

## **http://classes.sunyit.edu**

The **classes.sunyit.edu** web application provides web enhancement for all classes and is an alternative to the CourseSpace Light system and personal web directories (public\_html). Only the course instructor can modify the contents of the web directory. The class web directories have public and restricted access.

**PUBLIC ACCESS** by anyone with Internet access

- Instructor contact information as it appears on the SUNYIT web site
- Blog, Instructor can originate posts. Students can respond to post, but not originate them.

**RESTRICTED ACCESS** only the students registered in the course and instructor can open the files by entering their SITNet username and password.

- A directory for files (i.e. syllabus, handouts, surveys, PowerPoint presentations, images, and so on.)

### **IMPORTANT POINTS**

- The class web directory is created when the course is entered in the Banner.
- The instructor's edit access to the class web directory is created when the person is recorded as the course instructor in Banner and transferred when the when it is changed in Banner.
- As soon as a student registers for a course, he or she will have access to whatever files are in the class web directory. This access does not expire at the end of the semester.
- The instructor puts files into and deletes files from the class web directory by using a secure file transfer program like SSH or WinSCP.
- The instructor controls the availability of class materials by when the files are put into and removed from the class web directory.

### **RECOMMENDATION FOR INSTRUCTORS**

Prepare the files for your class web directory into folders each of your classes. Save them on CD, USB drives, hard drive or other media.

Do not copy files into the class web directory until the course teaching assignment for the semester is set.

Remove files from the web directory at the end of the semester.

Use the class blog to

- post textbook information
- post a notice that the course uses SLN, CourseSpace or CourseSpace Light. Direct students to [http://its.sunyit.edu/getting\\_started](http://its.sunyit.edu/getting_started) for details on getting a SLN account and access their class link.