

VSU eCore Advising Checklist & Considerations

Helpful URLs:

VSU eCore webpages

<http://www.valdosta.edu/ecore/index.shtml>

- eCore Online Orientation Quiz
- Getting Started
- Survival Guide
- Registration
- eCore Login
- eCore Help
- Order Textbooks
- Proctored Exams
- Drop and Withdrawal Processes
- Course Offerings
- eCore Calendar

USG eCore webpages

<http://ecore.usg.edu/>

- About eCore
- Benefits
- Prospective Students
- Registration Information
- Is eCore Right for Me?
- Courses
- eCore Faculty
- Student Services
- Exams and Testing
- Inside eCore

Provide a Realistic Preview

1. eCore courses are not right for every student. The USG “**Is eCore Right for Me?**” webpage (<http://ecore.usg.edu/right/>) has identified **characteristics that help students be successful** in eCore, which include:
 - having reliable access to an **Internet-connected computer**.
 - knowing how to navigate **web sites, manage email, work with files**, and do other **basic computer tasks**.
 - ability to **organize their own time to complete assignments and meet deadlines**.
 - ability to **participate actively in online discussions**.
 - are comfortable **asking for help or clarification** when needed.
 - being prepared to **work as hard online as they would in a face-to-face class**.
2. Be sure that eCore **fits in with the student’s educational objectives & degree program**
 - **eCore Prerequisites & VSU Equivalents** (<http://www.valdosta.edu/ecore/ecore-eg.shtml>)
3. Students **MUST** also successfully **complete the eCore Online Orientation Quiz** (<http://ecore.usg.edu/prospective/orientation/vsu/>) before they can take an eCore course.

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Students interested in eCore should:

- Be fully accepted to VSU and have a working VSU e-mail account**
 - a. Vital eCore information will be sent to student's VSU e-mail account and they will log into the Registration & Course Management systems with their e-mail address (username).
- Be academically advised & have a realistic preview of what an online course entails**
 - a. USG "Is eCore Right for Me?" webpage (<http://ecore.usg.edu/right/>)
 - b. eCore Prerequisites & VSU Equivalents webpage (<http://www.valdosta.edu/ecore/ecore-eg.shtml>)
- Successfully complete the Online Orientation Quiz (<http://ecore.usg.edu/prospective/orientation/vsu/>)**
 - a. All eCore students **must review and successfully complete the Online Orientation Quiz before they can register for an eCore course**; this will help ensure that students know what to expect from eCore courses.
- Register for an eCore course through the GOML Student Portal**
 - a. VSU students will **now register for eCore courses through the Georgia ONmyLINE (GOML) Student Portal (<https://register.georgiaonline.org/>)** instead of through Banner. The GOML Student Portal registration information is imported daily (M-F) into VSU Banner. **NOTE: It may take 24-48 business hours AFTER a student has completed the Online Orientation Quiz before they will be able to log into the registration system.**
 - i. This system **does not do prerequisite checking**, the student will not know that they cannot take their desired course until their information is imported into Banner and at that point the student will be contacted to make an alternate registration decision.
 - b. **Registration Username & Password**
 - i. **Registration username is their complete institutional e-mail address** (ex: astudent@valdosta.edu) and their **initial password is their birth date in 8 digit format** (MMDDYYYY).
 1. **Can't login? May need a password reset.** Call the GOML Online Support Center (1-866-588-5285) be sure to tell the student to say they are an eCore student who needs a password reset.
- Buy their books & lab kits if needed (NOT available at the VSU bookstore) once students know they are registered and will be taking a course**
 - a. Textbook listing & MBS Direct Bookstore information (<http://ecore.usg.edu/courses/textbooks.php>)
 - b. Currently, financial aid is not an accepted payment method for eCore texts and/or lab kits

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Log into the course (<https://ecore.view.usg.edu/>)

- a. eCore courses are NOT offered in VSU's BlazeVIEW course management system but we do place notes in BlazeVIEW directing students to the eCore course login.
- b. **There is a login DEADLINE.** Students MUST log into their eCore course **at least ONCE by the semester login deadline** or they may be dropped for non-attendance (Important Semester Dates: <http://www.valdosta.edu/ecore/index.shtml>).
- c. **Course Username & Password**
 - i. **Username is their complete institutional e-mail address** (ex: astudent@valdosta.edu) and their **initial password is their birth date in 8 digit format** (MMDDYYYY).
 1. **Can't login? May need a password reset.** Call the Online Support Center (1-866-588-5293) be sure to tell the student to say they are an eCore student who needs a password reset.

Take at least one proctored exam (<http://www.valdosta.edu/ecore/testing.shtml>)

- a. Identify when & how many proctored exams there are for each eCore course they are taking
- b. Choose an approved testing site
- c. Complete the Proctored Examination Request Form within the deadline
 - i. If the form is not completed by the due date there will be a \$15 late fee and in some cases the student will not be able to take the exam
- d. Take exam during the scheduled date/time