

STUDENT EMAIL

INSTRUCTIONS & ADDRESS

Instructions for using OTC Student Email may be found at: www.okefenokeetech.edu
Click on the Student Email Help link under the Helpful Links section
(lower left on homepage)

ANGEL WEB ADDRESS

The address for the Angel Login Screen may be found at: www.okefenokeetech.edu
Click on the Angel Login link under the Helpful Links section (lower left on homepage).

GRADES

At the end of the term, students may obtain their grades through the BannerWeb System. The link to BannerWeb may be found at: www.okefenokeetech.edu

Click on the BannerWeb link or for instructions choose BannerWeb Help under the Helpful Links section (lower left on homepage).

As set forth in its student catalog, Okefenokee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

For information, please contact the following:

Title IX Coordinator
Vice President for Student Affairs
912.287.5806

Section 504 Coordinator
Retention Coordinator
912.285.6119

Okefenokee Technical College
1701 Carswell Avenue
Waycross, Georgia 31503

RESOURCES

✂ Instructor

Email your instructor with any questions you have related to the content of the course. Instructor email addresses may be found at: http://www.okefenokeetech.edu/profiles/facstaff_directory.asp

✂ Coordinator

Email or call the Coordinator of Distance Education with any questions that you have regarding technical difficulties with Angel.

Amanda Morris Dryden, 912.287.5851
amorris@okefenokeetech.edu

✂ Introduction to Online Learning

Attend an Introduction to Online Learning session during the first week of the term. You may also preview a presentation at:

<http://www.okefenokeetech.edu/>

✂ OTC Website

For information on upcoming courses, registration, financial aid, and library resources please visit the OTC website.

OKEFENOKEE TECHNICAL COLLEGE

www.okefenokeetech.edu
1701 Carswell Avenue
Waycross, Georgia 31503
912.287.6584 P
912.284.2508 F

101 West 17th Street
Alma, Georgia 31510
912.632.0951 P

ONLINE EDUCATION



**OKEFENOKEE
TECHNICAL COLLEGE**

A Unit of the Technical College System of Georgia

STEPS TO SUCCESS IN DISTANCE EDUCATION

1

Check your student email. Instructors will communicate only through OTC student email. You will receive a welcome email from your instructor on the first day of class.

OTC Student Email

- ✂ Get your email address from Banner Web. Log into BannerWeb to get your email address.
- ✂ Choose Personal Information, then view email addresses.
- ✂ OTC student email address is the preferred address.
- ✂ Navigate to www.outlook.com
- ✂ In the Windows LiveID textbox, enter your OTC student email address.
- ✂ Enter your password, six digit date of birth (mmddyy)
- ✂ If this is your first time logging into OTC Student email, you will be require to enter account information.
- ✂ After your initial login, simply go to www.outlook.com and log into your account.
- ✂ For technical support with student email, please contact Thomas Dial
Thomas Dial, tdial@okefenokeetech.edu

2

Complete the READI/SmartMeasure Learning Assessment. Please answer the assessment as accurately as possible.

<http://okefenokeetech.readi.info>

Username: spring_2012

Password: abcd1234

3

Log into the Angel Course Management System:

<http://okefenokeetech.angellearning.com>

You cannot log in until the first day of class.

You Angel username and password are:

Username: 18_studentID#

Password: 18_studentID#

Once you are logged in, you will be required to change your password. Please change it to you six-digit date of birth (mmddyy). Please take time to navigate through your courses to become familiar with the layout. Remember that each course may have a slightly different layout.

4

After logging into Angel, please email your instructor to introduce yourself and verify that you have logged in.

Technical Competencies

Basic computer skills necessary for success include:

- ✂ Ability to send email messages with attachments
- ✂ Ability to navigate the Internet
- ✂ Ability to upload and download files
- ✂ Ability to create, save, and rename files
- ✂ Ability to participate in online discussions
- ✂ Confidence in communicating at a distance with instructor

Keys To Success

- ✂ Self Motivation
- ✂ Self Discipline
- ✂ Persistence
- ✂ Availability of Time
- ✂ Time Management Skills

ANGEL TECHNICAL SUPPORT

For Angel Learning Management technical support, please contact
Amanda Morris Dryden, amorris@okefenokeetech.edu or 912.287.5851