



UNIVERSITY CENTER, MAUI

A UNIVERSITY of HAWAII® EDUCATION CENTER

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uctrmaui.hawaii.edu

2013

Ho'omau - Perseverance



Fall 2013 has gotten underway and for many students this is their first semester as distance learners. Please make sure you are aware of the resources and tools available to you as a distance learner. Several pages of our website have been updated or created to provide easier access to such information. Be sure to check out:

How Do I Find Help With?

<http://uctrmaui.hawaii.edu/how-do-i-find-help-with/>

Laulima Questions and Answers (Q&A) and Tutorials

<http://uctrmaui.hawaii.edu/laulima/>

Key Dates and Deadlines

<http://uctrmaui.hawaii.edu/key-dates-deadlines/>

Also, take some time to look through the **Current Student** section for resources and tools.

We are halfway through the semester! Hang in & persevere!

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“The people who are crazy enough to think they can change the world, are the ones who actually do”
~ Ken Segall

UH Center Snapshot

University Center has information and resources to help you succeed as a distance learning student. Feel free to stop by our offices to have your questions answered or to pick up flyers and pamphlets from our information table located in the front hallway upstairs in the Laulima building.

UH HILO

Dr. Candace Wheeler, Distance Learning Coordinator for the University of Hawaii at Hilo, has retired. The Distance Learning Coordinator maintained the UH Hilo Distance Learning (DL) website and provided logistical support as well as coordinating student services between departments and the Division of Student Affairs.

Until a replacement has been named, please use the following guidelines to get assistance:

If you are a student with a *general* question concerning Distance Learning, please contact the Advising Center at uهادvis@hawaii.edu, (808) 932-7776.

If you are a student with a Distance Learning *Program* question, please contact your faculty advisor.

Advisor Search (<http://hilo.hawaii.edu/studentaffairs/advising/advisors/index.php>) allows you to find your assigned faculty advisor online and instructs you on how to see an advisor.

UH MĀNOA

Dr. Marilyn Colvin, UH Mānoa College of Education Institute for Teacher Education Assistant Specialist, has retired. Dr. Colvin joined the University of Hawai'i in 1992 when Mānoa's College of Education was just beginning its Maui Outreach Program.

The program was initiated in response to requests from neighbor island residents for an effective way to address the shortage of teachers. The first County cohort included students preparing to become elementary teachers on Moloka'i, Lana'i and Maui.

Colvin established and equipped the first College of Education office on Maui in the Tech Park in Kihei and then moved the program to a new office in the UH Center on Maui.



UH WEST O'AHU

The Academic Advising team at UH West O'ahu has assigned a primary liaison counselor for the Distance Education (DE) population. Her name is Irene Morrow and she is available for appointments with students as follows:

Appointments (15 - 30 minutes); allow for more in-depth assistance. Appointments are for graduation checks, change of major/concentration, assistance with selecting classes for upcoming semester, review of transfer credits, academic difficulty, student appeals, and pre-admission advising.

Walk-ins are first-come, first-served basis; maximum 10 minutes. Walk-ins are for general education and focus requirements, registration info, adding/dropping classes, course approval forms, prerequisite questions, quick referrals, leave of absence, and university withdrawals.

Appointments and Walk-in Advising (availability AY 2013-2014): Mondays - 12:30pm - 4:30pm, Tuesdays - 8:30am - 4:30pm, Wednesdays - 8:30am - 5:30pm, and Thursdays - 8:30am - 4:30pm.

DE students are welcome for over the phone walk ins or to schedule over the phone appointments by calling (808) 689-2689, toll free 1-866-299-8656.

Tips for Distance Learners

modified from an article by Jamie Littlefield, About.com

1. **Start the semester right** - Use your first few days evaluating your course load, making a schedule, and becoming familiar with course expectations.
2. **Embrace the syllabus** – This is a guide to everything about an online class – what assignments are due, how you’ll be graded, and how you can contact the professor. Review it early and often.
3. **Become a master of multimedia** - Become familiar with new features such as forums, video conferencing, message boards, and podcasts.
4. **Create a safe place for your studies** - Whether you have an entire office or just a desk in your living room, make sure it’s organized with the supplies and available at any time.
5. **Achieve family / school balance** - Anticipate scheduling problems before they arise, and come up with a solution that works for everyone.
6. **Play off your strengths** – Find out your “intelligence type” and use it to personalize your study time to make it more enjoyable and more productive.
7. **Become a respected chat room participant** - Learn how to communicate in chat rooms and take these venues seriously. In return, you’ll gain the respect of your professors and the admiration of your peers.
8. **Harness the power of Google** - Improve your research skills and other popular resources.
9. **Know how to ask for help** - Learn how to communicate effectively with your instructors and avoid the misunderstandings that often arise with electronic discussion.
10. **Stay motivated** - Online learning is an endurance sport. When you’re feeling burned out and tired of staring at a screen, don’t slack. Remember that everyone has good days and bad. The key to online class success: never give up.

UH DL Website

The University of Hawaii has updated its Distance Learning Website located at <http://www.hawaii.edu/dl> and now includes links to tutoring, outreach librarians and computer help.

In addition, the site provides access to distance education courses offered from each campus each semester (<http://www.hawaii.edu/dl/courses/>)

Please note: currently UH West Oahu only includes its ITV or interactive TV courses in this schedule; online courses for UHWO are located in the Class Availability page)

Did You Know...?

University Center, Maui offers a prep session for new Distance Learning students at the beginning of each fall and spring semester.

Students can expect to learn how to use the latest print and electronic resources for DL students.

Additionally, this provides a great opportunity to meet fellow students and to ask questions about exam proctoring, registration, textbooks and other support services.

If you were not able to attend please let us know if you would like to join us in the future.



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