

# HOW TO COMPLETE YOUR ONLINE ORIENTATION

*A Comprehensive Visual Guide*

*Hand-crafted by your*



STUDENT SUCCESS COACHES  
Moorpark College

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Last Updated Spring 2020

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### Log into your MyVCCCD account

- Go to [www.my.vcccd.edu](http://www.my.vcccd.edu)
- Log in with your username and password

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### Click on the "MySuccess" tab

- Click on "Online Orientation"



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Watch the videos and answer the questions.

The screenshot shows the 'Moorpark College New Student Orientation' page. On the left is a sidebar with a 'LESSONS' menu containing sections: 01. INTRODUCTION (Welcome to Moorpark College), 02. ACADEMIC PROGRAMS (What can I study?), 03. GETTING STARTED (How do I pay for college?, Do I need to take placement tests?, How do I know what classes to take?, How do I register for classes?, What else do I need to do?), LEARNING JOURNAL, and SUPPORT. The main content area displays a video titled 'Introduction / Welcome to Moorpark College'. Overlaid on the video are four numbered instructions: 1. Navigation - left-side menu or arrows at top of page; 2. Menu - Click Hide to collapse and Menu to expand; 3. Your progress is saved, log out or in at any time; 4. Captions & volume control are located in video play bar. The video content shows 'The Information Cycle' diagram and social media links.

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**IMPORTANT:** In order to complete this component, you need to complete the closing survey. Failure to do so will mark your Online Orientation as "incomplete."

The screenshot shows the 'Next Steps / Where will my time at Moorpark College take me?' survey page. The sidebar on the left shows the 'LESSONS' menu with progress indicators: 01. INTRODUCTION (complete), 02. ACADEMIC PROGRAMS (complete), 03. GETTING STARTED (complete), 05. RESPONSIBILITIES & EXPECTATIONS (complete), 06. GET INVOLVED (complete), and 07. NEXT STEPS (Where will my time at Moorpark College take me? - in progress). The survey question is: 'This orientation provided me with valuable information about Moorpark College'. The response options are: A. Strongly Agree, B. Agree, C. Somewhat Agree, D. Disagree, and E. Strongly Disagree. At the bottom, there are 'Clear Response', 'Skip', and 'Complete Survey' buttons.

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For your records, print and keep the completion page that will be sent to your VCCCD email.

## NEED FURTHER ASSISTANCE?

For more in-depth assistance, please contact:

**Student Success/FYE Center:**

(805) 553-4799

mcfye@vcccd.edu

Located in the Student Services Annex

