

iLearn Student Tips Sheet

Getting Started with iLearn

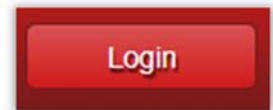
What is iLearn?

iLearn, which stands for *Innovative Learning Environment and Research Network*, is a web-based “collaborative learning environment” built to support formal and informal collaboration, ranging from fully online and face-to-face courses to faculty committee work and student clubs. The system provides a range of communication and information management tools designed to facilitate interactions with content, your instructor and peers.

How do you access or “login” to iLearn?

To login to the system, follow these simple steps:

1. Open up a web browser¹ and go to <http://ilearn.marist.edu>
2. **IMPORTANT:** The support links to **FAQs**, **tutorials** and **tip sheets** are under “**Learn**” on the login page.
3. Click on the red “Log In” button in the upper right corner.
4. Enter in your Marist Account (*Please contact the Marist Help Desk at (845) 575-HELP or at <http://www.marist.edu/it/helpdesk> with account related questions*).
5. Click the “Login” button to access iLearn.



Logging out: Once you are done using iLearn, click on the “Logout” button in the upper right corner of your screen and then **close your browser** and all open tabs.

How do you access your Course or iCollaborate Site?

Once you login to iLearn, you will be placed in your “My Workspace”.

Note that **important system announcements** are posted to this area.

1. You can access your various courses by clicking on the course title or “More Sites” links on the top.
2. In the left navigation bar of My Workspace, use “My Settings >> Preferences” to add a site to your visible quick links. Click on the tab, and make the necessary changes. You will need to be enrolled in a Course/iCollaborate site before it will appear in the My Sites.

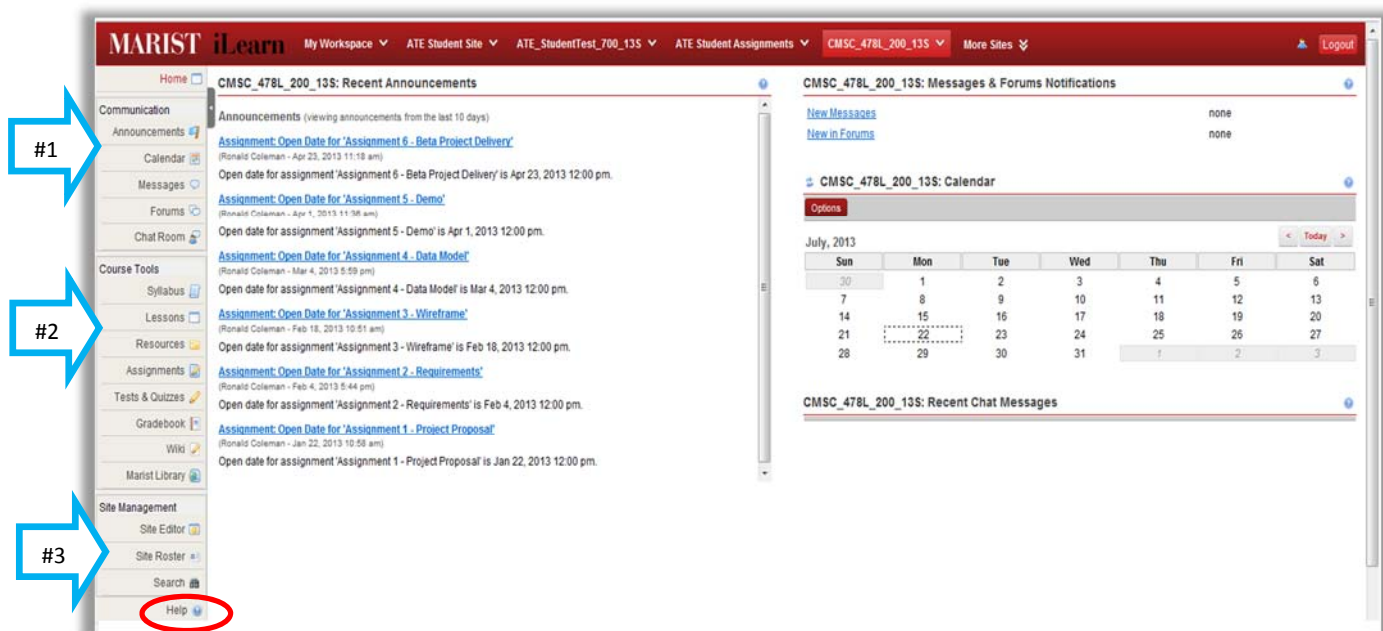


What are the tools in your Course or iCollaborate Site?

A typical site appears below with brief descriptions of the tools sometimes used. Please note that not all sites will use all of these tools, and some may use tools that are not listed. If you need additional information on any tools or instructions on how to use them, please click on the “Help” tool (see next page).

¹ We recommend that you use the latest versions of the FireFox, Internet Explorer, or Chrome web browsers.

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Section #1: Communication

1. **Announcements** – View current and old announcements
2. **Calendar** – View course due dates, etc.
3. **Messages** – Send messages to other students or instructors in the course
4. **Forums** – Participate in online discussions
5. **Chat Room** – Participate in real-time chats

Section #2: Course Tools

1. **Syllabus** – View/print your course syllabus
2. **Lessons/Lesson Builder*** – Access course materials
3. **Resources** – Access course related materials
4. **Podcasts*** – See Help Tool for instructions
5. **Wiki*** – See Help Tool for instructions
6. **Marist Library** – Access the Marist Library resources

Section #3: Site Management

1. **Site Editor** – Manage course site (instructors only)
2. **Site Roster** – View list of users
3. **Search** – Search the course site
4. **HELP** – Find FAQs, tutorials, videos, and more

* - Not all courses use these tools.

Do you need more help?

Click on the “**Help**” link located at the bottom of the left tool bar. If you need additional assistance, contact the Marist Help Desk at (845) 575-HELP or <http://www.marist.edu/it/helpdesk/>.