

## **Madisonville Community College Distance Learning Student Guide**

### **What is Distance Learning?**

In some Madisonville Community College classes, students and professors communicate with each other via the Internet. Activities in virtual classrooms sometimes supplement and sometimes replace activities in face-to-face classes.

- Web-Enhanced classes strengthen traditional classroom learning with online resources, discussions and activities. Some online activities may be required to complete the course. Students still attend on-campus classes, which follow the conventional start/finish schedule.
- Web-Only classes can be taken entirely online from your home, school, office, etc. Faculty members use a Web-course management system to administer course content, discussions, interactions and resources. Attendance in a physical classroom is minimal to none. Most Web-only classes follow the conventional start/finish schedule.

### **Is Distance Learning for You?**

The ideal distance learner is able to answer these questions positively:

- Are you self-motivated?
- Do you work well independently?
- Do you manage your time well?
- Can you establish a regular weekly schedule for class work and assignments?
- Do you have enough time to take a distance learning course? (Distance learning courses require as much or more time per week as on-campus courses.)
- Are you willing to communicate frequently with the instructor and take the initiative to contact the instructor with issues?
- Are you computer and web literate?

What computer requirements are there? Where can I get free software?

These are the minimum requirements you will need to complete KYVU online courses. You may download most of these programs for free via the World Wide Web.

- PC computer using Windows 95 or higher or Macintosh/Apple computer using OS 7.0 or higher.
- Connection to the Internet using a 28.8 Kbps modem, 56k or higher recommended. 56k dial-up connections are typically available from AOL, Charter, Yahoo, MSN, Earthlink or other providers for a monthly fee.
- An Internet browser such as Microsoft Internet Explorer 5.0 or higher (recommended), or Netscape Navigator 4.7 or higher.

Download the most recent version of Internet Explorer here:

<http://www.microsoft.com/windows/ie/default.aspx>

Download the most recent version of Netscape Navigator here:

<http://channels.netscape.com/ns/browsers/download.jsp>

- E-mail capable of sending attachments.
- Plug-Ins.

The following are links where you can find and download these free plug-ins: RealPlayer provides live and on-demand real-time RealAudio and RealVideo streaming content on the Web.

Download the free RealPlayer pug-in here: <http://www.realnetworks.com>

Adobe Acrobat Reader allows you to view and print PDF files on all major computer platforms.

Download the free Acrobat Reader plug-in here:

<http://www.adobe.com/products/acrobat/readstep2.html>

## How do I access my course on KYVU?

Kentucky Virtual Campus - Microsoft Internet Explorer provided by MCC IT Services

http://www.kyvu.org/

Kentucky Virtual Campus

Programs & Courses Student Services About KYVC Partners & Faculty

**KYVU**  
KY VIRTUAL  
CAMPUS

LEARNING @ YOUR CONVENIENCE

Please contact our 24/7 Help Desk if you need username and password or technical assistance. Call toll-free **1-866-606-1725**.

For the Kentucky Community and Technical College System's (KCTCS) 24/7 Blackboard Help Desk call toll-free **1-866-590-9238**.

**AOL Message for AOL users**

**Login**

Username

Password

Login

[Forgot your password?](#)  
[Need an account?](#)  
[Request Enrollment](#)

Affiliate Websites:

KVL KY VIRTUAL LIBRARY  
KVS KY VIRTUAL STUDENT SERVICES  
KYE KY VIRTUAL ADULT EDUCATION  
EPSB Educators.org  
KYC4K12

[Contact Us/Help](#) [Privacy Policy](#) [Security Policy](#)

1. Go to <http://www.kyvu.org/home.htm>
2. In the space provided for "Username," type your name using this format: first initial of first name, entire last name, last four digits of your Social Security Number (ex: fnightengale1234).
3. In the space provided for "Password," type the last four digits of your Social Security Number (ex: 1234). If you did not provide your college with a social security number, please call the **KYVU help desk at 1-877-740-4357** and ask that they look up your assigned password.
4. Then, click on the "Login" button to access your course.

You are required to register with the Disability Resource Coordinator at your home campus if you have a documented disability and need any type of accommodation. The Disability Resource Coordinator at Madisonville Community College is Valerie Wolfe, room 112 LRC, 270-824-1670.