Flinders Learning Online (FLO)

Student computer access requirements

The ongoing use of a computer with an internet connection is expected of university students. Continuing and commencing students of Flinders University will enrol in courses and access administrative and course information via the internet. An internet connection also provides access to a range of online study materials and resources.

Students of the School of Nursing & Midwifery are expected to have access to a computer with an internet connection and competency in the basic use of a computer (for such functions as word processing, emailing and web navigation).

Computers for student use are available on campus through the Central Library and the Sturt Library.

If uncertain of computer access requirements for a particular topic, check with your topic or course coordinators prior to enrolment. If computer access is required for a topic but impossible for you to arrange, you must negotiate an alternative with the topic coordinator prior to topic commencement.

Studying online with FLO

All topics have a topic website. To view the topic website, you need to access a computer with an internet connection.

Topic websites are accessed through Flinders Learning Online (FLO), a software program the University uses for online learning. FLO enables you to access online study materials and communicate electronically with lecturers and other students in the topic. To get to the topic site for a particular topic, login to FLO at: http://learn.flinders.edu.au.
Online discussions (utilising FLO)

You may be invited to interact online with your lecturer and/or other students as part of a topic assessment. The ‘discussion’ tool is available on the topic site utilising FLO.

Flinders University and the School of Nursing & Midwifery have policies regarding participation in online discussions. Please see the ‘Use of discussion forums’ under ‘Announcements’ in your FLO topic site. The general expectations are summarised below.

- **Appropriate online behaviour**

  The discussion tool for your topic is an extended classroom with similar expectations concerning behaviour. Remember that anything you type in the discussion can be read by your peers, your lecturers and, in certain circumstances, University officials.

  The discussion is a powerful communication tool with immediate impact, and because it is written, the nuances of ordinary conversation (such as facial expression or tone of voice) are absent. Therefore, the effect of your words may be different from what you imagined.

  To use the discussion tool wisely and effectively, here are a few guidelines:
  - respect each other’s points of view and be polite
  - keep a positive approach and make your communications constructive
  - be sensitive to cultural differences
  - don’t SHOUT (writing in capitals seems like shouting)
  - don’t ‘flame’ other students, lecturers or clinical staff (flaming is attacking another or being harsh or hostile)
  - keep your entries legal—plagiarism or any other cheating is not allowed
  - think about what you want to say before you begin to write
  - write clearly and proofread your message before you hit the ‘send’ button
  - stay on topic and don’t dominate the conversation.
Remember: All University policies and regulations, legal responsibilities and behavioural expectations apply in the discussion forum.


FLO Student Help Desk

The FLO Student Help Desk can answer your questions on using FLO. For example, they can help if you are having difficulty accessing FLO, with logging on, or you are unsure how to use functions within FLO, such as email, quizzes and discussions. For further information please go to: http://www.lib.flinders.edu.au/flo/.

The FLO Student Help Desk is located at the western end of the Service Desk in the Central Library. You can walk in for help or contact them by telephone. The Help Desk has online information including an email support form as well. The Library can also reset students’ passwords.

**Telephone enquiries (during semester):** (08) 8201 5378 or 1800 200 292 (local call fee).

**After normal business hours** contact the Sturt Library Information Desk on: (08) 8201 3294.

**Please note:** topic-specific questions should be directed to the topic coordinator.