Federation University

Online Technology Bootcamp
Timetable - Semester 2, 2021

The online technology bootcamp is designed to help you understand the technology and online study skills you will need to succeed at Federation University. Each 45 minute live session will cover an essential topic, and help direct you to resources. **Come to one or come to all.**

Types of sessions & what they include

Topics covered in each session

Technical requirements for studying online:
Minimum technical requirements, internet requirements, software, basic computer skills, and IT Q&A.

Academic skills required for online study: Academic skills, workload expectations, home study space, motivation, and student Q&A.

Working with InPlace: An introduction to the InPlace portal, which will be important for all students who are expected to go on industry/work placements.

Technology and study Q&A - Run by student leaders:
Come and ask questions or express worries about technology, the university in general, or who to ask for help.

Getting connected: Finding your username and password, ID cards, copying, computer labs, study spaces, Library, and how to access Moodle.

Researching for assessments: Join the library team to be shown the technology students will be using to research for all assessment tasks. Learn search strategies, how to use the online library systems, filtering search results, databases, & more.

Moodle and online classrooms: Information about our Learning Management System (LMS) called Moodle and our online classroom software called Adobe Connect.

Managing your files: Cloud storage, file formats, phone files, video format, HTML, OneDrive and Microsoft 365.

Working with Microsoft Teams: Introduction to MS Teams, navigating the application, document collaboration, joining a meeting/class, and chat functionality.

Working with Microsoft Excel: The basics of using Microsoft Excel. How to input data, how to autosum, how to filter, how to organise data, how to create simple graphs

Working with Microsoft Word: Navigating MS Word, inserting a cover page and a table of contents, headings and styles, inserting tables/pictures/shapes, page layout, and helpful tips.

Working with Microsoft Powerpoint (PPT): Navigating Microsoft PowerPoint, applying templates to your presenter notes, printing, inserting new slides, pictures, videos and audio, adding animations and transitions, and helpful tips.

Pre-orientation sessions

Click this link to access the Online Study Hub > Bootcamp sessions.

For IT assistance or Moodle access please phone: 1800 333 864

Session 1: Friday 9th July 2021

Time	Topic
1:00 pm	Technical requirements for studying online
1:45 pm	Academic skills required for studying online
2:30 pm	Getting connected
3:15 pm	Technology and study Q&A - Run by student leaders

Session 2: Friday 16th July 2021

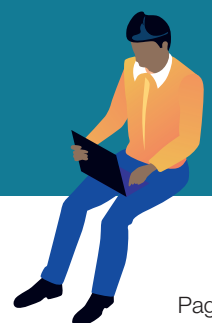| Time	Topic
1:00 pm	Technical requirements for studying online
1:45 pm	Moodle and online classrooms
2:30 pm	Technology and study Q&A - Run by student leaders
3:15 pm	Getting connected

Please view the next page for the Orientation / week 3 timetable

Have a break and have a look at the Semester 2, Orientation webpage

CLICK HERE TO VIEW THE PAGE >

Have a break and have a look at the Online Study Hub

CLICK HERE TO VIEW THE HUB >

Orientation & Week 3 sessions

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Orientation sessions
Starting Monday 19th July

Orientation Week - Monday 19th July

1:30 pm	Getting connected - International students

Orientation Week - Wednesday 21st July

1:00 pm	Technical requirements for online study
1:45 pm	Moodle and online classrooms
2:30 pm	Getting connected
3:15 pm	Technology and study Q&A - Run by student leaders
4:00 pm	Working with InPlace

Orientation Week - Thursday 22nd July

10:00 am	Academic skills required for online study
10:45 am	Working with InPlace
11:30 am	Getting connected
12:15 pm	Researching for assessments

Orientation Week - Friday 23rd July

1:00 pm	Managing your files
1:45 pm	Working with Microsoft Teams
2:30 pm	Working with Microsoft Excel
3:15 pm	Working with Microsoft PowerPoint

Week 3 sessions
Starting Wednesday 11th August

Week 3 - Wednesday 11th August

1:00 pm	Getting connected
1:45 pm	Working with Microsoft Teams
2:30 pm	Working with Microsoft Excel
3:15 pm	Working with Microsoft PowerPoint
4:00 pm	Working with Microsoft Word

Week 3 - Thursday 12th August

1:00 pm	Managing your files
1:45 pm	Working with Microsoft Teams
2:30 pm	Working with Microsoft Excel
3:15 pm	Working with Microsoft PowerPoint
4:00 pm	Working with Microsoft Word

Week 3 - Friday 13th August

1:00 pm	Working with InPlace
1:45 pm	Working with Kaltura
2:30 pm	Working with Mahara
3:15 pm	Researching for assessments

USEFUL WEBSITE SUPPORT LINKS

View a range of learning & study links
CLICK HERE TO VIEW THE WEBSITE >

LSAs can help you with assignments
CLICK HERE TO VIEW THE WEBSITE >

View our Student Academic Study Support
CLICK HERE TO VIEW THE WEBSITE >

Let's explore the Library services
CLICK HERE TO VIEW THE WEBSITE >

Get ready for semester 2 with Fedready
CLICK HERE TO VIEW THE WEBSITE >

Got an academic question? Ask the 'ASK Desk'
CLICK HERE TO VIEW THE WEBSITE >