



Stony Brook  
University

# Welcome

**Educational Leadership and  
School District Business Leadership  
New Student Orientation**



**Dr. Robert Moraghan, Director**  
Educational Leadership Programs  
Stony Brook University  
*Robert.Moraghan@stonybrook.edu*



**Kim Giacalone, Director**  
Marketing and Communications  
School of Professional Development  
Stony Brook University  
*Kim.Giacalone@stonybrook.edu*



## Agenda

- Welcome
- Program overview
- Advisement /Academic expectations
- Enrollment information
- Resources
- Staying connected
- Q & A







Stony Brook University

SCHOOL OF PROFESSIONAL DEVELOPMENT



Check out [www.stonybrook.edu/sb/fastfacts/](http://www.stonybrook.edu/sb/fastfacts/)





# About Stony Brook

- Growing University
- Broad reach
- History of innovation
- Powerful partnerships





# THE TOP 1%!

Where Stony Brook sits among all the world's universities.

# THE TOP 100!

Stony Brook's ranking among national universities.

# THE TOP 40!

Stony Brook's ranking among public national universities.



## About SPD

- Stony Brook's school for working professionals
- Leader in online education since 1997
- 26 graduate degree and certificate programs







## About the Educational Leadership Programs

- “EDL”= combined School District Leadership + School Building Leadership
- “SDBL” = School District Business Leadership
- ~400 students across NY State
- Online, on-campus and in cohorts





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Stony Brook University

## School of Professional Development

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### Educational Leadership Certification Programs

School Building/School District Leadership  
School District Business Leadership



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#### About Stony Brook University's Educational Leadership Programs

Stony Brook University offers two **post-master's certificate programs** that lead to certification in areas of school district, building and business leadership.

- The **Educational Leadership (EDL)** program prepares K-12 educators for advancement to positions at both the **school district (SDL)** and **school building (SBL)** levels. Such positions include superintendent of schools, district superintendent, assistant superintendent, principal, assistant principal, department chairperson, or athletic director. As of Fall 2007, this is the first program of its kind in New York State that serves as a pathway for certification at both the district and building levels.

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[EDL \(SDL/SBL\) Curriculum](#)

[SDBL Curriculum](#)

[Course Descriptions](#)

[Internship](#)

[Examination/Certification](#)

[Faculty](#)

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[Tuition](#)

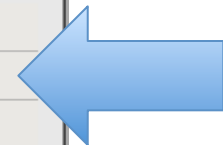
[Digital Library](#)

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**NCATE**

The Standard of Excellence  
in Teacher Preparation





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# School of Professional Development

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### Educational Leadership Program (Combined SDL and SBL) Curriculum

This program consists of 36 credits, distributed among the four areas listed below. Please note that the courses are only available to students who are matriculated in this program.

#### 1. Foundation Courses—9 credits

- CEQ 501 – Educational Leadership Theory I
- CEQ 502 – Educational Leadership Theory II (prerequisite: CEQ 501)
- CEQ 503 – Educational Leadership Practice (prerequisites: CEQ 501 and CEQ 502)

#### 2. Required Courses—18 credits

- CEQ 515 – School District Leadership
- CEQ 528 – School Law
- CEQ 541 – School Building Leadership
- CEQ 555 – Supervision of Instruction
- CEQ 571 – School Business Administration
- CEQ 572 – School Personnel Management

#### 3. Research Project —3 credits

CEQ 595 – Educational Leadership Research Project Seminar  
 The goal of the Project Seminar is to teach students to understand and conduct graduate-level research that culminates in a final research paper.  
*Prerequisite:* Completion of all foundation and required course work.  
*Note:* There are no transfer credits or substitutions permitted for CEQ 595 Project Seminar.

#### 4. Internship and Seminar—6 credits

CEQ 585 – Internship in School District/School Building Leadership\* (co-requisite: CEQ 586)  
 CEQ 586 – Seminar in School District/School Building Leadership\* (co-requisite: CEQ 585)  
*\*Prerequisite:* Completion of all foundation and required course work. Students may not enroll themselves in CEQ 585 and CEQ 586. Students who have completed the prerequisite course work should contact the Internship Coordinator, [Dr. Robert Scheidet](#), for enrollment.

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# Foundation Courses

## EDL and SDBL 9 credits

- EDL/CEQ 501 Educational Leadership Theory I
- EDL/CEQ 502 Educational Leadership Theory II
- EDL/CEQ 503 Educational Leadership Practice



## **EDL Required Courses 18 credits**

- EDL/CEQ 515 School District Leadership
- EDL/CEQ 528 School Law
- EDL/CEQ 541 School Building Leadership
- EDL/CEQ 555 Supervision of Instruction
- EDL/CEQ 571 School Business Administration
- EDL/CEQ 572 School Personnel Management



## **SDBL Required Courses 18 credits**

- EDL/CES 514–Collective Bargaining and Arbitration in the Public Sector
- EDL/CEQ 520–School Finance
- EDL/CEQ 525–Managerial Accounting for the School Business Official
- EDL/CEQ 528–School Law
- EDL/CEQ 571–School Business Administration
- EDL/CEQ 572–School Personnel Management





# EDL/CEQ 595 Project Seminar

- Goal is to teach students to understand and conduct graduate-level research.
- At least 25 pages in length; APA formatted.
- Prerequisite: Completion of all foundation and required course work.



# Internship

- CEQ 585 Internship in School District/School Building Leadership
- CEQ 586 Seminar in School District/School Building Leadership
- Prerequisite: Completion of all foundation and required course work (27 credits). There are no exceptions.



## More Internship Information

- Students are enrolled in these courses concurrently over Summer/Fall or Spring Summer.
- Students are enrolled in the internship courses by permission from Dr. Scheidet, Internship Coordinator. They must seek permission once they have completed their coursework.
- There is a mandatory orientation meeting, scheduled as follows:
  - Spring/Summer Internship Orientation: On or about November 19
  - Summer/Fall Internship Orientation: On or about April 16





# Planning Your Course of Study

- Students have five years to complete the program.
- Students can take up to four courses at a time, but the recommendation for working students is that they take no more than two during each term
- Students should balance theory and practice courses (e.g., EDL 501 plus EDL 528)
- Students should take EDL 501 first



# Planning Your Course of Study, Continued

- EDL 595 can be taken immediately before, during or after the internship.
- Most courses are offered online each term.
- “Traditional” students should expect to take online courses as on-campus courses are limited.
- Be proactive regarding the registration for the internship.



# Textbooks

- Information is in SOLAR and on the website of the Campus Bookstore (Barnes and Noble):  
<http://www.stonybrook.edu/provostliasn/bookstore/>
- Textbooks are offered in an e-book format as part of the EDL Digital Library, which offers access to all program textbooks as a \$200 annual subscription through Pearson Education.
- Subscribers can order printed (three-hole punch) copies for \$15



# Student Expectations



# Academic Expectations

- Maintain good academic standing with a minimum GPA of 3.0 (graduate, cumulative and in the program)
- Complete all program requirements within 5 years.
- Dedicate the time necessary to each class — about 10-15 hours per week for online courses.
- Focus on the quality of your writing; seek help when needed.
- Hone your research and citation skills: seek training and understand the SPD Academic Honesty Policy.





# Academic Honesty

- Cornerstone of all academic and scholarly work.
- Minimum penalty is an “F” in the course and suspension for one term for students found responsible for academic dishonesty.
- Often, accused students do not know how to properly cite their sources (but they are still found responsible).
- Consider attending our Citation Skills Workshop in August or view a recording online.



# Administrative Expectations

- Check SOLAR for Messages and Holds.
- Sign-up for and use your Stony Brook email account.
- Proactively seek out information and help.
- Be aware of and follow all SPD/SBU policies and deadlines (refer to Academic Calendars, SOLAR, Student Accounts website, and SPD Bulletin)
- Apply for Graduation during your last term.



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Stony Brook University

# School of Professional Development

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Degree & Certificate Programs

Graduate Courses

Calendars

Forms & Publications

Important Links

SPD Bulletin

Student Success Programs

Graduation

## Dean of the School Takes the Helm

Dr. Charles Taber appointed as the new Dean of the School of Professional Development.

LEARN MORE ▶

Provost for Graduate and Professional Schools



News & Announcements

Events

Quick Links

**★ TIME TO ENROLL**  
Get the Details ⇨

★ **NEW STUDENT ORIENTATIONS** ★

**BLACKBOARD**

» [Course Portal](#)

**CALENDARS**

» [SPD and Registrar](#)




### SPD Academic and Events Calendars






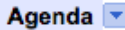

Beginning with Fall 2015 term, the School of Professional Development and the Graduate School will share a single academic calendar, which is published on the Registrar's website.

#### Academic Calendars

[Summer Sessions Calendar](#) | [Fall 2015 Calendar \(Registrar's Website\)](#) | [SPD Spring 2015 Calendar](#)

**SPD Events, Reminders and Workshops Calendar** — Features webinars, presentations, reminders and non-credit course listings. Add this calendar to your Stony Brook Google Apps for Education account ([stonybrook.edu/mycloud](http://stonybrook.edu/mycloud)) by clicking on the  button at the bottom of the calendar. You can also [add the calendar on your iPhone](#) or [Android device](#).

#### SPD: Events, Reminders, and Workshops

Today   Tuesday, May 5  Print  Week  Month  Agenda 

<b>Tuesday, May 5</b>
4:00pm EDL New Student Orientation
6:00pm HRM New Student Orientation
<b>Thursday, May 7</b>
6:00pm EDL New Student Orientation
<b>Friday, May 8</b>
Last day of class for M-F classes
<b>Saturday, May 9</b>
Last day of Saturday classes
<b>Monday, May 11</b>

#### Related Links

[Final Exam Schedules](#)

[Tuition Liability Schedule](#)

[Stony Brook University Online Events Calendar](#)



# SIGN UP and CHECK Your Stony Brook Email

Search Images Mail Drive Calendar Sites Groups Contacts Maps More

Stony Brook University kim.giacalone@stonybrook.edu

Mail 1-100 of 6,590

COMPOSE

Primary Social Promotions Updates Forums

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Blackboard6 Administrat.</b>	<b>eep: SPD Online Support: New Post - Course not showir</b>	<b>10:36 pm</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Jacqueline.M.Donnelly</b>	<b>.CEK 520.S31 Survey of Advising &amp; Counseling in Highe</b>	<b>9:33 pm</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Green, James K.	Re: Orientation Webinar: Registration Confirmation & Acces:	6:21 pm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Green, James K.	Re: Orientation Webinar: Registration Confirmation & Acces:	6:05 pm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kristy Arnold	Re: CEK 504 Williams - Hi Kim, I did speak with this studen	5:58 pm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	me	Adobe Connect - Chat Transcript from SPD - Kimberly Giaca	5:56 pm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Kristy Arnold</b>	<b>I will be out of the office on Monday, August 19. Re: CEK</b>	<b>5:40 pm</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Carolyn Jankowski</b>	<b>Fwd: [registrar_scheduling_staff] SPD Cancellation Requ</b>	<b>5:08 pm</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lori Lyons	AGC Advisement Sheets - Hi Kim - Should you need them in	2:43 pm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Shawna Nelsen	Re: Recycling Toner - Hi All, Please see email below. Did ar	2:13 pm

Get ready for Fall: <http://w>

Search people...

- Linda Padwa
- Loren Moss Meyer
- Janet Masini
- Jennifer Adams  
New Clicker softwar...
- Kevin Conn
- Laura Valente
- Lynn Zawie
- Mark Carroll
- Shawna Nelsen
- Christopher Ruch



# Your Stony Brook Email

The screenshot shows a Gmail interface with a dark green header. At the top, there are navigation tabs: Search, Images, Mail, Drive, Calendar, Sites, Groups, Contacts, Maps, and More. Below this is the Stony Brook University logo and a search bar. The user's email address, kim.giacalone@stonybrook.edu, is visible in the top right. The main area is divided into a left sidebar, a central inbox, and a right sidebar. The left sidebar contains folders like Inbox (827), Starred, Important, Sent Mail, Drafts (168), All Mail, Spam (127), Trash, Alumni, Asmi, Aug 2011 - Feb ..., Blackboard, Carolyn, CEK 501, and Chris. The central inbox shows a list of emails with columns for checkboxes, stars, folders, sender names, subject lines, and times. A blue box highlights the 'Promotions' and 'Updates' tabs in the inbox header. The right sidebar shows a contact list with names like Linda Padwa, Loren Moss Meyer, Janet Masini, Jennifer Adams, Kevin Conn, Laura Valente, Lynn Zawie, Mark Carroll, Shawna Nelsen, and Christopher Ruch.

Primary	Social	Promotions	Updates	Forums
<input type="checkbox"/> ☆ □ Blackboard6 Administrat.				
<input type="checkbox"/> ☆ □ Jacqueline.M.Donnelly				
<input type="checkbox"/> ☆ □ Green, James K.				
<input type="checkbox"/> ☆ □ Green, James K.				
<input type="checkbox"/> ☆ □ Kristy Arnold				
<input type="checkbox"/> ☆ □ me				
<input type="checkbox"/> ☆ □ Kristy Arnold				
<input type="checkbox"/> ☆ □ Carolyn Jankowski				
<input type="checkbox"/> ☆ □ Lori Lyons				
<input type="checkbox"/> ☆ □ Shawna Nelsen				





# Additional Administrative Expectations

- Know NYSED's regulations on **testing and workshops**
- Know when and how to prepare for your internship orientation and registration



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ABOUT SPD ADMISSIONS ACADEMICS ONLINE LEARNING CAREER DEVELOPMENT LIFELONG LEARNING OUTREACH

# Educational Leadership Certification Programs

School Building/School District Leadership  
School District Business Leadership



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Faculty

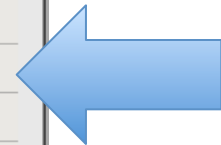
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## About Stony Brook University's Educational Leadership Programs

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**NCATE**

The Standard of Excellence  
in Teacher Preparation



## Online Learning at SPD

- Asynchronous seminars conducted via Blackboard
- All students are required to participate at least three different **days** during the week
- Requires careful reading and considerable amount of writing in discussion boards
- SPD offers training videos on the SPD Online website



**SPD Online**

In 1996, the **School of Professional Development** began offering online courses to meet the needs of working professionals. Today we schedule more than [100 online courses](#) per term, which can be used in our seven fully online degree and certificate programs.

Please read through the information below; if you still have questions, [contact us](#).

### SPD Online Overview

- [About SPD Online](#)
- [SPD Online FAQs](#)
- [Online Degree & Certificates](#)
- [Current Semester Courses](#)

### New Student Information

#### Getting Started

##### Blackboard Video Tutorials

- [Blackboard on demand videos](#)

##### Online Learning Orientation

- Sign up for our next [orientation webinar](#), January 20 at 12 noon Eastern
- [Watch the webinar recording from prior semester](#)
- View the [PowerPoint](#) (pdf)

##### Username and Password (NetID)

- [SQLAR System](#) (log in and click "NetID Maintenance")

[About SPD Online](#)

[Online Graduate Programs](#)

[SPD Online FAQs](#)

[Getting Started](#)

[Current Course Offerings](#)

[SPD Academic Calendars](#)

[Contact Us](#)

[SPD Online Home](#)



# Advisement and Assistance

For questions relating to the curriculum:

Dr. Robert Moraghan

EDL Program Director

[robert.moraghan@stonybrook.edu](mailto:robert.moraghan@stonybrook.edu)

631.632.7702

For administrative questions (registration, blocks, etc.):

Brian Conway

Teachers Professional Development Institute

[brian.conway.1@stonybrook.edu](mailto:brian.conway.1@stonybrook.edu)

631.632.7078

For internship information:

Dr. Robert Scheidet

EDL Internship Coordinator

[Robert.Scheidet@stonybrook.edu](mailto:Robert.Scheidet@stonybrook.edu)

631.632.4584

For online learning questions:

SPD Online

[spd\\_online@stonybrook.edu](mailto:spd_online@stonybrook.edu)

631.632.9484





# More Advisement and Assistance

## Teacher Certification & Graduation Office

[spd\\_graduationandcertification@stonybrook.edu](mailto:spd_graduationandcertification@stonybrook.edu)

631.632.7055

## Financial Aid and Scholarship Services

[finaid@stonybrook.edu](mailto:finaid@stonybrook.edu)

631.632.9316

[www.stonybrook.edu/finaid/](http://www.stonybrook.edu/finaid/)

## Bursar (Accounts/Billing)

631.632.9316

[bursar@stonybrook.edu](mailto:bursar@stonybrook.edu)

[www.stonybrook.edu/bursar/](http://www.stonybrook.edu/bursar/)

## Student Health Services

(MMR & Insurance Questions)

[studentaffairs.stonybrook.edu/shs/](http://studentaffairs.stonybrook.edu/shs/)



# More Advisement and Assistance

**Teacher Certification and Graduation Office**

[spd\\_graduationandcertification@stonybrook.edu](mailto:spd_graduationandcertification@stonybrook.edu)

631.632.7055



## Resources For This Section

- SPD Website: <http://www.stonybrook.edu/spd>
- EDL Website:  
<http://www.stonybrook.edu/spd/edleadership/>
- SPD Bulletin: <http://www.stonybrook.edu/spd/bulletin>
- SPD Online Website:  
<http://www.stonybrook.edu/spd/online>
- SPD Academic Calendar:  
<http://www.stonybrook.edu/spd/graduate/calendar>
- Textbooks:  
<http://www.stonybrook.edu/provostlisan/bookstore/>



# Enrollment Tips



# SOLAR

[SOLAR LOGIN](#)[RF EMPLOYEE TIME REPORTING](#)[STATE EMPLOYEE TIME REPORTING \(WEST CAMPUS & HSC\)](#)

This system is online.

[View Maintenance Schedule](#)

## SOLAR

[SOLAR Mobile](#)[SOLAR for Faculty & Staff](#)[SOLAR for Students](#)

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.

### Frequently Asked Questions

[How do I change my email address in SOLAR?](#)





# Get Cleared for Take-Off

Check Action Center and Message Center each time you log in

The screenshot displays the SOLAR SYSTEM user interface. At the top, there is a navigation bar with the text "SOLAR SYSTEM" and links for "Home", "Add to Favorites", and "Sign out". Below this, there are "Favorites" and "Main Menu" options. The main content area is divided into two columns. The left column contains the "Action Center" and "Message Center". The "Action Center" has two sections: "Holds" with the text "No Holds." and "To Do List" with the text "No To Do's.". The "Message Center" shows "new message(s)" and "read message(s)" buttons, and a "New Messages" section listing "Fall 2013 Billing Statement", "Summer 2013 Billing Statement", and "Summer 2013 Billing Statement" with a "view details" link. A large red arrow points to the "Action Center" section. The right column is titled "Home Page" and lists various services: "SB Alert Emergency Information" (with "SB ALERT" icon and "SB Alert - Registration" link), "Security and Personal Data" (with "Change My Solar Password, NetID Maintenance, Whom to contact if I'm missing, User Preferences, Office Address, Addresses, Ethnicity, Veteran Status, Names, Phone Numbers, & More..." link), "Elections" (with "Student Elections, Faculty/Prof Elections, Senate Survey" link), "Student Records & Registration" (with "Academic Planning, Enrollment, Academic Records, Degree Progress/Graduation" link), "Campus Financial Services" (with "Account Information/Payment, Financial Aid, Required Health Insurance/Waiver, Set Billing Notification Email" link), "Campus Housing" (with "Continuing Room Deposit, Room Selection, Graduate / Family Apt. Deposit, Summer Room Payment" link), and "Student Employment Service" (with "Enter Timesheet, Timesheet Paid, View Paycheck, Federal Work Study Balance, Payroll Periods, Student Employment Handbook" link).



# Common Enrollment Blocks (or Holds)

- Proof of Health Insurance
- Signing the Financial Responsibility Statement
- Enrollment in SB Alert
- Proof of MMR immunization



## When To Enroll

- Enroll as soon as you are eligible and according to your enrollment appointment.
- Summer/Fall enrollment begins in early April.
- Winter/Spring enrollment begins in early November.
- SPD seldom offers Winter Session courses.
- Clear up any blocks you may have before registration begins.
- Don't worry about payment (yet).



## A Word About Waitlists

- The majority of online courses will eventually fill.
- Add your name to the waitlist to be enrolled automatically if someone drops.
- Mind your waitlist position.
- Waitlist problems? Contact SPD Online.
- *Note: There is financial liability for any course into which students have been **enrolled**.*



## A Word About Cancellations

- SPD does not run courses with fewer than 10 students.
- Enroll early – we start cancelling underenrolled courses about four weeks prior to the start of class.
- Check the enrollment in your course in SOLAR.
- If the course is still underenrolled four weeks prior to the start of class, consider adding a second course as a back-up.



# Your NetID





## Your NetID

- Access 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.
- Is created for you – you need to log into SOLAR to create the password.



# Your NetID

The screenshot displays the SOLAR SYSTEM user interface. At the top, there is a navigation bar with the text "SOLAR SYSTEM" and links for "Home", "Add to Favorites", and "Sign out". Below this, there are tabs for "Favorites" and "Main Menu".

The main content area is divided into two panels:

- Action Center:** Contains sections for "Holds" (No Holds) and "To Do List" (Complete Health Waiver by 2/15, with a "view details" link).
- Home Page:** Contains several sections:
  - Security and Personal Data:** A red arrow points to this section, which includes links for "Change My Solar Password, NetID Maintenance, Whom to contact if I'm missing, User Preferences, Office Address, Addresses, Ethnicity, Veteran Status, Names, Phone Numbers, & More...".
  - SB Alert Emergency Information:** Includes a link for "SB Alert - Registration".
  - Elections:** Includes links for "Student Elections, Faculty/Prof Elections, Senate Survey".



# Your NetID

The screenshot shows the NetID Maintenance page for user Kimberly Giacalone. A red arrow with the number '1' points to the NetID 'kgiacalone'. The page includes a navigation menu, a 'Test Your NetID Password' button, and a 'Security Question' section.

**SOLAR SYSTEM** | Home | Add to Favorites | Sign out

Favorites | Main Menu > Self Service > Security and Personal Data > NetID Maintenance

**NetID Maintenance**  
100258242 Name: Kimberly Giacalone Your NetID is **kgiacalone**

[Information for students who are graduating or leaving SBU](#)

[Click here to set or change your NetID Password.](#)

**Security Question**

In order to access the password management features available on this page, you will need to verify your identity by answering your security question. If you have not set up your security question yet, you will need to do so now in order to proceed.

Test Your NetID Password



# Your NetID

The screenshot shows the NetID Maintenance page for user Kimberly Giacalone. A red arrow with the number '2' points to the link 'Click here to set or change your NetID Password.' The page includes a navigation bar with 'SOLAR SYSTEM' and 'NetID Maintenance', a breadcrumb trail, and a 'Test Your NetID Password' button.

**SOLAR SYSTEM** | Home | Add to Favorites | Sign out

Favorites | Main Menu > Self Service > Security and Personal Data > NetID Maintenance

[Customize Page](#) [http](#)

### NetID Maintenance

100258242    **Name:** Kimberly Giacalone    **Your NetID is** **kgiacalone**

[Information for students who are graduating or leaving SBU](#)

**2** [Click here to set or change your NetID Password.](#)

### Security Question

In order to access the password management features available on this page, you will need to verify your identity by answering your security question. If you have not set up your security question yet, you will need to do so now in order to proceed.



# Your NetID

SOLAR SYSTEM Home | Add to Favorites | Sign out

Favorites | Main Menu > Self Service > Security and Personal Data > NetID Maintenance Customize Page http

### NetID Maintenance

100258242 **Name:** Kimberly Giacalone **Your NetID is** **kgiacalone**

[Information for students who are graduating or leaving SBU](#)

[Click here to set or change your NetID Password.](#)

**Security Question**

In order to access the password management features available on this page, you will need to verify your identity by answering your security question. If you have not set up your security question yet, you will need to do so now in order to proceed.

**3**

Test Your NetID Password



Stony Brook **University**

SCHOOL OF PROFESSIONAL DEVELOPMENT

# Learner Support Resources



## Blackboard Log-In Screen

The screenshot shows the Blackboard login interface. At the top left is the Blackboard logo (Bb) and the text 'Blackboard'. To the right are links for 'Change Text Size' and 'High Contrast Setting'. Below this is a section for 'Available languages' with links for Cymraeg (Cymru), Dansk (Danmark), Deutsch (Deutschland), English (United States), Español (España), Français (France), Italiano (Italia), Nederlands (Nederland), Português (Brasil), Suomi (Suomi), Svenska (Sverige), Русский (Россия), العربية, 中文 (中国), 日本語 (日本), and 繁體中文 (台灣). The main area is split into two columns: 'Have an account?' and 'Don't have an account?'. The 'Have an account?' section has a yellow background and contains a 'Please enter your credentials and click the Login button below.' instruction, 'Username:' and 'Password:' labels with input fields, and a 'Login' button. The 'Don't have an account?' section has a blue background and contains a 'Please choose from the options below.' instruction and two links: 'View Course Catalog' and 'Preview as Guest'. Below these sections is a blue bar with the text 'Use your NetID and NetID password to log in.' and a 'Help and Support' link. The footer features the Stony Brook University logo and name, followed by 'The State University of New York'. A dark grey bar contains the text 'Welcome to the Blackboard e-Education platform—designed to enable educational innovations everywhere by connecting people and technology.' Below this is a 'System Announcements' section with a heading 'After Hours Blackboard Support (Tuesday, January 8, 2013)' and text stating 'After hours Blackboard Assistance is available through the SUNY Learning Network Helpdesk (SLN) : M - Th: 5pm - 9pm (EST) ; Sat : 10am - 5pm (EST); Sun: 1pm - 9pm (EST)'. It also includes a request to call the SUNY Learning Network Helpdesk for assistance at 1-800-875-6269 or visit their website.

**Bookmark:**  
*blackboard.stonybrook.edu*  
--not an internal page





## Blackboard Support Resources

- SPD Online Technical Support  
M-F, 8:30-5:00pm  
[spd\\_online@stonybrook.edu](mailto:spd_online@stonybrook.edu) or 631-632-9484
- SPD Online Support site in Blackboard
- SUNY Learning Network (After-Hours Support)  
M-Th, 5:00pm – 9:00pm Eastern  
Saturday, 10:00am – 5:00pm Eastern  
Sunday, 1:00pm – 9:00pm Eastern  
[slnsupport@itec.suny.edu](mailto:slnsupport@itec.suny.edu) or 1-800-875-6269



# SPD Library Guide

## School of Professional Development

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

- Home
- Find Articles
- Find Books
- Where Can I Find...?
- What Do I Do When...?
- Research Tutorials
- Educational Leadership Program**
- Human Resources

### 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 title.
- **Human Resources** - Provides a list of selected eJournals titles and databases relevant to the Human Resources program. You can also search for additional titles.

### Off-Campus Access

Use your NetID and password to access library resources when off-campus.

### Circulation Services for Distance Learners

- [West Campus Libraries: Distance Learning Students](#)  
Policies on loaning material to distance learners.

### The Chronicle of Higher Education

# THE CHRONICLE of Higher Education

- [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.

### Other Relevant Guides



### SPD Winter Institute

New hybrid course experience combines online learning with weekend class meetings, guest speakers, networking and more

January 5–25, 2015

[LEARN MORE](#)

#### News & Announcements

**★ TIME TO ENROLL**  
*Get the Details* ⇄



On October 14, PDK welcomed New York State policy makers to discuss "The Future of Education on Long Island." [Details and photos](#) »



#### Events

### ★ NEW STUDENT ORIENTATIONS ★

**NOV 20** Educational Leadership and School District Business Leadership Programs  
Thursday, Nov. 20 at 4 pm; online  
[Details and Registration](#) »

**DEC 1** Master of Arts in Liberal Studies Orientation Webinar  
Monday, Dec. 1 at 4 pm; online  
[Details and Registration](#) »

**DEC 1** Human Resource Management Orientation Webinar  
Monday, Dec. 1 at 6 pm; online  
[Details and Registration](#) »

**DEC 2** Advanced Graduate Certificate (AGC) Orientation Webinar  
Tuesday, Dec. 2 at 4 pm; online  
[Details and Registration](#) »

#### Quick Links

##### BLACKBOARD

» [Course Portal](#)

##### CALENDARS

» [SPD and Registrar](#)

##### CONTACT US

» [SPD Staff Directory](#)

##### COURSES

» [Graduate Course Listings](#)

» [Non-Matriculated Student Application](#)

##### GOOGLE APPS

» [Email and Hangouts](#)

##### GRADUATE PROGRAMS

» [Degrees and Certificates](#)

» [Non-Matriculated Student Application](#)

##### PUBLICATIONS

» [Forms](#)

» [SPD Bulletin](#)

##### RESEARCH SUPPORT

» [SPD Library Guide](#)





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# THE CHRONICLE

of Higher Education

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### Other Relevant Guides



# Library Instructional Resources

- On-campus and online workshops delivered by instructional librarians. Register at <http://library.hsclib.sunysb.edu/instruction>
- We also recommend EndNote or Zotero workshops or tutorials for reference management.
- Other video tutorials are available.



The screenshot shows a web browser window displaying a PDF document titled "Hiding Behind the Screen - 20100914\_TNA28Scruton.pdf". The document is from "THE NEW ATLANTIS" journal. The article title is "Hiding Behind the Screen" by Roger Scruton. The text discusses the impact of the Internet on human relations and self-image.

Below the browser window, a Zotero plug-in interface is visible, showing a list of references. The selected reference is:

Title	Creator
20100914_TNA28Scruton.pdf	Pempek et al.
CELТ: What does social networking have to do with te...	
College students' social networking experiences on Fa...	Pempek et al.
Debating Online Social Networks - Faculty - The Chro...	
ITS nomination form F10.pdf	
Jaron Lanier's You Are Not a Gadget. - By Michael Agg...	
Social Media Workshop   David Bill	
The case for mobile phones in education   David Bill	
Users hate Facebook's approach to privacy. They'll get...	
YouTube - Networked Student	

The Zotero interface also shows a sidebar with categories like "Social Networking" and "STEM", and a right-hand pane with metadata for the selected item, including "Item Type: Journal Article", "Title: College students' social networking experiences on Facebook", and "Author: Pempek, Tiffany A.".

Screenshot of Zotero plug-in





The screenshot displays the Zotero plug-in interface. On the left, a sidebar shows a folder structure with 'Social Networking' selected. Below the folders is a list of tags including 'Adolescent development', 'connectivism', 'criticism', 'education', 'education theory', 'Emerging adulthood', 'Facebook', 'FYS 101', 'Identity', 'Media', 'mobile phones', 'Online social networking', 'resources', and 'social networking'. A search bar is located at the bottom of the sidebar.

The main pane shows a table of items:

Title	Creator	
▶ 20100914_TNA28Scruton.pdf	Pempek et al.	ⓘ
▶ CELT: What does social networking have to do with te...		ⓘ
▶ College students' social networking experiences on Fa...	Pempek et al.	
▶ Debating Online Social Networks - Faculty - The Chro...		ⓘ
▶ ITS nomination form F10.pdf		ⓘ
▶ Jaron Lanier's You Are Not a Gadget. - By Michael Agg...		ⓘ
▶ Social Media Workshop   David Bill		ⓘ
▶ The case for mobile phones in education   David Bill		ⓘ
▶ Users hate Facebook's approach to privacy. They'll get...		ⓘ
▶ YouTube - Networked Student		ⓘ

The right pane shows the 'Info' tab for the selected item:

- Item Type: Journal Article
- Title: College students' social networking experiences on Facebook
- Author: Pempek, Tiffany A.
- Author: Yermolayeva, Yevdokiy...
- Author: Calvert, Sandra L.
- Abstract:
- Publication: Journal of Applied Developmental Psychology
- Volume: 30
- Issue: 3
- Pages: 227-238
- Date: May

The Zotero logo is visible in the bottom right corner of the interface.

Screenshot of Zotero plug-in





# The Writing Center

Program in Writing & Rhetoric  
Stony Brook University


- Writing Center tutors can help you improve your writing.
- Must plan well in advance and have assignment info and draft information at the ready.
- E-mail and telephone appointments available.
- To ensure a graduate-level tutor, set-up appointment through Kim Giacalone at [kim.giacalone@stonybrook.edu](mailto:kim.giacalone@stonybrook.edu).



Stony Brook University | School of Professional Development

**PDK** PHI DELTA KAPPA at STONY BROOK UNIVERSITY THE PROFESSIONAL EDUCATION ASSOCIATION

HOME ABOUT US MEMBERSHIP EVENTS OUTREACH SPD CONTACT US



**Phi Delta Kappa Become a Member**

For an application, please visit [PDK International](#)

For questions about membership, please contact:

Kevin Keane at [KeaneKevin@live.com](mailto:KeaneKevin@live.com)

**2013 Friends of Education Awards**

The Stony Brook University Chapter #1603 of Phi Delta Kappa International sponsors an annual "Friends of Education Award" to recognize the commitment and effectiveness of outstanding educators, staff members, and citizens throughout Nassau and Suffolk County. Nominations for this honor are submitted by colleagues, supervisors and community members. The Phi Delta Kappa at Stony Brook University ("PDK@SBU") Selection Committee have reviewed an impressive array of nominations and have selected the following winners for the award:

Welcome to School Leadership 2.0, the professional learning network for school leaders from around the globe

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# School Leadership 2.0

Connected Intelligence

**WHAT'S HOT**

**TEACHER EVALUATION**

**Annual Professional Performance Review**  
Locate resources and connect with colleagues. [Click Here](#)

Looking for something?  
Search School Leadership 2.0

SCHOOL LEADERSHIP 2.0 MEMBERS

SCHOOL LEADERSHIP 2.0 GROUPS

- School Leadership: 17 members
- iPads in Education: 210 members
- Social Studies/History D...: 41 members
- Social Emotional Learnin...: 32 members
- School Leadership: 84 members
- Classroom Walk-Throug...: 15 members
- The Danielson Learning C...: 4 members
- Professional Practices and...: 9 members
- The Danielson Learning C...: 19 members
- The Danielson Learning C...: 27 members

Welcome to School Leadership 2.0  
[Sign Up](#)  
[or Sign In](#)

Or sign in with:

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School Leadership 2.0  
[Like](#) 901

JOIN SL 2.0

SUBSCRIBE TO SCHOOL LEADERSHIP 2.0  
School Leadership 2.0 is the premier virtual learning community for school leaders from around the globe. Our community is a subscription based service which will provide school leaders with outstanding resources. Learn more about membership to this service by clicking one our links below.

## Professional Socialization & Career Resources

- Phi Delta Kappa: [www.stonybrook.edu/spd/pdk](http://www.stonybrook.edu/spd/pdk)
- School Leadership 2.0: [www.schoolleadership20.com/](http://www.schoolleadership20.com/)
- Stony Brook Career Center: [career.stonybrook.edu/](http://career.stonybrook.edu/)



Stony Brook **University**



# Multiple Literacies, Access, and Disability: Teaching Writing and Young Adult Literature


Presented by Dr. Patricia A. Dunn

**Thursday, May 7, from 6 to 8 pm**

<http://www.stonybrook.edu/spd/pdk/events.html>



# Student Success Series

 Stony Brook University | School of Professional Development

[Search SB >](#)

[ABOUT SPD](#) | [ADMISSIONS](#) | [ACADEMICS](#) | [ONLINE LEARNING](#) | [CAREER DEVELOPMENT](#) | [LIFELONG LEARNING](#) | [OUTREACH](#)

## Student Success Series

Bookmark this page as we will be adding new events as the term progresses. Participating in a webinar? [Read these access instructions](#). Contact Kim Giacalone at [kim.giacalone@stonybrook.edu](mailto:kim.giacalone@stonybrook.edu) or call 631-632-7896 with questions or program suggestions.

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### Upcoming Events

#### New Student Orientation Webinars – HEA, MALS, HRM, Educational Leadership and AGC Programs

Starting your program in the Spring term? Be sure to sign up for one of our upcoming webinars.

- The **Higher Education Administration** orientation webinar will be held on Monday, October 27 at 12 noon Eastern and Tuesday, October 28 at 5 pm Eastern. »[Register](#)
- The **Master of Arts in Liberal Studies** orientation webinar will be held on Monday, December 1 at 4 pm Eastern. »[Register](#)
- The **Human Resource Management** orientation webinars will be held on Monday, December 1 at 6 pm Eastern. »[Register](#)
- The **Advanced Graduate Certificate** orientation (for all 18-21 credit AGCs except HRM and HEA) will be held on Tuesday, December 2 at 4 pm Eastern. »[Register](#)
- The **Educational Leadership Program and School District Leadership** orientation webinar will be held on Thursday, November 20 at 4 pm Eastern. »[Register](#)

#### Online Learning Orientation Webinar

Tuesday, January 20 at 12 noon Eastern.  
What does it take to succeed as an online student? Join us for an informative webinar to find out!  
»[Register](#)



# Technology Resources

- DoIT (Division of Information Technology)  
<http://it.stonybrook.edu/> or  
<http://it.stonybrook.edu/it-guides/students>

Everything you need to know about computing at SBU.  
Free and dramatically discounted software, University software tutorials, and more

- Lynda.com – Training on everything under the sun.  
Visit [stonybrook.edu/lynda](http://stonybrook.edu/lynda)
- Stony Brook E-mail: [www.stonybrook.edu/mycloud](http://www.stonybrook.edu/mycloud)



# Stay In Touch



[facebook.com/spdstonybrook](https://facebook.com/spdstonybrook)



[twitter.com/spd\\_stonybrook](https://twitter.com/spd_stonybrook)



Broadcast Yourself™

[youtube.com/user/StonyBrookSPDonline](https://youtube.com/user/StonyBrookSPDonline)



***Good luck  
this semester!***