

How to start & finish the Part One learning module

To start:

1. Click on the button or image labeled “Part One – Faculty Expectations & Support” on the New Faculty Guide webpage.



PART ONE – FACULTY EXPECTATIONS & SUPPORT

This module introduces COCC's expectations for faculty and gives an introduction to support services and the departments you will interact with throughout the term.

[PART ONE – FACULTY EXPECTATIONS & SUPPORT](#)

2. Sign in with your COCC account email and password.



Sign in with your COCC Username / Email Address

Example: bcatt@cocc.edu

Password

[Sign in](#)

[Forgot your password or password expired?](#)
[Forgot your username?](#)
[First time user? Activate your account](#)
[Student login help](#)
[Employee login help](#)

3. HR has already registered you for the course. Click on the ‘View Again’ button to start the course.

The screenshot shows the 'My Learning Opportunity' page for the course 'Part Time Faculty Orientation Part One - Faculty Expectations & Support'. The page includes a search bar, course details, and a 'View Again' button highlighted with a red box. The course details include the course number (10099), title, description, office (HR Training Office), and provider (Scorm). A table at the bottom shows the course is 'No Credit' with 0.0 hours and 0.0 general credits.

	Credits	Hours	General
No Credit	0.0	0.0	-

4. If you leave the learning module, you can return to where you last left off by accessing the course again.

To finish:

1. Upon completing the learning module, navigate to the COCC Professional Learning portal and click on the 'I'm Finished' button on the Course Details tab.

My Learning Opportunity
My Learning Opportunities > My Learning Opportunity

Self Paced

Part Time Faculty Orientation Part One - Faculty Expectations & Support | Spring # Section Number: 10103
2024 Part Time Faculty Orientation Part One - Faculty Expectations & Support

Course Details Section Details

View Again **I'm Finished**

Course Number: 10099
Course Title: Part Time Faculty Orientation Part One - Faculty Expectations & Support
Course Description: Welcome to Central Oregon Community College! This course provides Part Time Faculty with essential information on procedures, policies, and support as they join the COCC employee community.

2. Then, go to the Transcript page from the menu located at the top of the screen and verify that the course is listed on the My Transcript page.

Home Badges Courses **Transcript** Growth Plan External Credit Request

Transcript

My Transcript
My Transcript

Search Transcript

Name: Yasuko Jackson
Employee ID: 820152091
Sites: Instruction, eLearning and Academic Technology
Demographics: Employee: Benefited, Employee: Benefited: Administrative, Employee: Benefited: Administrative: Full-Time

Section Completed Date From: mm/dd/yyyy Section Completed Date To: mm/dd/yyyy
Section End Date From: mm/dd/yyyy Section End Date To: mm/dd/yyyy

Search

#	Course #	Section #	Course Title	Start Date	End Date	Completion Date	Certificate #	Registration Status
1.	10099	10103	Part Time Faculty Orientation Part One - Faculty Expectations & Support	02/28/2024	02/28/2024	02/28/2024	36817764	Completed