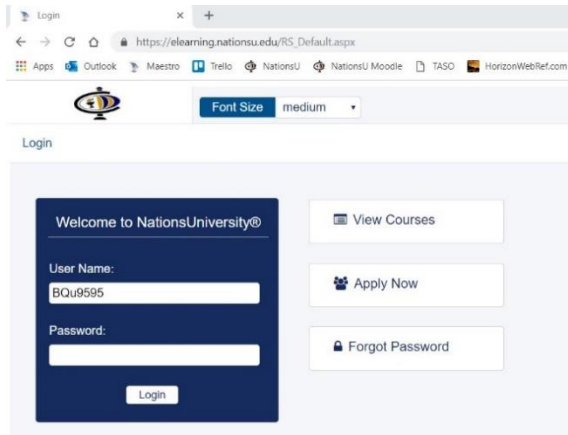# INTRODUCTION TO NATIONSUNIVERSITY'S
STUDENT INFORMATION AND LEARNING MANAGEMENT SYSTEMS.

Welcome to a brief introduction to NationsUniversity's Student Information System (SIS). When you receive your credentials, you will be asked to log in at https://elearning.nationsu.edu. When you go to that URL, you will be asked to enter the Username and Password you received in the Welcome email.

The first time you log into your new account, you will have to change the password. Pay careful attention to the required format of the new password you create.

Once you have created the new password, you will be taken to your student **Dashboard**, illustrated below for our Example Student. You will notice that there are several important items on your **Dashboard**. If you owe a registration fee or tuition payment, there will be a statement of your balance owed and a link to make a payment.
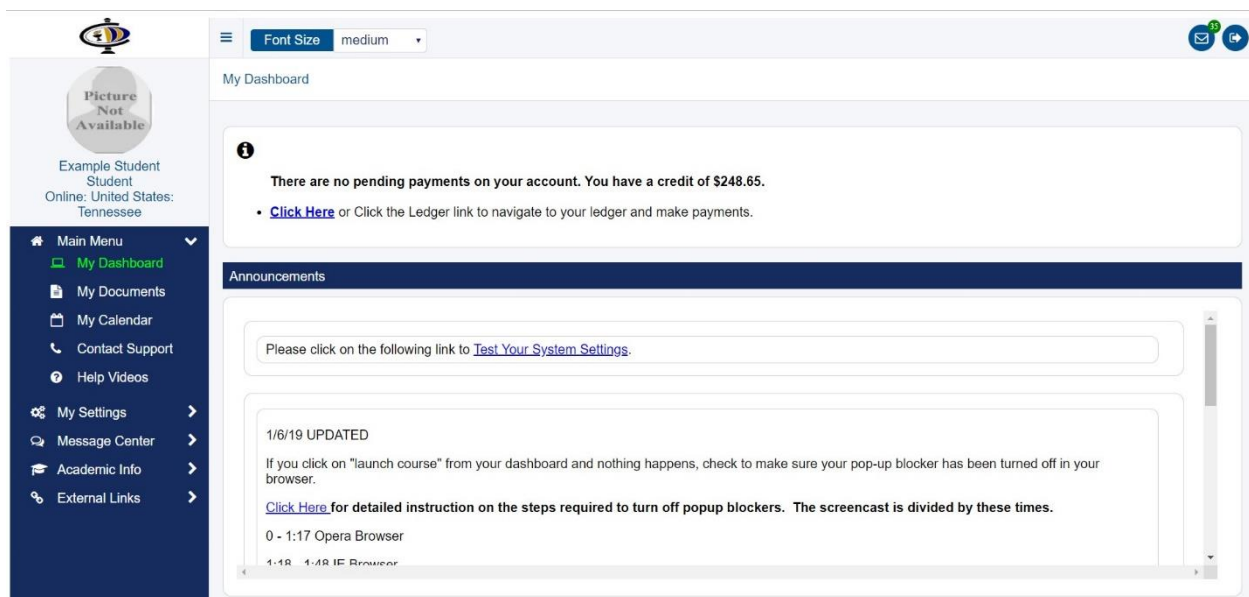

The next piece of important information is a *link to check your system*. This check should make sure that your system is compliant with NationsUniversity's requirements and that the pop-up blocker is disabled. If the system check cannot disable your pop-up blocker, there is a short video in the next announcement block that will help you disable the pop-up blocker. The pop-up blocker must be disabled to launch your courses.

On the left-hand side of the screen you will see your Navigation Bar. On this bar are several links to the various sections within the Student Information System. The main dashboard, labeled My Dashboard in the example above, is your "home" page. You will always be brought to this page when you log in. **My Documents** will be where you find any documents needed by the Admissions
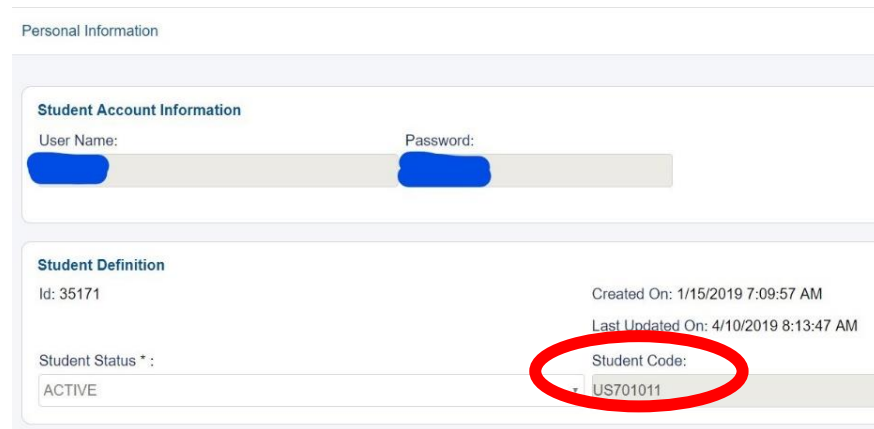
department. **My Calendar** is for your use to keep track of assignments. **Contact Support** and **Help Videos** are available to help you with technical difficulties within the Student Information System or the Learning Management System.

After the **Main Menu**, you can make changes to the color and other features in **My Settings**. After My Settings, you will find the **Message Center**. The **Message Center** is your mailbox where you will receive Welcome Letters, Advisor Updates, Course Enrollments, etc. *Check here often!* You may also use the Message Center to contact NU faculty, staff, and advisors.
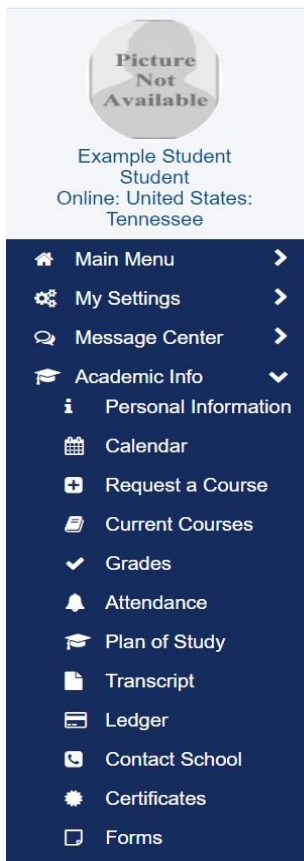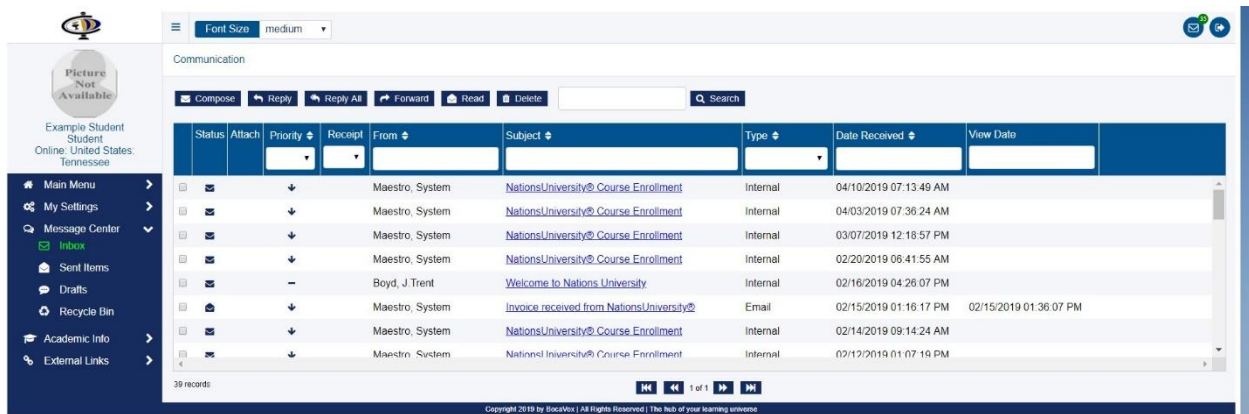
The most important "tab" on this navigation bar is the one labeled "**Academic Info**." By clicking on the **>** to the right of Academic Info, you will find several sections of the system that will define your online learning experience.

The first area is marked "**Personal Information**." When you click this link you will be taken to your student account information. This page includes your address, contact information, transfer credits, etc. However, the most important piece of information is your Student Code, such as us711711. **EVERY STUDENT HAS A UNIQUE STUDENT CODE**. You will use this code on all correspondence with NationsUniversity. Do not use your username unless it happens to be the same as your Student Code.

Request Courses

The next link takes you to the **Request Courses** page. Here you will be able to read a description of a course (by selecting the magnifying glass) and enroll in a course (by selecting the + sign). All students must enroll in the Tools course and the Orientation to Online Studies course.

When you enroll in a course, you can select a Start Date other than today if you would like to plan ahead. To finish a degree in a timely manner, it is recommended that a student enroll in and complete two or three course every three months. If you would like to plan out your next few quarters, you may do so here.

Once you have enrolled in one or more courses, your course information will appear in two different places but in identical format. You will see your course enrollments on your Dashboard when you log in. You will also see the same courses under the **Current Courses** link. From this page you can see in what courses you are enrolled, who the professor is, and your current progress in a course.

The pacing bar, in this example it is blue, green, and yellow, gives you several pieces of information. All courses are set at 90 days to complete. You do not have to finish in 90 days, but it is the recommended time to complete if you wish to graduate in a timely manner. The color codes represent assignments. The number in the blue section represents the number of completed assignments. The green part of the bar represents the number of assignments that the student has completed AHEAD OF SCHEDULE! (We like seeing the green.) The yellow section represents the number of assignments that are not yet due. A red section will appear if assignments are PAST DUE. These colors will make more sense once you begin a course.

After the **Current Courses** link is **Grades**. Everyone wants to see their grades, and this page is where that happens. You will notice that all of your assignments in all current courses appear. In this example, the student is enrolled in BRS 311 and BRS 313. The assignments and assignment types are listed for each course. If a grade had been received, it would appear under the **Grades** section.

After the **Grades** tab is the **Plan of Study** tab. Once you have been officially admitted into a certificate or degree program, you will see a list of courses that you need to choose from to meet the different requirements for that program. As you enroll in and complete courses, the date pf completion and final grade will appear in the "Completed On" and "Grade" columns, respectively.

Following the courses in your **Plan of Study** is critical if you wish to graduate on time. There are many great courses at NationsUniversity, but begin your journey focusing on the ones that will help you graduate. If you want to take more courses later, there are always more degrees to pursue!

In the **Transcript** section you will see all the courses you have completed that will appear on your transcript.

In order to provide students with the most accurate financial information, a link to the student's **Ledger** is provided. Here, a student can see any invoice due. When an invoice for registration or tuition is generated, it will appear in the yellow highlighted area under the "Payable" tab.

The remaining tabs in the navigation bar are for information only. You will not use them very often.

Returning to the **Current Courses** page or to the **Dashboard**, you will find your course information. In each of these information banners you will see a button labeled "**Launch Course**." Clicking this button will take you directly to the course material in Moodle, NationsUnviersity's Learning Management System. You can think of Moodle as your virtual schoolhouse!

In the example above, BRS 401 is the course being displayed. (*Notice the **red** in the pacing bar? This student has not turned in any assignments and is way behind!*) Below is where you will find yourself if you click the Launch Course button. You have now left the Student Information System and have been logged into the Learning Management System (LMS). Do not worry, all work done in the LMS is transferred back to the Student Information System each night at midnight. The two systems work in tandem to provide you with a seamless information system.

If you scroll down you will see a list of course resources and course materials. We will not go through every piece of course information, but it is important that you read through this information so that you know what is expected of you in each course. Requirements vary between courses. Do not assume that you know what each course will be like.

- Course Learning Outcomes
- Expectations
- A Letter of Introduction
- Procedure
- Things to Know
- Video Library
- Electronic Collection
- Glossaries of Terms
- Analysis and Synthesis
- Extended Resources
- Copyright Policy
- Identity Fraud Policy
- BRS 401 Discussion Forum
- BRS 401 Comparative Religion--Eastern 5-9-18

However, beyond the course information, you will find the course lessons, including assignments. To read a lesson, simply click on the Module Lesson icon, in this case it is the Module Lesson on Hinduism. When you click here, you will be taken directly to the lesson pages where you will read, watch videos, listen to audios, or follow links to other sites.

Example of a Module Lesson page can be found below.

Module 1

- Module 1 Hinduism
- Exam BRS 401-1B

Module 2

- Module 2 Buddhism
- Exam BRS 401-2B

Module 1 Hinduism

Introduction

BRS 401 Comparative Religion: Eastern

A survey of Eastern religious faith systems including history, beliefs, and analysis

In a lifetime, one will encounter people who subscribe to a variety of religious faiths. Some of these may be indigenous to the Far East: Buddhists, Hindus, Sikhs, Jains, or others. By virtue of cultural orientation, the Asian has a better chance of comprehending the basic elements of these faith, but even the Asian may not be conversant with the particulars. The Westerner is more likely to be confused, for the native religions of the East are very dissimilar to the faith systems of his acquaintance.

This course introduces major religious movements of the East in the context of "comparative religion." In this context, you should be able to analyze each faith system discussed. You should also be able to apply the tools of analysis to compare the assumptions, tenets, and promises of those systems with the gospel of Jesus Christ.

"Comparative religion" is a formalized term that describes an academic pursuit. The pursuit suggests an orderly and critical treatment of doctrine and practice belonging to multiple faith systems. The outcome is projected to yield understanding of each system—an understanding that includes its underlying assumptions, ideological foundation, history, key components, and expectations of adherents. The "comparative" component assumes fair and accurate handling of the sources, with conclusions drawn that are not biased by one's own faith commitment. This expectation does not rule out critique of a particular religion; it only says that critiques should be true to the nature of the faith system. This rules out derogatory language and a presentation supported by weak statements designed to defame. In the final analysis, the students draws his/her own conclusions based on what the faith system is designed to do.

The word "religion" is difficult to define as it means different things to the users. Even dictionaries render the meaning in multiple ways. Part of the problem lies in what one wishes to include as a *bona fide* "religion." For example, psychologists are likely to discuss the effects of individual convictions on one's lifestyle. Sociologists are more concerned with group phenomena. Definitions that include devotion to a divine figure eliminate some systems that for all practical purposes are considered a religion (*e.g.,* Buddhism). Further, where does one draw the line between "philosophy" and "religion"? So, we feel obliged to make our own working definition.

By clicking on the **Exam icon**, you will be taken to an exam page. There are some important points to consider before attempting the quiz or exam.

Exam BRS 401-1B

BRS 401 Comparative Religions: Eastern

Module 1: Hinduism

The exam has 40 multiple choice questions. The grading scale is as follows: A (Excellent) 90-100%; B (Good) 80-89%; C (Passing) 70-79%.

You should take this exam without the assistance of the course syllabus, your notes, or another person. **Find a quiet place where you will not be disturbed.**

Open the exam only after you have studied the course material thoroughly.

Please note that your first passing attempt (70% or higher) will be recorded as your official score. If you score less than 70%, you should study for 5 days before your next attempt. THE EXAM WILL BE CLOSED FOR FIVE DAYS.

Are you ready?

Attempts allowed: 3

Time limit: 40 mins

Grading method: First Grade of 70 or Above

Attempt quiz now

1. You are allowed to attempt an exam three times.
2. You have 40 minutes to complete most exams.
3. You must make at least a 70% to pass the exam.
4. If you fail to achieve at least 70%, the exam will be closed for five days.
5. Every time you return to attempt an exam, new questions will be mixed into the exam, the order of the questions will be scrambled, and the multiple choice answers will be in a different order.

In other words, make sure you are ready before you start the exam. Study your notes, re-read any sections you are not sure of, and read any textbook assignments.

Most courses also require students to write and submit essays, research papers, journals, and other writing assignments. **The icon for a submission is a hand holding a piece of paper.** Clicking on the assignment will take you to a new page where you will be able to upload your assignment. Some of the pages have instructions, but most of the time, the instructions are in the course material. Below is an example of a **submission page**.

Module 4

🔲 **General Epistles and the Apocalypse**

✓ Exam 4

Hidden from students

✓ **Exam BRS 122-4B**

📄 **Essay Submit: Continuity in the New Testament**

Submission status

Attempt number	This is attempt 1.
Submission status	No attempt
Grading status	Not graded
Last modified	-
Submission comments	▶ **Comments (0)**

Add submission

Once you click on the "Add Submission" button, a **file upload box** will open. You may simply drag and drop the file into the upload box, and it will be associated with your account in the appropriate class. Files must be in Microsoft Word, rtf, or other compatible formats.
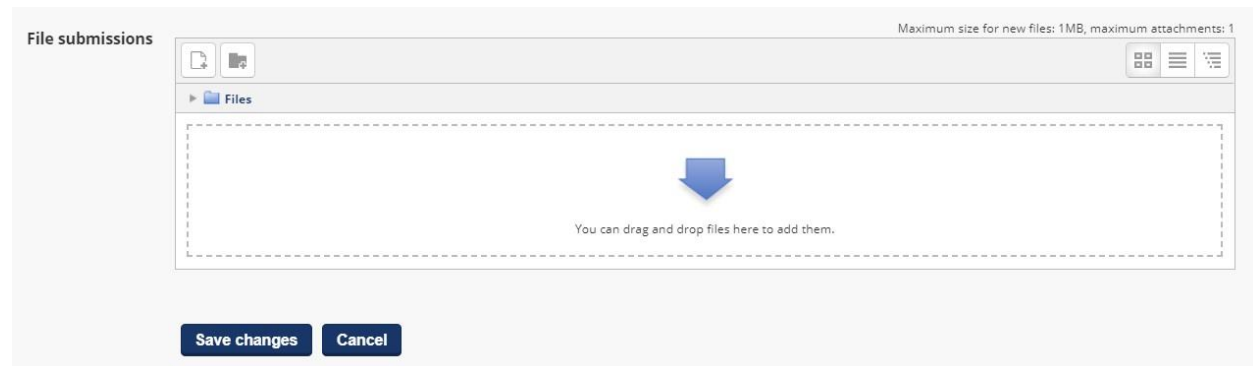
When uploading a file, make sure that the filename has the assignment name, student name, and student code in it. It is long, but it will keep the paper from being lost. A good sample filename for an assignment is: **BRS313_Essay 2_Smith,John_us711711.doc.** This file will be easy to find and grade.

CONCLUSION

Hopefully, you are now more comfortable navigating NationsUniversity's online systems. This introduction is designed to help you overcome any obstacles to or fears of online learning. In addition to this introduction to the learning systems, it is important that you also review the orientation guide that is appropriate to your certificate or degree program. Each of these orientation guides will help you prepare to meet the academic challenges of post-secondary education. You will find these orientations in the course entitled ***An Orientation to Online Studies*** *(ONOS),* found on the Moodle site (LMS).