

ELO1000 – eLearning Orientation

If you are taking your first fully online course(s) with Palm Beach State College, it is highly recommended you also register for and complete the *ELO1000 eLearning Orientation* course.

This **self-paced, non-graded, no-cost online orientation** provides you the opportunity to:

- experience what an online course is like,
- learn how to use our online Blackboard Learning Management System, and
- acquire some helpful tips on how to succeed in distance education.

This orientation takes approximately only 2 hours to complete, is non-graded, has no associated fees and is monitored by an instructor to assist you with any questions and/or concerns you may have about taking online courses.

To Register for ELO1000:

Visit the Palm Beach State “**Class Schedule – Search by Term**” page:

<https://webservices1.palmbeachstate.edu/FCCSC/registration/coursesearch.jsp>

The screenshot displays the 'Class Schedule - Search by Term' page on the Palm Beach State College website. The page includes a search form with the following fields and options:

- Search Now** button (highlighted with a red circle and arrow labeled 4).
- Term** dropdown menu (highlighted with a red circle and arrow labeled 2), currently set to 'Fall Term 2012 : 08/23/2012 to 12/18/2012'.
- Class Status** dropdown menu (highlighted with a red circle and arrow labeled 3), currently set to 'Open/Available'.
- Class Type** radio buttons: All Types (selected), Credit (Associate Level), Credit (Baccalaureate Level), and Non-Credit/PSAV.
- Course ID/Number** text input field (highlighted with a red circle and arrow labeled 1), containing 'ELO1000'.
- Course Title** text input field.
- Session** dropdown menu: All Sessions.
- Campus** dropdown menu: Any.
- Reset Form** button to original settings.

Additional text on the page includes: 'Directions: Complete only the items for which you are interested in searching. Press the "Search Now" button to search for classes matching your criteria.', 'Tip: Type ENC instead of ENC1101, to find all courses starting with "ENC".', and a 'Shopping Cart' section showing 'Total Classes in Cart: 0'.

Step 1 – In the **Course ID/Number** box, type in “ELO1000”

Step 2 – In the **Term** box, select the term you wish to take the course

Step 3 – In the **Class Status** box, select **Open/Available**

Step 4 – Click the red **Search Now** button

Step 5 – Click the button **Add to Cart** next to one of the sections available

Course Search Results

Shopping Cart
Total Classes in Cart: 0
[edit / view](#)

Courses are subject to cancellation or change in instructor or room assignment without notice.

Found 8 Classes Matching Search Criteria

[New Search](#)

| | Ref Num | Course ID | Campus | Bldg/Room | Session | Start Date | End Date | Time | Day(s) | Seats Left | Instructor |
|--|---------|-----------|--------|-----------|---------|------------|----------|------|--------|------------|------------|
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5 (Red arrow pointing to the 'Add to Cart' button for the first course listing)

Step 6 – Select **Proceed to Checkout**

Shopping Cart Summary

Shopping Cart
Term: Summer Term 2012
Total Classes in Cart: 1
Test Classes: 1
[edit / view](#)

You currently have 1 class(es) in your shopping cart.
Test Classes: 1

Click on the Course Title to view complete class information.
Click the "Remove" button to remove the class from your shopping cart.

| Course Title | Class Type | Start Date | Start Time | End Date | End Time | Day(s) | Course ID | Reference # | Cost |
|--|------------|------------|------------|------------|----------|--------|-----------|-------------|---------|
| Palm Beach State College Elearning Orientation | Test | 06/21/2012 | Online | 08/02/2012 | | ONLINE | ELO1000 | 166207 | \$ 0.00 |

Cost (in state / out-of-state) is determined by information on your admissions records. Total: \$0.00

[New Search](#) [Continue Shopping](#) [Proceed to Checkout](#)

Proceed to Checkout (Red arrow pointing to the button)

Step 7 - Finish registration by signing in with your **Student ID** and **Password** and click **Sign In**

Shopping Cart Checkout Options

Shopping Cart
Term: Summer Term 2012
Total Classes in Cart: 1
Test Classes: 1
[edit / view](#)

Shopping Cart Summary
You currently have 1 class(es) in your shopping cart.
[Continue Shopping](#)

Select a Checkout Method

To register for classes in your shopping cart, please either sign in using your existing Student ID and Password or complete an [Admissions Application](#).

Student ID: Password: [Sign In](#)

Red arrows pointing to the Student ID and Password input fields.