

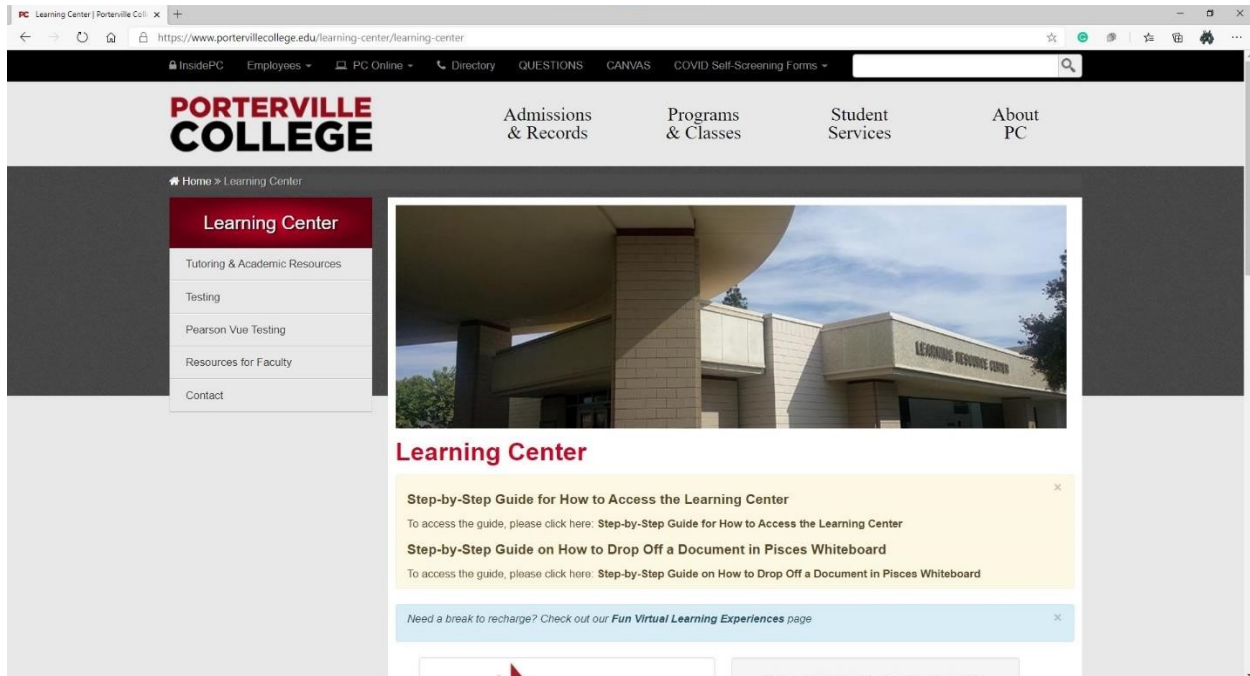
Step by Step Guide: **The Virtual Learning Center**

STEP 1:

Click on this hyperlink. <https://www.portervillecollege.edu/learning-center/learning-center> or copy and paste it into your web browser.

STEP 2:

You will then see the Learning Center Web page as shown.



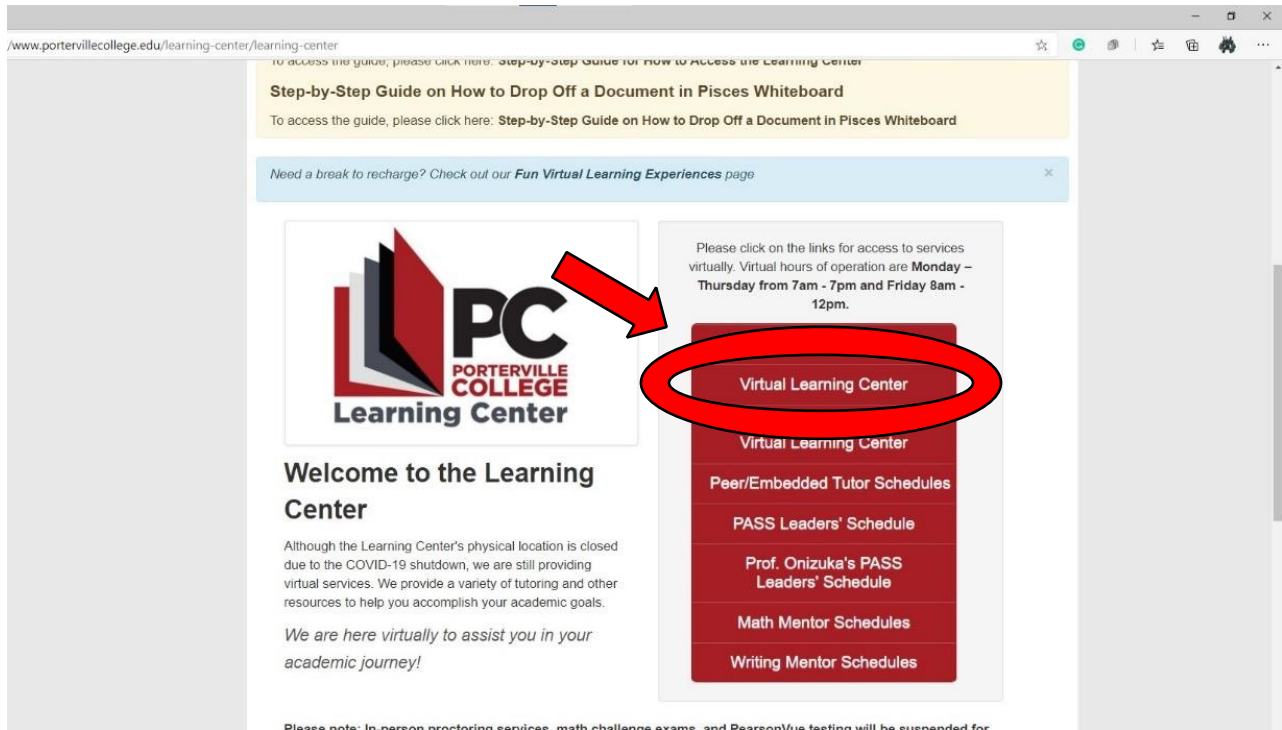
NOTE:

This site has tons of resources for supporting you through your courses. You can find all the schedules for student workers (Peer/Embedded Tutors, Math Mentors, Writing Mentors, PASS Leaders, STAR-CA Tutors, PC Tech Navigators). If you click on “Tutoring & Academic Resources”, you will also find several resources for studying, reading, writing, and online learning.

Step by Step Guide: **The Virtual Learning Center**

STEP 3:

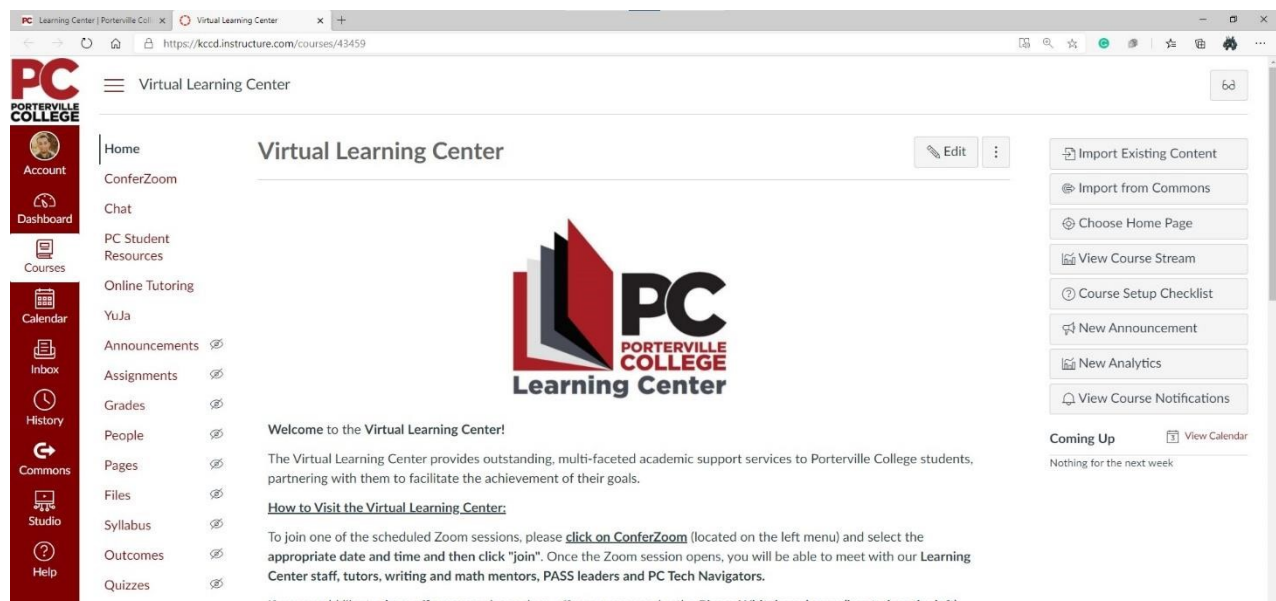
Scroll down the page and click on “Virtual Learning Center”.



The screenshot shows a web browser window at www.portervillecollege.edu/learning-center/learning-center. At the top, there is a yellow banner with the text "Step-by-Step Guide on How to Drop Off a Document in Pisces Whiteboard" and a link to the guide. Below this is a blue banner that says "Need a break to recharge? Check out our Fun Virtual Learning Experiences page". The main content area features the PC Learning Center logo on the left and a red button labeled "Virtual Learning Center" on the right. A red arrow points from the logo to the button, and the button is circled in red. To the right of the button, there is a list of services: "Virtual Learning Center", "Peer/Embedded Tutor Schedules", "PASS Leaders' Schedule", "Prof. Onizuka's PASS Leaders' Schedule", "Math Mentor Schedules", and "Writing Mentor Schedules". Above this list, it says "Please click on the links for access to services virtually. Virtual hours of operation are Monday – Thursday from 7am - 7pm and Friday 8am - 12pm." Below the main content, there is a note: "Please note: In-person proctoring services, math challenge exams, and PearsonVue testing will be suspended for..."

STEP 4:

You will now see the Virtual Learning Center Canvas page.



The screenshot shows the Canvas LMS interface for the "Virtual Learning Center" course. The URL is <https://kccd.instructure.com/courses/43459>. On the left, there is a navigation menu with icons for Account, Dashboard, Courses, Calendar, Inbox, History, Commons, Studio, and Help. The main content area displays the "Virtual Learning Center" title and the PC Learning Center logo. Below the logo, there is a "Welcome to the Virtual Learning Center!" message and a "How to Visit the Virtual Learning Center:" section. The "How to Visit..." section contains the text: "To join one of the scheduled Zoom sessions, please [click on ConferZoom](#) (located on the left menu) and select the appropriate date and time and then click "join". Once the Zoom session opens, you will be able to meet with our Learning Center staff, tutors, writing and math mentors, PASS leaders and PC Tech Navigators." Below this, there is a note: "If you would like to drop-off a paper, please drop-off your paper under the Pisces Whiteboard page (located on the left)". On the right side of the page, there is a sidebar with various options: "Import Existing Content", "Import from Commons", "Choose Home Page", "View Course Stream", "Course Setup Checklist", "New Announcement", "New Analytics", "View Course Notifications", "Coming Up", and "View Calendar".

STEP 5:

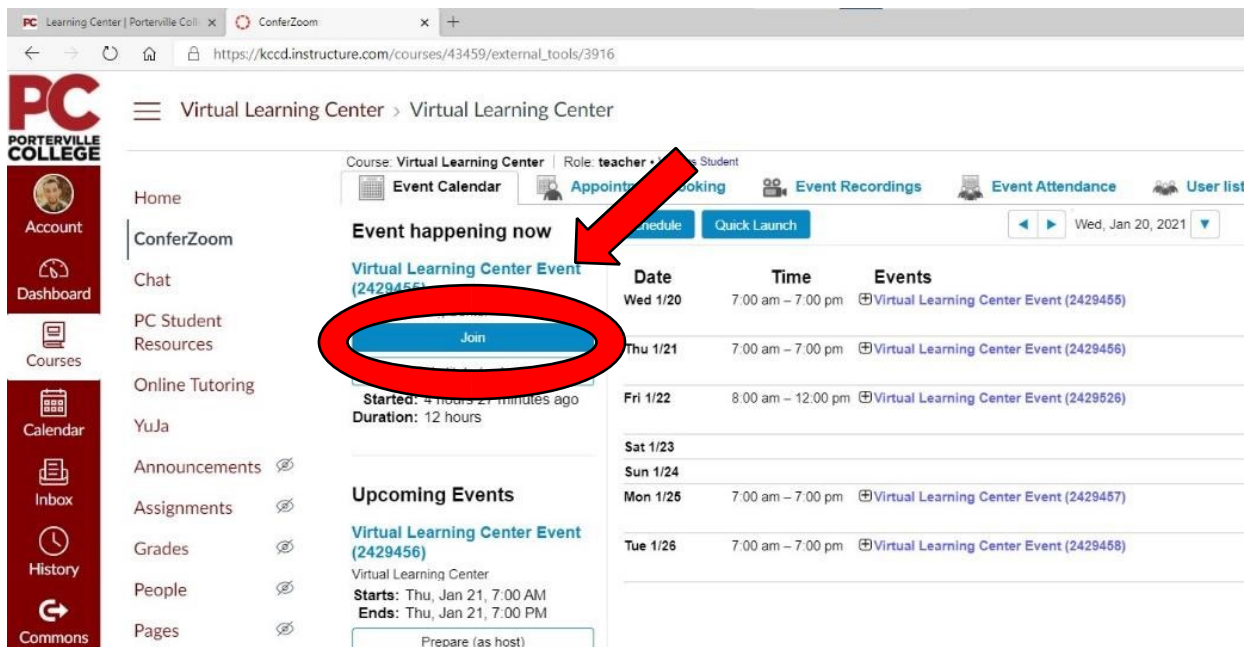
Click “ConferZoom” in the top left of the page.



The screenshot shows the Virtual Learning Center dashboard. On the left side, there is a vertical navigation menu with icons and labels: Account, Dashboard, Courses, Calendar, Inbox, History, and Commons. The 'ConferZoom' option is highlighted with a red circle, and a red arrow points to it from the right. The main content area displays the 'Virtual Learning Center' title and a large PC logo. Below the logo, there is a welcome message: 'Welcome to the Virtual Learning Center! The Virtual Learning Center provides outstanding, multi-faceted academic support services to Porterville'.

STEP 6:

Click the blue “Join” button.



The screenshot shows the ConferZoom interface. The left navigation menu is visible, with 'ConferZoom' selected. The main content area shows a course titled 'Virtual Learning Center' with a role of 'teacher'. There are several tabs: Event Calendar, Appointments, Booking, Event Recordings, Event Attendance, and User list. The 'Event Calendar' tab is active, showing a table of events. The 'Join' button is highlighted with a red circle, and a red arrow points to it from the left. The table of events is as follows:

Date	Time	Events
Wed 1/20	7:00 am – 7:00 pm	Virtual Learning Center Event (2429455)
Thu 1/21	7:00 am – 7:00 pm	Virtual Learning Center Event (2429456)
Fri 1/22	8:00 am – 12:00 pm	Virtual Learning Center Event (2429526)
Sat 1/23		
Sun 1/24		
Mon 1/25	7:00 am – 7:00 pm	Virtual Learning Center Event (2429457)
Tue 1/26	7:00 am – 7:00 pm	Virtual Learning Center Event (2429458)

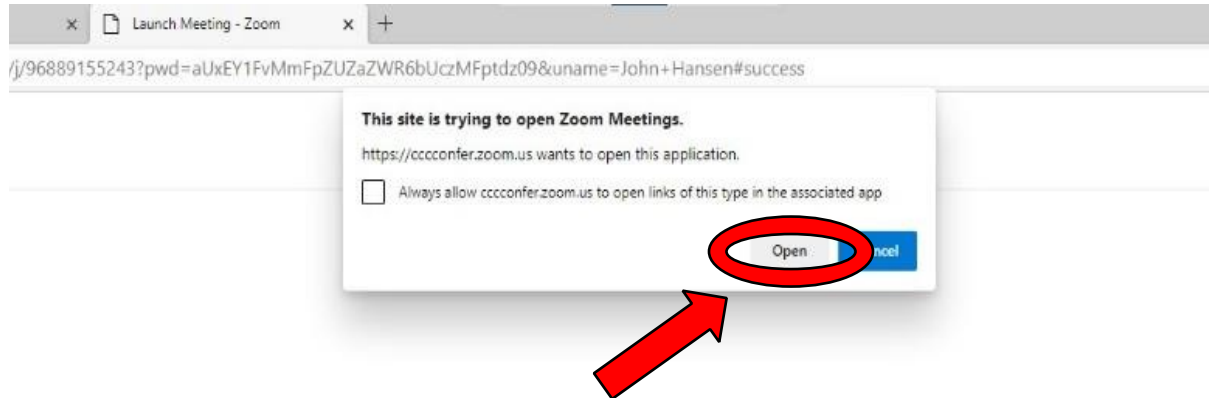
Below the table, there is a section for 'Upcoming Events' with details for 'Virtual Learning Center Event (2429456)'. It shows the start and end times: 'Starts: Thu, Jan 21, 7:00 AM' and 'Ends: Thu, Jan 21, 7:00 PM'. There is also a 'Prepare (as host)' button.

STEP 7:

Step by Step Guide: **The Virtual Learning Center**

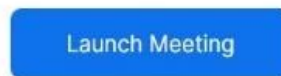
STEP 7:

This page may prevent you from joining, please select “Open” in the pop-up box to continue to the Virtual Learning center.



Click **Open Zoom Meetings** on the dialog shown by your browser

If you don't see a dialog, click **Launch Meeting** below



STEP 8:

Once in the meeting, the Virtual Learning Center Host will assist you further.

HELP:

If you need further assistance, please contact the PC Tech Navigators at **(559) 791-3670** or through email at pctech navigators@portervillecollege.edu

If you are an individual with a disability and need accommodations, please contact **(559) 791-2220** and pcar@portervillecollege.edu.