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UNI 100 Course Content

Edit Mode is: ● ON**Module 3: Academic Support Services, Library & Information Technology Services**

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Module 3 Objectives

Module 3 Objectives include the following:

- Students will be able to identify and analyze the available academic support services provided by the University.
- Students will be able to synthesize the information to help utilize the academic support services to meet thier own specific needs.
- Students will be able to identify key services available through MU Libraries.
- Students will be able to utilize a Marshall University email account.
- Students will be able to locate information about the MU Emergency Text Messaging system and choose whether or not to sign-up for the emergency notification service.

Video: Academic Support Services

Please click on the link above to watch the first video for this week. The video will address some of the academic concerns you might experience as a new freshman. Our video hosts will take you on a tour of several academic services and help you determine the key differences between them. The services include Tutoring Services, the Writing Center, the Office of Disability Services, the Student Resource Center, and academic advising. At the end of the video, a few of our academic advisors will share some of their best tips for students.

Video: Library & Information Technology Services

Please click on the link above to watch this week's second video. This video will begin with an introduction to Libraries, MUOnline/myMU, and the Emergency Text Messaging System. It will provide an in-depth view of the MU Library system, with hosts identifying key concepts and fun facts. Next, the students will be presented with an overview of the MUOnline and myMU portals and our hosts will identify the key concepts. Finally, the video will end with an overview of the Emergency Text Messaging System. The hosts will end with a summary of all topics.

Internet Search and Website Reading

Marshall University offers a multitude of services and opportunities for students. Most services are included as part of your tuition and fees that you already paid, so failing to use the services you need is like throwing away money. In today's society, no one can afford to waste money.

Please take a few minutes to review each of the websites provided below for services particularly identified for academic support.

[Tutoring Services](#)

[Writing Center](#)

[Office of Disability Services](#)

[Student Resource Center](#)

[Drinko Library](#)

As noted in the video, Marshall University offers an emergency notification system for communicating health and safety-related emergency information, including weather-related delays and closures. This site provides instructions for signing up for the service.

[MU Emergency Notification System](#)

Academic Support Services Assignment: Due 9/13/2014 (15 pts)

UNI 100 Module 3: Marshall University Academic Services Assignment

Learning Objective: Students will be able to locate campus academic services, choose which services will meet specific needs, and consider the services you might find most helpful in your first semester at MU.

Activity: Visit the following Marshall University websites listed below and analyze and synthesize the academic support services information provided by each office.

- [Writing Center](#)
- [Tutoring Services](#)
- [Office of Disability Services](#)
- [Student Resource Center](#)
- [Drinko Library](#)

Assignment: This assignment has three parts. When you have completed ***a single Microsoft Word document responding to Part 1, Part 2, and Part 3***, please submit your completed document to the Academic Services Assignment in UNI 100 Module 3: Academic Support Services.

Part 1: In a Word document, list each of the five support service areas represented by the websites listed above. Under each office heading, include the physical location, phone number, and email address.

Part 2: Review the four scenarios listed below. Select two scenarios and choose which academic support service best meets the need described in each. In the same Word document used for Part 1, indicate both selected scenarios, provide the appropriate service for each, and write 2 – 3 sentences explaining why the service meets the needs for each of the two scenarios you selected.

- **Scenario 1:** You received your grade on your first math exam and you failed.
- **Scenario 2:** Your English professor has assigned a 5-page writing assignment with citation requirements and you are struggling.
- **Scenario 3:** You realize that you are taking longer to finish your exams than everyone else in your class and you are becoming frustrated.
- **Scenario 4:** Very early in your first semester, you receive an email from the Registrar's Office indicating that one of your courses was cancelled due to low enrollment. You are advised to speak with your advisor about finding another course, but you don't know where to find your advisor.

Part 3: Write a 200 word paragraph reflecting on the service you think you will find most helpful during your first semester at Marshall University. Please respond in full sentences using proper spelling and grammar.

Evaluation: Evaluation will be based on a 15-point rubric developed specifically for this assignment. See rubric for details.

Marshall Email Assignment: Due 9/13/2014 (5 pts)

As a student at Marshall University, you have an official email account in myMU. If you have not activated your email account, you should contact the Marshall University Computing Services Help Desk on the first floor of the Drinko Library or call (304) 696-3200 for further instructions. **It is extremely important to set up this email account.** All official email communication from the university will be sent via your Marshall email account. You should get in the habit of using your Marshall email account to communicate with your instructors, your advisor, and any other campus staff. We cannot reply with confidential information (grades, for example) unless you use your Marshall email account.

This is the link to myMU: [Marshall myMU](#)

Please submit an email to your instructor via your email account in **myMU** (not the **Messages** tool in this course). Your instructor's name and email address is provided in the course syllabus linked in the menu to the left of this page. In the text of your email, please **identify three academic goals** you hope to achieve this semester.

*(Please note that you will need to continue to use the **Messages** tool in this course for other course-related email. The purpose of this assignment is to make sure that you have activated and accessed your official University email account for all other University communication. In future online courses, you should respect the wishes of your instructor for email communication within the course.)*

Email Reminders:

1. Include your name and student ID number when writing or replying to University email.
2. Write a subject line that clearly and concisely describes the content of your email.
3. Be concise and clear in the text of your email.
4. Use correct grammar, spelling, and punctuation.
5. Do not write in all capital letters. It is hard to read.
6. Avoid the use of sarcasm and humor in email. It is easy to be misunderstood.
7. Do not write anything in email that you wouldn't say in public.
8. Do not argue via email.
9. Check your email on a regular basis, daily when possible.

| [Marshall University](#) | [Library](#) | [IT Service Desk](#) |
Welcome to Marshall University!