**Professors do not have control over the
W A I T I N G   L I S T,
nor will they have access to
A D D   N U M B E R S
until the first week of class.**
If you need immediate assistance regarding registration, call
SCC College Admissions Office: 916-558-2351.

FAQuestions:
How many orientations do I have to attend?

- *I am enrolled in multiple online courses...*
  Answer: Attendance at <u>only</u> <u>one</u> orientation is required.

- *I have <u>successfully</u> taken online classes in the past...*
  Answer: You may be excused from the "mandatory orientation." I do expect you to read the syllabus thoroughly, complete the free sample class (follow the directions below re: submitting the certificate of completion to me), and take the Orientation Quiz- once D2L opens.

When does the Online Class open in D2L?

- *Students will not have access to their D2L Class until Orientation. At that point you will see the link to your class, if you are registered.*
- *In the meantime students can complete the following:*

1.) <u>Update Your Los Rios iMail (Forward SCC Email to an account you regularly use).</u>
  AND,
2.) <mark><u>ALL STUDENTS must read their COURSE SYLLABUS and complete the D2L Free Sample Class *BEFORE* attending their ORIENTATION</u></mark>:

Where Is The Free D2L Sample Class?
  *When you first enter D2L (**My Home** Area- before clicking on your class site), look for the link that says "**Self-Registration.**"*
  - *Click on "**Self-Registration**"*
  - *Click on "**Free Sample Class for Students**"*
  - *Click on "**Register**"*
  *After completing the "**Free Sample Class for Students**" (All 5 modules):*
  - *You will receive notice that you completed the course, with an option to print out your own certificate of completion.*
  - ***<u>Save your certificate in "rich text format" and upload it to the D2L Dropbox for your class(es).</u>***
  - *If you follow the above instructions correctly, you will receive 5 extra credit points!*
  - *If you have any questions about the D2L Sample class please contact Professor D2L- **Email: itctraining@arc.losrios.edu***

ADDING A COURSE

Students who are **NOT ENROLLED** include:
- Students who are **ON THE WAITING LIST**; and
- Students who just **WANT TO ADD** a new class
- The above students must also complete the D2L Sample Class *and* attend the course Orientation. Add numbers will be handed out (if there is space available) for the desired course(s). No exceptions. No guarantees.
- **Add numbers will NOT be available before Orientation, (see times listed by course below).**
- **Add numbers are FIRST distributed (in order) to students who are on the waiting list.** Last, I will hand out add numbers to "un-wait-listed" students.
- **If you are desperate to add**, check to see if there is space available in one of the cross-referenced sections. It is easy to change FCS to SOC *(for example)* once you are enrolled in the class. Please remember, *that* change cannot occur until I have the add numbers at the orientation.
- The enrollment message "you need instructor permission to add," means the waiting list is full. Continue trying to get onto the waiting list because add numbers will be given to students on the waiting list first. If you are not on the waiting list, your chances of being added are slim. Also, remember to check the availability of cross-listed sections of the class.

Spring Semester Orientation Schedule:

The following D2L courses will not be available until the Orientation.

For more information about the following courses, please click on their links to the left. There, you can print out a copy of your course syllabus.

If you are enrolled in multiple courses listed below attendance at only one orientation is required.

<u>**The Child, Family, & Community**</u> **= ECE 314-**or**-FCS 314-**or**-SOC 312** (Same course, just cross-referenced.)
Mandatory orientation: Date & Time are based on your enrollment. All students must complete the D2L Free Sample Class & read the current course <u>SYLLABUS</u> *BEFORE* attending an ORIENTATION.
Orientation Schedule:
<u>**Main Campus LRC-141:**</u>
<u>**Wednesday, January 18th 3:00-3:50pm***</u>
<u>Add numbers will only be handed out at the orientation (If there is space available).</u>
IF THE COMPUTER SAYS THIS CLASS IS FULL, CAN I STILL ADD IT? First, check to see if there are openings under the cross-referenced heading. If all sections are full I may be able to open the course to more students depending on the number of students who attend the mandatory orientation. I will distribute "add numbers" in the order students appear on the waiting list. If students are not on the waiting list, and there is space available on the roster, I will distribute add numbers to those students who completed the D2L Sample Class and are in attendance at the mandatory orientation.

<u>**Children's Health, Safety & Nutrition**</u> **= ECE 415-FCS 346-NUTRI 320** (Same course, just cross-referenced).
Mandatory Orientation: Date & Time are based on your enrollment. All students must complete the D2L Free Sample Class & read the current course <u>SYLLABUS</u> *BEFORE* attending an ORIENTATION.
Orientation Schedule:
<u>**Main Campus: Room LRC-141:**</u>
<u>**Wednesday, January 18th 1:00-1:50pm***</u>
<u>Add numbers will only be handed out at the orientation. (If there is space available.)</u>
IF THE COMPUTER SAYS THIS CLASS IS FULL, CAN I STILL ADD IT? First, check to see if there are openings under the cross-referenced heading. If all sections are full I may be able to open the course to more students depending on the number of students who attend the mandatory orientation. I will distribute "add numbers" in the order students appear on the waiting list. If students are not on the waiting list, and there is space available on the roster, I will distribute add numbers to those students who completed the D2L Sample Class and are in attendance at the mandatory orientation.

<u>**Marriage & the Family**</u> **= FCS 320-**or**-SOC 310** (Same course, just cross-referenced.)
Mandatory orientation: Date & Time are based on your enrollment. All students must complete the D2L Free Sample Class & read the current course <u>SYLLABUS</u> *BEFORE* attending an ORIENTATION.
Orientation Schedule:
<u>**Main Campus: Room LRC-141:**</u>
<u>**Wednesday, January 18th 2:00-2:50pm***</u>
<u>Add numbers will only be handed out at the orientation (If there is space available).</u>
IF THE COMPUTER SAYS THIS CLASS IS FULL, CAN I STILL ADD IT? First, check to see if there are openings under the cross-referenced heading. If all sections are full I may be able to open the course to more students depending on the number of students who attend the mandatory orientation. I will distribute "add numbers" in the order students appear on the waiting list. If students are not on the waiting list, and there is space available on the roster, I will distribute add numbers to those students who completed the D2L Sample Class and are in attendance at the mandatory orientation.

<u>**DAVIS Center- General Orientation for all classes**</u>
Mandatory orientation: All students must complete the D2L Free Sample Class & read their current course SYLLABUS BEFORE attending an ORIENTATION.
Orientation Schedule:
New <u>**Davis Center:**</u> **1720 Jade Street, Davis, CA, Room 202**
<u>**January 19th at 4:00pm***</u>
<u>Add numbers will only be handed out at the orientation (If there is space available.)</u>

*CAN'T ATTEND the orientation time for your class?
IF YOU ARE ENROLLED in one of my classes you can choose to **ATTEND ANY ORIENTATION TIME** that works best for you.

Students who are going to take advantage of this option must be sure to:
Sign the class roster for your course(s)- when you arrive at orientation.
If (*for a valid reason*) **(a.)** the above Orientation options do not work for you **AND (b.)** you have *successfully* taken an online course before, **AND (c.)** you are *enrolled* in one of my above sections-- you may satisfy the orientation requirement by completing the Free Sample Class inside of D2L. See "Take The Free Sample Class" above. Once D2L opens remember to take the class Orientation Quiz. Our D2L class will not be available until the first day of the above orientation schedule.

Helpful Links:
Use the Campus Map to find the Learning Resource Center (LR, or Library).
http://www.scc.losrios.edu/about_scc/main_campus_map.htm

The Library Floor plan shows you where LRC-141 is located.
http://web.scc.losrios.edu/foleyj/LRC-141

SCC DAVIS CENTER
http://www.scc.losrios.edu/about_scc/davis_center.htm

ONLINE & WEB-ENHANCED COURSES AT SCC USE D2L (DESIRE TO LEARN):
D2L Access Link:
https://d2l.losrios.edu/

D2L Student Resources:
http://d2lresources.losrios.edu/