Welcome to off-campus study at Edith Cowan University

ECU is committed to providing you with flexible, student-focused learning opportunities. Using online learning environments creates opportunities for you to access learning materials at any time, enables your lecturers to keep resources current and relevant, and facilitates communication between yourself, your lecturers and your fellow students.

This Quick Start Guide provides details on how to access the relevant online systems used at ECU. Please take the time to read this important document as it will assist you in studying your units and provide you with invaluable information relating to your study at Edith Cowan University.

Off-Campus Learning

Your lecturers will use a virtual learning environment called Blackboard to facilitate your online learning. Every unit offered in the off-campus mode has a unit site in Blackboard.

You will use Blackboard to:
- Access your unit plan, unit materials and lecturer contact details
- View important announcements
- Submit assignments through the assignment submission area and access My Grades where you can view your marks
- Complete tasks and quizzes
- Access the discussion board, wiki, blogs, journals and ePortfolios

Accessing Blackboard

Your unit sites will become available at the start of semester. Please follow these steps to access the Blackboard sites for your enrolled units:
- Go to the ECU homepage, select the Student Portal and login using your ECU student login and password
- Select Blackboard from the Easy Logins menu at the left of the page
- When the Blackboard homepage opens, select your unit under the My Units heading on the right of the page

Blackboard Support

You will find helpful information under the Student Support tab at the top of the Blackboard homepage. Resources available include instructional videos, technical requirements, PDF help sheets, slides and FAQs.

Orientation

New students are encouraged to attend orientation activities to help you transition and succeed when starting your studies. Check out our Orientation website to view events and register for those you are able to attend: [www.ecu.edu.au/orientation](http://www.ecu.edu.au/orientation)

Presentations and notes from Orientation events will be available on the web page after the orientation period.

Student Learning in a Digital Environment (SLIDE)

SLIDE is a suite of four online self-paced learning modules which introduces how to learn and use technologies; communicate, collaborate and connect with your lecturers and fellow students and how to best manage your digital identity.

All these skills are needed for a successful learning journey at ECU and are essential for your career and in the workplace.

SLIDE into ECU at any time by visiting: [ecu.au.libguides.com/slide](http://ecu.au.libguides.com/slide)

Student Information Management Online (SIMO)

SIMO is accessed via the Easy Logins menu in the Student Portal.

It is the system you will use to:
- enrol in units
- view your fee invoices, exam timetables and final unit results
- keep your address and contact details up to date.
Examinations

Most off-campus units will require that you attend a final examination. You must register for your exam location by 1 September by logging into SIMO, selecting Enrolment on the left side of the screen and Exam Location from the drop-down menu. Please note, from Semester One 2015, all commencing off-campus students who live within 80 kilometres of the Mount Lawley campus are required to sit exams at this campus.

If you live further than 80km from an ECU Exam Centre, you must nominate an appropriate Exam Supervisor. A list of centres, information on nominating a suitable supervisor and relevant application forms can be found in the Student Portal by clicking on My Studies>Exams, Results and Appeals>Exams Information> Off Campus (ES) enrolment mode.

Your exam date and time will be available on SIMO when the exam timetable is released. Confirmation of your examination venue will be emailed to your student email address prior to the examination period.

Please remember to take photographic identification to the examination.

Ask Us Keyword: External exam location

Textbooks

Textbooks can be purchased online or in store from the Co-Op Bookshop. For required texts, on-campus store locations and ordering information please visit www.coop.com.au

Ask Us Keyword: Textbooks

Library

The ECU Library provides an Online Library Service for eligible students studying off-campus. For information regarding this service, including eligibility requirements, please visit www.ecu.edu.au/library

Ask Us Keyword: Library external

Fees

Your Statement of Account (fee invoice) will be available in SIMO prior to the start of your semester or teaching period. You will be notified via your ECU student email when your Statement of Account becomes available.

Ask Us Keyword: Fees, SSAF

Student ID card

Student ID cards can be obtained from eLab counters on each ECU campus. If you are unable to attend a campus you can apply online.

Ask Us Keyword: ID card
## Desk Calendar for Off-campus Students – Semester 2, 2018*

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Monday 30 July</td>
<td>Semester 2 commences*</td>
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<tr>
<td>Week 2</td>
<td>Monday 6 August</td>
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<tr>
<td>Week 3</td>
<td>Monday 13 August</td>
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<tr>
<td>Week 4</td>
<td>Monday 20 August</td>
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<tr>
<td>Week 5</td>
<td>Monday 27 August</td>
<td><strong>Saturday, 1 September:</strong> Closing date for Withdrawal Without Financial Penalty. Ask Us Keywords: Census date</td>
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<tr>
<td>Week 6</td>
<td>Monday 3 September</td>
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<td>Week 7</td>
<td>Monday 10 September</td>
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<tr>
<td>Week 8</td>
<td>Monday 17 September</td>
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<tr>
<td><strong>Mid Semester Break</strong></td>
<td><strong>Monday 24 September</strong></td>
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<tr>
<td>Week 9</td>
<td>Monday 1 October</td>
<td><strong>Monday 1 October:</strong> Closing date for Withdrawal Without Academic Penalty. Ask Us Keywords: Academic penalty date</td>
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<td>Week 10</td>
<td>Monday 8 October</td>
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<td>Week 11</td>
<td>Monday 15 October</td>
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<td>Week 12</td>
<td>Monday 22 October</td>
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<tr>
<td>Week 13</td>
<td>Monday 29 October</td>
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<tr>
<td><strong>Study Week</strong></td>
<td><strong>Monday 5 November</strong></td>
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<tr>
<td>Examination Fortnight</td>
<td>Monday 12 November - Friday 23 November</td>
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<tr>
<td>Deferred Examinations</td>
<td>Monday 10 December - Friday 14 December</td>
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* Important Note: The dates provided above are for courses that use the main ECU Calendar pattern. Whilst the majority of courses follow this pattern, you are encouraged to refer to the specific dates provided in your learning resources, or view the published Academic Calendar for 2018 by clicking on Dates and Events in the Student Portal.