

Course Structure:

This course is conducted entirely online, which means you do not have to be on campus to complete any portion of it. You will participate in the course using Brightspace located at <https://brightspace.nyu.edu/>.

Please note that NYU Tandon Online courses are not self-paced. You are required to keep up with your coursework and complete assignments based on the due dates provided by your faculty.

The tools and course site areas referred to in the rest of this guide can be accessed via the left-hand menu in your course site.

Netiquette:

When participating in an online class it is important to interact with your peers in an appropriate manner. Always use professional language (no netspeak) in your discussion board posts and emails. Please be respectful of your classmates at all times even if you disagree with their ideas.

Syllabus:

Click on the syllabus tab to access the course syllabus. Read the syllabus thoroughly and routinely refer back to it for important information and deadlines.

Announcements:

Your professor or TA may send periodic announcements through the announcements tool. Click on the Announcements tab to view all the announcements that have been sent this semester.

Calendar:

Your course may use the calendar tool to keep track of due dates and deadlines. Click on the Calendar tab to see any events that have been added to the course calendar.

Weekly Lessons:

This online class might include weekly lesson pages. These pages may include recorded lectures, interactive content, reading assignments, etc.

Forums:

Discussion forums are an excellent way for you to engage with the course material and with your peers. Each may have an accompanying discussion board question

posted in the Forums tab. If your course includes Forums, you are expected to read the discussion boards and engage in thoughtful discussions.

For more information: [BSpace: Posting and Responding to Forum Messages](#)

Virtual Meetings:

This online class might involve webinars hosted through Zoom. These virtual meetings are opportunities for you to ask questions and gain clarification about the course content from your professor and your peers. If virtual meetings are a component of your course, you are highly encouraged to attend these meetings. Tandon Online understands that not all students will be available to attend these virtual meetings. Due to this fact, the meetings will be recorded so you can watch them when you are available.

Email:

Click on the messages tab to send and receive messages to others in this course.

For more information: [BSpace: Getting started with NYU LMS](#)

Assignments:

This online class might include assignments completed through the Assignments tool.

For more information: [BSpace: Assignments Overview](#)

Quizzes:

This online class might include tests and/or quizzes completed through the [Quizzes tool](#).

Gradebook:

Your instruction might use the Gradebook tool to log your grades throughout the course. You can access your grades by clicking on the Gradebook tab.

For more information: [BSpace: Viewing Grades in the Gradebook](#)

Ask a Question / Report a Problem:

Use [this embedded form](#) to ask a question or report a problem with this online course. Your responses will be sent to a Tandon Online staff member. For immediate technical assistance contact IT at 212-998-3333.