

Forest Stewardship University

Orientation

Welcome to Forest Stewardship University. This brief orientation will help you get the most out of the online learning modules.

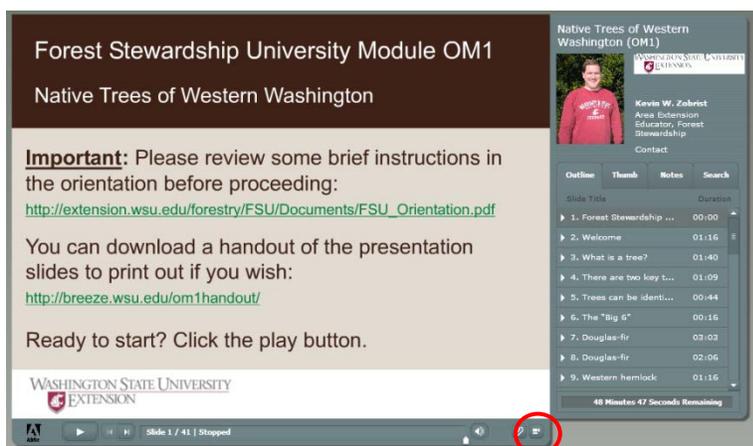
1. Screen Layout

The default screen layout usually appears like this:



Tip: Underlined green text represents a link to external content (handouts, websites, etc.). You can pause the module and click the link to display this content in a separate browser window.

However, by clicking the screen layout button (circled in red), you can toggle between this and a more expanded version that has more features:



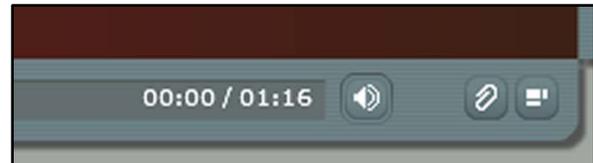
2. Using the playbar controls

In the expanded layout, the playbar appear horizontally along the bottom of the module.

The left-hand side of the playbar at the bottom of the screen allows you to navigate through the module. The larger button on the left toggles between play and pause. You can pause the module at any time to spend more time reviewing a slide. The slides will automatically advance when playing, but you can jump ahead or move backward by using the two smaller buttons. Next to these buttons you can see which slide you are on and how many total slides there are in the module.



The right-hand side of the playbar tells you how much time has elapsed out of the total time for a given slide. The speaker icon next to this is the volume control. The far right icon toggles the screen layout. The paperclip icon is not used.



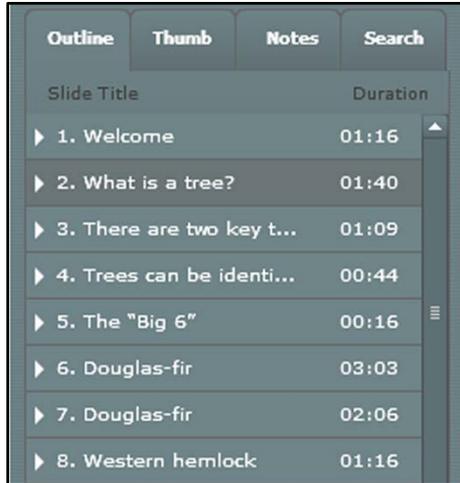
2. Using the right-hand sidebar

The right-hand sidebar is displayed in the expanded screen layout. The top of the right-hand sidebar provides information about the presenter. For some presenters, you can click on the word "contact" to email them with questions or comments.

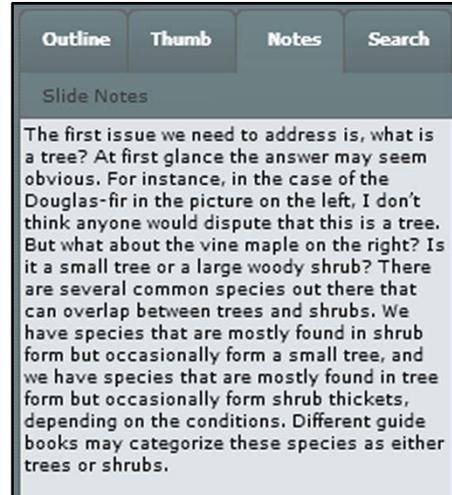


Below the presenter information there are four tabs to choose from:

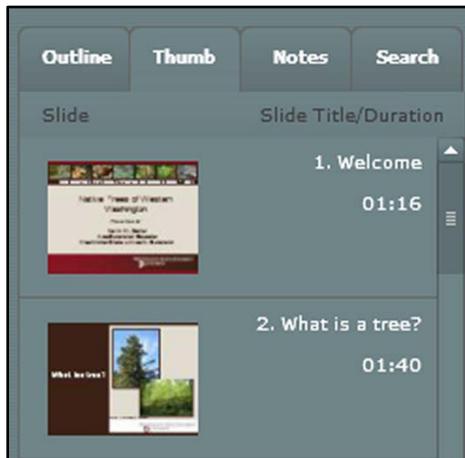
The **Outline** tab lists all of the slides in the module. You can click on any of these to jump to that slide.



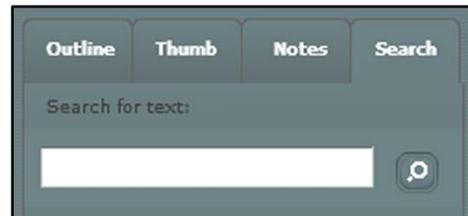
The **Notes** tab displays a written transcript of the narrative to help you follow along and identify terms used.



The **Thumb** tab is the same as the outline, but with thumbnail images of each slide.



The **Search** tab allows you to search for text anywhere in the module, including slides and notes.



3. Completing the module

For the module to register as completed, you **must** reach the end slide, which will look like the image below. Reaching the end slide requires

proceeding through a quiz (on applicable modules) and an evaluation. **Tip:** We recommend leaving the module open on the end slide for a few moments before exiting to give the system time to register your completion.



WASHINGTON STATE UNIVERSITY EXTENSION ONLINE MODULE • OM1

This Module is now complete.

Native Trees of Western Washington
Kevin W. Zobrist, Washington State University Extension

Copyright 2011, Washington State University. This module may not be reproduced or distributed in whole or in part without written permission. All non-public domain material in this module is used by permission. OM1.

WASHINGTON STATE UNIVERSITY
EXTENSION

For modules that have a quiz, the quiz is required in order to complete the module. If you do not take the quiz, the module will show as incomplete. “Passing” the quiz requires getting a minimum number of questions correct (usually 80%). However, the quiz may be taken multiple times, and you are not required to pass the quiz. These educational resources are provided for your own learning and edification, and you should consider a “failing” score on the quiz to simply be a suggestion to further review the material in order to master it.

When you have completed the quiz, click the Continue button. You will then have the option of moving forward through the evaluation or going back to further review the module or to review the correct answers to the quiz questions.

The evaluation is optional, but we appreciate your feedback, especially your comments. To skip the evaluation, click the Next Slide button on the playbar until you reach the end slide.