

Virtual Town Meeting Update Information

January 7, 2012

9:00am-4:00pm

Please read carefully and follow all directions in order to successfully participate in the on-line Virtual Town Meeting

1. Review the Virtual Town Meeting Agenda, posted on the website, to see the time for each of the scheduled sessions. You are required to attend the sessions for the courses that you have enrolled in for the spring semester.
2. The sessions are either “Moodle” or “Go To Meeting”
 - If your session is a Moodle format you need to know how to log on to the site to access the session
 - If your session is a Go To Meeting format you will need to have your headset so that you can successfully participate in the webinar. If you are attending a session that is **optional** like the Moodle Orientation, LBD Exit Interview, LBD G-Portfolio then you need to email the professor and let them know that you are planning on attending that session. It is **CRITICAL** that you do so to obtain the correct link from the professor that allows you to attend the session
 - ✓ If you are planning on completing the program in May you are **REQUIRED** to attend the Exit Interview session and the G-Portfolio sessions
 - ✓ If you are a new student you should plan on attending the Moodle Orientation session
3. You need to secure your books and headsets from The Store (bookstore) prior to January 7, 2012.
4. You need to ensure that you are registered in the correct classes prior to December 31, 2011.
5. You need to have secured your Financial Aid prior to January 7, 2012.

Please continue to monitor your GC email and website daily for future updates and instructions on the on-line Virtual Town Meeting