



# THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

## Summer 2015 Newsletter

### ONLINE LEARNING MISSION STATEMENT

Online learning courses and programs offered by the University of Alabama in Huntsville aim to maximize student access through the use of electronic course delivery systems. All courses and programs are consistent with and support the University's mission and strategic plan, with a focus on enhancement of student access to learning and success in their educational pursuits across undergraduate and graduate coursework opportunities.

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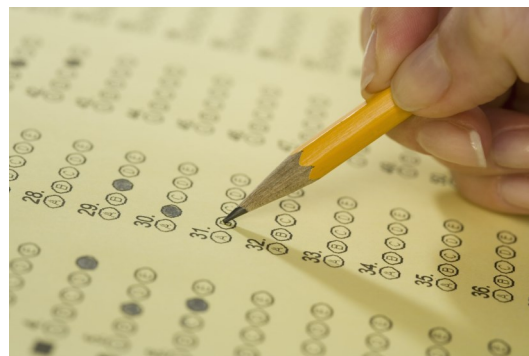
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# Summer 2015 Calendar

Welcome back to a new term, OL students and faculty! We look forward to another fantastic new semester with us in Online Learning. We have included below for you the official UAH Academic Calendar for the Summer 2015 term.

***Classes Begin Tuesday, May 26, 2015***

**UAH Academic Calendar**  
**Summer 2015 Semester**



***May 26— Summer 2015 Classes Begin***

*June 1— Deadline to add classes*

*June 8— Deadline to drop with refund*

*July 3— No Classes*

*July 14— Deadline to withdraw*

*July 28— Study Day, No Classes*

*July 29– 31— Final Exams*

**Planning for the Future—**  
**Fall 2015 Semester Dates:\***

***Aug 19—FA15 Classes Begin***

*Aug 25— Deadline to drop with refund*

*Sept 7— Labor Day, No classes*

*Oct 30— Last day to withdraw*

*Nov 25- 28— Thanksgiving, No Classes*

*Dec — Study Day, No Classes*

*Dec 3- 9—Final Exams*

Each semester, we request feedback from our OL students through our [OL Student Experiences Survey](#). We collect information relating to your satisfaction, suggestions for improvement, and your standard technology usage. By evaluating responses to these surveys, we strive to bring you more personalized OL services, designed to meet your needs. You should have received an email from our OL Administration with a link to this survey at the end of each term; if you did not, please notify the OL Director ([sherri.restauri@uah.edu](mailto:sherri.restauri@uah.edu)) for access to complete this previous survey.

**[OL Student Experiences Survey](#)**

# Locating Summer 2015 Online Course Listing

Welcome to  
**Online Learning** at UAH for the  
**Summer 2015 Semester**

To locate a list of all of the Online courses scheduled to be offered in the Summer 2015 semester, check out the Student Access link to the schedule, available at:

**Summer 2015 Online Schedule**

If you have a request for a course/program that is not currently offered via OL, please [email us](#) with that request.

The new **UAH Interactive Class Schedule** allows for sorting by class Instructional Method, such as Online Learning!

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HELP EXIT

Class Schedule Search

Subject: 0 Items

Course Number:

Title:

Schedule Type:

Instructional Method:

Credit Range:  hours to  hours

Course Level:

Part of Term:

Non-date based courses only

Instructor:

Session:

Start Time: Hour  Minute  am

End Time: Hour  Minute  am

Days:  Mon  Tue  Wed  Thur

RELEASE: 8.5.1



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# Summer 2015 OL Tuition & Payments

## OL Tuition & Payments:

The OL tuition rate for all of our classes is the same as an in-state non-OL student, plus a \$150.00 OL fee. No out-of-state OL tuition charges are currently applied. (Please note that additional departmental and/or College-specific fees may apply.)

For more information, visit:

<http://www.uah.edu/eng/departments/engdl/student-support/tuition>

OL tuition gives students full access to the online material and test proctoring through the OL Administrative Office.

## How Do I Pay My Bill?

After registering for your OL courses, payment of tuition should be completed through the UAH Student Banner system, available at:

<http://register.uah.edu>

Be sure to  
check out and  
'Like' the UAH  
Online Learning  
Page for  
Updates on  
Facebook!



UAH Online Learning & Educational Outreach via Centre for Learning & Performance Technologies

Posted by Sherri Restauri

1 hour ago · 🌐

Take the quick survey, and see what others are saying about how they learn in the workplace today.



Learning in the Workplace Survey 2015

This is our 4th Annual Learning in the...

c4lpt.co.uk

2 Likes



Like



Comment



Share

# How Do I?



## **How do I know if OL is right for me?**

If you are unsure if Online Learning is the right solution for you, check out the [OL Student Assessment Tool](#) to help you decide.

## **How do I register for a OL course?**

To register for a OL course, contact your advisor or Ms. Dorothy Luke at (256) 824-6976 for your registration access code. Once you have obtained your access code, you can self-register for the OL courses by logging into [Banner](#), or contact Ms. Dorothy Luke at (256) 824-6976, THN 138A. You will then be able to utilize the new *UAH Interactive Class Schedule* that allows for sorting by class Instructional Method (Online, Hybrid, or Traditional). You may view and test it out here: <http://www.uah.edu/cgi-bin/schedule.pl>

## **How do I pay for a OL course?**

There is a \$150 fee for each OL class taken; This amount will appear on your tuition statement through [Banner](#).

## **How do I sign up for the OL Newsletter?**

Click [here](#) to sign up for the UAH OL E-Newsletter. It is distributed once per term: Fall, Spring, and Summer.

## **How do I view my recorded classes?**

You can access your captured lectures through the [Canvas](#) Learning Management System (LMS), from directly within each of your courses. For more information on viewing your OL content, please see the [Student Support](#) section.

## **How do I take my exams?**

To take exams as a OL student, you must call the OL Administrative Office at (256) 824-6976 to schedule a proctoring time. Proctoring times are Monday-Friday at 9:30 am or 1:30 pm. If you are a remote OL student, Email your proctor information to [dorothy.luke@uah.edu](mailto:dorothy.luke@uah.edu) no later than May 26th for the Summer 2015 term.

## **How do I receive my graded work/exams for local OL Students?**

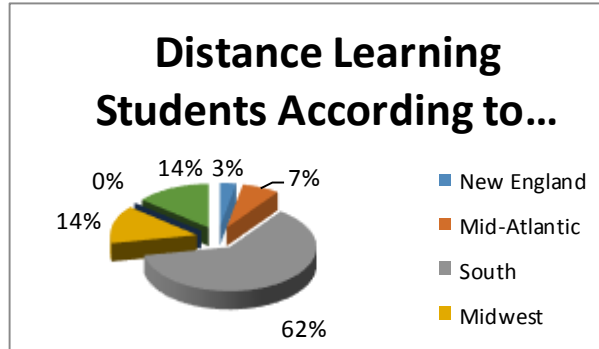
You may pick up any available graded work/exams from the labeled shelves in the office TH N154, room combination is 321. For remote OL students, graded assignments will be returned through Canvas or will be emailed to OL students' UAH Google Apps email address.

## **How do I drop a OL class?**

To drop or withdraw from a OL course, you must do so through [Banner](#), or contact Ms. Dorothy Luke at (256) 824-6976, THN 138A.

# Going the Distance

## Online Learning Students Across the States!



According to a report published by the *College Board and the Babson Survey Research Group*, over 6 million students are currently taking at least one class online. This number indicates almost one-third of higher-education students in the U.S. are now taking at least one course over the internet, over 560,000 more than in 2010.

With Online Learning, you're never too far away to learn!

### 4 Tips to Stay Motivated as an OL student:

Many Online Learning students will agree that the most difficult part of taking classes online is keeping yourself motivated. With online classes, students must take the initiative to complete courses completely on their own, so it can be easy for them to become distracted or discouraged in their work. Use these five motivational tips to stay on task:

1. **Discuss What You Learn.** Find a friend or relative who has similar interests or who would enjoy hearing about your studies and let them know what's going on in your classes. You'll understand the material better when you have a chance to explain it out loud and will be motivated to stay on task in order to keep up with the conversation.
2. **Chart Your Progress.** Don't rely on campus counselors: design your own map of completed classes and post it somewhere that is visible daily. There's a certain satisfaction that comes with watching your goals be accomplished. When times get hard, you can always turn to your chart and see how far you've come.
3. **Reward Yourself.** You get rewarded for good credit and safe driving, why shouldn't you reward yourself for doing well in your coursework? Whether it be a night out with friends, a new dress, or even a new car, setting up a reward system may just be the extra push you need to succeed. If you stick by your system, you may find yourself pleasantly surprised.
4. **Take Time for Fun.** If you're spending all your time working, studying and watching after the kids, you'll likely suffer in all areas. Everyone needs some down time to re-group. So, set aside a little time every week for a favorite activity. You'll be more productive and able to focus better during class and study time.

## Check out and Utilize all the Resources that the UAH Library has to Offer!

The University of Alabama in Huntsville's M. Louis Salmon Library is committed to providing library services and resources to distance education students comparable to those services provided for on-campus students. Every reasonable effort will be made to ensure that students enrolled in distance education courses at UAH will have access to sufficient library resources and services. Visit the website [here](#).

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Millions of books, articles, and charts</li> <li>• Staff with years of research experience</li> <li>• Extensive digital resources</li> <li>• Document delivery</li> <li>• In-person or virtual tours</li> </ul> | <ul style="list-style-type: none"> <li>• Top journals and e-books in the field</li> <li>• Collection of digital library sessions and presentations</li> <li>• Contact by email at <a href="mailto:erefq@uah.edu">erefq@uah.edu</a></li> <li>• Or by phone at (256) 824-6529</li> </ul> |
|--|--|

### Off-campus Access to Resources

Remote access to all of our online databases and resources is easily available.

Visit <http://libguides.uah.edu/databases> for more information.



### Document Delivery

You can also request physical items through our Document Delivery service. For those Distance Learning students over 30 miles away, we can provide scans of articles or mail you books from our print collection.

Seth Porter is the designated online learning librarian. You can contact him at the following:

**Mr. Seth Porter**  
*Instructional &  
Reference Librarian  
& Online Learning  
Liaison*

Salmon Library  
(256) 824-6130  
[smp0024@uah.edu](mailto:smp0024@uah.edu)



Please check the [Subject Specialists guide](#) for additional help.



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# Want to Enhance Your Instructional/Learning Experience?







MERLOT is a community of staff, volunteers, and members who work together in various ways to provide users of OER (Open Educational Resource) teaching and learning materials with a wealth of services and functions that can enhance their instructional experience.

MERLOT has undergone some major enhancements to functions and services. They have created a new feature, **Course ePortfolios**, which is an extension of a Bookmark Collection. Course ePortfolios will provide MERLOT Members with the opportunity to define strategic elements of a course (e.g., prerequisites, approach and outcomes, assessment, etc.), including Web-based course references. Consistent with MERLOT's philosophy of "openness," you will be able to share your Course ePortfolios with colleagues and students (each has a unique URL), and even generate course syllabi from your Course ePortfolios.

## Getting Started with Course ePortfolios

**▼ COURSE ePORTFOLIO: BASICS OF MUSIC ACOUSTICS**

Course ePortfolio Description:    

This course will explore the nature of sound, how it is created by acoustic world instruments, and how it can be created and manipulated electronically.

Date Added to MERLOT: January 22, 2015












Created by: [Jason Stanton](#)

**▶ PREREQUISITES**

**▶ PEDAGOGY APPROACH & LEARNING OUTCOMES**

**▶ ASSESSMENT & OTHER INFO**

**▼ COURSE RESOURCES**

1. [Music Acoustics](#) Bookmarked 01/22/15    
 ▼ The acoustics of musical instruments.
2. [Stringwave](#) Bookmarked 01/22/15    
 ▼ A simulation where students can adjust amplitude, frequency and... [More](#)
3. [Basic Acoustics](#) Bookmarked 01/22/15    
 ▼ This site covers basic acoustics including wave types, oscillations... [More](#)
4. [Acoustics and Vibration Animations](#) Bookmarked 01/22/15    
 ▼ Great animations!
5. [Electronic Music Historical Overview](#)  Bookmarked 01/22/15    
 ▼ A good history of electronic music and instruments. [More](#)

[+](#) Add a resource [+](#) Add an external resource

The MERLOT Course ePortfolio allows you to build your entire course – from prerequisites to online resources to assessment – all within MERLOT, and then share your Course ePortfolio with colleagues and students, or download it into a Word document and create your course syllabus. Click [here](#) to learn how to begin creating your Course ePortfolio.



# Online Learning News

## About One in Five Public Four-year Students are Located in Other States

Public institutions report about 20% of their fully online students are from another state for 4-year IHEs and about 5% are fully online for 2-year schools. This data appears to be consistent between Fall 2012 and Fall 2013 reporting. Private Non-Profit 4-year institutions reported 54% of their fully online students were in another state in 2012 and 56% in 2013, again this appears to be consistent data. There was growth in the reported number of fully online enrollments between 2012 (576,615) and 2013 (620,386). So while the proportion of enrollments reported as “not in the same state as the IHE” remained relatively constant (20% in 2012 and 21% in 2013) there were approximately 15,000 more out-of-state enrollments reported in 2013.



### [IPEDS Fall 2013: Less than Half of Fully Distant Students Come from Other States](#) by WCETblog

With the addition of Fall 2013 IPEDS Distance Education (DE) data, for the first time we have year-to-year enrollment data to compare. In theory, this should allow us to see whether institutions are improving their IPEDS reporting for the location of students. However, a [WCET and e-Literate study](#) published in September 2014, revealed numerous challenges with IPEDS DE reporting (using different definitions, not reporting some students) and cautioned putting much stock in year-to-year comparisons with the first few years of IPEDS data since data reliability issues remain.

The College of Engineering at UAH was very pleased to announce the third offering of *Chemical Engineering: Review of Enabling Sciences through Problem Solving* during the 2015 Spring semester. This was the reoffering of our MOOC course that was first offered in Spring 2014. This course was developed in-house through seed funding provided by the College of Engineering at UAH. This 9 week online course will be taught by Dr. Krishnan Chittur, Professor in the Chemical & Materials Engineering Department at UAH. The objective of this Massively Open Online Course (MOOC) is to review key and essential concepts and ideas from four enabling sciences that impact chemical engineering education: chemistry, mathematics, physics and biology. By introducing problems that chemical engineers are asked to solve and exploring the reasons why the enabling sciences are required to solve them, participants will gain a better understanding of the underlying disciplines supporting the work in chemical engineering.



# Learn How to Access Your Course Online

Welcome to Canvas!



Beginning in January with the start of the Spring 2015 semester, Canvas became the new Learning Management System to replace Angel. Here are some important Canvas tips:

Canvas and Canvas Mobile allow you to easily access your courses, check your “To-Do” list, and set up notifications of upcoming assignments, exams and grade postings.


Step 1 All users should log in and set their Notification Preferences. These settings tell Canvas how to communicate with you regarding things like announcements, due dates, course mail, etc. Please watch the video in the Canvas Resources course to learn more. Your UAH email account is already linked to the system, and you can add other email addresses or your cell phone number to receive text messages as well.

Step 2 All users should go over how to set up your Canvas mobile app. If you are interested in using the Canvas mobile app, there is information for each of the major mobile platforms in the Canvas Resources course as well.

To access Canvas, go to <http://canvas.uah.edu> and log in with your Charger ID and Password.

For help with Canvas, use the help link at the top right within Canvas to submit a help desk ticket, or contact the OIT Help Desk at [helpdesk@uah.edu](mailto:helpdesk@uah.edu) or [\(256\) 824-3333](tel:2568243333)





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## SINGLE SIGN-ON

One secure login for all your UAH services

Charger ID:

Password:

\*Remember to close your browser when finished.

[Forgot Charger ID / Password?](#)



## Learn How to Access Recorded Lectures

### Panopto Provides Numerous Perks:

*Review recorded Lectures using the Panopto tab located on the left-hand side of your Canvas course homepage!*

**\*CANVAS INTEGRATION:**

*Panopto is integrated with CANVAS so that students will have to log in only ONCE to access video content from inside of the LMS.*

**\*NOTES:**

Students can take notes directly onto the lecture they are watching. These notes will be time-stamped, so when students view their notes later, they will automatically be taken to the point in the lecture that their notes are associated with. See here for more information on how to take notes using Panopto.

**\*LIVE VIEWING:**

Classes can be viewed live, where this option is made available by faculty.

**\*MOBILE VIEWING:**

Panopto has an app for iPad/iPhone available FREE through the App store! The Panopto App is also available for Android models!

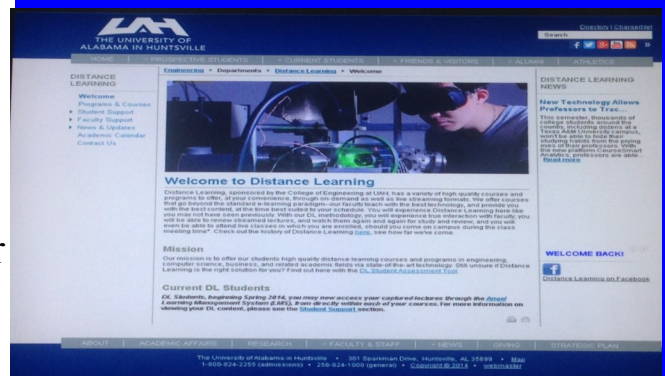
### Operating Systems Supported :

<b>Microsoft</b>	Windows XP SP2, Vista,
<b>Apple</b>	Mac OS 10.4.8+ (Intel-based) (PPC-based NOT supported). iOS 6+
<b>Processor</b>	1.8 GHz or higher
<b>Memory</b>	Minimum of 512MB
<b>Network</b>	50 Kbps for audio only presentations. 300 Kbps for presentations with one video stream, audio, PowerPoint and screen capture. 500 Kbps for presentations with multiple video streams.
<b>Bandwidth</b>	
<b>Applications</b>	Microsoft Silverlight 2.0+
<b>Supported Browsers</b>	Internet Explorer 8+, Firefox, Chrome, Safari

**\*These are minimum specifications only; higher end computers will have an even better experi-**

## Be on the lookout for our Digital Signage!

You may have noticed the monitors that have been put up around Tech Hall. Check them for weekly updates on what is new with everything Online Learning!



# OL Registration & Course Procedures

## Online Learning Procedures

The **OL lecture capture (audio &/or video) of your class** is typically posted within one hour after the scheduled class time. Should you experience problems with accessing your video, please contact our **OL Student Helpdesk** at [dlhelpatuah@gmail.com](mailto:dlhelpatuah@gmail.com) or (256) 824-6563. Leave us your name, course ID, and specific session number/date.

All videos captured by OL **are offered via the Internet** through our **Panopto** lecture capture server, accessed by students through the Canvas LMS.

## Assignments & Examinations

**Assignments** should be submitted to your instructor

via email, Canvas, or other designated delivery method noted by faculty member. Graded assignments will be returned via Canvas or will be emailed to OL student's UAH Google Apps email address.



Local students will also have an on-site classbox (located in room TH N154: combination 321) in which paper copies of your exams/ assignments are placed for your pick up.

Please refer to your class syllabus for procedures for assignment submission and retrieval in each course.

**Exams** are proctored at the OL office for local students

by appointment only. These should be scheduled in advance and are held every weekday starting at 9:30 am or 1:30 pm. Remote OL student exams must go through a designated proctor, and are sent only after your designated proctor has completed our Proctor Certification Process.

Students are responsible for identifying the proctor at their location and submitting the proctor's name and contact information to Ms. Luke. She may be reached at (256) 824-6976 or at [dorothy.luke@uah.edu](mailto:dorothy.luke@uah.edu). More information on our DL Proctoring can be found at our [DL Student Proctoring website](#).

## OL Registration

- Once you have obtained your access code, you can self-register for the OL courses by logging into [Banner](#).
- Contact your advisor or Ms. Dorothy Luke at (256) 824-6976 for your registration access code.
- You will then be able to utilize the new *UAH Interactive Class Schedule* that allows for sorting by class Instructional Method (Online, Hybrid, or Traditional). You may view and test it out [here](#)
- Late charges apply for all late registrations or late payments.
- If your company covers tuition, all information concerning billing must be included with registration to the Bursar.
- Students are responsible for obtaining required textbooks; you may do so at the UAH bookstore at:
  - <http://www.uah.bncollege.com>
- PLEASE NOTE: UAH OL students should receive a **Welcome email** from the Online Learning Office at the beginning of each semester. If you do not receive an email from us, please contact us ([dlhelpatuah@gmail.com](mailto:dlhelpatuah@gmail.com)) so that we may assist you in starting off successfully in your OL course.



# Online Learning Program Offerings

Did you know that you can earn an entire degree through OL with UAH? Below is a listing of the degrees available, with more under development:

## Education:

- Elementary Education - [M.Ed.](#)
- Autism Spectrum Disorders— [M.Ed.](#) or [Certificate](#)
- Reading Education— [M.Ed.](#)
- English Speakers of Other Languages— [M.Ed.](#)

## Engineering:

- Engineering Management - [MSE](#) or [Ph.D.](#)
- Industrial Engineering - [MSE](#) or [Ph.D.](#)
- Missile Systems - [MSE](#)

- Modeling & Simulation - [MSE](#) or [Ph.D.](#)
- Operations Research - [MSOR](#)
- Software Engineering - [MSSE](#)
- Systems Engineering - [MSE](#) or [Ph.D.](#)

## Nursing:

- Nursing Education\* - [Certificate](#)
- Nursing (RN) - [BSN](#)
- Nursing (Leadership in Health Care Systems) - [MSN](#)
- Nursing Practice - [DNP](#)

See our *OL Program & Courses* webpage for additional information:

<http://www.uah.edu/distance-learning>

*Do you have suggestions for us for new courses, programs, and technologies you would like to see used in OL? Please provide us with this feedback—we love to hear from you! You may provide your suggestions by submitting a*

[OL Course/Program Request](#)

*at the link above.*

**THANK YOU FOR YOUR FEEDBACK!**

## Online Learning Office Contact Information

Please contact our **OL Student Helpdesk** if you need any assistance with viewing your online learning video lectures. We are available via email or telephone on weekdays, 8:30 a.m.-5:00 p.m. CST. **Check out the Contact Us link from our website for more information on our staff!**

**Online Learning Student Helpdesk**  
(256) 824-6563  
[dlhelptuah@gmail.com](mailto:dlhelptuah@gmail.com)

*Call or email our **OL Student Help Desk** with technical and account related questions regarding OL at UAH.*

**Dr. Sherri Restauri**  
Director of Online Learning & State Authorization  
Wilson Hall 127  
[sherri.restauri@uah.edu](mailto:sherri.restauri@uah.edu)  
(256) 824-7391

**Mr. Harley Hollingsworth**  
Online Learning Technical Specialist  
Technology Hall N151  
[harley.hollingsworth@uah.edu](mailto:harley.hollingsworth@uah.edu)  
(256) 824-7480

**Ms. Dottie Luke**  
Online Learning Administrative Assistant  
Technology Hall N138  
[dorothy.luke@uah.edu](mailto:dorothy.luke@uah.edu)  
(256) 824-6976

*Call the OL Administrative Assistant with registration questions or to have an exam proctored. You should contact your OL professor directly for specific information pertaining to course work.*

**Mr. Seth Porter**  
Online Learning Liaison  
Instructional & Reference Librarian  
Salmon Library  
[smp0024@uah.edu](mailto:smp0024@uah.edu)  
(256) 824-6130



UAH Online Learning Textbook Order Form

<http://www.uah.bncollege.com>

Don't forget, you can always order textbooks online on our secure site at <http://www.uah.bncollege.com>

Or please fax to (256) 824-6754

Student's Name (Please Print Clearly) \_\_\_\_\_

Address (NO P.O Boxes) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Textbooks Needed	Course # (Example ISE 690)
_____	_____
_____	_____
_____	_____

Check here if you would like used textbooks (if available).

Check here if you would like to be notified of your total.

**Payment Information:**

Visa  MasterCard  Discover  American Express

Government Credit Card (Must provide tax exempt #) \_\_\_\_\_

Card # \_\_\_\_\_ Exp. \_\_\_\_\_ Billing zip \_\_\_\_\_

Signature of Cardholder \_\_\_\_\_

**If your employer will be paying for your books, you MUST provide the following information. Otherwise, Payment will be YOUR RESPONSIBILITY.**

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**Shipping Information**

UAH Bookstore will be happy to ship all books and supplies to you. Please contact them directly for further information on this process.

**Return/ Exchanges**

You must have your receipt to receive a refund or exchange. All books in plastic wrap must be unopened for R/E.

Call (256) 824-6600 with additional bookstore questions, or visit: <http://www.uah.bncollege.com>