Navigating the online environment at UniSA

**Slide 1: Introduction**

The myUniSA Home page is the first page that appears after you login. It contains important student announcements, summary of your courses and assignments plus links to useful student resources. Click on the link on this slide to access the information directly or you can continue to listen to this presentation. The following slides on the presentation explain what each of the sections on the myUniSA home page can be used for.

**Slide 2: myUniSA Home Quick guide**

If you click on the link presented on this slide, you can watch a short video about navigating across the different sections of the myUniSA page. The following slides explain the different sections of the page in detail.

**Slide 3: my UniSA Home**

\*1 The search function appears in the top right hand corner on every page of myUniSA. You can search the UniSA website from myUniSA

\*2 my Links allows you to store a list of your favourite websites on the homepage of myUniSA. Add links to any websites you use regularly for your studies.

\*3 my Courses tab. Get to know the course details pages – this is where you can access your enrolment details, discussion and exam timetables – plus lots of other course related information.

**Slide 4: myUniSA Home**

\*4 Use the Quick Links to go straight to key services. On the slide you can see the types of services that you can access. You can also provide your feedback and lodge your complaints from this section.

\*5 Portal Links allow you to add links to a range of UniSA sites and applications from a list of options. You can add all of the sites and applications you will use. In particular, you might like to add links to your school or division websites.

\*6 my Course Experience is where you will be notified on course and teacher evaluations. Check here regularly during and after completing courses.

Slide 5: myUniSA Home

\*7 Assessments due two weeks before or after the current date will display in the latest Assessment Items section. You can access assignment coversheets from the Latest Assessments Items section.

\*8 Essential links provide shortcuts to information and resources about the University of South Australia. These cannot be edited.

\*9 Announcements are added to myUniSA on a regular basis and contain important messages relating to study, opportunities and events. Do read myUniSA announcements to stay informed.

\*10 My Poll allows you to participate in university surveys and polls. It is the place to make your opinion count.

**Slide 6: Course sites**

You can access your individual course learnonline sties from your myUniSA Home page. You can do this by clicking on any one of the courses in the my Courses section. When you click on any one of the courses listed in the my Courses tab of your myUniSA page, you will be taken to that specific course learnonline site.

**Slide 7: Course site structure**

The course learnonline sites are presented in different ways but they usually carry similar information. There are usually tabs at the start of the page with a welcome and an outline of the course and any important information. This may incorporate a video or links to other resources as you can see in A.

The section content as you can see in B will contain textual information and may include links to files, videos, graphics, activities and assessments.

In section C there will be blocks which allow the display of lists of items or other information related to the course. These can be hidden or docked to give more room on the page. If you use mobile technology or have a minimised display, the blocks will display at the bottom of the website contents.

**Slide 8: Course site structure (cont’d)**

On this slide you can see an example of how you can in Section A select to hide the block so that only the heading is visible.

In section B you can select to move the block to the side margin.

**Slide 9: Course site structure (cont’d)**

On this slide and the next you can see how the layout of courses can vary between tab and grid. The core elements of content remain the same.

**Slide 10: Course site structure (cont’d)**

On this slide you can see an example of a grid format layout of a course learnonline site. In section A you have section headings. In section B you can navigate to the previous or next section.

In section C, the content related to the current week, topic or other information is presented.