

How do I...

NDSCS students taking PHYS 211 – College Physics I online from Mayville State University must register for the course through the collaborative student registration process with the NDSCS Registrar's Office. The information listed above is the course registration information needed to register collaboratively. To register collaboratively for this course, you must be enrolled for Fall 2014 with NDSCS. If you are not planning to register with NDSCS, please contact Jacque Moore at 701.788.4763 to talk about enrolling as a non-degree seeking student with Mayville State University.

Submit a Proctor? *

Proctor information is not shared between campuses so students must submit proctor information to MSU in addition to NDSCS.

1. Go to www.mayvillestate.edu
2. Click **my student portal** at the bottom of the page.
3. Enter your Username and Password. Your *username* is the same as your login for ConnectND preceded by NDUS\ . Your *password* is identical to the password you use for ConnectND and Moodle.
4. Click on **Submit Proctor** from the left-hand menu.
5. **Proctor Criteria:** In order to be approved as a proctor, a proctor must be a disinterested professional with a valid business office, business telephone, and business email address. Some examples are:
 - a. A superintendent, principal or counselor at a public or private school
 - b. A high school or elementary teacher
 - c. A college or university administrator, dean, department chair, registrar or faculty member
 - d. A professional staff member at a college or university
 - e. A certified librarian
6. A proctor must NOT be
 - a. A friend or relative of the student
 - b. Someone enrolled in the course or another student
 - c. Someone living at the same address as the student
7. Your proctor must have reliable internet access. Please note you are not allowed to take your exams in your home or your proctor's private home or residence. You must take your exam at a professional office, school, college or university, library, or other business or public institution.

Get my Books? *

For classes you take from Mayville State University, you may order your books from the MSU Bookstore website at: www.mayvillestatebookstore.com. You will need to create a login name the first time you use the website. You can have the books mailed to your home address.

* For further details, please login as a guest to view the current version of the course syllabi and a sample recorded lecture discussing the course syllabus at:

<https://lms.ndus.edu/course/view.php?id=4882>

Course Description: An algebra-based physics course designed to provide a general, conceptual understanding of the principles of physics related to motion, energy, and properties of matter. *Pre-Req: MATH 103 & 105, or consent of instructor (CCN Course)*

Access my Online Courses from Mayville State University

Mayville State University uses the Learning Management System Moodle for all courses, not Blackboard. You must follow these instructions to access Moodle and your course.

1. Go to www.mayvillestate.edu (Firefox should be the browser used to do this. You can download Firefox at www.mozilla.org)
2. Click the blue "m" at the bottom of the page.
3. Click **Login**.
4. Enter your Username and Password. Your Username is identical to your NDUS User ID which was given to you when you went through the claim process. Your Password will also be identical to what you created in the password creation portion of the claim process.

Here's an example:
Moodle Username: jane.doe
NDUS User ID: jane.doe
Moodle Password: Comets2012
NDUS Password: Comets2012
5. Once logged in, click the **My Courses** link in the title bar of the page. Links to your courses will be listed. Click on the course name to navigate to its main page.

Check my Mayville State Email?

Every student enrolled at MSU is issued an institution email address which you will be notified of by email. Keep in mind you are expected to check your MSU email on a regular basis and can access it anywhere.

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2. Enter your Username and Password. Your *username* is the same as your login for ConnectND preceded by NDUS\ . Your *password* is identical to the password you use for ConnectND and Moodle.
3. Click **Email**

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