# OPS245 Course Startup

***IMPORTANT***
***Information***

# Welcome…

Agenda

- Online Learning Approaches
- How I will deliver OPS245 online
  - Tools that we will use
  - Communications is key
  - Tour of Blackboard(BB)
- Course Outline
- Marking Scheme
- Labs / Assignments
- Quizzes
- Tests
- Hardware and Internet Requirements
- VPN and Software Requirements

- Course Support
- Keys to Success
- What is your situation?

# Online Learning Approaches

- Synchronous Delivery
  - "Live" classes where teachers and students communicate in real time using Chat or Video/Audio Streaming
  - Creates a sense of connection and interaction
  - Easy to have discussions and Q & A
  - Requires pre-arranged class times and attendance to be useful
  - Can be challenging if you have problems accessing reliable hi-speed Internet access
  - Can be recorded for later review
  - Could also be used as a pre-arranged drop-in type class

# Online Learning Approaches

- Asynchronous Delivery
  - Course Materials, Assignments, and Tasks are published online so that students can access at any time, at their own pace
  - Specific information and topics can be easy to find
  - Not much connection or interaction
  - Convenient for teachers and students
  - Requires asynchronous communications methods such as email (slower)

# How I will deliver OPS245 online

I will be using both Synchronous and Asynchronous delivery approaches.

Asynchronous

All course materials will be published online so that you can access them at your convenience.

Mostly presented in short (less than 30min) video presentations that are focussed on specific topics, also slide presentations. These videos will be organized by week and will be well labelled so you can easily find what you are looking for.

Assignments and Labs are also completed asynchronously.

Between these materials and assignments the whole course is covered and you could decide to not attend "live" classes

# How I will deliver OPS245 online

<u>Synchronous</u>

I will hold "live" classes during our scheduled class time. This will allow us all to interact, ask questions etc. I can provide live demonstrations and clarification of course announcements, I can expand on topics if asked and go beyond the material of the course. I will also be providing Lab and Assignment Support.

These live classes can be quite valuable, but all course content is available asynchronously. These "live" classes can also be recorded for later viewing but it is often harder to find what you are looking for.

Both synchronous and asynchronous delivery have advantages and disadvantages

# Tools that we will use

The main tools used will be Seneca's Blackboard (BB), Big Blue Button (BBB), and E-mail

Blackboard is an Online Education Portal that offers a wide variety of tools.

I will use it to publish course materials, make important announcements, quizzes, tests and grades etc.

For synchronous classes I will be using Big Blue Button for our Virtual Classroom.

Email is the best tool to use to contact me for help and support.

MS Teams is also available if we need to actually meet. It allows us to meet online, it supports headsets, screencasting, chat, and session recording.

Finally email is also an **important tool** for support and communications

# Communications is key...

I will communicate with you live in BBB, but most importantly I will post announcements on BB and also through email.

It is VERY IMPORTANT that you monitor your email and BB announcements every day. Read them carefully!!!

All due dates, quizzes and tests are also available in the course calendar.

You can communicate with me live during Virtual Classes or contact me through Email/Teams.

# E-mail

Seneca provides an email account for you at the college.

<u>I will only email you through this account!! (</u>This is for privacy and security reasons)

My email address is [brian.gray@senecacollege.ca](mailto:brian.gray@senecacollege.ca)

When emailing me it is important that you include your course and section in the email. I teach 4 different sections across 2 different courses. This will save a lot of time.  OPS245-NCC means, Course: OPS245, Section NCC

Please consider that I only receive emails on my computer, I do not use my cell phone for work. I will try to respond promptly to emails but just because I may answer emails at odd times of the day or night that does not mean I am available 24/7

# Course Support

When emailing or contacting me with Email/Teams about technical problems, error messages, difficulties with your assignments etc it is important for you to include screenshots.

Screenshots of what you were asked to do, screenshots of what you did, and screenshots of your results or errors.

The process of giving you the help you are looking for will be much faster if you do this.

** DO NOT TAKE A PICTURE WITH YOUR PHONE **

** TAKE AN ACTUAL SCREENSHOT **

# Tour of Blackboard and MS Teams

These are our main tools and you need to be able to navigate them.

# Course Outline and Marking Scheme

Outline

Addenda

Calendar

# Labs

Available on the course weekly schedule on the course wiki

Each quiz will be focused on a specific lab.

The tests also will cover material presented in the labs and lectures.

Successful completion of each lab is a requirement of future labs.

If you make mistakes in an early lab it can affect future labs. You may have to go back and redo labs correctly. ** Pay Attention **

This is a lab based course.

# Assignments

Assignments consist of additional tasks that are not covered on the tests and quizzes

They will require you to research a little to accomplish tasks.

# Quizzes

Quizzes are very important in my class. We will be doing a quiz for each of the 8 labs.

As quizzes are based on the lab it is essential that you complete each lab before its quiz.

# Tests

There will be a Midterm Test (20%) and a Final Exam (25%).

The midterm test will cover the first half of the course.

The final exam will cover the entire course..

# Hardware and Internet Requirements

You have probably been notified of the additional hardware requirements for this course.

Those requirements are essential for OPS245.

You NEED:

- 64 bit Processor and Operating System
- At least 4 processor cores
- 16G of RAM
- 300G of available disk space or an external SSD (240G minimum)
- Headset with microphone (recommended)

** Most Important **

Consistent access to hi-speed internet is required for this course.

# Software and VPN Requirements

Access to certain college resources must be achieved by first connecting to a VPN service.

Links to Instructions on BB

Other software you will need:

- MS Teams
- VMWare Workstation (optional)
- CentOS 7

# Account Support

If you have any difficulties with your connection I probably can't help you!

Account and network support is provided by ITS.

Email [servicedesk@senecacollege.ca](mailto:servicedesk@senecacollege.ca) for account and connection support. You may copy me on your email if you wish.

Include your name, account name, host and screenshots of errors.

I will provide support for anything that is part of the course.

# Keys to success...

- Keep up! This is going to be fairly fast. Don't fall behind.
- Communicate with me. If you are having problems let me know sooner than later.
- Monitor course announcements and emails, read them carefully.
- Treat quizzes as learning opportunities.
- Don't treat labs as just something on your to do list. The goal is NOT to complete the lab, the goal is to master the material. Take organized notes.
- Details matter, read instructions carefully.
- Students often have technical difficulties in this course. It is not unusual to have to start again. It can be frustrating.
- Remember you are operating as "root" most of the time. Which means if you make mistakes it can really damage your system. Think of these events as "Learning Opportunities"

# What is your situation?

Do you live in another time zone?

Do you have problems with accessing the Internet or Hardware?

Is there something I should be aware of?

Send me an email…

brian.gray@senecacollege.ca