



SOUTHEASTERN

C O L L E G E

Welcome to Online Student Orientation

Websites you will need:

- ❖ - Online Classes and School Email - <https://myapps.microsoft.com/>
- ❖ - Book Store - www.secbookstore.com
- ❖ Contact your **Dean and/or online campus liaison** for issues accessing <https://myapps.microsoft.com/>

Important things to remember

- ❖ Online courses are accessible on Sunday (24 hours), before the term starts.
- ❖ The class week is from Monday 12:01 a.m. to the following Sunday 11:59 p.m.
- ❖ Login & submit work as assigned at **least 3 times/week**

Important things to remember (cont.)

- ❖ **Help Desk – for Canvas Issues**
(Available 24/7 for technical issues)
(855) 725-4547

Or live chat for students, accessible through the Canvas "Help" button

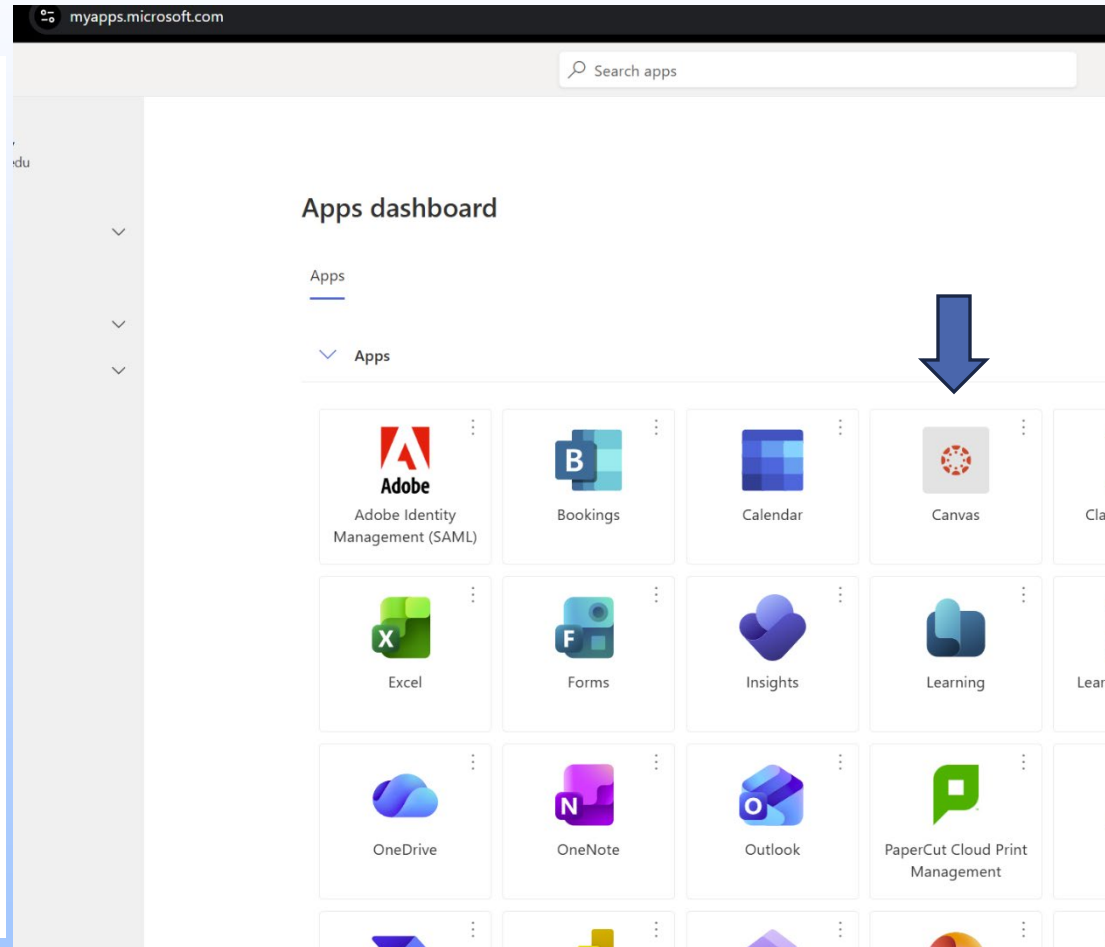
**Use the Help button
inside Canvas for the
fastest support.**



The screenshot shows the Canvas user interface. On the left is a vertical sidebar menu with icons and labels for: Account, ashboard, Courses, Calendar, Inbox, History, Studio, and Help. The 'Help' button at the bottom of the sidebar is highlighted with a red arrow. The main content area on the right features a cartoon panda holding a globe, the text 'Little lost? Try here first!', a link to 'Search the Canvas Guides' with the subtext 'Find answers to common questions', and a section titled 'OTHER RESOURCES' containing links for 'Chat with Canvas Support (Students)', 'Canvas Support Hotline', 'Ask Your Instructor a Question', 'Report a Problem', and 'Show Welcome Tour'.

Logging in

- ❖ Click the Canvas app
- ❖ Your login is attached to your Microsoft Single Sign-On (SSO)





Dashboard



Account



Admin



Dashboard



Courses



Calendar



Inbox



Published Courses (5)

Introduction to Psychology
PSY 101

Nursing Fundamentals
Nursing Fundamentals

Introduction to Geology
Geology 101

Unpublished Courses (0)

My Dashboard

Course Homepage

Home

Concourse Syllabus

Grades

Modules

SEC_OL_IDS1107_MAIN

IDS 1107 Strategies for Success



Welcome to Strategies for Success!

This course is designed to help you build the habits, mindset, and strategies that lead to lasting academic and personal success. We will explore topics like goal setting, self-management, and reflective learning to support your growth as a confident, independent learner.

Whether you're just starting your college journey or looking to sharpen your skills, I'm excited to work with you as we build a strong foundation for both academic achievement and lifelong learning.



Course Modules

[Home](#)

[Concourse Syllabus](#)

[Grades](#)

[Modules](#)

**Always start in
Modules.**
Modules show
you exactly
what to do,
what to read
or watch, and
what to
submit, in
order.



Course Certification and Syllabus Acknowledgment

Jun 15, 2025 100 pts



Week 1 Pretest

100 pts



PowerPoints and Misc Files



Introduce Yourself Here!

▼ Week 1



Week 1 Overview



Week 1 Objectives



Week 1 Reading



Week 1 Chapter PowerPoints



Discussion Guidelines



Week 1 Discussion

100 pts

“Meet Your Instructor”

Meet the Instructor



Welcome to Introduction to Computers. My name is **Dr. Paula Cherry**, and I am pleased to be working with you this term. This course is designed for students at all levels of computer experience, whether you are brand new to technology or simply looking to strengthen your skills. I have over 20 years of experience in higher education with a strong focus on teaching practical, real-world computer and technology skills in clear, step-by-step ways. Throughout this course, my goal is to help you feel confident using everyday computer tools that support your academic, professional, and personal success. You can expect clear instructions, supportive guidance, and an environment where questions are always welcome.

Welcome Video:



Contact Information

Office Hours: Monday and Wednesday from 4 pm to 5 pm ET, additional times by appointment.

Telephone: 540-207-5135

Email: pcherry@sec.edu

Additional Contact Information - Weekend and Evening Appointments <https://calendly.com/drpaulacherry/sec-30-minute-meeting>

Go to Getting Started!

Home

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Modules

**“Getting Started”
is the first
module
you must
complete.**

▼ Getting Started

 **Course Required Textbook**

 **Course Learning Objectives**


 **Course Certification and Syllabus Acknowledgment**
Jun 15, 2025 100 pts

 **PRETEST**
Nov 26, 2025 20 pts

 **Introductions**

▼ Week 1

 **Week 1 Overview**

 **Week 1 Learning Objectives**

 **(Optional) Week 1 - Daily Quiz 1 of 5**
1 pts

 **(Optional) Week 1 - Daily Quiz 2 of 5**
1 pts

Required Course Certification and Syllabus Acknowledgment

Course Certification and Syllabus Acknowledgment

Started: Jan 4 at 7:47pm

Quiz Instructions

QUESTIONS

[Question 1](#)

[Question 2](#)

Time Elapsed: [Hide Time](#)

Attempt due: Jun 15, 2025 at 11:59pm

0 Minutes, 9 Seconds

Question 1

50 pts

CERTIFICATION OF COURSE WORK:

I certify that I am completing all of the work for this class on my own and that any assistance I received in its preparation is fully acknowledged and disclosed to the instructor. I have also cited any sources from which I used data, ideas or words, whether paraphrased or quoted directly (all direct quotes contain quotation marks). I also certify that the work for this course was prepared by me specifically for this course.

To electronically sign, please begin the exam and select "True." Please save and submit your answer.

If you have any questions about our certification, please feel free to ask.

Thank you for your dedication to the preservation of academic integrity at our institution.

Sincerely,

The Faculty and Staff of Southeastern College

True

False

Question 2

50 pts

SouthEastern College
Syllabus – Evidence of Understanding
Course: CGS1060

By clicking true below, I affirm that I have received, read, and understand the information provided in the Syllabus and the grade which I must achieve to pass the course. I also acknowledge that clicking TRUE as my response acts as my official signature.

You are required to complete the Course Certification and Syllabus Acknowledgment. These steps confirm that you understand course expectations and policies.

Gradebook

- Home
- Concourse Syllabus
- Grades**
- Modules

Grades for Test Student

Arrange By

Due Date

Apply

- Assignments
- Learning Mastery

Name	Due	Submitted	Status	Score
Course Certification and Syllabus Acknowledgment PRETEST	Jun 15, 2025 by 11:59pm		missing	- / 100
Week 1 Centered Reflection Journal Journals (at least one in each week)				- / 100
Week 1 Discussion Class Participation, Discussions, Group Projects				- / 100
Week 1 Learning Styles Self Assessment Assignment Skills, Activities, or Presentation				- / 100
Week 1 Pretest PRETEST				- / 100
Week 1 Quiz Quizzes				- / 20
Week 1 Time Log Assignment Skills, Activities, or Presentation				- / 100
Week 2 Centered Reflection Journal Journals (at least one in each week)				- / 100
Week 2 Discussion Class Participation, Discussions, Group Projects				- / 100

Posting in the Discussions Area

Home

Concourse Syllabus

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+ View Split Screen

Expand Threads

All

Search entries or author...

Due Nov 30, 2025 11:59pm

Week 1 Discussion - Backing Up Personal Data

Click **Reply** then, respond to at least two other students' posts to earn the full grade. You must complete an initial post before other students' posts are displayed.

Think about backing up your personal computer data.

- Which of the storage devices do you think would be the best to back up your information and why? - e.g., flash drive, cloud drive, external hard drive, CD, etc.
- Research your choice in the **SEC library**. Share what you have learned (CITE the source!)
- Compare your result with a student who selected a different storage device than you did.
- Respond to that student's post, critiquing their selection.

Reply

Posting in the Discussions Area (cont.)

Home | + View Split Screen | Expand Threads

Concourse Syllabus | All | Search entries or author... | Newest First

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Due Nov 30, 2025 11:59pm 100 points possible

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- Research your choice in the **SEC library**. Share what you have learned (CITE the source!)
- Compare your result with a student who selected a different storage device than you did.
- Respond to that student's post, critiquing their selection.

Write a reply

Edit View Insert Format Tools Table

12pt Paragraph B I U A [color] [background color] T² [link] [image] [video] [document] [code] [list] [bullet] [table] [table border] [math] [undo] [redo]

Type your post here!

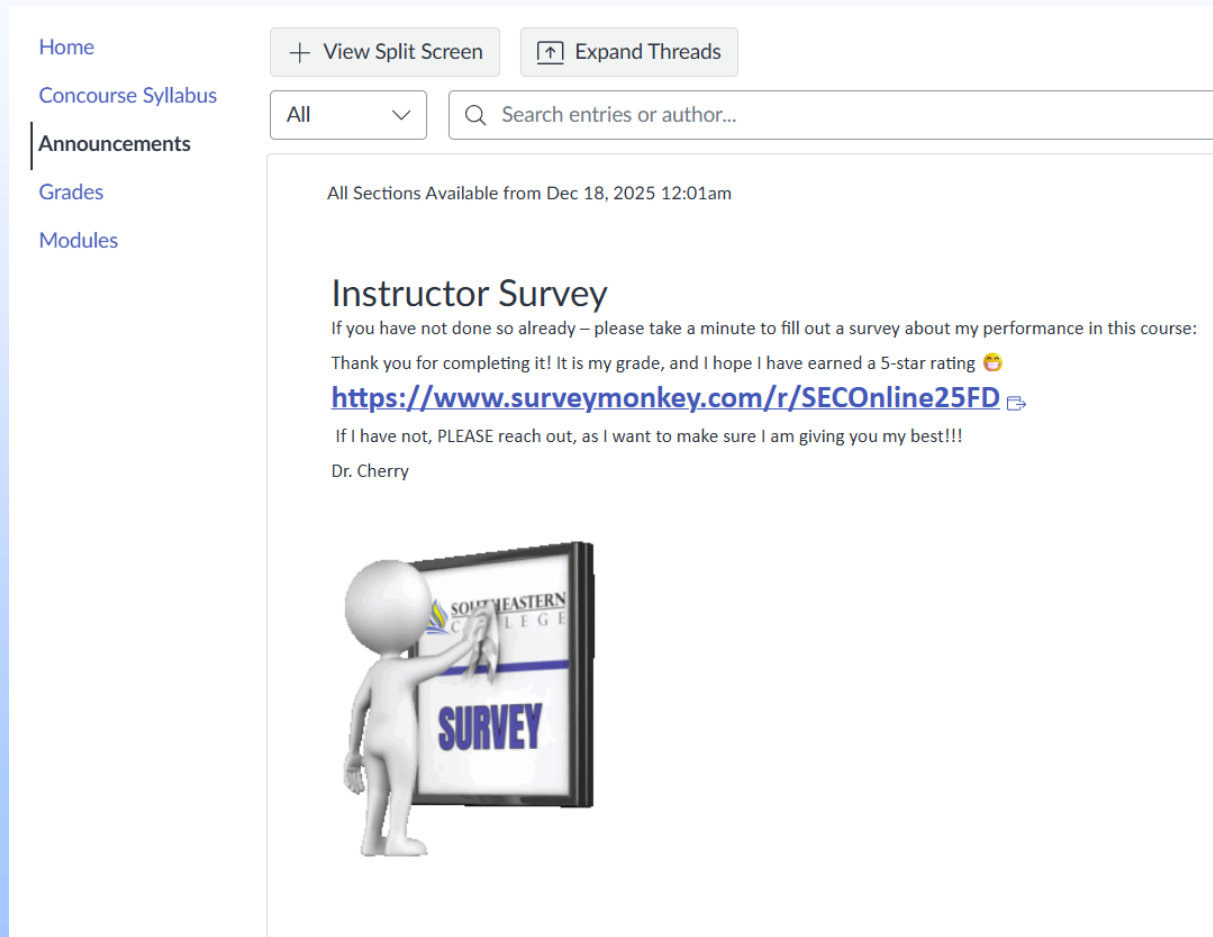
P

4 words | </> + - ↶ ⋮

Attach

Cancel Reply

Ensure you read all Announcements!



The screenshot shows a course page with a sidebar on the left containing links for Home, Concourse Syllabus, Announcements (highlighted), Grades, and Modules. The main content area has a search bar and a dropdown menu set to 'All'. Below this, a notification reads 'All Sections Available from Dec 18, 2025 12:01am'. The central announcement is titled 'Instructor Survey' and includes a request to complete a survey, a thank-you message with a smiley face, a link to the survey, and a closing signature from Dr. Cherry. At the bottom of the announcement is a 3D illustration of a white figure pointing to a sign that says 'SURVEY' and 'SOUTHEASTERN COLLEGE'.

Home

Concourse Syllabus

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+ View Split Screen Expand Threads

All Search entries or author...

All Sections Available from Dec 18, 2025 12:01am


Instructor Survey

If you have not done so already – please take a minute to fill out a survey about my performance in this course:
Thank you for completing it! It is my grade, and I hope I have earned a 5-star rating 😊

<https://www.surveymonkey.com/r/SECOline25FD>

If I have not, PLEASE reach out, as I want to make sure I am giving you my best!!!

Dr. Cherry



Keys to Success in Canvas

- ❖ **Always start in Modules**
- ❖ **Read all Announcements**
- ❖ **Log in & submit work at least 3 times/week**

Questions?

