Online Success tips

Make a plan to budget your time each week (set a time to go on to do discussions).
Start assignments on Sunday as the week can be busy and it’s hard to stay focused. This way you only have to do discussions throughout week and can finish assignments Friday or Saturday and not feel bombarded with work.
Time management is SO important!
Log in, every day. You can even log in just to review what work still needs to be done, or do a discussion.
Remember to be self-driven. You MUST be self-driven to succeed!
The biggest thing is to not panic or get overwhelmed. Just take it one day at a time.
Try not to wait until last minute to do assignments. Try to work on them as soon as they be-

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Online Classes: Success is a click away

Technology Requirements:
Access to a computer with Windows XP SP2 or higher operating system
Internet Access
Sound card and speakers (web cam/microphone needed for Public Speaking)
Access to your Bryant & Stratton email address
Mozilla Firefox or Google Chrome
Microsoft Office or a compatible program required in addition to class specific software
VOIM classes need Microsoft Office 2013, VOIM230 needs a tablet or smart phone.
Updated anti-virus software
Adobe Acrobat Reader (Free download at www.adobe.com)
Access to a printer

Using Blackboard, your online learning system:
You can access Blackboard through https://mybsc.bryantstratton.edu
If you have any problem with accessing myBSC, please see our Technology Department or email LIVTECH@bryantstratton.edu and they can reset your password.
If you are having issues with the online class technology and Blackboard, please email the Online Helpdesk at https://support.bryantstratton.edu.

The Online Campus has created a “Survival Guide to Online Classes” that is available to you on your Welcome page when you log in to myBSC (right hand side under the tool bar). This document will be extremely helpful in your ability to successfully complete online classes! Take a look at it today!

Attendance and participation:
You are counted as attending your online class each time you post a discussion, response, assignment, or do a quiz or test.
Plan on budgeting at least 6-10 hours per week doing coursework for your online class.
Course deadlines are very strict in the online courses due to the acceleration of the online format. Make sure you are utilizing a good sense of time management, and planning your week ahead of time to make time for discussions, papers, quizzes, and activities.

Campus Support for Online Classes:
You are not alone when you are taking an online class!
Utilize the following resources to help you get through your class successfully:
-Keep in close contact (through email) with your online instructor.
-Visit our Library and Learning Center frequently for help with your online class!

-Your instructor has Skype session for office hours.
-Our campus Learning Center provides tutors for you as well, just ask!

Additional important information:
If you are taking a second session online course, you will not be able to withdraw from the course with a “W” on your transcript due to the time in the semester the second session online courses begin. Once the second session begins, if you choose to withdraw from the course, you will receive a “WF” on your transcript.

New hours posted:
Library hours
Monday: 10 a.m. to 8 p.m.
Tuesday: 10 a.m. to 8 p.m.
Wednesday: 8:30 a.m. to 6 p.m.
Thursday: 8:30 a.m. to 6 p.m.
Friday: 9 a.m. to 12 p.m.

Learning Center hours
Monday: 8:30 a.m. to 5 p.m.
Tuesday: 8:30 a.m. to 6 p.m.
Wednesday: 8:30 a.m. to 8 p.m.
Thursday: 11 a.m. to 8 p.m.
Friday: 9:30 a.m. to 3 p.m.
Welcome to the North Campus Library

By Julie Zhu, Head Librarian

The Syracuse North Campus offers the following library services: reference desk, library workshops and seminars, library information literacy sessions, 24/7 online reference service, email to Syracuse North reference librarian, interlibrary loan, and library events.

The library collection includes print and online materials. The print collection ranges from ready reference materials to subject specific titles. The ready reference collection includes encyclopedias, dictionaries, directories, and atlases. The subject specific materials include books in each subject area taught at the Syracuse North campus. The library has a separate law collection that covers primarily New York State Law. These materials include but are not limited to statutes, case law, digests, and legal encyclopedias. You can find these titles by searching the Bryant & Stratton College library Destiny online catalog (remember to click the Syracuse North campus link on the Destiny online catalog home page).

The library has a print periodical collection that includes titles of a variety of periodicals. The periodical collection ranges from casual reading to subject specific journals, magazines, and newspapers. These titles include AMT Events, Journal of Accountancy, and Syracuse Post-Standard etc. You can locate the current periodicals in the library at the magazine carousel near the library front door. You can access some past issue periodicals online through the College Virtual Library EBSCOhost research databases or the online Electronic Journals and Magazines.

Bryant & Stratton College Virtual Library serves as a gateway to the College online information resources. It serves all campuses across 4 states as well as an online division. Resources range from subscription databases and E-Books. It also includes links to the campus library websites, Library Destiny Online Catalog, 24/7 Live Chat with a Librarian, and Email Reference Service. If you want to log in and access information from the library databases off campus, you need to enter the ID. The log on ID is your Bryant & Stratton College email log on ID.

On the College Virtual Library website and the Syracuse North Campus Library website, the most important reference you will use for your research citation assistance is the Bryant & Stratton College’s official APA Style Guide. You can access the digital Bryant & Stratton College’s official APA Style Guide on the Syracuse North Library website home page and you can access APA citation help on the Syracuse North Library website APA & Citing page.

Please let Julie Zhu know if you have any question regarding using library services and resources. Julie’s contact information is Telephone: 315- 652-6500 – ext. 251
Email: lzhu@bryantstratton.edu

http://syracussenorthlibrary.wordpress.com/

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Email: lzhu@bryantstratton.edu
Salary negotiation during the interview process can be very challenging. One tactic to help you in this process is to network with business professionals (and staffing agencies) on what typical salaries pay for someone in your field and experience. Also, visit websites such as indeed.com, Syracuse.com, and salary.com to uncover salaries in your field and geographic area.

Create a budget chart on how much you need to live on and include your income and expenses. See Career Services if you would like an example.

Never tell an employer, “I need $X.” Always focus on your skills and what you can offer the company to help them succeed.

Keep in mind that the first figure in which an employer communicates may likely be their lowest figure. When asked about your salary requirements at the interview (or if they ask you to include in your cover letter), provide a range (i.e. $13-$15 an hour) so you have room to negotiate.

Typically, salaries in the Syracuse market with an associate’s degree are in the mid to upper 20’s per year and a bachelor’s in Health Services Administration or General Management are in the upper 20’s/low 30’s depending on experience. If you don’t get the amount you are seeking, see if you can negotiate a 90-day or 6 month review. Ask the employer if you would be able to receive an increase if certain goals are met in that timeframe.

Finally, always keep in mind other parts of the financial package (401K, medical, dental, paid parking, tuition reimbursement, etc.). Please see Chris or Kristine in Career Services with any questions!

Online success tips cont’d

(Continued from page 1)

Come available.

Print out what you need in the beginning of the week so you can work on discussions and activities even if there are technical issues that could arise.

Read everything as soon as you possibly can. For example, the Midterm and Portfolio Project’s instructions are given out around week #2. Do not set it aside for later. Read it, see what it entails, and ask any questions you may have. Clarification and communication are both essential parts of being successful in an online class.

Remember, just because you don’t have to actually sit in a classroom, the online classes are still time consuming.

Don’t be afraid to contact your instructor. Even though you cannot approach them and have a conversation face to face, if you are having difficulty with something or have something going on making it difficult for you to get your work in on time let them know.

Print the Introductory Folder documents, especially the Supplemental Syllabus and Tracking Calendar. Read them. They lay out the entire course. No surprises!

At the first sign of struggle or falling behind, communicate right away with the course instructor and also seek help with a tutor on campus once a week if you foresee yourself struggling in the class.

Pick the assignments that may take you the longest and work on them first.

Utilize the “ask the instructors” section, but also use the “email everyone” section, that goes to the whole class. This way if you are having a problem, someone else in class may have had it and already figured it out.

Do the readings the week prior in order to participate at full capacity during discussion and especially while writing papers.

At the first sign of struggle or falling behind, communicate right away with the course instructor and also seek help with a tutor on campus once a week if you foresee yourself struggling in the class.

Learning in the online environment is different than the classroom. Begin your online class remembering that you will have to learn, study, and write differently in an online class than you do on campus.
Governor Launches “Get On Your Feet” Program

Are you planning to stay in New York State once you graduate? Will your first position after graduation likely pay less than $50,000 a year? If so, you can apply for the “Get On Your Feet” program, which would qualify you for two years’ worth of federal student loan payments. A maximum of 24 payments would be paid directly to the lender.

“Ensuring students are able to pay for college and not saddled with debt is critical for both their individual success and the continued economic growth of New York State,” Governor Andrew Cuomo said in a news release. “With this program, we are telling recent graduates: if you invest in New York’s future, we will invest in yours.”

To determine if you might qualify, ask yourself the following questions: Have I earned an undergraduate degree from a New York college or university in or after December 2014? Do I have an adjusted gross income of less than $50,000? Am I already enrolled in the federal Income Based Repayment Plan or Pay As You Earn plan? Am I current in all my student loan debts?

About 2,500 graduates of the class of 2015 have already registered through the state’s Higher Education Services Corporation. Cuomo expects that as many as 24,000 graduates will participate by 2020.

Upcoming Events for Winter 2016 Semester

February 15
Presidents Day, No Classes
Week 5 Grades Available

February 17
Awards Ceremony

February 29
Online Session I Ends

March 9
Online Session II Begins

March 14
Week 9 Grades Available

March 24
ABG Induction Ceremony

April 4
Week 12 Grades Available

April 22
Graduation Rehearsal

April 23
Graduation

April 25
Online Session II Ends