BIT VLE Orientation 2013/2014

http://vle.bit.lk

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What is **BIT VLE**?

- **VLE** stands for **V**irtual **L**earning **E**nvironment

- Online system to access learning resources and to participate in learning activities of BIT Courses
  - http://vle.bit.lk

- Registered BIT students will receive username and password to access **BIT VLE**

Remember the URL: http://vle.bit.lk

FIRST TIME LOGIN

How to login into VLE

- Username : Registration number
  (e.g. Rxxxxxx)
- Password: your NIC number
  (e.g. xxxxxxxxxV)

Note: The password is _case sensitive_, hence the final letter of the initial password (NIC number) should be in capital.

Security Certificate for VLE

- Possible error message due to security settings in your web browser

- You have to accept this certificate when you login first time

- Lets See the demonstration (VLE ->Installing security certificates)

What to do if you fail to login

- Only Possible after 1st October
- Time between registration and creating your login account
- Verify yourself your username and password and Try again
- Send an email to admin@vle.bit.lk
  - Date of registration and registration number
- Worst case: Call 94-112591080 (e-Learning Centre)[Working Hours]

Your Email Address

- You need a personal email address to access VLE

- How to get free email? Google, Yahoo,...

- Email Authentication Required
  - Enter your email address in the vle
  - Click the link in the e-mail message

UPDATING YOUR PROFILE

Update your profile

- Valid email address
- You cannot change your name, and your picture.
  - If it is wrong, email message to VLE Admin
- VLE is a social environment for learning, we respect your privacy
  - Update your details
- How to change your password

Respect your and others privacy

- Outsiders cannot see your profile
- Only others who follow your courses in the group, can see
  - Your self-description
  - Your name, email, city/town
  - Courses you follow
- Self-description: How would you like to introduce if you meet a new person in the school/class?

STARTING PAGE OF BIT VLE

BIT VLE - Site News

- All important announcements

- You will get an email message of all BIT News – if you have given your email address in the profile.

- Get news alerts to your mobile (Free Service)

FAQ – Frequently Asked Questions

- Please have a look on all questions

- Click (VLE -> FAQ)

- Questions categories
  - General
  - Using VLE
  - BIT Exams
  - Courses

BIT News Alerts to your mobile

- Sent using Twitter

- If you have twitter account follow
  - https://twitter.com/#!/UCSCBIT
  - Better you have twitter account

- If you do not have twitter account,
  - Just send sms from your mobile to 40404, with the following message "**follow ucscbit**"

POLICY ON BIT VLE

Netiquette for Online Courses

- Policy that describes "**How should we behave in online environment**"

- Always respect others, when communicating, do not engage activities that violate privacy of others and/or disturb others

- Important in all activities, - messages, forums, others
  - Everything is recorded, you cannot say you didn't

Netiquette .....

- Do not misuse VLE to get answers for assignment questions

- Do not publish VLE resources outside ucsc domain (URL)

- Do not publish answers for assignment questions in the VLE

If your behavior is bad, we will have to suspend your account and may take a disciplinary action

"Recognition for good learners"

ACCESSING ONLINE COURSES

Your online courses

- You can access only registered courses
  - If you are registered for year 1, you can access semester 1 courses
  - You cannot browse courses to which you are not registered
- Click the course link to "Browse Course Page"
- If you cannot access registered courses, send an email to VLE Admin
  - Indicate your registration number, date, NIC
  - Describe your problem
  - Email address: admin@vle.bit.lk
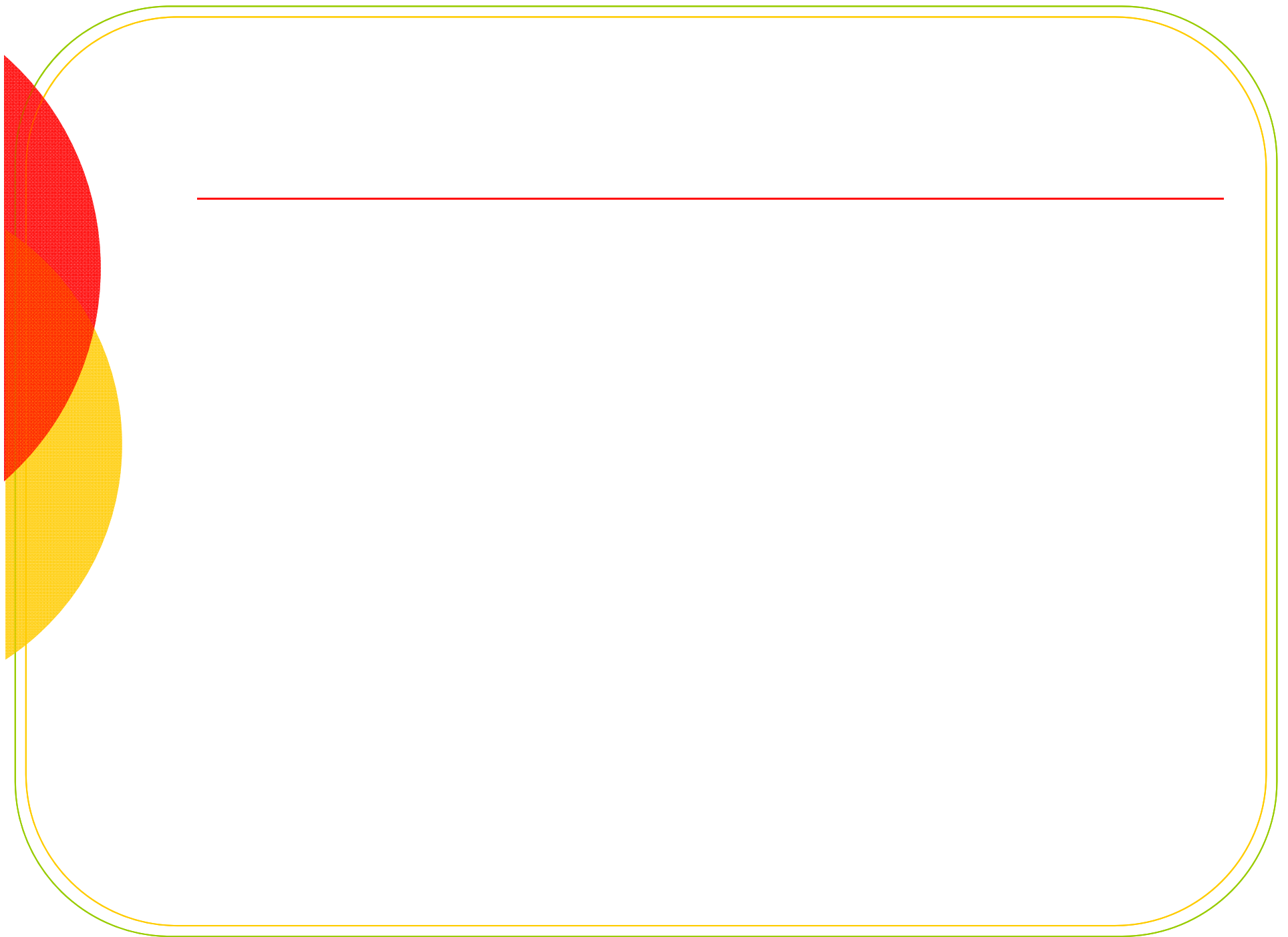
Demo Account to BIT VLE

- If you still do not have login account, use the following to access BIT VLE
  - Username: R000001, Password: Ucsc@123

- Please use this account, only to browse BIT semester 1 courses

Course Page

- Web page for course activities
- Welcome message and course coordinators and facilitators
- Course start up activity
- Syllabus based structure
  - Learning resources and activities are structured based on the sections in the syllabus
- Course Schedule

Following online course

- Know the syllabus and learning objectives
- Go through interactive lessons
- Participate online activates
- Download and read Student Manual/Teachers Note
- Read recommended book and other sources
- Participate in Online Discussions
- Do practice quiz

Online Facilitation and Assistance

- BIT Learning Culture
  - "Self Regulated Learning"
- If you have academic questions, post them in the relevant forums
  - Read before you post
- If you know possible answer for someone's question, answer them
- Facilitators will help you to find answers,

Facilitators and Course Coordinators

- There are facilitators for every course

- They are helping you to study but <u>not your personal tutors</u>

- Course Coordinator of a course (Teacher of the course)
  - Decide all main matters related course
  - Involve in exam paper setting
  - Will not interact with you directly

Online Assignments in VLE

- Practice Questions –
  - Check your knowledge in the section
  - No marks given, answer is displayed when you try
- Every course has two online Assignments
  - Assignment 1: First Half of the syllabus
  - Assignment 2: Second Half of the Syllabus
- There are 3 attempts for each assignment
  - Highest mark out of three attempts will be considered

Assignment Marks Calculation

- An assignment contains 10 MCQs with one or more answers

- Negative marks for selected wrong choices out of 5 choices
  - Max marks for a MCQ – 10 Marks
  - Min marks for any MCQ– 0 Mark

- 3 Attempts for each assignment
  - Attempt with highest mark will be considered

- Assignment 1 – 40%

- Assignment 2 – 60%

Best e-Learner Award

- Most Active Forum User
  - Shows your participation in forum
- The best student based on interaction/participation and success in assignments and exams
- Your marks in online assignments
- Your postings in forums
- Your final results

How to complain something?

- You have the right to make any complain if you are not happy about any service offered by UCSC.

- First please communicate to facilitator(s) in the VLE (messages or emails)

- If you are not satisfied, please contact Head, e-Learning Centre, UCSC

- If you are still not satisfied, send your complain in writing to Director, UCSC

If you are not good in ICT Literacy

- Try UCSC Free online e-Learning Courses
  - http://www.e-learning.lk/vle

Do you know these sites?

- BIT Web Site (www.bit.lk)
- BIT Facebook (https://www.facebook.com/pages/Bachelor-of-Information-Technology/148452481861988)
- BIT Twitter https://twitter.com/UCSCBIT
- UCSC Web Site (www.ucsc.lk)
- Free online courses from UCSC http://www.e-learning.lk/vle

Resource CD – Introduction to BIT Virtual Learning Environment)

- Videos about BIT VLE
- Syllabi – Year 1
- Handbook 2013/2014
- Student Manuals – section 1 of selected courses
- Required software for "Personal Computing" course
- Past papers of selected courses

Past Exam Papers

- You can get past exam papers inside the VLE
  - "Past Exam Papers" Course,

- Academic year 2013/2014 has a new syllabus and past papers are based on the old syllabus. All registered students for 2013/2014 – Year 1 have to follow new syllabus

WHEN AND HOW TO CONTACT

Correct Contact with respect to your problem

- Click [VLE – Contact Us] to find contact details

- Based on your problem, choose the correct contact

- Before contacting
  - Find out details given on the web (VLE, Handbook, Website)
  - Contact only if you are unable to solve your problem

- Email or contact during working hours

Your Questions

- To find more details about BIT academic year 2013/2014 post your questions in the discussion forums of your courses

UCSC Virtual Campus

Tell about BIT to others
http://www.bit.lk

BIT Leaflet (VLE->BIT Leaflet)

FIT (Foundation in Information Technology) http://fit.bit.lk