WELCOME NEW MASTER’S STUDENTS!
Presenters

Ken Lindblom, PhD
Dean
School of Professional Development

Kim Giacalone, MA ’11, Director
Marketing and Communications
School of Professional Development
Agenda

• Welcome
• Program overview
• Teacher certification
• Expectations
• Advisement
• Enrollment information
• Resources
• Staying connected
• Q & A
About Stony Brook

QUICK TAKE
• 25,734 students
• >2500 faculty
• >140 graduate programs

MORE FACTS
• Started as a teachers college in a collection of geodesic domes, now situated on a 1,040-acre campus.
• Among the top 100 universities in the nation (U.S. News & World Report) and top 50 public universities.
• Proud home to Nobel laureates, Guggenheim fellows and MacArthur grant winners.

View of the Wang Center from the academic mall.
An air of RESPECT
Stony Brook University
Tobacco-Free

stonybrook.edu/commcms/tobaccofree
About the School of Professional Development

• Oversees Distributed Teacher and Leader Education (D-TALE) at SBU

• SPD’s 11 MAT programs in English, Foreign Language, Mathematics, Science and Social Studies

• 2 Post-Master’s Advanced Graduate Certificates: Educational Leadership (School District and School Building Leadership) and School District Business Leadership

• Diverse digital badge catalog in a wide range of subject areas for teachers.
Teacher Education at Stony Brook

- Distributed model
- Content-focused
- Diverse teaching faculty and research experts
- Strong partnerships with schools throughout the region
Planning Your Course of Study
## MAT Program Pages

<table>
<thead>
<tr>
<th>Program</th>
<th>Website</th>
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<tbody>
<tr>
<td>English</td>
<td><a href="http://www.stonybrook.edu/spd/graduate/matenglish.html">www.stonybrook.edu/spd/graduate/matenglish.html</a></td>
</tr>
<tr>
<td>Foreign Languages</td>
<td><a href="http://www.stonybrook.edu/spd/graduate/matfl.html">www.stonybrook.edu/spd/graduate/matfl.html</a></td>
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<tr>
<td>Mathematics</td>
<td><a href="http://www.stonybrook.edu/spd/graduate/matmath.html">www.stonybrook.edu/spd/graduate/matmath.html</a></td>
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<tr>
<td>Science</td>
<td><a href="http://www.stonybrook.edu/spd/graduate/matscience.html">www.stonybrook.edu/spd/graduate/matscience.html</a></td>
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<tr>
<td>Social Studies</td>
<td><a href="http://www.stonybrook.edu/spd/graduate/matss.html">www.stonybrook.edu/spd/graduate/matss.html</a></td>
</tr>
</tbody>
</table>
Planning Your Course of Study

• Students have five years to complete the degree.
• Suggested full-time load is four courses (12 credits) per term.
• Students who are receiving financial aid (student loans) must enroll in at least 6 credits.
• For course sequencing and other academic advising, contact your program director.
Student Teaching

• After all other coursework is complete
• Application required
• Long Island placements in a partnering school district based on preference
• New York City option (SUTEC)
Examinations, Fingerprinting and edTPA

• Examinations
  • Educating All Students Test
  • Content Specialty Test (CST)

• Fingerprinting

• Educative-Teacher Performance Assessment (edTPA)
Required Workshops

• Training in Identifying and Reporting Suspected Cases of Child Abuse and Maltreatment
• Identification and Referral of Substance Abuse
• Dignity for All Students Act (DASA)
• School Violence (Project Save)
TEACH Account

• The New York State Education (NYSED) TEACH system administers all information relating to certification: www.highered.nysed.gov/tcert/
• All students must submit their educational credentials, fingerprint clearance and other required information.
• Review our info packet at www.stonybrook.edu/spd/graduate/teach.html
Program Directors

Visit stonybrook.edu/dtale/faculty/ for contact info.
Expectations
Academic Expectations

• Be an active participant in class.
• Meet all assignment deadlines.
• Focus on the quality of your writing – including grammar & spelling, organization, depth of argument, intellectual engagement, and academic integrity. Seek help and get feedback.
• Maintain good academic standing with a minimum GPA of 3.0 (graduate, cumulative and in the program).
• Hone your research and citation skills: seek training and understand the Academic Honesty Policy.
Academic Honesty

- Cornerstone of all academic and scholarly work.
- Stiff penalties for students who are found responsible.
- Often, accused students do not know how to properly cite their sources (but they are still found responsible).
- Consider viewing a recorded Citation Skills Workshop at guides.library.stonybrook.edu/spd/home or registering for a live webinar in September.
Administrative Expectations

• Students are responsible for knowing and abiding by all SPD/SBU policies and deadlines (refer to Academic Calendars, SOLAR, Student Accounts website, and the Graduate Bulletin).
• Check SOLAR for Messages and Holds.
• Proactively search for information on the SPD Website and SOLAR and seek help when needed.
• When contacting a University office, please include your SB ID and program name.
Administrative Expectations (cont)

• File for graduation in SOLAR at the start of your last term! Details on our website at
  www.stonybrook.edu/spd/current/graduation.html

• Start using your Stony Brook email account:
  my.stonybrook.edu/
# SBU Email

![Stony Brook University Email Interface]

### Inbox (827)
- Starred
- Important
- Sent Mail
- Drafts (168)
- All Mail
- Spam (127)
- Trash
- Alumni
- Asni
- Aug 2011 - Feb ...
- Blackboard
- Carolyn
- CEK 501
- Chris

<table>
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<tr>
<th>Priority</th>
<th>From</th>
<th>Subject</th>
<th>Date</th>
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<tbody>
<tr>
<td></td>
<td>Blackboard6 Administrat.</td>
<td>eep: SPD Online Support: New Post - Course not show!</td>
<td>10:36 pm</td>
</tr>
<tr>
<td></td>
<td>Jacqueline.M.Donnelly</td>
<td>CEK 520.S31 Survey of Advising &amp; Counseling in Highe</td>
<td>9:33 pm</td>
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<tr>
<td></td>
<td>Green, James K.</td>
<td>Re: Orientation Webinar: Registration Confirmation &amp; Access:</td>
<td>6:21 pm</td>
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<tr>
<td></td>
<td>Green, James K.</td>
<td>Re: Orientation Webinar: Registration Confirmation &amp; Access:</td>
<td>6:05 pm</td>
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<tr>
<td></td>
<td>Kristy Arnold</td>
<td>Re: CEK 504 Williams - Hi Kim, I did speak with this student</td>
<td>5:58 pm</td>
</tr>
<tr>
<td></td>
<td>me</td>
<td>Adobe Connect - Chat Transcript from SPD - Kimberly Giaci</td>
<td>5:58 pm</td>
</tr>
<tr>
<td></td>
<td>Kristy Arnold</td>
<td>I will be out of the office on Monday, August 19. Re: CE</td>
<td>5:40 pm</td>
</tr>
<tr>
<td></td>
<td>Carolyn Jankowski</td>
<td>Fwd: registrar_scheduling_staff SPD Cancellation Req.</td>
<td>5:08 pm</td>
</tr>
<tr>
<td></td>
<td>Lori Lyons</td>
<td>AGC Advisement Sheets - Hi Kim - Should you need them</td>
<td>2:43 pm</td>
</tr>
<tr>
<td></td>
<td>Shawna Nielsen</td>
<td>Re: Recycling Toner - Hi All, Please see email below. Did ar</td>
<td>2:13 pm</td>
</tr>
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Tabbed Interface
SPD Receives National Award for Innovative Educational Program

The UPCEA Engagement Award recognizes SPD’s collaboration with Family Residences and Essential Enterprises, Inc.

COMMENCEMENT INFORMATION

- Student Speaker Search
- Ceremony Details
- RSVP form
- and more!

More »

Quick Links

- Academic Calendar
- Blackboard
- Degree & Certificate Programs
- Email and Google Apps
- Forms
- Graduate Bulletin
- Research Support/Library Guide
- SOLAR
- Student Orientations
SPD Academic and Events Calendars

Add the calendars below to your Stony Brook Google Apps account by clicking on the button at the bottom of each calendar. You can also add the calendar on your iPhone or Android device.

Academic Calendars

Graduate Calendar (printable; Registrar's Website) | Winter Session

Graduate Academic Calendar

Calendar page at stonybrook.edu/spd/graduate/calendar
Advisement and Assistance

**Academic Advisement**
See your program director

**International Students**
Visa and Immigration Services
www.stonybrook.edu/visa
VIS@stonybrook.edu
631.632.4685

**Online Learning Support**
www.stonybrook.edu/elearning
spd_elearning@stonybrook.edu

**Financial Aid**
www.stonybrook.edu/finaid/
finaid@stonybrook.edu
631.632.6840

**Teacher Certification & Graduation Clearance**
www.stonybrook.edu/spd/graduation
spd_graduationandcertification@stonybrook.edu
631.632.7055
Resources For This Section

• SPD Website: http://www.stonybrook.edu/spd
• D-TALE Website: http://www.stonybrook.edu/dtale
• Graduate Bulletin: 
  http://sb.cc.stonybrook.edu/gradbulletin/current/
• Office of E-Learning Website: 
  http://www.stonybrook.edu/spd/elearning
• Grad/SPD Academic Calendar: 
  http://www.stonybrook.edu/spd/graduate/calendar
Enrollment Information
Course Information

- SOLAR – Descriptions, Schedules and Textbooks
  www.stonybrook.edu/solar
- Registrar Website: Printable PDFs
  www.stonybrook.edu/registrar
- SBU Class Find – Fast way to look at schedules without logging in.
  http://classfind.stonybrook.edu/vufind/
<table>
<thead>
<tr>
<th>#</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor(s)</th>
<th>Credits</th>
<th>Days</th>
<th>Start Time</th>
<th>End Time</th>
<th>Location</th>
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<tr>
<td>1</td>
<td>CEA518.L01</td>
<td>Metal Casting</td>
<td>Richholt, Dan</td>
<td>3.0</td>
<td>LAB</td>
<td>TUTH 05:30PM-08:55PM</td>
<td>DEC:AHLS</td>
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<td>2</td>
<td>CEA529.S30</td>
<td>Music and the Brain</td>
<td>Pace, Peter A</td>
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<td>SEM</td>
<td>FLEX 01:00AM-01:00AM</td>
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<tr>
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<td>CEA533.L01</td>
<td>Topics Art Studio Theory/Prac</td>
<td>Paradis, Jason</td>
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<td>CEA542.L01</td>
<td>Stony Brook Wind Ensemble</td>
<td>Engel, Bruce E</td>
<td>1.0</td>
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<td>W 06:50PM-09:50PM</td>
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<tr>
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<td>CEA542.L01</td>
<td>Stony Brook Wind Ensemble</td>
<td>Engel, Bruce E</td>
<td>1.0</td>
<td>LAB</td>
<td>W 06:50PM-09:50PM</td>
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</table>
SOLAR

SOLAR is Stony Brook University's enterprise-wide, self-service system which provides faculty, staff, and students with online access to manage personal information. Students use SOLAR to register for classes, print schedules, view and pay bills, update personal contact information, view transcripts, and submit student employment timesheets. Employees use SOLAR to update personal contact information, view vacation/sick accruals, print class rosters, submit grades, and much more.

- SOLAR LOGIN
- RF EMPLOYEE TIME REPORTING
- STATE EMPLOYEE TIME REPORTING (WEST CAMPUS & HSC)

Explore SOLAR

For Faculty & Staff

SOLAR is Stony Brook University's primary administrative system used by faculty and staff to update personal information, view vacation/sick accruals, print class rosters, submit grades, and more.

- FACULTY & STAFF HELP

For Students

SOLAR is Stony Brook University's primary administrative system used by students to register for classes, print schedules, view and pay bills, view transcripts, update personal contact information, report student conduct and more.

- STUDENT HELP

Public Access

While most of SOLAR's functionality requires authentication with your Stony Brook ID, we do offer public access to our Course Catalog and Class Search tools.
SOLAR For Students

SOLAR is Stony Brook University’s primary administrative system used by students to register for classes, print schedules, view and pay bills, view transcripts, update personal information, report student employment hours, and more.

Frequently Asked Questions

- How do I change my emergency contact information in SOLAR?
- How do I set up SB Alert?
- How do I update my local address in SOLAR?

Getting Started

- How do I get started with SOLAR?
- What is on my SOLAR home page?
Get Cleared for Take-Off
Common Enrollment Blocks (or Holds)

- Proof of Health Insurance
- Signing the Financial Responsibility Statement
- Enrollment in SB Alert
- Proof of MMR Immunization
- Missing Training – HAVEN
When to Enroll

• Enroll as soon as you are eligible and according to your enrollment appointment.
• Summer and Fall enrollment begins in early April.
• Spring and Winter enrollment begins in early November.
• SPD seldom schedules Winter courses.
• Clear up any blocks you may have before registration begins.
• Don’t worry about payment (yet). Secure the courses you need; the bill isn’t due until the close to the start of class.
Textbooks

• You can buy your books anywhere, but Amazon is now Stony Brook’s official textbook provider: stonybrooku.amazon.com
• Search by ISBN (found in SOLAR and ClassFind)
• Home delivery plus Amazon lockers for pick-up.
Learner Support Resources
Your NetID

- Accesses all of the online resources not available in SOLAR: Blackboard, SB Connect, E-mail, Google Drive, Library Resources, SoftWeb, etc.

- Combination of your first initial and last name.

- Created for you – you need to log into SOLAR to create your NetID password.

See video at https://youtu.be/ioI3UhVd6fw
blackboard.stonybrook.edu
Blackboard Browsers

• Use Firefox, Safari or Chrome (in that order of preference)

• The list includes Internet Explorer, but those of us who do tech support find that students report issues when they use that browser

• Available for most mobile devices—http://it.stonybrook.edu/help/kb/blackboard-mobile
Blackboard Tutorials

• Short video tutorials on every function within Blackboard.

• Access through the SPD Online Support course within Blackboard or bookmark the following: http://ondemand.blackboard.com/students.htm
SPD Library Guide

School of Professional Development

This guide is designed to help students in the School of Professional Development with their research.

Where To Start?

The purpose of this guide is to help students find appropriate materials for doing graduate level research.

Use the left-side navigation tabs to learn more:

- Find Articles - Find scholarly, academic, peer-reviewed, popular, and news articles on your research topic.
- Find Books - Find print and eBooks related to your topic.
- Where Can I Find...? Where to look for the type of information you need.
- What Do I Do When...? Ways to resolve various search problems.
- Research Tutorials - Interactive and video tutorials to help you with your research.
- Citation/Plagiarism - Find out about tools and sites that offer help with handling citation.
- Educational Leadership Program - Provides a list of recommended databases for doing research in educational leadership.
- Higher Education Administration - Provides a list of selected eJournals titles relevant to the Higher Education Administration (HEA) program. You can also search for a specific journal tile.
- Human Resources - Provides a list of selected eJournals titles and databases relevant to the Human Resources program. You can also search for additional titles.

The Chronicle of Higher Education

The Chronicle of Higher Education is the number one source of news, information, and jobs for college and university faculty members and administrators.

guides.library.stonybrook.edu/spd/
Library Instructional Resources

• On-campus and online workshops delivered by instructional librarians. Register at http://library.hsclib.sunysb.edu/instruction

• SPD’s Webinars are recorded or offered in the Fall: Research Skills for SPD Students, September Date TBD Citation Skills for SPD Students, September Date TBD

• We also recommend Zotero or EndNote workshops or tutorials for reference management. Other video tutorials are also available.
http://www.stonybrook.edu/writingcenter/
Phi Delta Kappa

- Phi Delta Kappa, the professional association for educators, maintains an active SBU Chapter, with educational events and networking opportunities.

- Details at www.stonybrook.edu/spd/pdk
Technology Resources

• DoIT (Division of Information Technology):
  https://it.stonybrook.edu/services/catalog

• Stony Brook Student Technology Guide:
  https://it.stonybrook.edu/students

Student Technology Guide

This guide will provide you with an overview on essential services offered by the Division of Information Technology (DoIT) that will enable you to be successful at Stony Brook University.

GET STARTED »
Keep in Touch!

facebook.com/spdstonybrook

twitter.com/spd_stonybrook

youtube.com/user/StonyBrookSPDonline