

IT Training: Office 365, myMount, Moodle & the MSVU App

MSVU International Education Centre

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Outline

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3. MyMount
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 - Blackboard Collaborate
5. the MSVU App
6. IEC webpage



Part I

1. MSVU email, username, and password

- Received in an email from helpdesk@msvu.ca after newly admitted to MSVU
- If you do not have these, email helpdesk@msvu.ca
 - your full name
 - MSVU 7-digit student ID
 - your birth date

Part II

2. Office 365

- downloading
- apps
- purposes
- Teams – a brief introduction



Part II

2. Office 365


To download:

- www.msvu.ca/mymount
- Login with your Username and Password
- Choose "Office 365 app"
- Choose "Install Office"
- Follow the download prompts

Part II

2. Office 365

The different apps:

- Once Office 365 is installed, click the icon at the top left of your screen. The image shows a yellow rectangular icon with a blue circle around the left side. Inside the circle are three small white dots arranged in a triangle. To the right of the circle, the letters 'MSVU' are written in blue.
- This one:
- Here you will find all apps available in the Office 365 suite: Excel, Outlook (MSVU email), Yammer, Stream, etc.

Part II

2. Office 365

Microsoft Teams:

- An Instant Message app
- For MSVU community
- Video conferencing and chat
- Contact using Name or Email address

Part II

2. Office 365

For more information:

- <https://support.microsoft.com/en-us/topic/set-up-your-device-to-work-with-accessibility-in-office-365-a0ca81c1-fa3e-417e-9d3b-78b8816fce58?ui=en-us&rs=en-us&ad=us>
- <https://www.microsoft.com/en/microsoft-365>

Part III

3. MyMount

- services
- purposes
- functions

myMount / Email

Campus Life

- A-Z List
- Centre for Academic Advising and Student Success
- Accessibility Services
- Athletics - Home of the Mount Mystics

Campus Services

- Art Gallery



myMount is the University's portal, providing you with personalized access to a number of services, including: Office 365, WebAdvisor, course registration, financial information and email.

[Log in to myMount / Email](#)

Part III

3. MyMount – www.msvu.ca/mymount

- Is MSVU students' administrative portal
- Where you can find information and answers to all aspects not connected to your classes
- For example:
 - Important dates and deadlines
 - Registering for and dropping classes
 - Your financial information
 - Your grades
 - Changing your address or password



Part IV

4. Moodle

-intent

-Blackboard Collaborate

Mount Online Learning Platform

- Academics
 - Bachelor of Arts (BA)
 - Bachelor of Science (BSc)
 - Professional Studies at the Mount
 - Graduate Studies at the Mount
 - Faculty of Education
- Online Learning
 - Take Online Courses
 - Mount Online Learning Platform**
 - Video Tutorials
 - Online Program Offerings
 - Course Delivery Modes
 - Online Support for Students
 - Educational Technology Support for Faculty
- University Academic Calendars
- Co-operative Education at the Mount
- Diploma & Certificates
- Library
- Teaching and Learning Centre

MSVU's Suite of Educational Technologies

Moodle is the Mount's Learning Management System that allows faculty to create and manage course content, host online discussions, administer quizzes and meet in real time with students. Moodle provides a place where students can access course content, submit assignments, complete activities, and communicate with their peers and their instructor.

Blackboard Collaborate is our online classroom software. It provides a virtual space where faculty and students can meet in real-time, work in groups, chat, and learn together.

Office 365 is a collection of apps used in course delivery such as OneNote, Teams, Stream, and Yammer.

Current students and faculty can view Moodle course sites and join online synchronous classes in Collaborate by logging into Moodle.

[Moodle Login](#)


- More about Moodle
- Scheduled Moodle Maintenance Periods
- Blackboard Collaborate
- Mount Online Learning Platform Informed Consent Statement

Part IV

4. Moodle – www.msvu.ca/moodle

- Is MSVU students' academic portal
- For both on-campus and online students
- Where faculty will post course outlines, course content, discussion forums, videos, and quizzes

Blackboard Collaborate

- Online classroom space
- Click on this icon: 

Part V



5. The Ellucian Go MSVU App

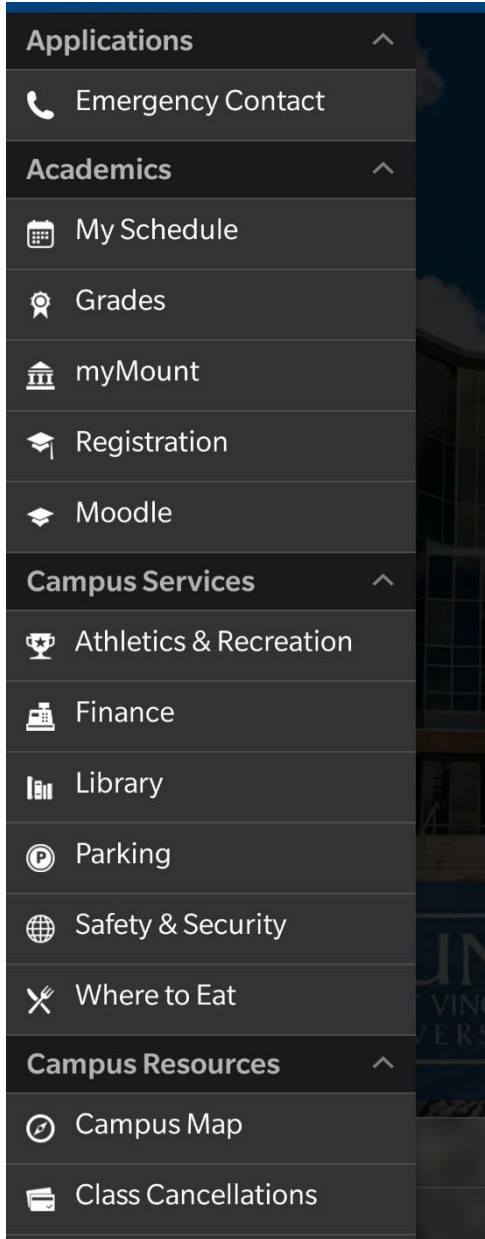
This app is available both on Play store and Apple store. You need your MSVU email and password to sign in.

Ctrl + Click on the image to watch the video

<https://www.msvu.ca/campus-life/centre-for-academic-advising-and-student-success/academic-advising/early-advising-and-registration/>



How to Register



App does more than class registration!

- User-friendly
- Quick access to your basic student information and needs
- Click on MyMount for a more detailed information on your student account and other MSVU information

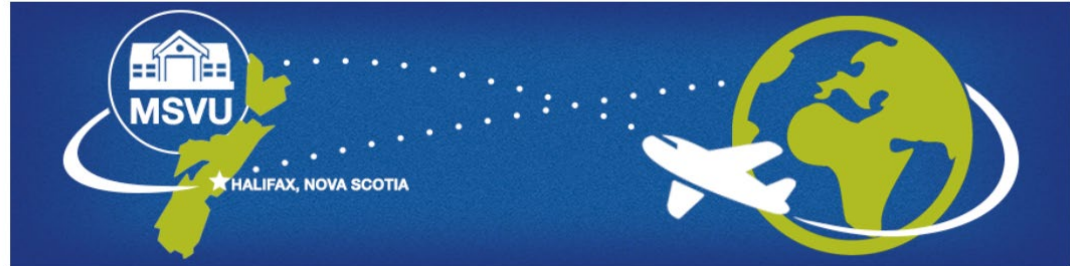


Part VI

6. The IEC Webpage

- staff
- services

International



The International Education Centre (IEC) at MSU offers personal, academic, cultural and immigration advising to international students in Canada, as well as any student or faculty wishing to study, research or conduct projects abroad. The IEC is also home to the University's English for Academic Purposes programs.

Part VI

6. The IEC Webpage – www.msvu.ca/international

The IEC staff:

- Under "Your International Team"
 - "International Education Staff"

Making an Appointment

- Click "Book and Appointment with an IEC Staff Member"
 - Choose which type of appointment, staff, day and time

Other important information

- "Covis-19 FAQs"
- New International Student Orientation"



THANK YOU!



Questions?

