

# Regional Academy Orientation

Fall 2021 In-Service

# Agenda

COVID-19  
UPDATES

MYVWCC

VWCC  
STUDENT  
E-MAIL

STAY  
INFORMED!

CANVAS

TEXTBOOKS

PARKING

IMPORTANT  
REMINDERS!

WHERE TO  
GO FOR  
HELP?

CONTACT US

# COVID-19 Update

## Guidelines for Employees and Students

VIRGINIA  
WESTERN



Stay home when sick  
Perform the Daily  
Health Self-Check



Report COVID-19  
If you answer "yes" to any of  
the Daily Health Self-Check  
questions, fill out the COVID-19  
reporting form at  
[www.virginiawestern.edu/covid19/](http://www.virginiawestern.edu/covid19/)



Wash hands



Cover mouth when  
coughing or sneezing



Clean surfaces



Wear name badge or  
carry Virginia Western  
photo ID



### COVID-19 Vaccine

CDC recommends getting the vaccine. The vaccine is effective at keeping you from getting COVID-19 and will help keep you from getting seriously ill even if you do get the virus. The vaccination is an important tool to help us get back to normal.

UPDATED  
**COVID-19**  
GUIDELINES

REOPENING  
**PLAN**

Follow CDC guidance for social distancing and facial coverings.  
[www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html](http://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html)

UPDATED  
MAY 26, 2021

# MyVWCC

- Student Information System (SIS)
  - [How to View Your Class Schedule](#)
  - Academy Class Types
    - In-Person or Virtual (Asynch. vs. Synch.)
- Access to Canvas, Zoom, and Student E-mail

## My Applications



The screenshot displays a grid of application tiles under the heading "My Applications". Each tile includes an icon, a "Recent" badge, the application name, and a brief description. Large teal arrows point to the SIS, Canvas, Gmail, and Zoom tiles. A smaller teal arrow points to the Zoom tile in the bottom row.

Application	Description
SIS	SIS: Student Information System
Canvas	My Courses - syllabi, assignments, homework submission
Gmail	Google Email
Google Drive	Store, share, and collaborate on files and folders
The Virginia Education Wizard	Your Future, Your Way
Credits2Careers	Translates your military service into college credits
ZOOM	Audio and video web conferencing

# VWCC Student E-mail


- All VWCC E-mail communication is sent to the student's VWCC E-mail account.
- If preferred, students can forward their VWCC E-mail to a different E-mail account. Students can find this option under the Settings menu.

## Settings

General Labels Inbox Accounts and Import Filters and Blocked Addresses Forwarding and POP/IMAP Add-ons Chat and Meet Advanced Offline Themes

**Forwarding:**  
[Learn more](#)

Add a forwarding address



Tip: You can also forward only some of your mail by [creating a filter!](#)

- [Student Email/Google Apps FAQ](#)

# Stay Informed!



## VW Mass Notification System

If all you need is **text alerts for school closings and emergencies**, you can sign up to our separate text gateway by texting VWCC to 888777 from your mobile device.



## Student Bulletin

Every week you will be receiving an email from Studentbulletin@viriniawestern.edu. This is the official weekly communication from the college. Please make sure to read it weekly for important deadlines and events.

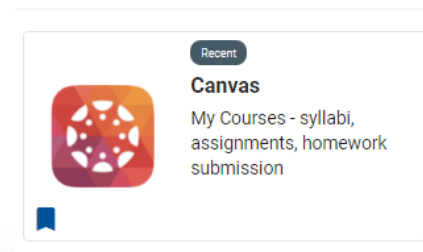
# Canvas

- Canvas is Virginia Western's course management system, where you can access your syllabi, course materials, assignments, tests, discussion forums, and course calendars.
- [Canvas Overview for Students- Tutorial Video](#)

## How do I access Canvas?

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1. Click [MyVWCC](#) in the navigation above from this or any page of Virginia Western's website.
2. Sign in using your **MyVWCC username and password**. (This information is emailed to your student email account after you've completed the [Application for Admission](#).)
3. Find and click on the **Canvas** tile to access the Canvas app.



# Textbooks

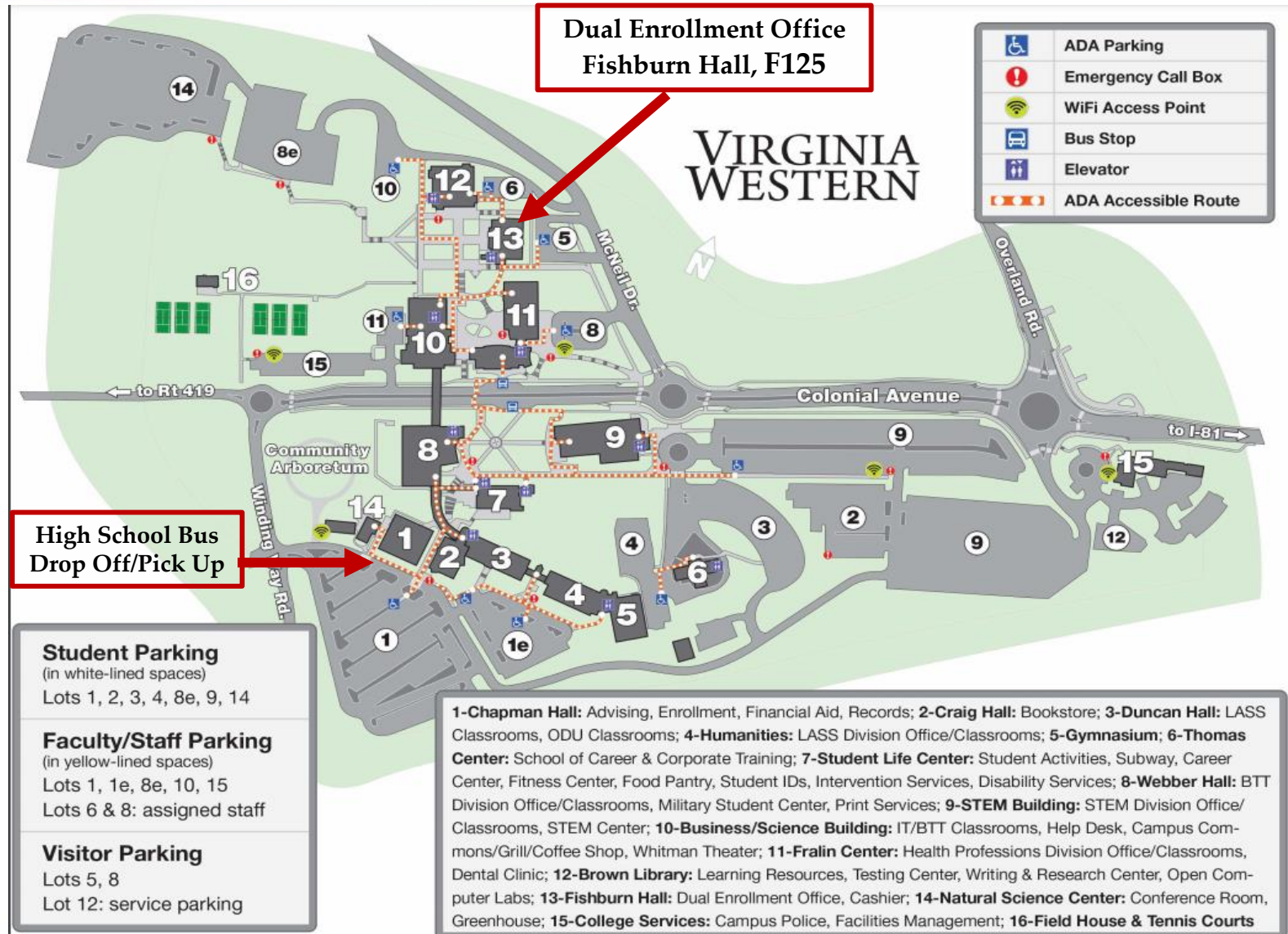
- ❖ Students should refer to their CANVAS account, the course outline, and/or check with the college [bookstore](#) for information about the needed textbooks.
- ❖ It is the student's responsibility to provide the resources needed for the class.

The screenshot shows the Virginia Western Bookstore website. At the top, there is a navigation bar with the logo 'VIRGINIA WESTERN BOOKSTORE', a 'Shop' dropdown menu, a 'Textbooks' link, a search bar with the placeholder 'Search Keywords or ISBN', and links for 'Store Info', 'Sign in', and 'Bag'. Below the navigation bar is a grey banner with the heading 'Get Your Textbooks' and the instruction 'Make your selections below to find your textbooks.' Underneath the banner is a dropdown menu for 'Term' with 'Fall 2021' selected. Below this is a section titled 'Shop by Course' with three rows of input fields. The first row is filled with 'Department BIO', 'Course 141', and 'Section DY70', with a 'Delete' link to the right. The second row contains 'Select Department', 'Select Course', and 'Select Section'. The third row contains 'Add Another Course' and two empty dashed boxes. At the bottom of the section is a dark blue button with the text 'FIND MATERIALS FOR 1 COURSE(S) →'.



# Parking

- Students should only park in student parking spaces
- Students **will not** be issued parking permits.
- Students found to be in violation of the College's parking regulations may be issued a parking violation ticket, a written warning and/or be subject to the Student Conduct Hearing and Review process.



# Important Reminders!

- Students should review and adhere to the [VWCC College Policies](#)
- [Academic Calendar](#)
  - Students are responsible for adhering to the VWCC Academic Calendar
  - Be aware the Virginia Western calendar is most likely different than the high school calendar
    - STUDENTS ARE NOT EXCUSED FOR MISSING VWCC CLASSES FOR HIGH SCHOOL BREAKS AND CLOSINGS
- Course Outlines
- [Computer Access Expectations](#)
  - Students taking classes on-campus or online must have a computer that meets the guidelines established by the college.

# Where to go for help?

## Dual Enrollment Office

- Regional Academy application process
- Class Enrollment
- Communication with the high schools
  - Needed forms/documents
  - Grade Reporting

## Cashier's Office

- Tuition questions
- Location: Fishburn Hall, 2<sup>nd</sup> Floor
- Phone: 540-857-6312

## Student Resources

## VWCC Division

- Anything course/content related
- Academic Advising
- Problems with course/grade/assignment submission
  - Instructor (always first)
  - Program Head
  - Dean
  - Vice President

## Help Desk

- Problems with your MyVWCC account or accessing your CANVAS/ VWCC E-mail account
- Location: Business Science M273
- Phone: 540-857-7354
- E-mail: [helpdesk@viriniawestern.edu](mailto:helpdesk@viriniawestern.edu)

# Contact Us

- **Dual Enrollment Office**

- Dr. Kathryn H. Beard, Dual Enrollment Coordinator
  - E-mail: [kbeard@viriniawestern.edu](mailto:kbeard@viriniawestern.edu)
  - Phone: 540-857-7235
- Kelly Albert, Administrative Assistant
  - E-mail: [kalbert@viriniawestern.edu](mailto:kalbert@viriniawestern.edu)
  - Phone: 540-857-7313

- **Academic Deans**

- Amy White, Dean of Science, Technology, Engineering, & Mathematics (STEM)
  - E-mail: [awhite@viriniawestern.edu](mailto:awhite@viriniawestern.edu)
- Martha Sullivan, Dean of Health Professions (HP)
  - E-mail: [msullivan@viriniawestern.edu](mailto:msullivan@viriniawestern.edu)
- Yvonne Campbell, Dean of Business, Technology and Trades (BTT)
  - E-mail: [ycampbell@viriniawestern.edu](mailto:ycampbell@viriniawestern.edu)
- Amy Anguiano, Dean of Liberal Arts and Social Sciences (LASS)
  - E-mail: [aanguiano@viriniawestern.edu](mailto:aanguiano@viriniawestern.edu)

Questions?