Getting Started with eCollege Teaching Solutions

A Student Quick Start Guide
Getting Started with eCollege Teaching Solutions

This document is a “Quick Start” guide to using the eCollege Teaching Solutions platform. The eCollege Teaching Solutions is a Course Management System that allows you to effectively communicate with your Professor or fellow students, have anytime-anywhere access to course material, and helps you to manage academic and personal events. This platform does not take the place of attending classroom lecture, but is provided as an added value to enhance access to class material and communication in the classroom.

Please refer to the eCollege Student User Guide on Teaching Solutions for step-by-step instructions on all of the eCollege features and tools!

Accessing the DeVry eLearning Platform

1. To access your eCollege courses, you must first log into the DeVry University eLearning Platform by entering www.devryu.net into the address bar of your web browser.

A “Welcome” and Login Screen appears as shown below.
2. Log into the eLearning Platform by entering your DSI number in the **User ID** field, your password in the **Password** field and clicking on the **Go to Class** button. As shown in the screenshot above.

3. You have now logged into your eCollege Home Page. From this page you can choose the course that you wish to access from **Your Course List** as shown above.

   **Note**: Always check the **Message Center** at the top of your Home Page for important messages regarding eCollege status or user support.

4. You can access an Undergraduate course by clicking the Hypertext link for the course.
   
   Undergraduate
   
   **ECT**
   
   ECT265 Colin Mapp Standard Local Area Networks and The Internet
Course Home Page

5. The next screen that you will see is the eCollege **Course Home** for the Undergraduate course that you selected. The screen should appear similar to the one shown below.

**Note:** Be sure to check the *Announcements* area for up-to-date course information!

6. On the Left hand side of the screen are the Course navigation buttons.

The **Course Home** is the default selection when a course is accessed.

The Course Home contains:

a. The Course **Syllabus** containing the Instructor’s contact information, course description and course objectives

b. A **Calendar** for managing your time and keeping track of course related and personal events

c. **Units** corresponding to how the Instructor will deliver the course material during the semester. Each unit can contain items such as Assignments, Lecture Notes, Discussion Topics, Quizzes or Exams.
7. The screenshot below shows what happens when you click on a Unit to view its contents. Here Unit 1 is expanded to show the Presentation, Assignment and Discussion content items.

8. Clicking on any of the Unit content items will display the course material used to support the course.

Note: An Overview of Unit 1 is displayed in the main frame as an introducing the Unit’s objectives.
Commonly used eCollege Features

There are many features of the eCollege platform available to students to assist in tracking course grades and assignments, communicating with faculty and other students enrolled in the course, submitting assignments and sharing relevant documents and web links.

Across the top of the eCollege course page, are tabs (shown below) that give you access to these features.

The Gradebook feature:
Allows a student to view his/her progress in the course. It details assignments and other course content that are gradeable, the number of points achieved for an assignment, the number of point possible for a Unit and the students average grade.

<table>
<thead>
<tr>
<th>Course Content</th>
<th>Achieved Points (Average)</th>
<th>Points Possible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit 1</td>
<td>10 (100%)</td>
<td>20</td>
</tr>
<tr>
<td>Unit 2</td>
<td>10 (100%)</td>
<td>20</td>
</tr>
<tr>
<td>Unit 3</td>
<td>10 (100%)</td>
<td>20</td>
</tr>
<tr>
<td>Unit 4</td>
<td>10 (100%)</td>
<td>20</td>
</tr>
<tr>
<td>Unit 5</td>
<td>10 (100%)</td>
<td>20</td>
</tr>
<tr>
<td><strong>Achieved Points</strong></td>
<td><strong>50</strong></td>
<td><strong>100</strong></td>
</tr>
<tr>
<td><strong>Points Possible</strong></td>
<td><strong>50</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

* Indicates an ungraded item
The **Email** feature:
Allows students to communicate via email with their Professor and other students enrolled in the course. The email **Spell Check** function can be used to “Proof” your email messages before hitting the send button.

The **Doc Sharing** feature:
Allows students to download and view course related documents posted to this area by the Professor or other students in enrolled in the course.

**Note:** A description of the document, who posted it and the date that it was posted are detailed. You can add documents to share with the class by clicking on the **Upload New File** hypertext as shown directly below.