

ICT100 is a course which is conducted online. Students who are registered for this course need to follow below steps;

Part 1 - How to Register for Moodle:

1. Click the internet browser (internet Explorer, chrome, etc.). Type moodle2.baskent.edu.tr into internet address.
2. Login with your **STUDENT NUMBER & BUOBS (Student Information System-SIS) PASSWORD** (do not use turkish characters).
3. Fill out the page on the screen for once (Firstname, Lastname, City, etc.). **DO NOT WRITE** into e-mail field because your Baskent University e-mail address will automatically be retrieved.

Part 2 - How to Register for your Class Section:

4. Follow the steps;
HOME – COURSE CATEGORIES – BTU KOORDİNATÖRLÜĞÜ - 2018-2019 BAHAR DÖNEMİ – ICT100 - 01 Computer Literacy - Assist.Prof.Dr. Hale H. Turhangil Erenler– REGISTRATION KEY

then the write the **KEY** that will be sent you via **TEXT MESSAGE (SMS)**.

5. **Registration key will be sent you ASAP via TEXT MESSAGE.**
6. You don't have to repeat all these steps everytime.
7. When you login, you will see only the classes you've added on the left navigation pane under MY COURSES. When you click the course name, you will see the course page.
8. **Live classes will be conducted on the hours indicated in your Course Schedule shown in BUOBS and live classes will be recorded.**
9. If you will not be able to participate in the Live Class then you can login into the course page and see the recorded courses' links.
10. Pdf documents and videos for each week will also be available on the course page.
11. **The first live class will be conducted on Wednesday, 20th of February, 2019. Please participate in this LIVE CLASS.**
12. Homeworks will be offered during 14 weeks. The opening & closing dates of each homework will be announced via text message (SMS).
13. Each homework will be assessed with 5 points. Do not MISS the homework's deadline which is dated as 2 weeks just after its announcement. The overall value (total 20 points) is IMPORTANT for your OVERALL grade.
14. Homeworks will be uploaded into Moodle and will not be accepted via Email.
15. Your Final Exam will be assessed with 80% of the total grade.
16. Final exam will be held on Monday, 20th of May, 2019 Lecture Halls – Faculty of Law (A1, A2, A3, A4, A5, A6, A7) in Bağlıca Campus.

Part 3 - How to Register for Live Class:

17. **There is no registration for the Live Class.**
18. When you click the link "ICT100-1 Live" above WEEK 1, you will be required to press "join the meeting" button. Then all you need to do is to click on "KATIL" button on the interface appears.
19. It is important that you register for your Moodle section at least 1 day before the LIVE CLASS, otherwise you may have difficulty to connect ADOBE CONNECT video conferencing program.

Thank You.

Hale H. Turhangil Erenler, Ph.D.