

GRADUATE STUDENT ORIENTATION

Fall 2024

AS YOU JOIN, PLEASE MAKE SURE TO:

- Please mute your mic.
- Change your Zoom name. Make sure it has your first & last name listed. You can do this by clicking your name in the participation list, giving you access to change it.

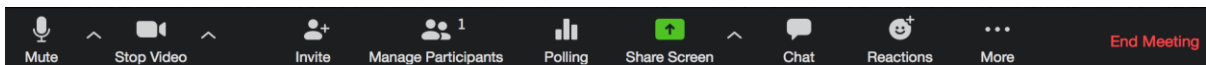


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SHIPPENSBURG UNIVERSITY

USING THE ZOOM PLATFORM



Turn ON your video.
We want to see you!

Turn ON your mic for discussion,
and stay on mute to eliminate background noise.

Set your volume to LOW,
then adjust as we start.

OPEN Chat to ask
questions at any time.

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VIRTUAL ORIENTATION EXPECTATIONS

- During some sessions, you will be interacting in small groups using Zoom and Breakout Rooms.
- For the best interactions, we ask all students to:
 - Turn on their microphones and cameras
 - Find a quiet place
 - Change your Zoom name – Make sure it has your first & last name listed
 - You can add a professional profile picture as well



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WHO WE ARE



Dr. Allen Dieterich-Ward
Director
The Graduate School
AJDieterichWard@ship.edu



Dr. Karen Johnson
Associate Director
The Graduate School
KGJohnson@ship.edu



Dr. Thomas Hatvany
Associate Professor
Psychology
TCHatvany@ship.edu

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WHO WE ARE



Dr. Jennifer Haughie
Associate Vice President
Retention and Student Success
jahaughie@ship.edu



Victor Acheson
Graduate Student Assistant
GSA Representative
va1956@ship.edu



Ashley Spencer
Director
New Student and
Family Programs
anspencer@ship.edu

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ICEBREAKER

- Name
- Graduate Program
- Hometown
- Share something fun/unusual you did over the summer



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GETTING ACCLIMATED TO SHIP'S TECHNOLOGIES

Dr. Allen Dieterich-Ward,
Director of The Graduate School



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CONGRATULATIONS ON YOUR ACCEPTANCE TO GRADUATE SCHOOL!

- After acceptance, what comes next?
- Your success is important to us!
- This session will highlight important information that will contribute to your success.

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SHIP ACCOUNT USERNAME AND PASSWORD

- All confirmed students received their account username on their Slate admissions portal and directions for setting up their account and password.
- Use this username & password to log in to various applications & software:
 - Email (mail.ship.edu)
 - D2L
 - myShip
 - Campus Groups
 - Handshake



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SHIPPENSBURG UNIVERSITY

READ YOUR SHIP EMAIL DAILY!

All university communication will be sent to your Shippensburg email:

- Information about financial aid
- Student account updates
- Student activities/campus events
- Academic and faculty updates

Always use your Shippensburg email when contacting faculty, staff, and university officials.

[Download Microsoft Office 365](#) for FREE to your computer, mobile devices, tablet or iPad!



Scan QR code to
download Microsoft 365


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SHIPPENSBURG UNIVERSITY

FINDING YOUR ACADEMIC ADVISOR

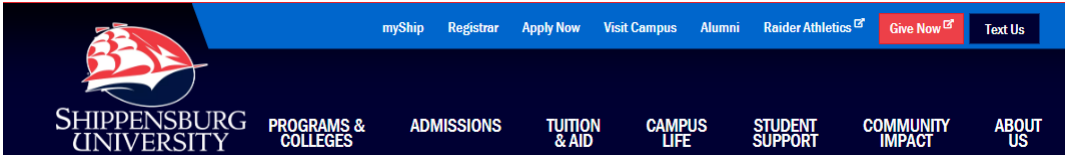
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SHIPPENSBURG UNIVERSITY

ACCESSING MYSHIP

1. Go to www.ship.edu
2. Click on the myShip link.



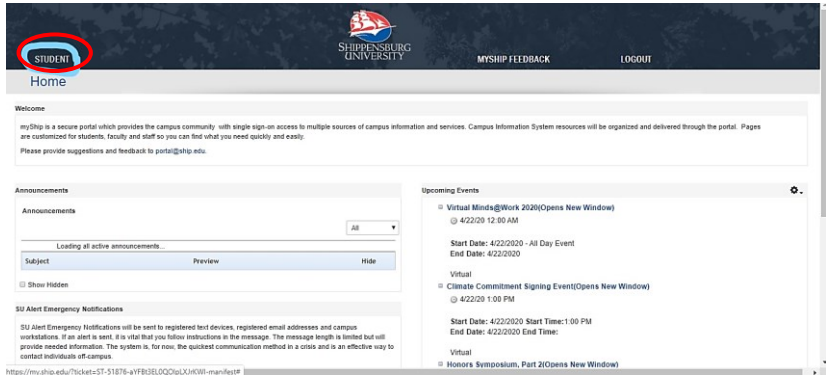
The screenshot shows the website's navigation menu. At the top, there is a dark blue bar with the Shippensburg University logo on the left and a series of white links: myShip, Registrar, Apply Now, Visit Campus, Alumni, Raider Athletics, Give Now, and Text Us. Below this bar is a dark blue bar with the Shippensburg University logo on the left and a series of white links: PROGRAMS & COLLEGES, ADMISSIONS, TUITION & AID, CAMPUS LIFE, STUDENT SUPPORT, COMMUNITY IMPACT, and ABOUT US.

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FINDING YOUR ACADEMIC ADVISOR

1. Click on STUDENT

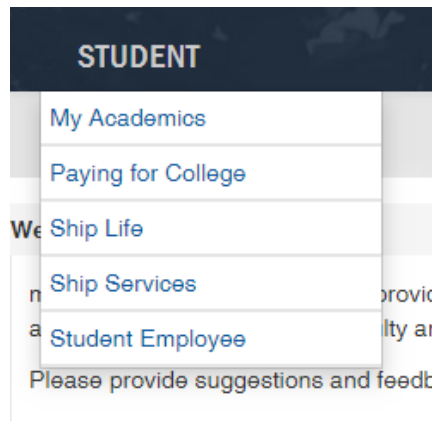


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FINDING YOUR ACADEMIC ADVISOR

2. Click on My Academics



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FINDING YOUR ACADEMIC ADVISOR

3. Click on My Profile

My Student Resources

Tutoring and Other Appointments (SSC)

My Profile

My Class Schedule

D2L Brightspace

My Degree Audit

Course Program of Study

My Textbooks (Bookstore)

My Unofficial Transcript

Request Official Transcript

Change My Program of Study

My Enrollment Verification

My Rights & Responsibilities

My Responses

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FINDING YOUR ACADEMIC ADVISOR

4. Find Your Advisor

Bio Information

Email:

Phone:

Gender:

Date of Birth:

Ethnicity:

Race:

Citizen:

Citizenship:

Emergency Contact:

Emergency Phone:

General Information 1

Level:

Class:

Status:

Student Type:

Residency:

Campus:

First Term Attended:

Matriculated Term:

Last Term Attended:

Leave of Absence:

Graduation Information

Graduation Applications:

Advisors

Primary / Primary Major Advisor

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SHIP CONNECTIONS

Ashley Spencer
Director, New Student & Family Programs



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DESIRE2LEARN (D2L)

Desire2Learn, or D2L, is an integrated learning platform designed to create a single place online for instructors and students to interact, either for a completely online course or as a supplement to a face-to-face course.

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LOG INTO D2L

- Go to d2l.ship.edu and bookmark this page
- Select the Shippensburg University logo
- Login using your Ship email & password
- Once logged in, your homepage should look like this

D2L | Brightspace

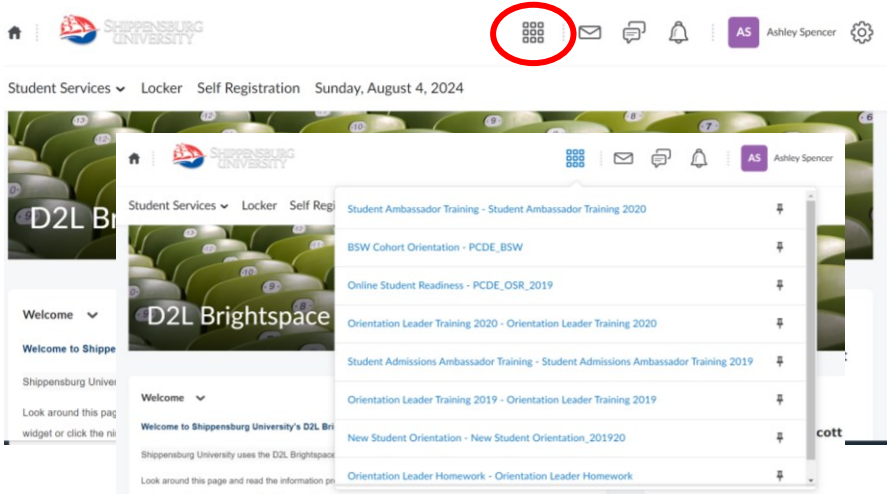
Select your institution:



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NAVIGATING D2L

Click the waffle icon to view courses.



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NAVIGATING D2L

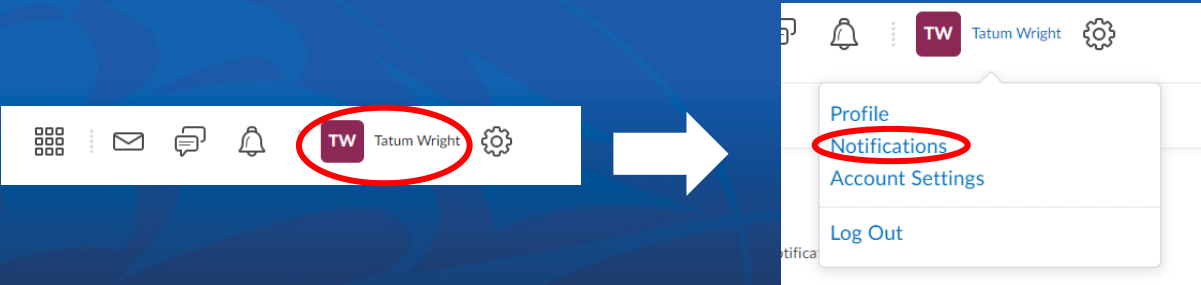
Course Home Content Classlist Course Admin Student Services ▾ Discussions Quizzes Calendar



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SET UP YOUR NOTIFICATIONS

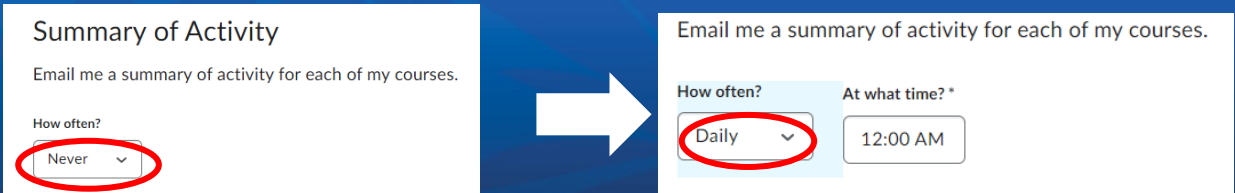


The screenshot shows a user interface for setting up notifications. On the left, a navigation bar contains icons for a grid, email, chat, a bell, and a profile icon labeled 'TW Tatum Wright' with a gear icon. The profile icon and gear icon are circled in red. A white arrow points from this bar to a dropdown menu on the right. The dropdown menu lists 'Profile', 'Notifications', 'Account Settings', and 'Log Out'. The 'Notifications' option is circled in red.

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DECIDE HOW MANY EMAILS YOU WILL RECEIVE



The screenshot shows a screen for deciding how many emails to receive. It is titled 'Summary of Activity' and asks the user to 'Email me a summary of activity for each of my courses.' Under 'How often?', a dropdown menu shows 'Never' circled in red. A white arrow points to the right, where a 'Daily' option in a dropdown menu is also circled in red. To the right of this is a 'At what time? *' field with '12:00 AM' selected.

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SET YOUR INSTANT NOTIFICATIONS

Instant Notifications	SMS	Email
Activity Feed - new comments from others on a post	<input type="checkbox"/>	<input type="checkbox"/>
Activity Feed - new posts created by others	<input type="checkbox"/>	<input type="checkbox"/>
Announcements - announcement updated	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Announcements - new announcement available	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Assignments - assignment feedback released	<input type="checkbox"/>	<input type="checkbox"/>
Assignments - assignment due date or end date is 2 days away	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Assignments - assignment feedback updated	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Assignments - publish all feedback completion	<input type="checkbox"/>	<input type="checkbox"/>
Content - content item created	<input type="checkbox"/>	<input type="checkbox"/>

Ashley

MAKE SURE TO CLICK "SAVE" WHEN YOU ARE FINISHED SETTING EVERYTHING UP!

Save

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MORE INFORMATION ON HOW TO USE D2L

To learn more about how to use D2L, refer to these instructions on the Ship website:

https://www.ship.edu/idwt/brightspace_faculty_orientation/



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USING MYSHIP

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WHAT DO I NEED TO ACCESS ON MYSHIP?

1. View and accept your Financial Aid Award
2. View and pay for your bill.
3. View your course schedule and access course registration.
4. View myDegree Audit
5. View your Faculty Advisor's name

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ACCESSING YOUR FALL SCHEDULE ON MY SHIP

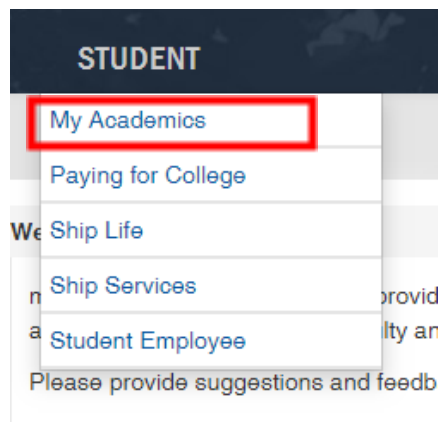
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ACCESSING YOUR SCHEDULE

1. Select **My Academics** from the drop-down menu.



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ACCESSING YOUR SCHEDULE

2. Under the **My Student Resources** section on the left, select **My Class Schedule** link

Fall 2024

Registration Tools - Fall 2024

- Prepare for Registration
- Browse Classes
- Register for Classes (Add, Drop or Withdraw from Classes)
- View your class schedule(s)

My Student Resources - Fall 2024

- My Profile
- My Class Schedule
- D2L Brightspace
- My Degree Audit
- Course Program of Study
- My Textbooks (Bookstore)
- My Unofficial Transcript
- Request Official Transcript
- Change My Program of Study (Now)
- My Enrollment Verification
- My Rights & Responsibilities
- My Responses
- University Directory
- Schedule a Graduate Writing Center Appointment



3. Select **Fall 2024** on the View Registration Information page

Class Schedule

Term:

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ACCESSING YOUR SCHEDULE

4. The first time viewing your schedule, you will be prompted to accept financial term and conditions.

Action Item Processing

Welcome

You have the following items that require your attention:

Financial Terms and Conditions

Instructions

Financial Terms and Conditions Agreement (Pending)

[Click Here to expand Terms and Conditions](#)

Financial Terms and Conditions Agreement

Please read and review the Shippensburg University Financial Terms and Conditions. Once completed, you will be able to access [additional](#) related screens.

DELINQUENT ACCOUNT COLLECTION

Scroll down to read through Terms and Conditions

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CHALLENGES IN GRADUATE SCHOOL

Dr. Karen Johnson, Associate Director
for The Graduate School



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CHALLENGES IN GRADUATE

Take the poll to answer this open-ended question:

- What are the three greatest challenges you think you will encounter as you pursue your graduate degree?

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CHALLENGES IN GRADUATE

Understand the differences between graduate and undergraduate studies

- The workload is greater, and you will spend more time teaching yourself
- The amount of reading is much higher
- Taking a fulltime graduate courseload is similar to working a 40-hour job

Managing the workload

- Consider your work obligations and available time to complete assignments when selecting how many classes you can reasonably take
- This is the number one challenge of grad school: managing multiple responsibilities, especially if you are working and have family obligations

Underestimating the time needed to complete Assignments

- Carving out enough time to complete assignments.
- Graduate courses move quickly
- Develop a time management plan

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CHALLENGES IN GRADUATE

Paying for College

- Employer Reimbursement Forms
- Payment Plans
- Graduate assistantships, Mowrey Hall Housing Waivers, SPP

Finding a Supportive Community

- Communicate the commitment needed to be successful in your graduate studies to your family or significant people in your life
- First generation students encounter unique challenges; a supportive collegiate community can help
- Joining the Graduate Student Association provides a supportive community and opportunities for leadership

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GETTING CONNECTED

Victor Acheson
Graduate Assistant & Graduate Student
Ambassador



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GETTING CONNECTED THROUGH THE GSA

- The Graduate Student Association (GSA) is the primary organization for graduate students at Shippensburg University.
- The mission of GSA is to promote engagement, connection, and advocacy amongst graduate students.

Membership:

- Members work together to help plan events for all Grad students and represent GSA on campus-wide committees.
- We encourage all graduate students to participate in our monthly activities & events to gain further connection with fellow peers.

For updates on events follow us on **Instagram: @shipu_gsa.**
Have questions about GSA? **Email us at gsab@ship.edu**

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GETTING CONNECTED THROUGH CAMPUS LIFE

○ Consider living in graduate housing in Mowrey Hall

- Affordable housing with other graduate students
- Private furnished rooms with utilities included
- Free laundry
- Free housing waivers through a campus work option
- Kitchen facilities



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GETTING CONNECTED THROUGH CAMPUS LIFE

○ Attend Welcome Weekend!

- Use the QR code to view Welcome Weekend activities
- View the schedule, locate your department's orientation, and learn how to obtain your student ID and a parking pass (CUB info. desk)



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PREPARE FOR SUCCESS

- Build in time for self-care
- Understand that the transitioning process can be rocky at times
- Adopt the mindset that you NEVER fail; you LEARN
- Always ask questions
- Don't compare yourself to others

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OPPORTUNITIES & OFFICES

Dr. Tom Hatvany
Associate Professor of Psychology



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GRADUATE STUDENT OPPORTUNITIES & RESOURCES

- [Graduate Student Research and Grants](#)
- [Graduate Assistantships](#)
- [Nontraditional and Graduate Student Lounge](#)
- [Graduate Student Computer Lab](#)
- [Graduate Student Guidebook](#)
- [The Graduate Success Center](#)
- [Campus Police](#)
- [Veteran Services](#)

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GRADUATE STUDENT SUPPORT OFFICES

- [Research Librarians](#) - Prof. Josefine Smith (jmsmith@ship.edu)
- [Graduate Writing Center](#) - Crystal Conzo (cjconzo@ship.edu)
- [Learning Specialists](#) - Cindy Murray (cdmurray@ship.edu)
- [Office of Accessibility Resources](#) - Shelbie D'Annibale (swdannibale@ship.edu)
- [Career Center](#) - Victoria Kerr (vmbuchbauer@ship.edu)
- [Technology Help Desk](#) - Jim Schaeffer & Tim Texter (SUhelpdesk@ship.edu)

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BREAKOUT ROOMS

- Librarians - Josefine Smith (jmsmith@ship.edu)
- Graduate Writing Center - Crystal Conzo (cjconzo@ship.edu)
- Learning Specialist - Cindy Murray (cdmurray@ship.edu)
- Office of Accessibility Resources - Shelbie D'Annibale (swdannibale@ship.edu)
- Career Center - Victoria Kerr (vmbuchbauer@ship.edu)
- Graduate Student Research - Tom Hatvany (tchatvany@ship.edu)
- Graduate Student Association - Victor Acheson (va1956@ship.edu)
- Technology Help Desk - Jim Schaeffer and Tim Texter (helpdesk@ship.edu)

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QUESTIONS?

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