

## DUAL CREDIT ONLINE CLASSES

Students have the option of taking dual credit classes online with permission from their high school counselor. There are additional requirements before a student can register for an online class. Please read and complete the process below before trying to register for an online dual credit class.

There is a \$35 additional fee for each online class and a \$25 additional fee for each hybrid class. The Online Learner Workshop is free.

### Online Learner Workshop

The Online Learner Workshop is an introduction to the Blackboard Learning Management System where your online courses are hosted. Statistics indicate that students who complete the Online Learner Workshop have a 20 percent higher success rate in online classes than students who have not completed the workshop.

The workshop is an online, interactive, self-paced workshop. Additional information about the workshop can be found at <http://online.com.edu/olw>. You can access the workshop from the same page or by going directly to COM's course management system at <https://de.com.edu>.

All students must successfully complete the Online Learner Workshop before registering for your first Internet or hybrid course, unless a grade of C or higher has been earned in an [Internet \(IN\)](#) or [Hybrid \(HY\)](#) course at College of the Mainland.

### How to register

Contact the COM Dual Credit Office to register for an Online Learner Workshop. Student's COM application, meningitis shot record and passing test scores must be on file with COM before a student will be registered for the Online Learner Workshop.

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409-933-8449  
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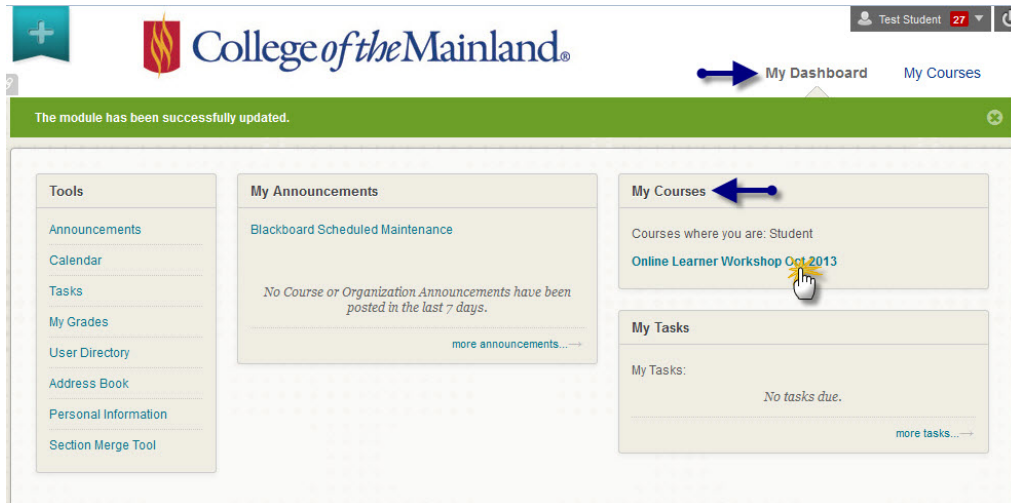
### Logging into Blackboard

- You will need your WebAdvisor user name and your seven-digit COM ID to log in.

If you need to retrieve your WebAdvisor user name or COM ID, go to the COM homepage then go to [WebAdvisor](#), click on **What's My User ID / COM ID?** link (do not log into WebAdvisor) and follow the instructions.

- Click on the Blackboard link at the top of this web page to log in.

After logging in, you can click on your course located in the **My Courses** module:



## Workshop Overview

The free workshop will include navigating, viewing content and communicating in Blackboard. You will also be able to practice certain tasks, such as posting to a Discussion board, submitting an assignment and taking a quiz.

### Course Material:

- Read Me First
- Syllabus
- Four Learning Modules

### Gradable Tasks:

- Assignment 1 - Post to the Discussions Forum.
- Assignment 2 - Create and submit a simple Word document.
- Assignment 3 - Copy and paste text into a Word document.
- Two quizzes

You must successfully complete all of the activities in each of the modules. Once completed, the Online Learner Workshop will be added to your student record. You will be able to see your passing score of CR (for credit) posted to your student record by using the My Grades tool within the Workshop.