

January 2009

Dear LCC Student:

Each semester Lansing Community College (LCC) offers free training to students taking courses that use Angel. Angel is the electronic learning system used for courses at LCC, for online, lecture/internet and face-to-face classes. Students can learn how to use the Angel system through one of the options listed below. Training is not required but is strongly recommended for students who are taking an online or lecture/Internet course for the first time or for those who want to learn more about Angel. You will not have access to your courses in Angel until classes begin on January 10.

### Option One: Face-to-Face Student Angel Training

The face-to-face Angel training sessions are held at the beginning of each semester. The sessions provide training on the features of Angel, information from an online instructor and technical support. In addition, the sessions are an hour and a half in length and are offered in the morning, afternoon and evening.

Registration is **required** for the face-to-face sessions. Below you will find the dates of the sessions which are offered this semester. For more information including **specific locations** and **registration information** go to the following web site: [http://www.lcc.edu/online/angel\\_training/register.aspx](http://www.lcc.edu/online/angel_training/register.aspx)

<b>Thursday, January 8</b> 10:00 – 11:30 a.m. 2:00 – 3:30 p.m. 7:00 – 8:30 p.m.	<b>Friday, January 9</b> 10:00 – 11:30 a.m. 2:00 – 3:30 p.m. (West Campus)
<b>Monday, January 12</b> 10:00 – 11:30 a.m. 2:00 – 3:30 p.m. (Online Web Conference) 7:00 – 8:30 p.m.	

### Option Two: Angel Student Quickstart Guide (Self-Paced)

The Angel Student Quickstart Guide is designed to give students a basic understanding of Angel and its collaborative tools. The guide includes a description of Angel features along with step-by-step instructions on how to use the Angel features in your course.

1. You'll find the Quickstart Guide in the Student Angel Basics Spring 2009 course, under the Lessons tab. If you do not see the Angel Basics course, contact the LCC Help Desk at 517-483-5221 or [lcc1@lcc.edu](mailto:lcc1@lcc.edu)).

### Option Three: Online Angel Training (Self-Paced)

Student Angel Basics is a self-paced training designed to allow students to learn about the many features of the Angel learning system. Every LCC student who is enrolled in at least one course will also see Student Angel Basics Spring 2009 listed as a course on their Home Page. The training includes online lectures, tutorials and exercises for students to complete. Following are directions for accessing the online Student Angel Basics training:

2. Log into **Star Port**.
3. Select **Angel** from the LCC eToolBox on the left side of the screen and log into Angel.
4. Select **Student Angel Basics Spring 2009** from the Courses module (this course is now available on your Angel homepage - if you do not see the Angel Basics course, contact the LCC Help Desk at 517-483-5221 or [lcc1@lcc.edu](mailto:lcc1@lcc.edu)).

For further information or assistance contact the Online Learning Office at (517) 483-1880.