

BLUE IS FAMILY

Sycamore Family Newsletter

- March 2020 -



Greetings Sycamore Families,

Many of us are navigating new terrain starting this week, and as we move forward, my hope is to provide you - our Sycamore Families - the resources and tools you need to best support your student during this time. Indiana State is actively monitoring the changing nature of COVID-19, and as such, we are working hard to ensure programs and services remain accessible to all students, regardless of their physical location. This newsletter is dedicated to providing you information about distance learning and virtual resources that will be provided to your student.

During this transition to an online learning environment, it is important for all of us to exercise patience and grace with staff, students, and instructors. Please continue to check ISU's [COVID-19](#) webpage for processes, information, and updates. Do not hesitate to reach out to me if you have any questions or concerns. We are committed to the success and well-being of our students!

With Sycamore Pride,

Debbie Rea Barber

Assistant Director, New Student Transition Programs/Family Programs

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Message from President Curtis



For Students

Tips and Tricks for Online Learning

<p>KEEP YOUR ROUTINE</p> <p>Continue to get up at your usual time. Set a timer on your phone to get up and take breaks. Go for a short walk during the times you'd be switching between classes.</p>	<p>GET DRESSED</p> <p>And not just your PJs. Even if you won't be doing a video call, putting on your usually clothes (including shoes) helps you get in a 'work' mentality.</p>
<p>DON'T WORK WHERE YOU PLAY</p> <p>Try to find an extra room to get into 'work mode' that isn't where you binge-watch Netflix. Definitely stay off the couch.</p>	<p>CHECK FOR UPDATES</p> <p>Check Blackboard and your Sycamores email several times a day for updates from your instructors.</p>
<p>ASK QUESTIONS</p> <p>After you've read the updates to assignments or modifications to the class, don't hesitate to ask questions</p>	<p>TAKE YOUR TIME</p> <p>Plan to take more time to learn the material in each class as you may need to do more reading to understand the material.</p>
<p>USE YOUR SUPPORT</p> <p>Use fellow students in the class as a support network. Create a study group, set-up a time to live chat or video call together.</p>	<p>BE PATIENT</p> <p>Just like you're learning how to learn online, your instructors are also learning how to teach online. Be patient with one another and yourself.</p>

Virtual Resources

[The Writing Center](#) will remain live and operational during the online-only instruction period. Please call 812.237.2989 to meet with a tutor for a "walk-in" or scheduled appointment. These sessions will be conducted via Yuja.

[The Career Center](#) offers several resources virtually for students:

- Students may schedule the following appointments via [Handshake](#). These will be conducted via phone or Zoom:
 - Career Coaching
 - Focus 2 Reviews
 - Résumé/Cover Letter Review
 - Mock Interview
 - Graduate School Application Assistance/Personal Statement
 - Internship Search
 - Job Search
- [Upkey](#) (for First-Year and Sophomore students) is our online platform for students to utilize as they begin to develop their professional résumés.
- [Candid Careers](#) provides short video interviews surrounding career related topics and information about various career paths.
- [10K Coffees](#) is the Career Center's online mentoring program. This program allows students to obtain an alumni/industry mentor to ask questions, receive advice, and begin networking.

[The Math Tutoring Lab](#) will be offering the same hours previously offered on campus. Any questions may be directed to ISU-MathLab@indstate.edu. Please include first and last name, along with course number and instructor name. Students should be prepared to appointments with questions; there will also be the ability to share screens (for MyMathLab, Wiley, etc) or any pictures/images of work.

The below links take you to the Blackboard Collaborate Ultra session that is specifically created for courses. Students should log on to their tutoring Blackboard Collaborate session by entering their First Name, Last Initial (course). For example, Sycamore S (241-301).

- [Math 015/035](#)
- [Math 102, 105, 241](#)
- [Math 112-123](#)
- [Math 129-132 \(Calculus\)](#)

[The Student Counseling Center](#) is currently open for local students to schedule appointments. Helpful thoughts and advice can be found [here](#) on managing change and crisis.

[The Cunningham Memorial Library](#) has services specifically for [distance learning](#), including online catalogs and electronic databases. Students may also [chat](#) virtually with librarians. The library is currently open 8:00am-5:00pm for local students.

[University College](#) advisors will continue to meet with students by phone and/or video conferencing. UC students can make advising appointments [online](#).

[The Office of Information Technology's](#) help desk is open 8:00am to 5:00pm, Monday through Friday and can be reached at 812.237.2910. OIT can also remote into computers, if needed. If students experience technology problems, they are strongly encouraged to log into their [MyISU Portal](#) and select the blue TeamDynamix badge, which will take them to OIT's service portal and knowledge base.

[The Center for Student Success](#) will continue to provide tutoring and supplemental instruction online. Students may email ISU-CFSS-Tutors@indstate.edu to request tutoring. Students currently signed up will be able to continue their tutoring from home. A Blackboard site for 21st Century Scholars will also be created that will provide information about their scholarships and its requirements. They will be emailed directly about this service.

Students who are currently working with our [Student Disability Services](#) will be contacted individually by [Debbie Huckabee](#).

Student Conduct and Integrity

Indiana State University continues to maintain an environment conducive to learning, student success, and positive interactions during this unprecedented time. STATE students are reminded the [Code of Student Conduct policies and procedures](#) still applies to off campus behavior and academic performance. Students should also remember that all communication, both virtual and in-person, is expected to be responsible and respectful. For any concerns or questions, please contact the [Office of Student Conduct and Integrity](#).

For Families



Do Your Best To:

1. Give your student as much privacy as possible. They've been on their own for a while now and probably need to continue to have more space than they had before they left.
3. Understand that your student may continue to live on "college time." Their best work may be done at midnight and not 8:00am.
4. Remember that your student will have work to do and this is not a vacation for them. It is different than when they have visited home during breaks.
5. If you are working from home as well, this is a good time for you to share both suggestions and frustrations. You're in the same situation and can help each other out.
6. Recognize that this is a big adjustment and transition for everyone. Some students will be excited to be home and others will be able to adjust that they will be able to learn and succeed this way. Be sure to listen to your student and offer support as they need it.

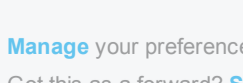
Conversations to Have:

1. Make sure your student is clear about what they need to do and how they plan to get it done.
2. Make sure your student knows how their professors are setting up courses. Will there be recorded lectures? Zoom or other video conferences? Discussion boards? Online assignments? Online tests/quizzes? Group work? Are they expected to log in at certain times? It will vary from class to class.
3. What is your student's learning style? Do they prefer to learn things by seeing them? By hearing them? By experiencing and doing things? How will this new learning format challenge them? What will they do to overcome those challenges?
4. Be clear about rules and expectations. Now that your student is back home, what will their responsibilities be? Be sure everyone has a clear understanding before issues occur.
5. Remind your student to be patient with their professors. This method of teaching/learning may be new to them too!



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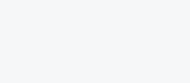
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