Distance Education 101

Survival Guide for New Online Students

Are you ready to go the distance?
Blackboard Learn (also known as Learn) is a course management system that you may use in a traditional face-to-face class, as well as online classes.

You can access Learn from the Student Intranet student.luzerne.edu, or directly at learn.luzerne.edu.
After you log into Learn for the first time, be sure to change your password.

Directions for changing your password in Learn:

1. Click on your name at the top right of the screen.
2. A menu will drop down. Click on the Settings link at the bottom of the menu.
3. Click on the Personal Information link.
4. Click on the Edit Personal Information link.
5. Enter or change your email address, if necessary.
6. Click the Submit button.

You can log into Learn to change your password approximately three days before the first day of the semester. **Please note, your classes will not show up or be available until the first day of the semester.**
**How do I learn how to use Blackboard Learn?**

Prepare ahead of time by viewing tutorials in Blackboard Learn, attend a Distance Education Information Session and/or Distance Education Orientation. Tutorials can be accessed via the Distance Education webpages or at:

Learning Platforms

**What is a learning platform?**

In addition to Learn, your instructor may use different Learning Platforms for assignments and test taking. For instance, MyMath Lab is a Learning Platform used by math courses in both online classes and face-to-face classes. These Learning Platforms are accessed through the publisher websites and require an access code and course ID.

**Access codes** can be purchased with your textbook or purchased separately from the publisher website. **Course IDs** are provided from your instructor. Instructors will email you your Course ID just before the start of the semester, or provide the Course ID within Learn.

**How Do I know what learning platform/publisher my course uses?**

LCCC uses:

**Pearson: MyLabs**  [http://pearsonmylabandmastering.com](http://pearsonmylabandmastering.com)
- MyMathLab: MAT 050,060,101,105,109,110,121,140,151
- MyStatLab: MAT 107
- MyITLab: CIS 110
- MySocLab: SOC 217
- MyVirtualChild: PSY 217
- MyFamilyLab: SOC 217
- MyAccountingLab: ACC 111,112

- ACC 211,215
- BUS 201,229,231,261
- BUS 262
- CIS 170
- ECO 151, 152
- PSY 103

**Cengage:**  [http://www.cengage.com/us/](http://www.cengage.com/us/)
- ACC 214
- BUS 101,209,248,251
Pearson Mastering for Blackboard:

BIO 135, BIO 251
BUS 107

Miscellaneous:

HPE 115: http://www.activeliving.info
HPE 244: http://www.asep.com

Course information and Course materials can all be accessed from the Distance Education website.

1. Go to student.luzerne.edu (Student Intranet)
2. Under Menu Selections, choose Distance Education
3. Choose View Courses (Course Information)
4. Choose the semester

For example: The Publisher Web Site for Pearson is www.pearson.com. This is where you will register your access code and course ID to begin using MyAccountingLab.
What if my financial aid isn’t finalized, can I still access my course materials?
Yes!

Most publishers allow for a 14 day free trial called “COURTESY ACCESS”:

CONGRATULATIONS!
GET READY TO GO THE DISTANCE!