructor.

- Hybrid Course (#H):** These courses will likely be designated as #H under the course section heading. These courses will have a combination of face-to-face, on-campus instruction and some online component. Each instructor can designate how their Hybrid course is run. For example, some instructors may have you attend lectures on campus and complete all course work online while other instructors may have you complete everything on campus but require you to complete a couple discussion assignments online.

PLEASE NOTE: Students are responsible for checking the schedule and their Big Bend e-mail the week before classes begin for information about the format of the course. If you have further questions contact the instructor. Unless noted, you should attend the first scheduled day of class for more information.

- c. **Ground Courses (#):** These courses will likely be designated with a number (01, 02, etc.) under the course section heading. These are your traditional on-campus courses. These courses may incorporate technology through an online LMS like Angel; however, this use would be as a support to a traditional course format (i.e., to store or access course material on class sites).

3. “I’ve Signed Up For an Online Class. Now What?” – What to do before classes begin.

- a. Make sure you understand the expectations of an online class (see Tutorial 1).
- b. Take the [Week Zero Tutorial](#) and become familiar with Angel (see Tutorial 5).
- c. Look for a message from your instructor in your Big Bend E-mail the week before classes begin and check the class schedule for any course- specific information.
- d. Review the tutorials below.
- e. Go into your Angel class site before classes begin. (You will likely have access a few days before the quarter.)
- f. Read everything in your Angel class site once you get access.

4. Accessing Online Courses & Tools

- a. *(To be recorded when access changes implemented)* For current information, see specific instructions listed under each tutorial.

5. Navigating Angel

Login Instructions: Log in to your Angel class by clicking on “Thor” in the upper right corner of the Big Bend home page, and log into the portal with your Big Bend username and password. Once in the portal, click on your class under “My Class List”. This should take you into Angel.



- a. Click on the viewing format that’s right for you:
 - i. [Mediasite](#), [Elluminate](#), [Word](#), [PDF](#)

6. How do I use Big Bend email?

- a. Logging in on the Big Bend Homepage
 - i. **(On Campus)** - How do I access my Big Bend e-mail the first time?
 1. **What is my user name?**
Your user name is your first initial, followed by your last name, followed by the last two digits of your Student ID Number (SID). (Example: kbishop35)
 2. **What is my first time password?**
BBCC-(your SID here) Example: BBCC-919909935
For off campus access please see below "Self Account Management - Activate"
 3. **What are the new password requirements?**
You must create a new password after the first time log in. The new password must be at least 8 characters long and contain at least 3 of the following: a capital letter, a number, and a special character (*&^%\$).

- ii. **(Off Campus)** - How do I access my Big Bend e-mail the first time?
 - 1. **Self Account Management - Activate** Click [HERE](#) to Activate Your BIG BEND Account
 - 2. After activation, login using your username and password.
 - iii. **Forgotten Password (On or Off Campus)**
 - 1. Click [HERE](#) ONLY after you activated your account using the Self Account Management above.
- b. How to use your Big Bend E-mail
- i. Click on the viewing format that's right for you:
 - 1. [Mediasite](#), [Elluminate](#), [Word](#), [PDF](#)

7. Navigating Elluminate

- a. Click on the viewing format that's right for you:
 - i. [Elluminate](#), [Word](#), [PDF](#)

8. Troubleshooting Elluminate or Mediasite

- a. Download a printed version in [Word](#) or as a [PDF](#).

Additional Questions?

Contact Big Bend Technology (BBT)

Phone: 793-2206

E-Mail: portalhelp@bigbend.edu

Office: Located downstairs in Building 1700 (Nursing)