



Welcome to York’s New Student Orientation program!

Thank you for choosing York College! We are so excited for you to begin your college career starting with our New Student Orientation (NSO), a program designed to familiarize students with the college's distinct programs, policies, resources, faculty, and staff. We hope you find the program informative and engaging.

Using This Guide

This guide will help you understand the necessary steps involved in completing the online orientation program. It contains three parts:

Part 1: Orientation Overview.....	page 1
Part 2: How to Navigate the Blackboard Orientation Module.....	page 3
Part 3: Orientation Support & Resources	page 7

Part 1: Orientation Overview

Orientation Format

The online portion of New Student Orientation will take approximately an hour to complete. The program is asynchronous which means you can complete it any time that is convenient for you as long as you meet the required deadline.

Orientation Format

New Student Orientation will be accessible for online completion until August 15, 2022. However, you are encouraged to complete it at your earliest convenience. Those who complete the program **by August 5** will be entered in two raffles for a chance to win a tablet!

Start today, don't delay!

The Required Sections

You must complete all required sections in addition to the Closings and Reminders portion in order to satisfy the online Orientation requirement. Each section consists of two parts:

- **Instructional video**
- **Quiz questions**

Watch each instructional video and take notes to capture the main points. Next, answer the related quiz question to check your understanding. Select **Click to Launch** and **Begin** to start each quiz. Click **Save and Submit** to record your answer. Then, you will be able to move on to the next video and quiz. Be sure to complete all required sections!

If you log out before completing the program, you will need to log back in and click on the specific section where you left off. All progress on completed quizzes is saved between logins.

The REQUIRED sections include:

- IT Essentials (Parts 1, 2, and 3)
- Financial Aid
- Bursar
- Academic Advisement
- Conduct & Community Standards
- Closing and Reminders

The 6 Optional Sections

For even more information on York's programs and services, you may complete any of the six (6) optional sections. These are encouraged but not required for successful completion of the Orientation program.

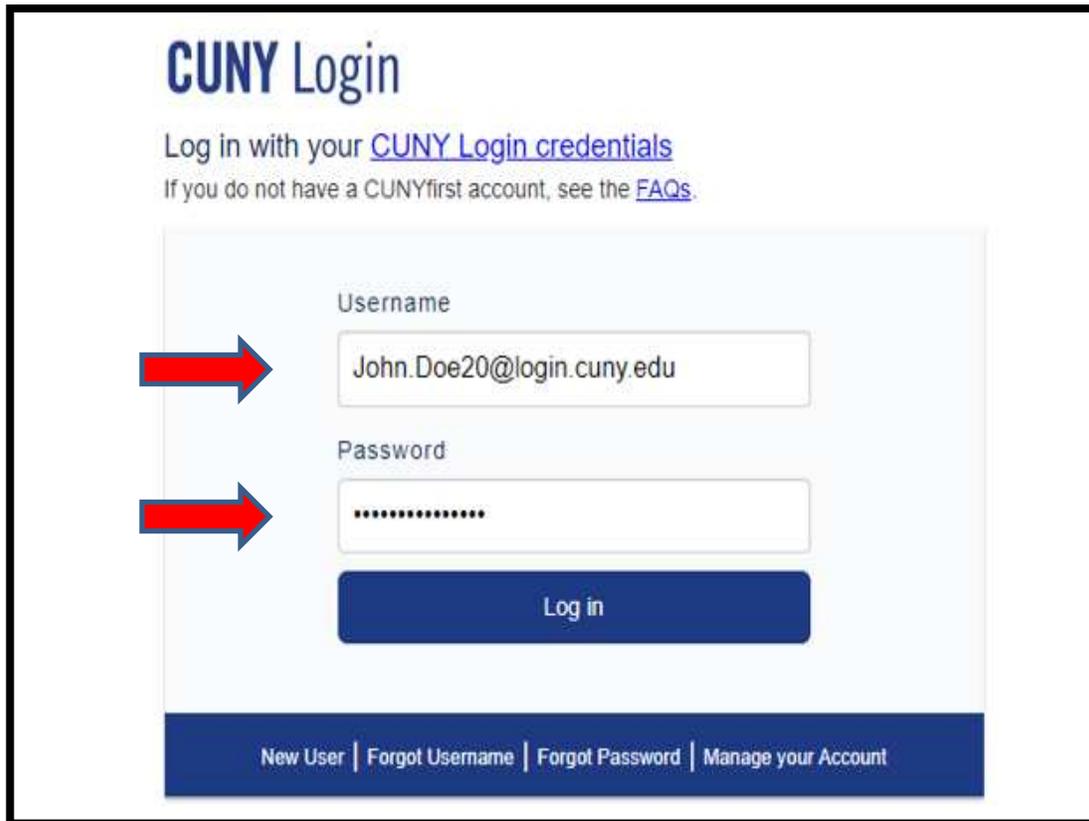
The OPTIONAL sections include:

1. Career Services
2. Collaborative Learning Center
3. Counseling Center
4. Health Services
5. Women's Center
6. Center for Students with Disabilities

Part 2: How to Navigate the Blackboard Orientation Module

Step 1: Log into the CUNY Blackboard site

- Log in to the [CUNY Blackboard](#) site using your CUNYfirst credentials.

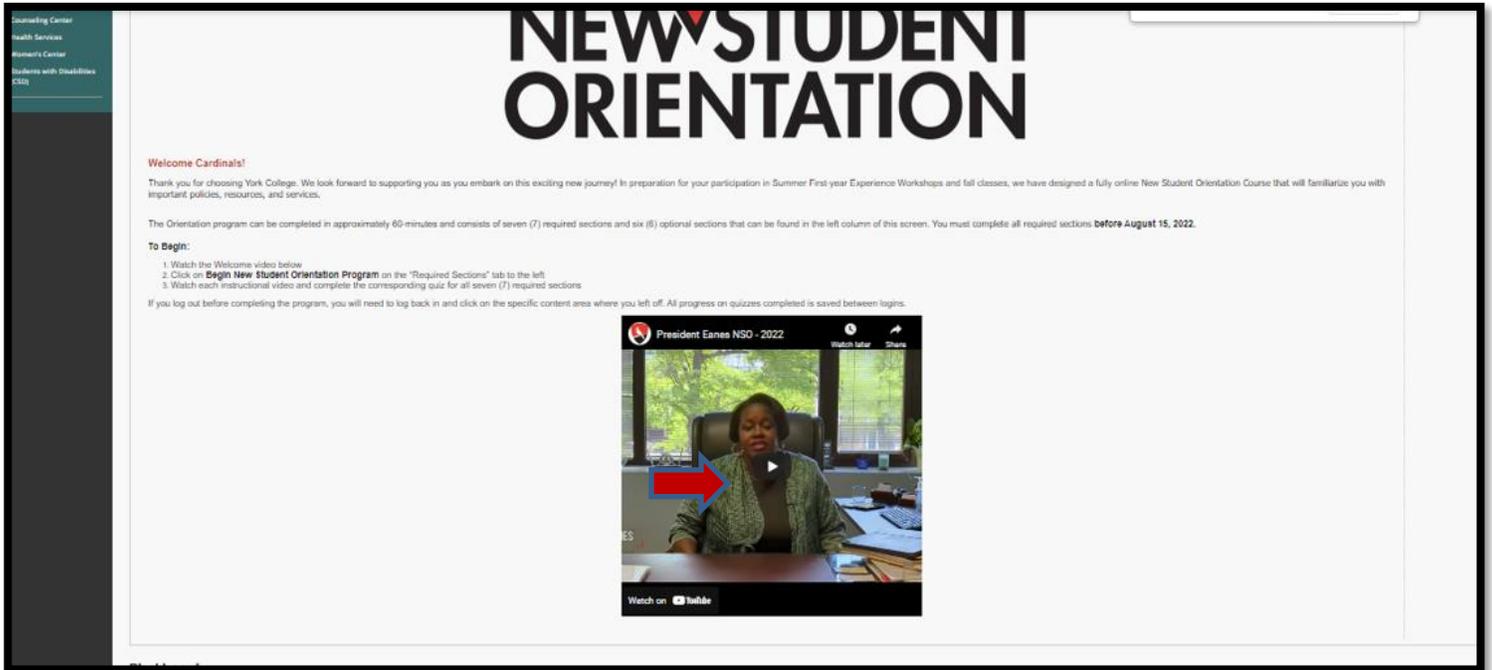


The screenshot shows the CUNY Login page. At the top, it says "CUNY Login" in blue. Below that, it says "Log in with your [CUNY Login credentials](#)" and "If you do not have a CUNYfirst account, see the [FAQs](#)." The main form has two input fields: "Username" with the text "John.Doe20@login.cuny.edu" and "Password" with a masked password "*****". A blue "Log in" button is below the fields. At the bottom, there are links: "New User | [Forgot Username](#) | [Forgot Password](#) | [Manage your Account](#)". Two red arrows point to the Username and Password fields respectively.

- If you have trouble with your CUNYfirst credentials, please click “Forgot Username” or “Forgot Password” to troubleshoot.
- If you still experience issues with your CUNYfirst credentials, please contact the York Helpdesk at helpdesk@york.cuny.edu or call (718) 262-5300/5311.

Step 2: Click on “York Online Orientation Course” to view the Welcome Video on the NSO Announcements Page

- Click on **York Online Orientation Course** found under “My Courses” on the left. Once you arrive at the page below, click on the icon in the middle of the video.



NEW STUDENT ORIENTATION

Welcome Cardinals!

Thank you for choosing York College. We look forward to supporting you as you embark on this exciting new journey! In preparation for your participation in Summer First-year Experience Workshops and fall classes, we have designed a fully online New Student Orientation Course that will familiarize you with important policies, resources, and services.

The Orientation program can be completed in approximately 60-minutes and consists of seven (7) required sections and six (6) optional sections that can be found in the left column of this screen. You must complete all required sections **before August 15, 2022**.

To Begin:

1. Watch the Welcome video below.
2. Click on **Begin New Student Orientation Program** on the “Required Sections” tab to the left.
3. Watch each instructional video and complete the corresponding quiz for all seven (7) required sections.

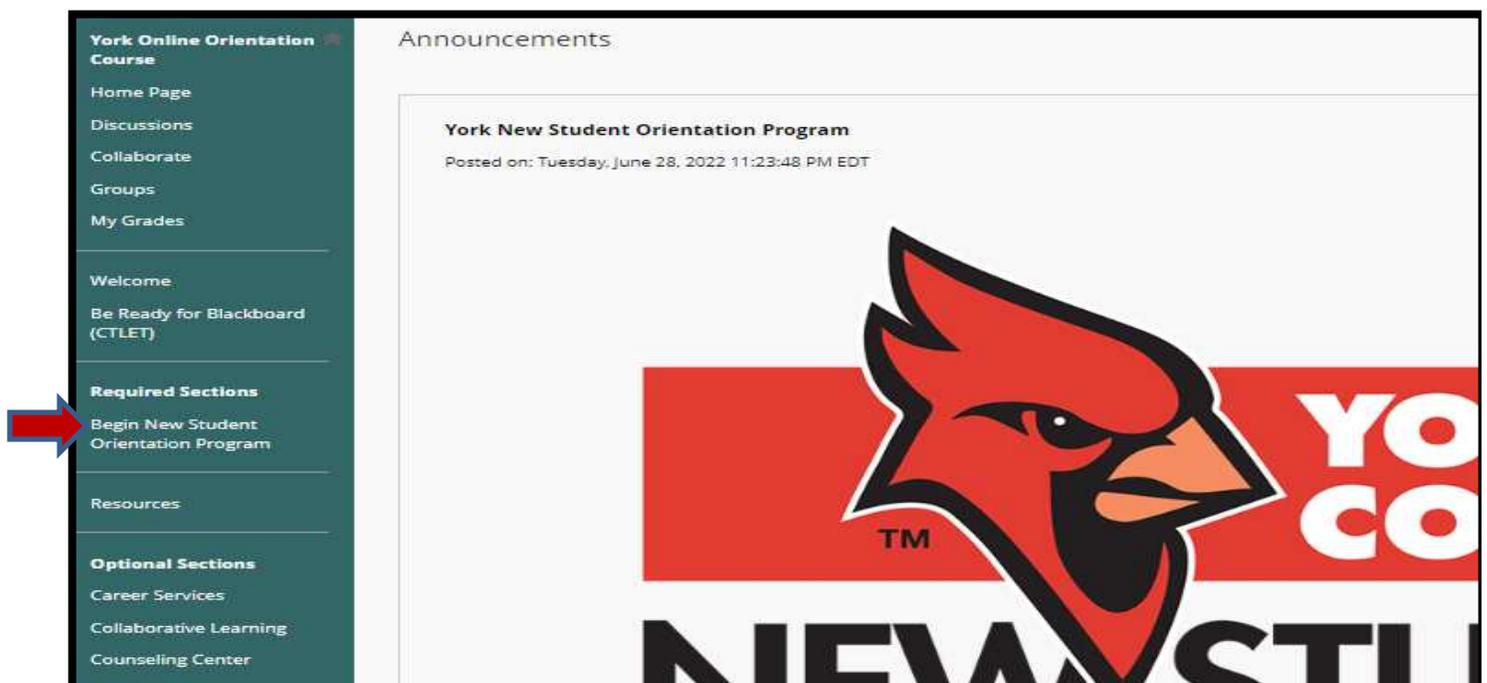
If you log out before completing the program, you will need to log back in and click on the specific content area where you left off. All progress on quizzes completed is saved between logins.

President Eanes NSO - 2022

Watch later Share

Watch on YouTube

Step 3: Click “Begin New Student Orientation” on the Required Sections tab on left



York Online Orientation Course

Home Page

Discussions

Collaborate

Groups

My Grades

Welcome

Be Ready for Blackboard (CTLET)

Required Sections

Begin New Student Orientation Program

Resources

Optional Sections

Career Services

Collaborative Learning

Counseling Center

Announcements

York New Student Orientation Program

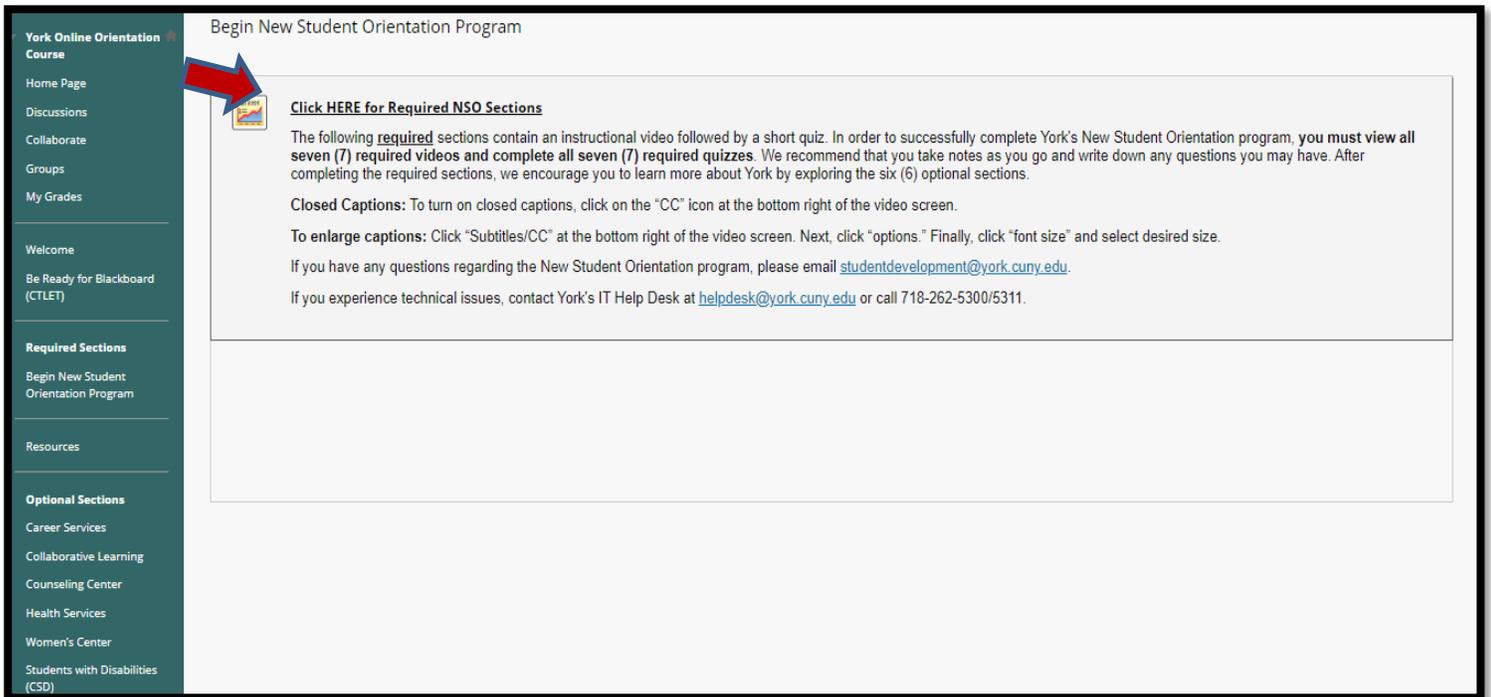
Posted on: Tuesday, June 28, 2022 11:23:48 PM EDT

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NEW STUDENT

Step 4: Read directions and click on the link to complete required NSO sections



York Online Orientation Course

Begin New Student Orientation Program

[Click HERE for Required NSO Sections](#)

The following **required** sections contain an instructional video followed by a short quiz. In order to successfully complete York's New Student Orientation program, you must view all seven (7) required videos and complete all seven (7) required quizzes. We recommend that you take notes as you go and write down any questions you may have. After completing the required sections, we encourage you to learn more about York by exploring the six (6) optional sections.

Closed Captions: To turn on closed captions, click on the "CC" icon at the bottom right of the video screen.

To enlarge captions: Click "Subtitles/CC" at the bottom right of the video screen. Next, click "options." Finally, click "font size" and select desired size.

If you have any questions regarding the New Student Orientation program, please email studentdevelopment@york.cuny.edu.

If you experience technical issues, contact York's IT Help Desk at helpdesk@york.cuny.edu or call 718-262-5300/5311.

Required Sections

- Begin New Student Orientation Program

Optional Sections

- Career Services
- Collaborative Learning
- Counseling Center
- Health Services
- Women's Center
- Students with Disabilities (CSD)

Step 5: Watch "IT Essentials: Part 1"



York Online Orientation Course

Table of Contents

IT Essentials Part 1

IT Essentials Part 1 Quiz

IT Essentials Part 1

Information Technology Welcome Video NSO F...

YORK COLLEGE

University of New

Watch on YouTube

Page 1 of 2

Step 6: Complete the quiz question

1. Click on "IT Essentials Quiz 1"
2. Select "Click to Launch" and "Begin" to see the quiz question
3. Select your answer and click "Save and Submit" to record your answer
4. Click "OK" to review results

The screenshot shows the Blackboard interface for a quiz titled "Take Test: IT Essentials Part 1 Quiz". On the left is a navigation menu with sections like "York Online Orientation Course", "Required Sections", and "Optional Sections". The main content area displays "Test Information" with details on attempts and completion. Below this, two questions are visible. "QUESTION 1" asks if IT can be contacted via walk-in, calling, emailing, or the IT Virtual Office, with radio buttons for "True" and "False". "QUESTION 2" asks for an important app to download. At the bottom right, there are buttons for "Save All Answers" and "Save and Submit", with a red arrow pointing to the "Save and Submit" button. A URL is visible at the bottom of the page.

Step 7: Move onto "IT Essentials: Part 2" and repeat the above steps for all the remaining sections.

The screenshot shows the Blackboard interface for "IT Essentials Part 2". On the left is the same navigation menu. The main content area shows a "Table of Contents" with a list of sections: "IT Essentials Part 1", "IT Essentials Part 1 Quiz", "IT Essentials Part 2", and "IT Essentials Part 2 Quiz". Below the table of contents is a video player for "Information Technology NSO Fall 2022 Video 2". The video player shows a man speaking in front of a computer monitor. A "Watch on YouTube" button is visible at the bottom of the video player. The page number "Page 3 of 4" is shown in the top right corner.

Part 3: Orientation Support and Resources

Closed Captions

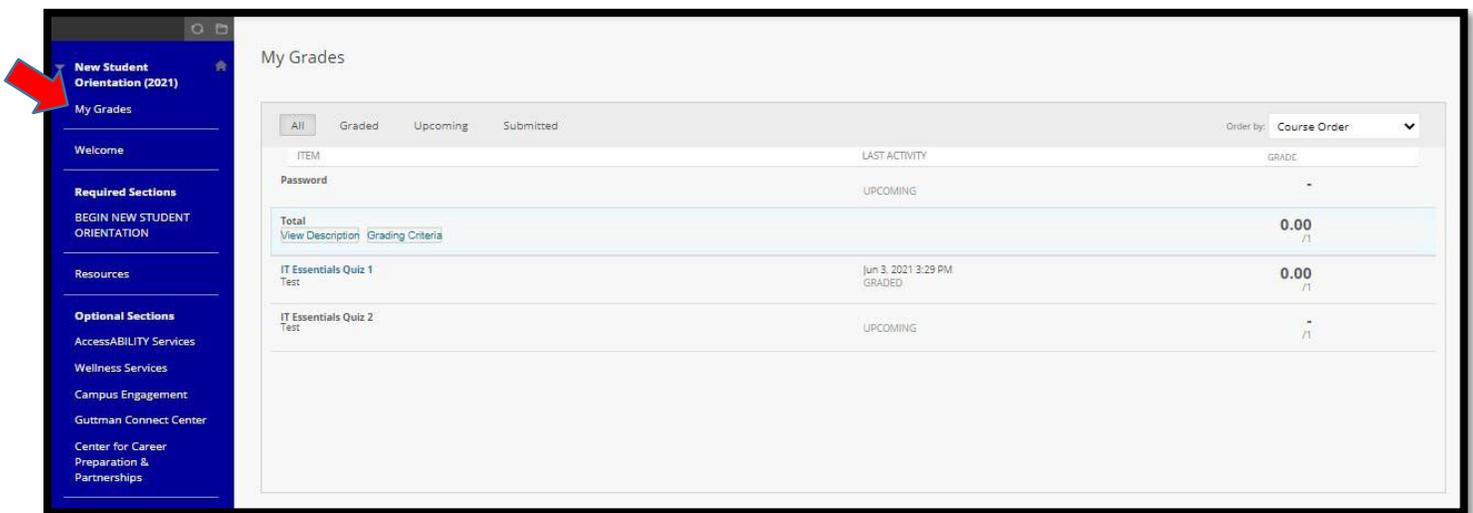
To turn on closed captions for any of the videos, click on the **CC** icon at the bottom right of the video screen. To enlarge captions, click **Subtitles/CC** at the bottom right of the video screen. Next, click **options**. Finally, click **font size** and select desired size.

Resources Tab

Remember to click on the **resources** tab (on the left menu bar) for important forms and documents referenced throughout the Orientation program.

Review Your Quiz Scores in the Blackboard Grade Center

A quiz score (of 0 or 1) indicates successful completion of a section. To ensure all sections have been completed, click **My Grades** (on the left side in the NSO Blackboard module) to verify that all quiz scores have been recorded.



The screenshot shows the Blackboard 'My Grades' interface. On the left, a blue navigation menu has a red arrow pointing to the 'My Grades' link. The main content area displays a table of grades for 'IT Essentials Quiz 1' and 'IT Essentials Quiz 2'. The table has columns for 'ITEM', 'LAST ACTIVITY', and 'GRADE'. The 'Total' row shows a grade of 0.00 /1. The 'IT Essentials Quiz 1' row shows a grade of 0.00 /1, with a last activity date of Jun 3, 2021 3:29 PM. The 'IT Essentials Quiz 2' row shows a grade of - /1.

ITEM	LAST ACTIVITY	GRADE
Password	UPCOMING	-
Total		0.00 /1
IT Essentials Quiz 1 Test	Jun 3, 2021 3:29 PM GRADED	0.00 /1
IT Essentials Quiz 2 Test	UPCOMING	- /1

Still Have Questions?

- Review the latest Orientation updates on the New Student Orientation webpage.
- For **Orientation questions**, email Studentorientation@york.cuny.edu or call The Welcome Center at (718) 262-2708, Monday through Thursday, between the hours of 9 a.m. and 7 p.m.
- For **Admissions-related questions**, please visit the [Admissions webpage](#) to access the *Ask the Cardinal* chat feature.

Thank you!

*We wish you continued success on your
York College journey.*

