



## WELCOME TO ONLINE COURSES AT WCC!

Please read over this letter carefully.

### When does my course begin?

Most courses begin on **June 23, 2008**. Please refer to your registration sheet to obtain the start date for your individual courses. The information may also be found at <http://www.waubonsee.edu/schedules>.

### Where do I log in?

Access to your online course may be found by going to [www.waubonsee.edu](http://www.waubonsee.edu) and clicking on the "Online Courses" tab. Click the blue box labeled "Log in to WCC Online". You may also access your online course by going to [www4.waubonsee.edu](http://www4.waubonsee.edu).

### When can I log in?

You may be granted access to the online course as soon as you register, however, the course content may not be available until the actual start date of the course. You will want to login to your online course no later than the official start date.

### What is my username and password?

You will use the same username and password to log in to your online course, to register for courses and access your student email at Waubonsee.

Your username is your X ID Number (ex. X12345678).

Your initial password will be your birth date (MMDDYY). You will need to change your password after the initial log in. (*Applies only to students who have never logged into an online course, online registration, student email or a campus computer.*)

### How do I log in?

Complete login instructions may be found at <http://www.waubonsee.edu/onlinecourses/list/>

### Are online orientations available?

On campus online orientations are offered in convenient group or one-on-one sessions. **Reservations are required.**

#### Group Sessions Schedule

\*Session 1 will be held at the Aurora campus and Session 3 will be held at the Copley campus. All other sessions are held on the Sugar Grove campus.

Session 1*	Tuesday, June 10	6:30 -7:45 p.m.
Session 2	Thursday, June 12	6:30 - 7:45 p.m.
Session 3*	Thursday, June 19	6:30 - 7:45 p.m.

To make a reservation for on-campus online orientation, contact us by phone at (630) 466-2402 or 630-466-5711 or use the online request form at <http://www.waubonsee.edu/onlinecourses/list/>.

**Please contact the Distance Learning Office if you have questions or experience any problems. Thank you.**



**Have questions about Online Courses? Need technical assistance?**

Contact the  
**Distance Learning Office**

**Location:**  
Collins Hall, Room 145  
Sugar Grove Campus

**Hours of Operation**

Monday 8 a.m. - 4:30 p.m.  
Tuesday – Friday 8 a.m. - 8:30 p.m.  
Saturday 8 a.m. - 4:30 p.m.

**Daytime**  
CALL (630) 466-5711

**Evenings & Weekends**  
CALL (630) 466-2535

**Distance Learning Staff**

<p><b><i>Stephanie Fortney</i></b> Distance Learning Specialist <b>(630) 466-5711</b></p>	<p><b><i>Susan Harmon</i></b> Distance Learning Manager</p>
<p><b><i>Spring Barrett</i></b> Secretary to Distance Learning Office <b>(630) 466-2402</b></p>	<p><b><i>Cathy Orseske</i></b> Secretary to Distance Learning</p>
<p><b><i>Alvin Butler</i></b> Distance Learning Technical Support Specialist <b>(630) 466-2535</b></p>	<p><b>E-mail:</b> <a href="mailto:onlinecourses@waubonsee.edu">onlinecourses@waubonsee.edu</a></p>