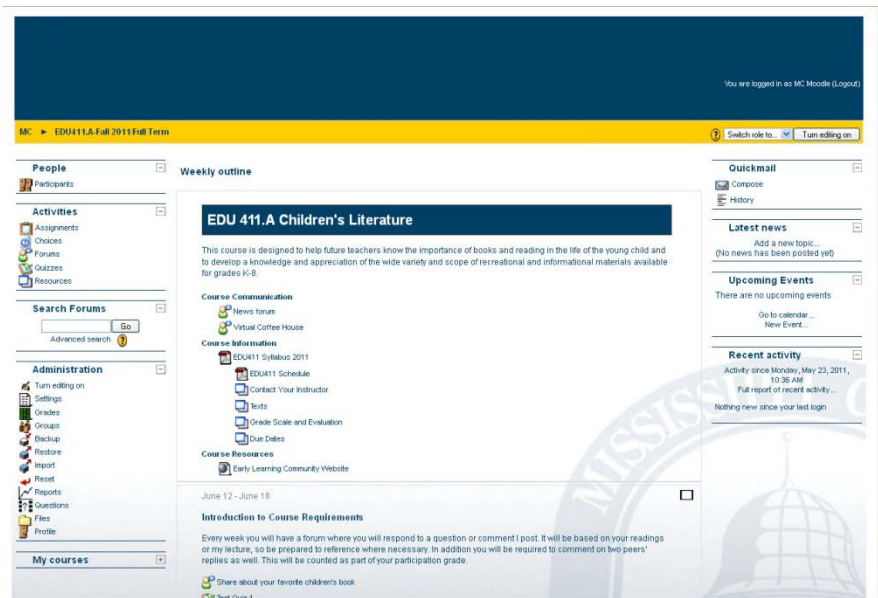


GETTING STARTED WITH MCMOODLE



1. Attend a MCMoodle Orientation and/or an orientation through your Department
Announcements are sent out regularly via email; posted on www.mc.edu/mcmoodle website
2. Explore your MCMoodle course home page
3. Ensure that your syllabus reflects all aspects of guidelines
<http://mc.libguides.com/content.php?pid=135730&sid=1163133>
4. Attend a "Fresh Start" Workshop
5. Upload your (1) syllabus, (2) handouts, (3) create your course name heading, create (4) Introduction Forum
6. Make your course available to your students
7. Send out a welcome via "Quickmail", and invite them to introduce themselves in the forum
8. Announce through "News Forum" that students should update their profile: (1) upload picture; (2) write description; (3) include interests—use a comma
9. Access your student Participants list and compare to Banner Web page
10. Pace yourself in the development—make one-to-one appointment with Instructional Technologist.

MCMOODLE SUPPORT

Jessica Manzo, Instructional Technologist
Office #209, Leland Speed Library, 2nd floor
601.925.7795 | manzo@mc.edu
Faculty Page: <http://www.mc.edu/faculty/manzo>