

# WELCOME NEW HRM STUDENTS!

# Presenters



**Dr. John Coverdale**  
**Program Director**



**Kim Giacalone**  
**Communications Director**

# Agenda

- Welcome
- Program overview
- Enrollment information
- Expectations
- Advisement
- Resources
- Staying connected
- Q & A





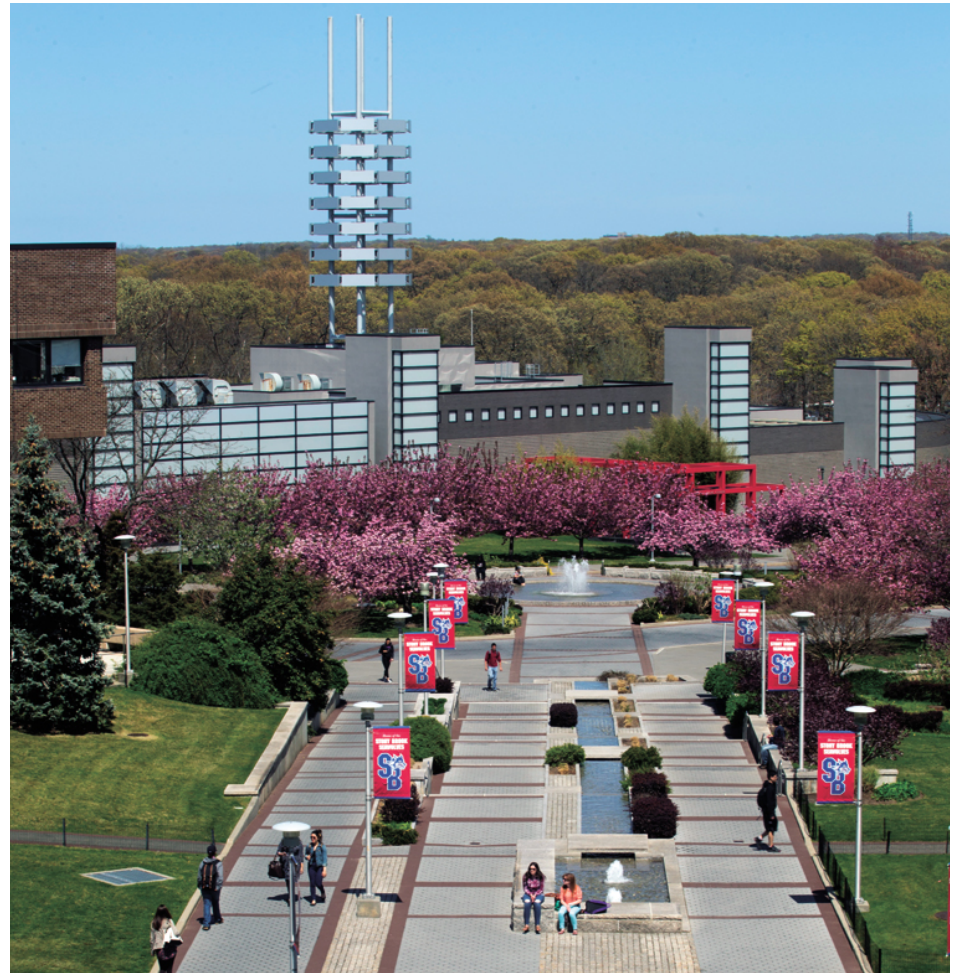
# About Stony Brook

## QUICK TAKE

- 25,272 students
- >2500 faculty
- >140 graduate programs

## ACCOLADES

- Among the top 100 universities in the nation (*U.S. News & World Report*).
- Member of the invitation-only Association of American Universities, comprising the 62 leading research institutions in North America.
- 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](http://stonybrook.edu/commcms/tobaccofree)



# About the School of Professional Development

- Stony Brook's School for working professionals who want to enhance their career through part-time graduate study
- 26 graduate degree and certificate programs
- Courses offered primarily online with on-campus courses scheduled in the evening
- Collaboration with the College of Business
- ~200 students currently matriculated in SPD's HRM program



*Social & Behavioral Sciences Building*

# Program Overview



## Human Resource Management Programs

- Overview
- Graduate Programs
- Flexible Scheduling
- SHRM Student Chapter

### Human Resource Management Programs at Stony Brook University

The ability to effectively manage human resources is critical to the success of any organization. HR professionals must possess the broad-based knowledge and specific competencies necessary to align human resource functions with organizational goals. Stony Brook University's Human Resource Management programs are designed to provide the academic preparation required for professionals to enter the field or advance their careers.

The curriculum integrates theory and practice within the dynamic context of human resource administration. Students may choose from a wide selection of courses — in subjects such as organizational development, benefits and compensation and employment law — in combination with foundational courses in business, HR management,

Admissions

Master of Science

Advanced Graduate Certificate

Co

Tu

SHRM Student Chapter

Virtual Commons

Contact Us

HRM Home

### Upcoming Events

#### New Student Orientation

Students admitted for Summer 2015 should sign up for the orientation webinar on May 5.

[»Details & Registration](#)

[www.stonybrook.edu/spd/hrm](http://www.stonybrook.edu/spd/hrm)



## Master of Science in Human Resource Management

The Master of Science in Human Resource Management program consists of 10 three-credit courses as outlined below. The curriculum has been updated and refined to align with standards established by the Society for Human Resource Management. Newly admitted students will follow the program as it is presented below; continuing students may choose to follow this new program or they may fulfill degree requirements by using a combination of courses from the new program and their original HRM program.

Students are advised to print and keep one of the following advisement worksheets to plan their degree:

- [Advisement Worksheet for Students Admitted in Fall 2015 or later](#) (PDF)
- [Advisement Worksheet for Students Admitted Prior to Fall 2015](#) (PDF)
- [Advisement Worksheet for International Students](#) (PDF)

### Degree Requirements – Effective Fall 2015

Every course is required. All students must take HRM 532 in their first semester.

HRM 532 Foundations of Human Resources (formerly CES 515)

HRM 533 Employee Relations and Labor Management (formerly CES 516 Survey of Employee Relations)

HRM 537 Employee Learning and Professional/Career Development (formerly CEX 537 Employee Learning and Development)

HRM 538 Organizational Development and Change Management (formerly CEX 538 Organizational Change Management; prerequisite: HRM 532)

HRM 541 Human Relations and Workforce Planning (formerly CES 511 Human Relations in the Workplace)

[Admissions](#)

[Master of Science](#)

[Adv. Graduate Certificate](#)

[Courses](#)

[Tuition](#)

[SHRM Student Chapter](#)

[Virtual Commons](#)

[Contact Us](#)

[HRM Home](#)

[www.stonybrook.edu/spd/hrm/ms.html](http://www.stonybrook.edu/spd/hrm/ms.html)



MS in Human Resource Management Advisement Worksheet  
*(for students admitted in Fall 2015 or later)*

Student's Name: \_\_\_\_\_ SBID #: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

<b>Human Resource Management Courses:</b>	<b>Semester</b>	<b>Grade</b>
HRM 532 Foundations of Human Resources	_____	_____
HRM 533 Employee Relations and Labor Management	_____	_____
HRM 537 Employee Learning & Professional/Career Development	_____	_____
HRM 538 Organizational Development and Change Management	_____	_____
HRM 541 Human Relations and Workforce	_____	_____
HRM 545 Employment Law and Policy	_____	_____
HRM 546 Job Evaluation, Compensation Systems, and Benefits	_____	_____
HRM 547 Organizational Performance Management	_____	_____
HRM 548 Diversity and Global Issues in the Workplace	_____	_____
HRM 595 Strategic Human Resources Master's Project	_____	_____
HRM 585 Internship (optional)	_____	_____

[www.stonybrook.edu/spd/graduate/hrm.html](http://www.stonybrook.edu/spd/graduate/hrm.html)

# Program Requirements – 30 credits

- HRM 532 Foundations of Human Resources
- HRM 533 Employee Relations and Labor Management
- HRM 537 Employee Learning and Professional/Career Development
- HRM 538 Organizational Development and Change Management
- HRM 541 Human Relations and Workforce Planning
- HRM 545 Employment Law and Policy
- HRM 546 Job Evaluation, Compensation Systems, and Benefits
- HRM 547 Organizational Performance Management
- HRM 548 Diversity and Global Issues in the Workplace
- HRM 595 Strategic Human Resources Master's Project

# HRM 595 Project Seminar

- Goal is to teach students to understand and conduct graduate-level research.
- At least 25 pages in length; APA formatted.
- Must earn a “B” or higher to count toward degree.
- Students will be guided in selecting a topic for their research paper.
- Prerequisite: 24 credit hours
- Get a head start! Start using a reference management program like Zotero or EndNote now (more on this later).

## HRM 585 Internship (optional)

- Students who are not working in the field may choose to gain field experience by completing a one-credit internship practicum over and above the requirements for the Master of Science degree.
- A minimum of 45 hours of work is required in a setting that is outside of the your current area of employment.
- The Career Center maintains an internship database.
- Students must obtain approval from the program director to enroll in this S/U graded course.



# Planning Your Course of Study

- Students have five years to complete the degree.
- Four courses (12 credits) maximum per term but the recommendation is two for working students.
- Students who are receiving financial assistance may have requirements in terms of modality or course load.
- On-campus courses are offered less frequently than online courses.
- Students should take HRM 532 and HRM 533 early on in their course of study.

# Scheduling Overview

- Online classes: 10-week terms that start at beginning of Fall, Spring and Summer I
- Face-to-face classes:
  - Fall and Spring: Class meets for 3 hours once per week for 15 weeks
  - Summer I and II: Classes meet for 3.5 hours twice a week for 6 weeks
- Winter session courses last 3 weeks and, if offered, are usually hybrids.

# 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.
- 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 viewing a recorded Citation Skills Workshop or registering for a live webinar in September.



# Online Learning at SPD

- Classes offered in an asynchronous graduate seminar format.
- Be mindful of workload: Each course requires about 10-15 hours per week.
- Be prepared to log-on and post on at least three separate days per week (but most students log in daily).
- Have a back-up plan: Print out material, back-up files, and find other resources for computing and Internet connectivity.
- Courses are “open” in Blackboard at least one week prior to the start of the term so check in ASAP to get started.

# Online Learning

Visit SPD Online at  
[stonybrook.edu/spd/online](http://stonybrook.edu/spd/online)



- [About SPD Online](#)
- [Online Graduate Programs](#)
- [SPD Online FAQs](#)
- [Getting Started](#)
- [Current Course Offerings](#)
- [SPD Academic Calendars](#)
- [Contact Us](#)
- [SPD Online Home](#)

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)

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



# 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/SPD Supplement).
- 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](http://www.stonybrook.edu/spd/current/graduation.html)
- Start using your Stony Brook email account: [www.stonybrook.edu/mycloud](http://www.stonybrook.edu/mycloud)

# Check Your SBU 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

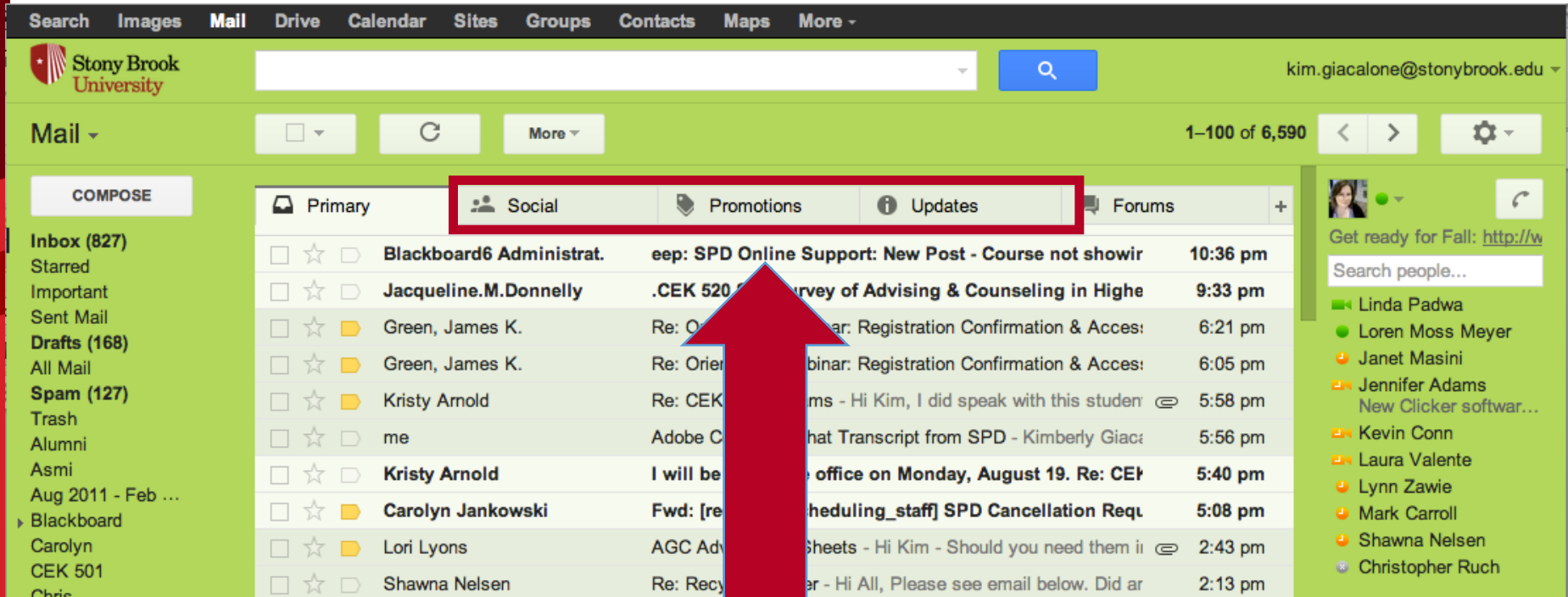
Primary	Social	Promotions	Updates	Forums
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Blackboard6 Administrat.</b>				
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Jacqueline.M.Donnelly</b>				
<input type="checkbox"/> <input type="checkbox"/>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

**ee: SPD Online Support: New Post - Course not showir** 10:36 pm  
**.CEK 520.S31 Survey of Advising & Counseling in Highe** 9:33 pm  
 Re: Orientation Webinar: Registration Confirmation & Acces: 6:21 pm  
 Re: Orientation Webinar: Registration Confirmation & Acces: 6:05 pm  
 Re: CEK 504 Williams - Hi Kim, I did speak with this studen 5:58 pm  
 Adobe Connect - Chat Transcript from SPD - Kimberly Giac 5:56 pm  
**I will be out of the office on Monday, August 19. Re: CE** 5:40 pm  
**Fwd: [registrar\_scheduling\_staff] SPD Cancellation Reql** 5:08 pm  
 AGC Advisement Sheets - Hi Kim - Should you need them ii 2:43 pm  
 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



# Tabbed Interface



The screenshot displays a Gmail interface with a dark navigation bar at the top containing links for Search, Images, Mail, Drive, Calendar, Sites, Groups, Contacts, Maps, and More. Below this is a green header with the Stony Brook University logo, a search bar, and the user's email address (kim.giacalone@stonybrook.edu). The main area features a 'Mail' section with a 'COMPOSE' button and a list of folders: 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 email list is organized into tabs: Primary, Social, Promotions, Updates, and Forums. The 'Social' tab is highlighted with a red box, and a large red arrow points to it. The email list shows various messages, including one from Blackboard6 Administrat. and another from Jacqueline.M.Donnelly. On the right side, there is a sidebar with a profile picture, a search bar for people, and a list of contacts including Linda Padwa, Loren Moss Meyer, Janet Masini, Jennifer Adams, Kevin Conn, Laura Valente, Lynn Zawie, Mark Carroll, Shawna Nelsen, and Christopher Ruch.

ABOUT SPD

ADMISSIONS

ACADEMICS

ONLINE LEARNING

CAREER DEVELOPMENT

LIFELONG LEARNING

OUTREACH

Degree & Certificate Programs

Graduate Courses

Calendars

Forms & Publications

Important Links

SPD Bulletin

Student Success Programs

Graduation

## Dean of the School of Professional Development

Dr. Charles Taber, Provost for Graduate and Professional Education

LEARN MORE ▶

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


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

Today   November 2015

 Print **Week** **Month** **Agenda**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Nov 1 (I) Removal SPD Online Sess	2 Advance registra Advance Registr Open Enrollment	3	4	5	6	7
15 Apply for Gradua	16	17	18	19	20	21
22	23	24	25	26	27	28

Calendar page at [stonybrook.edu/spd/graduate/calendar](http://stonybrook.edu/spd/graduate/calendar)

### Related Links

[Final Exam Schedules](#)

[Tuition Liability Schedule](#)

[Stony Brook University  
Online Events Calendar](#)

# Advisement and Assistance

## Academic Advisement

Dr. John Coverdale, Faculty Director

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

631.632.7092

## Student Services

Graduate Admissions and  
Student Services

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

631.632.7050, option 1

## Financial Aid:

<http://www.stonybrook.edu/finaid/>

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

631.632.6840

## Bursar (Accounts/Billing):

631.632.9316

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

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

## Online Learning Support:

SPD Online

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

631.632.9484

## International Students:

Visa and Immigration Services

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

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

631.632.4685

## Graduation Clearance

[www.stonybrook.edu/spd/graduation](http://www.stonybrook.edu/spd/graduation)

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

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

631.632.7055

## Student Health Services:

(MMR & Insurance Questions)

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

# Resources For This Section

- SPD Website: <http://www.stonybrook.edu/spd>
- HRM Program: <http://www.stonybrook.edu/spd/hrm/>
- Graduate Bulletin/SPD Supplement:  
<http://www.stonybrook.edu/spd/bulletin>
- SPD Online Website: <http://www.stonybrook.edu/spd/online>
- SPD Course Listings:  
<http://www.stonybrook.edu/spd/graduate/courses>
- SPD Academic Calendar:  
<http://www.stonybrook.edu/spd/graduate/calendar>

# Enrollment Information

# 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

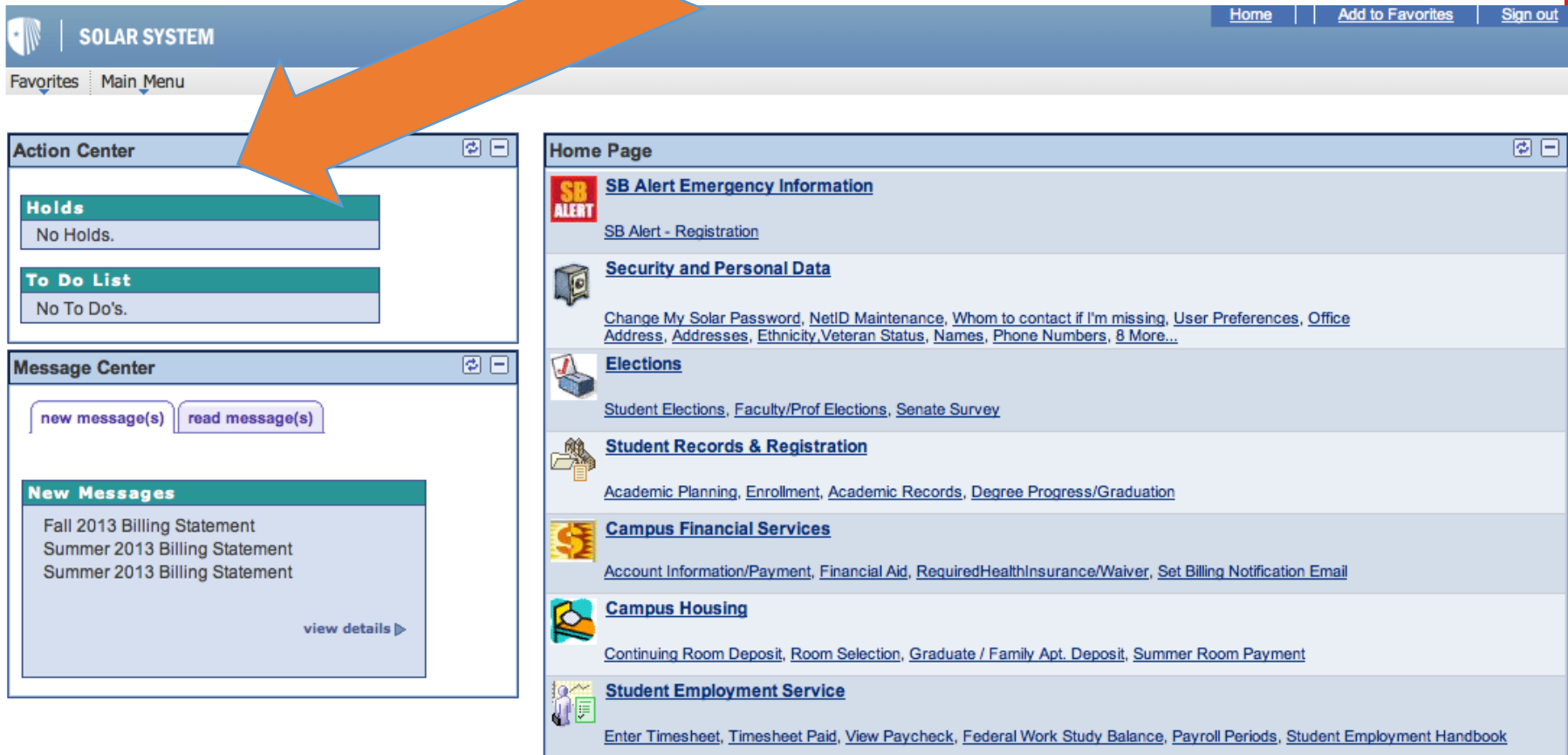
How do I change my email address in SOLAR?

How do I change my emergency contact information in SOLAR?

How do I navigate SOLAR?



# Get Cleared for Take-Off



The screenshot shows the 'SOLAR SYSTEM' website interface. At the top right, there are links for 'Home', 'Add to Favorites', and 'Sign out'. Below the header, there are 'Favorites' and 'Main Menu' options. The main content area is divided into two columns. The left column contains three panels: 'Action Center', 'Message Center', and 'New Messages'. The 'Action Center' panel has a green header and contains two sections: 'Holds' with 'No Holds.' and 'To Do List' with 'No To Do's.'. The 'Message Center' panel has buttons for 'new message(s)' and 'read message(s)'. The 'New Messages' panel lists 'Fall 2013 Billing Statement', 'Summer 2013 Billing Statement', and 'Summer 2013 Billing Statement' with a 'view details' link. The right column contains a 'Home Page' panel with several sections: 'SB Alert Emergency Information' with a link to 'SB Alert - Registration'; 'Security and Personal Data' with 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', and '8 More...'; 'Elections' with links for 'Student Elections', 'Faculty/Prof Elections', and 'Senate Survey'; 'Student Records & Registration' with links for 'Academic Planning', 'Enrollment', 'Academic Records', and 'Degree Progress/Graduation'; 'Campus Financial Services' with links for 'Account Information/Payment', 'Financial Aid', 'RequiredHealthInsurance/Waiver', and 'Set Billing Notification Email'; 'Campus Housing' with links for 'Continuing Room Deposit', 'Room Selection', 'Graduate / Family Apt. Deposit', and 'Summer Room Payment'; and 'Student Employment Service' with links for 'Enter Timesheet', 'Timesheet Paid', 'View Paycheck', 'Federal Work Study Balance', 'Payroll Periods', and 'Student Employment Handbook'. A large orange arrow points from the top right towards the 'Action Center' panel.



# 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.
- 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.**

# A Word About Waitlists

- The majority of online courses will eventually fill.
- Most online courses have a waitlist
- If the course you want is full, add your name to the waitlist.
- If someone drops, you will be enrolled automatically.
- If enough people are on the list, a new section may be opened.
- Note: *You are financially responsible for any course that you enroll in via the waitlist.*

# A Word About Cancellations

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

# Textbooks

- You can buy your books anywhere, but Amazon is now Stony Brook's official textbook provider:  
[stonyrooku.amazon.com](https://stonebrooku.amazon.com)
- Search by ISBN (found in SOLAR and ClassFind)
- Online and home delivery now; a physical pick-up/drop-off location later in the fall
- Our campus bookstore will now exclusively sell supplies and SBU memorabilia



NEW & INTERESTING FINDS ON AMAZON

EXPLORE



amazon Prime

All ▾ 9781877673016



amazon @ Stony Brook University

FIND YOUR REQUIRED TEXTBOOKS EASILY

Departments ▾

Browsing History ▾

Kim's Amazon.com

Today's Deals

Hello, Kim  
Your Account ▾

Prime ▾

Lists ▾



1 result for "9781877673016"

Sort by Relevance ▾

Show results for

Books >

Refine by

Amazon Prime

Prime

Avg. Customer Review

★★★★★ & Up

★★★★☆ & Up

★★★☆☆ & Up

★★☆☆☆ & Up

International Shipping

AmazonGlobal Eligible

Condition

New

Used



Surviving Last Period on Fridays and Other Desperate Situations Aug 1, 2003

by Cheryl Miller Thurston

Paperback


**\$15.95** Prime

Only 10 left in stock - order soon.

More Buying Choices

**\$0.01** used & new (42 offers)

★★★★★ ▾ 19

 Stony Brook University Textbook

Course: CEE 522

Section: S01

### Search Feedback

Did you find what you were looking for?

Yes

No

If you need help or have a question for Customer Service, please [visit the Help Section](#).

# Your NetID

# 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.

## NetID Single Sign-On

Please enter your NetID and NetID Password

NetID:

NetID Password:

Warn me before logging into other sites and applications.

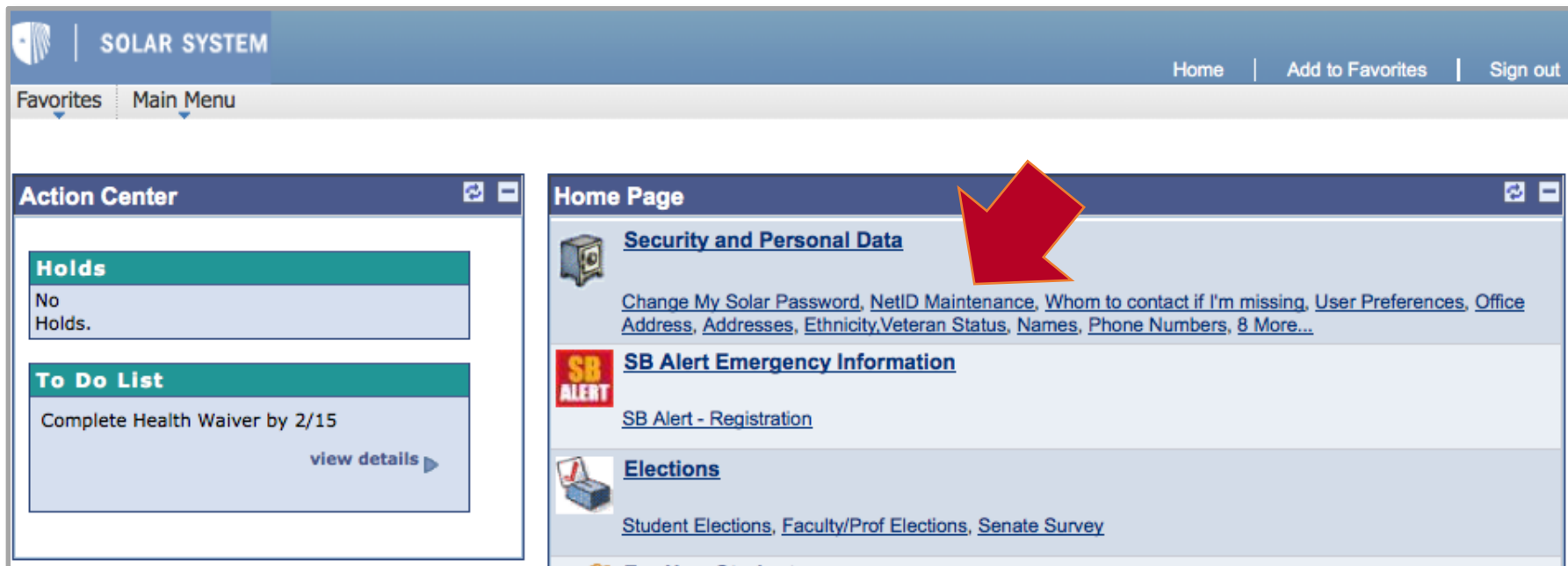
By logging in you agree to abide by the Stony Brook University [IT Policies](#) and [Terms of Service](#).

**LOGIN**

[Forgot Your NetID or NetID Password?](#)

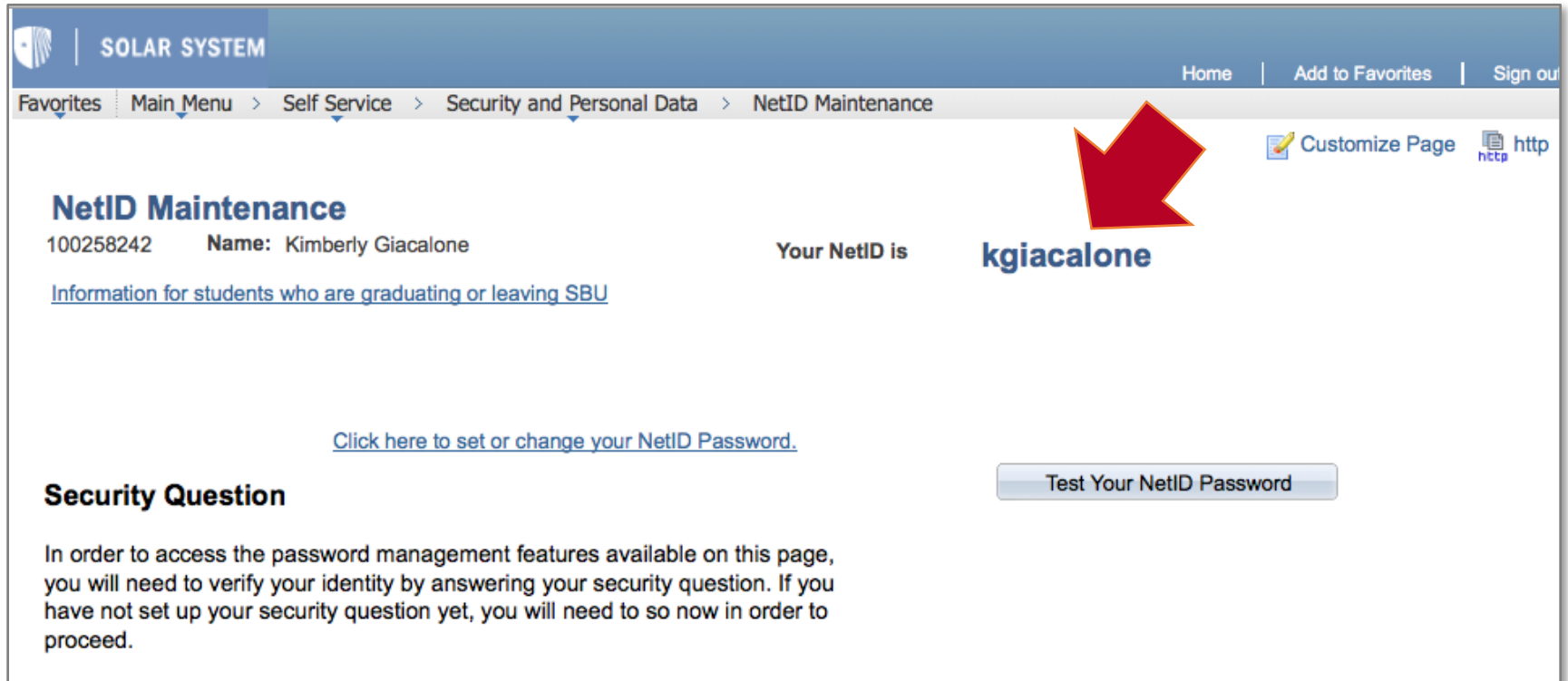


# Your NetID



The screenshot shows the 'SOLAR SYSTEM' portal interface. At the top, there is a navigation bar with 'Home', 'Add to Favorites', and 'Sign out' options. Below this, there are 'Favorites' and 'Main Menu' tabs. The main content area is divided into two columns. The left column, titled 'Action Center', contains two sections: 'Holds' (showing 'No Holds.') and 'To Do List' (showing 'Complete Health Waiver by 2/15' with a 'view details' link). The right column, titled 'Home Page', contains three sections: 'Security and Personal Data' (with a red arrow pointing to it), 'SB Alert Emergency Information' (with an 'SB ALERT' icon and a link to 'SB Alert - Registration'), and 'Elections' (with a laptop icon and links to 'Student Elections', 'Faculty/Prof Elections', and 'Senate Survey').

# Your NetID



**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**

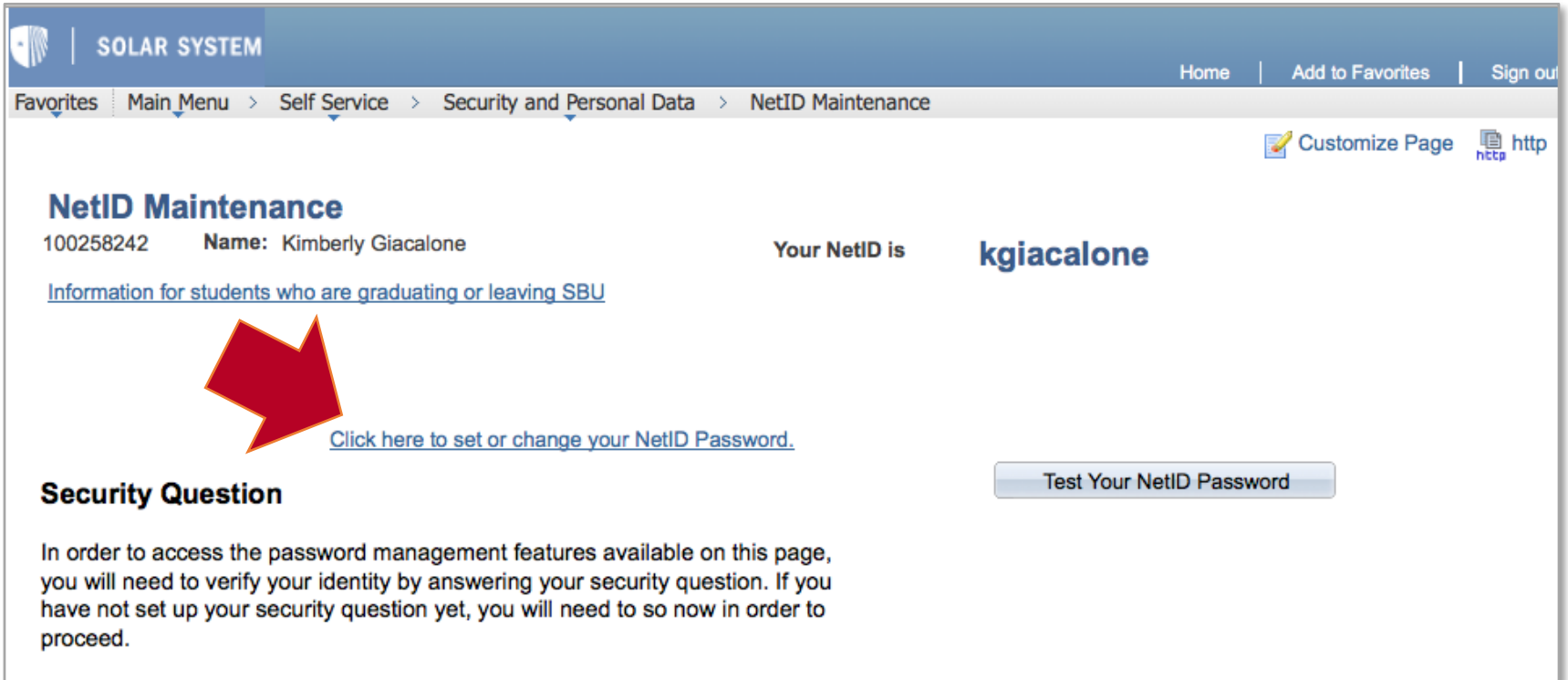
[Information for students who are graduating or leaving SBU](#)

[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.

# 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**

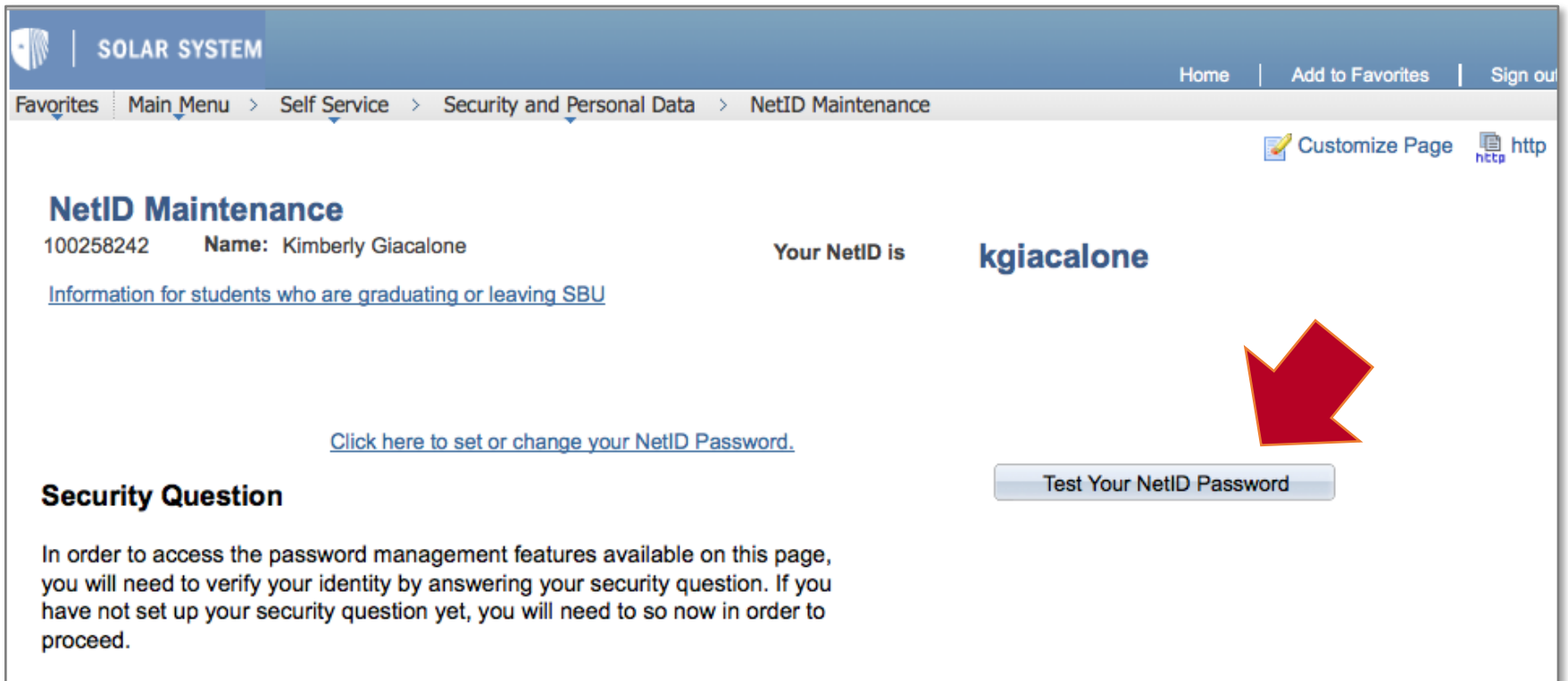
[Information for students who are graduating or leaving SBU](#)

 [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.


# Your NetID



The screenshot shows the NetID Maintenance page in the SOLAR SYSTEM portal. The page header includes the SOLAR SYSTEM logo and navigation links for Home, Add to Favorites, and Sign out. The breadcrumb trail is: Favorites > Main Menu > Self Service > Security and Personal Data > NetID Maintenance. A 'Customize Page' link is visible in the top right. The main content area displays the user's NetID (100258242) and name (Kimberly Giacalone). It shows 'Your NetID is kgiacalone'. A red arrow points to a 'Test Your NetID Password' button. Below this, there is a link to 'Click here to set or change your NetID Password.' and a 'Security Question' section with instructions on how to verify identity.

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

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

[Customize Page](#) 

## 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**

# Resources Mentioned in This Section

- SOLAR: <http://www.stonybrook.edu/solar>
- SOLAR Navigation Tips:  
<http://it.stonybrook.edu/help/kb/navigating-solar-tip-and-tricks>
- SOLAR FAQs/Tutorials:  
<http://it.stonybrook.edu/services/solar/solar-for-students>

# Learner Support Resources

# Blackboard learn<sup>+</sup>

USERNAME:

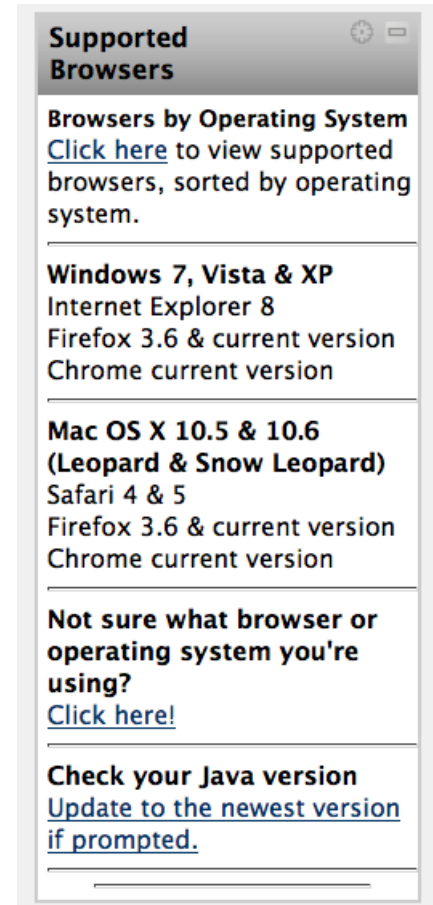
PASSWORD:

Login

*[www.blackboard.stonybrook.edu](http://www.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>

## WORKING IN YOUR COURSE

-  Taking a Test Online  
Watch It!
-  Checking Your Grades  
Watch It!
-  Working in Groups  
Watch It!
-  Pearson MyLab Getting Started Guide for Students  
Read It!
-  WileyPLUS Getting Started Guide for Students  
Read It!
-  Creating a Blog Entry  
Watch It!
-  Creating a Discussion Board Post  
Watch It!
-  Creating a New Discussion Board Thread  
Watch It!
-  Replying to a Discussion Board Thread  
Watch It!
-  Organizing Discussion Board Posts  
Watch It!
-  Viewing Discussion Board Grades  
Watch It!

# 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
- Citation/Plagiarism
- Educational Leadership Program
- Higher Education Administration
- Human Resources

**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.

**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.

**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**

*[guides.library.stonybrook.edu/spd/](https://guides.library.stonybrook.edu/spd/)*

# Library Instructional Resources

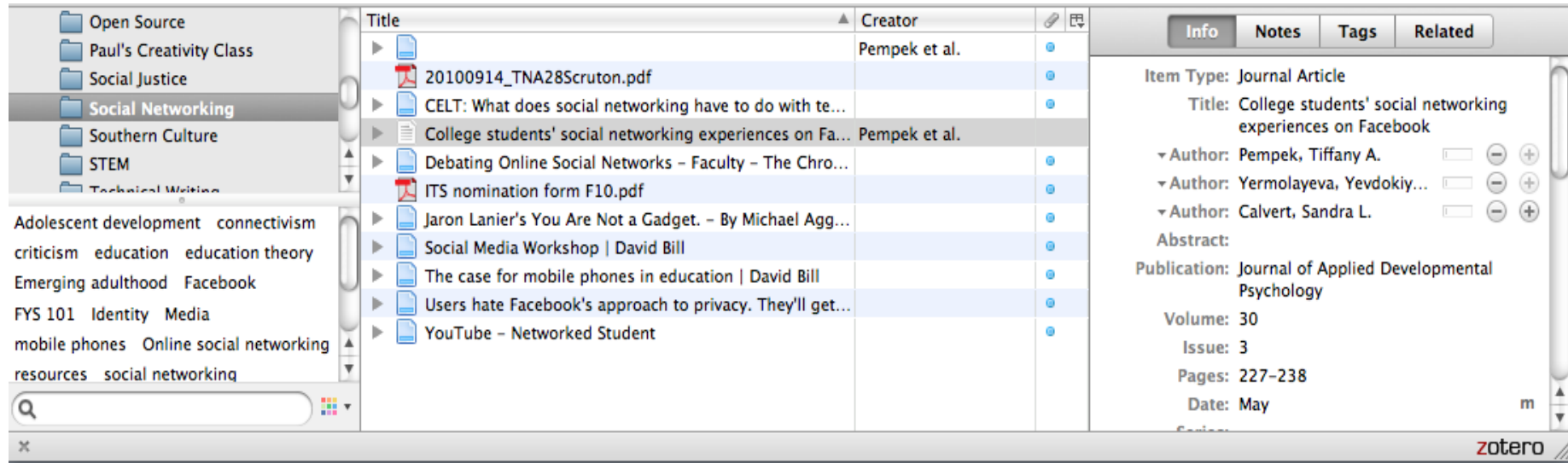
- On-campus and online workshops delivered by instructional librarians. Register at <http://library.hsclib.sunysb.edu/instruction>
- Webinars are recorded or offered in the Fall:  
Research Skills for SPD Students, September Date TBD  
Citation Skills for SPD Students, September Date TBD
- We also recommend Zotero or EndNote workshops or tutorials for reference management. Other video tutorials are also available.

# Zotero

The screenshot shows a web browser window displaying a PDF document titled "Hiding Behind the Screen" by Roger Scruton, published in "The New Atlantis: A Journal of Technology & Society". The document's first paragraph discusses the impact of the Internet on human relations and the self-image of the human being. Below the browser window, the Zotero application interface is visible, showing a list of items in a library. The selected item is "College students' social networking experiences on Facebook" by Pempek et al. The detailed view on the right shows the item's metadata, including the title, author, publication, volume, issue, pages, and date.

**Document Title:** Hiding Behind the Screen  
**Author:** Roger Scruton  
**Journal:** THE NEW ATLANTIS  
**Item Type:** Journal Article  
**Title:** College students' social networking experiences on Facebook  
**Author:** Pempek, Tiffany A.  
**Author:** Yermolayeva, Yevdokiya  
**Author:** Calvert, Sandra L.  
**Publication:** Journal of Applied Developmental Psychology  
**Volume:** 30  
**Issue:** 3  
**Pages:** 227-238  
**Date:** May

# Zotero



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	

**Info** | Notes | Tags | Related

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

# 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.
- Visit  
*[www.stonybrook.edu/commcms/writrhet/writing\\_center/appointment.html](http://www.stonybrook.edu/commcms/writrhet/writing_center/appointment.html)*



# Career Center


Stony Brook University

Career Center

[Home](#)
[Students](#)
[Employers](#)
[Alumni](#)
[Faculty & Staff](#)
[Parents & Families](#)
[About Us](#)











Need a Mentor?



**NEW at the Career Center:**  
Fellowships Drop-In Hours  
Click above for more information!



Stony Brook University  
Click above for more information!



**Stony Brook Gets First Peace Corps Recruitment Officer**  
Click above for more information!



**The NACE Salary Calculator**  
Click above for more information!



**Vault's Internship Rankings: 2015!**  
Click above for more information about Vault's Internship Rankings: 2015!

iHandshake

STONY BROOK UNIVERSITY

CAREER CENTER PARTNERSHIP COUNCIL

EMPLOYERS THAT LOVE TO HIRE STONY BROOK STUDENTS!

Career Center Upcoming Events

**BlackRock: Find your Future Forum**  
May 2nd 2016 at 8:00 am

**CAREERSEARCH WEBINAR: Cut the Crap, Get a Job!**  
with Dana Mancigli  
May 4th 2016 at 8:00 pm

**CAREERSEARCH WEBINAR: Harnessing the Power of Word of Mouth and Social Media**  
May 11th 2016 at 8:00 pm

**Society of Wetland Scientists: Multicultural Mentoring Program A**  
May 31st 2016 at 9:00 am

**CAREERSEARCH WEBINAR: Managing Brand You,**  
with Jerry S. Wilson  
June 1st 2016 at 8:00 pm

**Chashama: Seeking Interactive Performances and Installations**  
June 8th 2016 at 6:00 pm

For more events please visit Handshake



[career.stonybrook.edu/](http://career.stonybrook.edu/)

**FAR  
BEYOND**

55

## Why Join SHRM?

- Networking opportunities and myriad online resources, including how-to guides, sample documents, news, research, conferences and free webcasts.
- On-campus events (many streamed online for distance students).
- Scholarship opportunities.
- Best of all it is only \$40 to join while you are a student (after that, the rate goes up to \$180).
- [www.stonybrook.edu/spd/success/shrm\\_chapter.html](http://www.stonybrook.edu/spd/success/shrm_chapter.html)



# Technology Resources

- DoIT (Division of Information Technology): Everything you need to know about computing at SBU. Free and dramatically discounted software, University software tutorials, and more.

<http://it.stonybrook.edu/services/catalog/a-z/all>

- Stony Brook E-mail:  
[www.stonybrook.edu/mycloud](http://www.stonybrook.edu/mycloud)



Google Apps



Lynda.com



Software Catalog



SOLAR

# Keep in Touch!



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



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



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



Stony Brook University

# FAR BEYOND

---