

**Faculty Toolbox**

The Faculty Toolbox has been created to help faculty suggest resources to students. Use the top menu to identify the support or resource needed by the student, and then hold down the Ctrl key and click on the concern to be directed to the specific resources available to the student.

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* [Scholarship](#Scholar)
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| **Support Needed** | **Resource Information and Location** |
| **[Academic Writing](#Top)** | **PhoenixConnect’s Academic Support Communities - Writing Help**: In this community, students can learn about available resources to improve their writing skills, join related discussions, and get answers from Center for Writing Excellence staff. <https://portal.phoenix.edu/social/community/support/writing> |
|  | **Writing Samples/Templates**: These samples and templates help students with APA, Annotated Bibliography, Case Study Analysis, Executive Summary, Outline, and Title Page. <https://ecampus.phoenix.edu/secure/aapd/grammar/tutsandguides1a.asp> |
|  | **Writing a Thesis Statement:** This tool is a resource to practice writing various thesis statements until students are able to write one that is most effective for their essay. <http://corptrain.phoenix.edu/thesis_generator/thesis_generator.html> |
|  | **Writing English for Speakers of Other Languages Tips:** This guide provides information to build confidence in English word order and to include familiarity with English idioms, slang, and verbal phrases. Also provides information about verb tenses and articles before nouns.  <http://www.apollolibrary.com/cwe/pdfs/CWEWritingEnglishESL.pdf> |
|  | Writing Live LabsAcademic Writing Lab, Organizing your paper, Write Right & Writing Resources “Live” Labs focuses on concepts that students commonly struggle with. Labs are an open study environment where they can receive tutoring support and can come and go as their schedule permits. During the interactive lab students will receive instruction and have opportunities to ask questions in real-time through the phone and chat window. <https://ecampus.phoenix.edu/secure/aapd/ao/live-labs/> |
|  | ****Student Workshop:**** ****Essay Writing Skills**** This workshop introduces students to the concepts of basic essay writing. The workshop focuses on thesis statements, content organization, introductions, and conclusions. It helps students develop the competencies necessary for academic success. This workshop also reviews applicable University of Phoenix writing resources.  **Doctoral Advanced Writing (School of Advanced Studies students ONLY)**  This workshop focuses on improving doctoral students' academic writing skills. This workshop reviews critical areas of writing, including grammar conventions, academic language and tone, and integrating feedback. This workshop also serves to support students who encounter challenges DOC/700. This course integrates existing CWE writing resources for students to use throughout their academic career. Material is presented through readings, interactive activities, and tutorials.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[APA](#Top)** | **APA Sample Paper**: These Sample Papers offers excellent guidelines about how to format papers following the University’s guidelines and following APA style from the Publication Manual of the American Psychological Association (6th edition).  **Undergraduate** or **Master’s** level courses: <https://ecampus.phoenix.edu/secure/aapd/CWE/pdfs/APA.UOPX.SamplePaper.UndergradandMasters.pdf>  **Doctoral** level courses: <https://ecampus.phoenix.edu/secure/aapd/CWE/pdfs/APA.UOPX.SamplePaper.Doctoral.pdf> |
|  | **Formatting Tutorial for APA:** This takes students to a sample paper where they can learn how to format in Microsoft Word. <https://ecampus.phoenix.edu/secure/AAPD/CWE/pdfs/BasicFormattingforaMicrosoftWordDocument.pdf> |
|  | [**Reference and Citation Examples**](https://ecampus.phoenix.edu/secure/aapd/grammar/apa.asp)**:** This link provides a quick, easy-to-use reference for formatting in-text citations and references for books, articles, websites, course materials, simulations, and other sources.  <https://ecampus.phoenix.edu/secure/aapd/grammar/apa.asp> |
|  | * **Reference and Citation Generator:** The Citation Generator is an online tool designed to aid students in writing in-text citations and reference page entries in APA format.   <https://ecampus.phoenix.edu/secure/aapd/cwe/citation_generator/> |
|  | **Title Page Template:** To begin, download and save the document to your computer. Open the document and replace the title in the running head with the first 50 characters of your paper title, add your name, and add the remaining necessary information for the title page. Repeat the title of your paper on the top of the second page and begin writing your essay.  <https://ecampus.phoenix.edu/secure/aapd/CWE/documents/CWETitlePageTemplate.doc> |
|  | **Riverpoint Writer**: This tool is designed to aid in creating citations for academic papers.  <https://ecampus.phoenix.edu/secure/aapd/grammar/riverpointWriter.asp> |
|  | ****Student Workshop:**** ****APA****  The Publication Manual of the American Psychological Association (APA) sixth edition is the preferred writing manual for academic writing at University of Phoenix. This workshop introduces students to the basic elements of APA style. Students discuss key components of APA formatting and practice identifying and correcting instances of noncompliance. Exercises include formatting a variety of in-text citations and reference page citations.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[APA vs. MLA](#Top)** | * **Comparison of APA vs. MLA:** This reference sheet summarizes the differences between the two styles guides in key areas such as formatting, punctuation, citations, and references. This comparison is useful for students who are transitioning from APA style to MLA style. <https://ecampus.phoenix.edu/secure/aapd/CWE/MLA_Docs/Comparison%20APA%20vs%20MLA.pdf> |
| **[Career](#Top)** | **PhoenixConnect’s Career & Professional Development Community**:Advance professionally by connecting with others around different career & professional areas, discussions with experts, and assistance with job-hunting.  <https://portal.phoenix.edu/social/community/career%26professional> |
|  | **Phoenix Career Guidance System:** This resourceprovides students with a convenient way to manage their career search, create more effective resumes, and gain access to a network of contacts. https://careers.phoenix.edu/dashboard/welcome.html |
|  | **Career Coaches:** Career Coaches will review student resumes, cover letters, and LinkedIn profiles as well as provide interview and job searching assistance. Students connect to a Career Coach by emailing: [careercoachinghelpdesk@phoenix.edu](mailto:careercoachinghelpdesk@phoenix.edu) |
|  | ****Student Workshops:****  **Finding the Right Career Fit**  This workshop introduces students to career tools and resources that can help them determine the right career fit based on their preferences, styles, competencies, and geographical location. Students will learn skills for researching and evaluating career options including job markets, hiring demand, and income potential. Students will get the most benefit by pairing this with the Landing the Job Student Workshop, in which students develop skills and use tools to search for jobs and apply for positions upon obtaining a degree.  **Landing the Job**  This workshop introduces tools and services to help students take their career to the next level. The workshop provides tips on resume and cover letter writing, networking, and interviewing and explores the wide variety of career resources available to students.  **Sharpen Your Skills**  This workshop introduces effective communication skills to help students develop informative, positive, and persuasive techniques for today's workplace. The workshop is tailored to develop communication skills while working to identify methods of communication, develop positive messages, manage diverse types of communication, and focus on persuasive presentation skills.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Critical Thinking](#Top)** | ****Student Workshops:****  **Basic Critical Thinking**  This workshop prepares students to gain a basic foundation and understanding of critical thinking concepts and how these concepts apply to their classes. Students explore problem-solving and decision-making scenarios, assumptions, bias, judgments, media influence, cultural literacy, and the analysis of situations and arguments. The purpose of the workshop is to introduce students to the critical thinking concepts needed to be successful in college.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Computer Help](#Top)** | **PhoenixConnect’s Academic Support Communities - Help Desk & Tech Support:** This is a community where students can ask questions about technical needs. <https://portal.phoenix.edu/social/community/support/help>  **PhoenixConnect’s Academic Support Communities - Office 365 ProPlus & Email Support**: This community is monitored 24/7 by our Technical Support team and is intended to answer your questions and resolve any issues that occur throughout the Office 365 migration. https://portal.phoenix.edu/social/community/support/help/office\_365\_proplus\_%26\_email\_support |

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|  | **Assessing Office 365 for free:**  **Office 365 browser-based version:** Office 365 gives students access to browser-based versions of Word, Excel, PowerPoint and OneNote. To access l**og** into the **Student Website** (<https://ecampus.phoenix.edu/>) >> go to your **inbox** in the upper right-hand corner >> c**lick** the **Inbox** icon highlighted in blue >> then **click Office 365** to access **Office Online** products.  **Microsoft® Office 365 ProPlus subscription:** With Office 365 ProPlus you’ll have the latest, fully-featured versions of Word®, Excel®, OneNote®, Outlook®, PowerPoint®, Publisher® and Access®. With ProPlus installed on up to five devices you’ll always have access to your favorite Office applications, no matter which device you’re using — PC, Mac, iPad®, tablet, or phone. Downloading Office 365 ProPlus is easy:   * [Download and install](https://portal.phoenix.edu/social/community/support/help/office_365_proplus_%26_email_support) Office 365 ProPlus * Activate Office 365 ProPlus by entering your University email address and eCampus password. * For additional help, review the [Installation Guide](https://portal.phoenix.edu/social/community/support/help/office_365_proplus_%26_email_support).   **Assessing Microsoft Office 2013 desktop version at a discount:** University of Phoenix will continue to offer a license for the Microsoft Office 2013 desktop version to students at the discounted rate of $69.99 through the [University Marketplace](http://phoenix.onthehub.com/WebStore/ProductsByMajorVersionList.aspx). The Office 2013 license provides users with full ownership of the product and is valid for extended users within their family. With this offer, users will have ownership of Microsoft Office, even after enrollment with the University. For additional Office Online support, [Learn more about Microsoft Office Online](https://support.office.microsoft.com/en-us/article/Get-started-at-Officecom-91a4ec74-67fe-4a84-a268-f6bdf3da1804?CorrelationId=390ecd76-29bc-42a4-97a0-197d2336c4a0&ui=en-US&rs=en-US&ad=US) here. |
|  | **University of Phoenix Technical Support**: Contact technical support 24/7 days toll free **at 1-877-832-4867** |
|  | ****Student Workshops:**** **Working With Microsoft Office**  In this 3-week workshop, students will be oriented to basic computer terms and the Microsoft® environment. The skills learned in this workshop provide practical applications necessary for future and current courses. The workshop enables students to improve the basic skills for developing, formatting, and saving documents, presentations, and spreadsheets.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[ECO, ACC, & FIN](#Top)** | **iGrad** is an online financial education site that provides tools and resources to help our students better manage their money. http://www.igrad.com/schools/universityofphoenix |
|  | Accounting Live LabsRecording Accounting Information “Live” Lab focuses on concepts that students commonly struggle with. Labs are an open study environment where they can receive tutoring support and can come and go as their schedule permits. During the interactive lab, students will receive instruction and have opportunities to ask questions in real-time through the phone and chat window.Reporting Accounting Information “Live” Lab gives you an opportunity to learn more about reporting accounting information in a live setting with a University of Phoenix faculty member. You will see and work with the four standard financial statements: balance sheets, income statements, statements of cash flow, and statements of stockholder's equity. https://ecampus.phoenix.edu/secure/aapd/ao/live-labs/ |
|  | **Student Workshop:**  **Managing My Money**  This workshop introduces students to basic concepts in personal financial planning. The workshop focuses on the importance of financial goals, establishing emergency funds, understanding credit and debt, budgeting, and using effective resources for personal financial management. In addition, the workshop introduces students to iGrad, an online financial education system, and to additional personal finance resources.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |

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| **[Grammar and Mechanics](#Top)** | **Grammar and Mechanics Tutorials:** <https://ecampus.phoenix.edu/secure/aapd/grammar/grammarMechanics.asp>  Specific topics: [Adjectives vs. Adverbs](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/adjectivesvsadverbs.asp), [Apostrophes](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/apostrophe.asp), [Be vs. Have](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/bevshave.asp), [Brackets](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/brackets.asp), [Capitalization](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/capitalization.asp), [Clauses](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/clauses.asp), [Colons](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/colon.asp), [Conjunctions](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/conjunctions.asp), [Commas](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/comma.asp), [Comma Splices](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/commasplices.asp), [Commonly Confused Words](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/commonlyconfusedwords.asp), [Comparative vs. Superlative](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/comparativevssuper.asp), [Dashes](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/dashes.asp), [Ellipsis Points](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/ellipsis.asp), [Fragments](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/fragments.asp), [Good vs. Well](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/goodvswell.asp), [Hyphens](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/hyphen.asp), [Irregular Verbs](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/irregularverbs.asp), [Modifiers](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/modifiers.asp), [Number Usage](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/numbers.asp), [Parentheses](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/parentheses.asp), [Pronouns](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/pronouns.asp), [Pronoun-Antecedent Agreement](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/pronounantecedentagreement.asp), [Quotation Marks](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/quotationmarks.asp), [Run-on Sentences](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/runonsentences.asp), [Semicolons](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/semicolon.asp), [Spelling](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/spelling.asp), [Spelling Demons](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/spellingdemons.asp), [Subject-Verb Agreement](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/subjectverbagreement.asp), [Vague Pronouns](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/vaguepronouns.asp), [Verbs](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/verbs.asp), [Who vs. Whom](https://ecampus.phoenix.edu/secure/aapd/grammar/grammar_mechanics/whovswhom.asp) |
|  | **Writing Style Tutorials:** <https://ecampus.phoenix.edu/secure/aapd/grammar/writingStyle.asp>  Specific topics: [Active and Passive Voice](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/activeandpassivevoice.asp), [Awkward Language](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/awkwardlanguage.asp), [Bias-Free Language](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/biasfreelanguage.asp), [Clarity](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/clarity.asp), [Clichés, Jargon, and Colloquialisms](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/clichesjargonandcoll.asp), [Conjunctions](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/conjunctions.asp), [Introductory Phrases](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/introphrases.asp), [Logical Fallacies](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/logicalfallacies.asp), [Metaphor](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/metaphor.asp), [Mood](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/mood.asp), [Netiquette](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/netiquette.asp), [Parallelism](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/parallelism.asp), [Point of View](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/pointofview.asp), [Redundancy](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/redundancy.asp), [Sentence Variety](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/sentencevariety.asp), [Simile](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/simile.asp), [Thesis](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/thesis.asp), [Topic Sentence](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/topicsentence.asp), [Transitions](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/transitions.asp), [Using Concise Language](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/conciselanguage.asp), [Writing Checklists](https://ecampus.phoenix.edu/secure/aapd/grammar/writing_style/writingchecklists.asp) |
|  | **Grammar Girl:** afriendly guide to the world of grammar, punctuation, usage, and fun developments in the English language. <http://www.quickanddirtytips.com/grammar-girl> |
|  | **WritePoint® Powered by Grammarly®:** this service provides an automated review of your written work. The service - available 24 hours a day, 7 days a week - provides quick, meaningful feedback on grammar, usage, and spelling.  Library tab > CWE > Reviewing Services > WritePoint |
|  | Writing Live LabsWritePoint Lab and Academic Writing “Live” Lab focuses on concepts that students commonly struggle with. Labs are an open study environment where they can receive tutoring support and can come and go as their schedule permits. During the interactive lab students will receive instruction and have opportunities to ask questions in real-time through the phone and chat window.<https://ecampus.phoenix.edu/secure/aapd/ao/live-labs/> |
|  | ****Student Workshop:**** ****Grammar Skills**** This workshop helps students differentiate between how they speak and how they should write a formal paper by providing a review of the following: how to use commas and quotation marks properly, how to employ pronouns effectively, and how to correspond subjects and verbs correctly. Students are also given opportunities to practice each of the concepts presented.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Learning Teams](#Top)** | ****Student Workshops:**** ****Student Learning Teams**** This three-day workshop introduces students to the Learning Team structure and requirements at the University of Phoenix. The workshop focuses on the benefits of working in Learning Teams, how to organize and communicate effectively in a Learning Team, and effective strategies for resolving conflict in a Learning Team.  **Associate to Bachelor Degree Transition**  This workshop prepares students for the transition from Associate to Bachelor degree coursework as they explore differences and similarities in the college classrooms. Students also consider approaches to the quick pace of classes, deep discussions, and the Learning Teams they encounter.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
|  | **Learning Team Toolkit:** The LT Toolkit houses tools that will increase a student’s success at developing effective collaboration skills. This Learning Team Toolkit’s materials can help students achieve greater professional competence as a member and leader of work teams. <http://www.apollolibrary.com/Library/ltt/toolkit1.aspx> |
| **[Library](#Top)** | **Library Handbook:** This handbook is an overview of how to use the Library. <https://assetscdn.students.uophx.edu/content/dam/faculty/LibraryHandbook.pdf> |
|  | **Library Tutorial**: This tutorial gives students an overview of the library’s collections and services. <http://media.toolwire.com/universitylibrary/index.html> |
|  | **Ask a Librarian Support Service:** The Ask a Librarian service helps students in obtaining professional guidance and recommendations regarding their research. You will receive a detailed response with specific referrals to appropriate resources and research techniques. http://universitylibrary.altarama.com/reft100.aspx?key=UOPXAAL |
|  | ****Student Workshops:****  **Library Research Skills I**  This workshop is an introduction to conducting research in the University of Phoenix Library. The workshop focuses on orienting students with the University Library, finding and using credible information for research, organizing research results, and maintaining academic honesty. Exercises and activities are designed to assist the student in effectively and efficiently using the resources within the library.  **Library Research Skills II**  This workshop introduces students to advanced research techniques in the University Library. Students perform advanced research queries, select relevant resources, implement literature review searches, and organize materials. Due to the advanced nature of this workshop, it is recommended that students successfully complete the Library Research Skills I Student Workshop and the APA Student Workshop prior to registering for this Library Research Skills II Student Workshop.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Math Anxiety](#Top)** | **Assessment quiz and related resources**: Visit this site to learn how to use math anxiety to help perform better.  <https://ecampus.phoenix.edu/secure/aapd/CME/anxiety2/default.aspx> |
| **[Math Help](#Top)** | **PhoenixConnect’s Academic Support Communities: Math Help** -This is where students can find out about available math resources, participate in discussions, and get guidance from Center for Mathematics Excellence staff. <https://portal.phoenix.edu/social/community/support/math> |
|  | **Live Math Tutoring** for Pre-Algebra and Step-by-Step:Available 24/7. For tutoring options and hours, go to CME and click on the “Live Math Tutoring” link: https://portal.phoenix.edu/cme/cme-home.html |
|  | Khan Academy: Search thousands of short, to-the-point videos by subject. https://www.khanacademy.org/ |
|  | Math Live LabsCME Overview, Adaptive Math Practice, Pre-Algebra Labs, Graphing Equations, , and Solving Systems of Linear Equations Lab “Live” Labs focuses on concepts that students commonly struggle with. Labs are an open study environment where they can receive tutoring support and can come and go as their schedule permits. During the interactive lab students will receive instruction and have opportunities to ask questions in real-time through the phone and chat window. https://ecampus.phoenix.edu/secure/aapd/ao/live-labs/ |
|  | ****Student Workshops:**** Pre-Algebra Workshop I This 3-week workshop helps prepare students for the first course in their math sequence—MAT/116, MTH/208, MAT/219, or MTH/219. Students apply basic operations with whole numbers and negative numbers to simplify expressions and solve basic one- and two-step equations. By applying these skills, students build math confidence and solve word problems involving real-world applications. Students are also encouraged to register for and complete Pre-Algebra Workshop II, where fractions, decimals, ratios, and proportions are covered.  **Pre-Algebra Workshop II**  This 3-week workshop helps prepare students for the first course in their math sequence—MAT/116, MTH/208, MAT/219, or MTH/219. Students apply basic operations with fractions and decimals to simplify expressions and solve basic one- and two-step equations. Students also simplify ratios and solve proportions. By applying these skills, students solve word problems involving real-world applications. Prior to taking Pre-Algebra II, students are encouraged to register for and complete Pre-Algebra Workshop I, where the topics of whole numbers and negative numbers are covered.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[MLA](#Top)** | **MLA Sample Paper:** The MLA Sample Paper offers excellent guidelines about how to format papers following the University’s guidelines and following MLA style from the MLA Handbook (7th edition).  <https://ecampus.phoenix.edu/secure/aapd/CWE/MLA_Docs/MLA%20Sample%20Paper.pdf> |
|  | **MLA Paper Template:** Download and save the document to your computer. Open the document and replace the header with your last name and replace the remaining information with your name, instructor’s name, course number, and date where indicated. Double click on the sample first paragraph to being wiring your essay. Add your sources on the Works Cited page by double clicking the sample.  <https://ecampus.phoenix.edu/secure/aapd/CWE/MLA_Docs/MLA%20Paper%20Template.dot> |
|  | ****Student Workshop:**** ****MLA**** The MLA Handbook for Writers of Research Papers (MLA) seventh edition is the preferred writing manual for academic writing in the Bachelor of Arts in English at University of Phoenix. This workshop introduces students to the basic elements of MLA style. Students discuss key components of MLA formatting and practice identifying and correcting instances of noncompliance. Exercises include formatting a variety of in-text citations and reference page citations.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Classroom and eCampus Navigation](#Top)** | **PhoenixConnect’s Academic Support Communities: Classroom Support – Students:** In this community, students can find helpful resources, ask questions, and participate in discussions about the Classroom.  <https://portal.phoenix.edu/social/community/support/new_classroom> |
|  | **Classroom Tips**  Available through the Class Home tab in the classroom on the right side of the screen, the Classroom Tips area provides access to an FAQ document addressing some of the most frequently asked questions about the classroom as well as specific tips for students who are new to class. |
|  | **Classroom Resources**  Available through the Home tab under the Student Quick Links area on eCampus is the New Classroom Resources area. The New Classroom Resources area provides access to latest news, information about student workshops, information for new students and helpful tips. |
|  | ****Student Workshops:**** eCampus Resources This workshop provides a basic overview of resources which support a community of academic excellence. This workshop promotes an extension of practical and experiential academic resources beyond the classroom. Students will review networking and online support tools necessary for academic excellence: Life Resource Center, Alumni Association, National Testing Programs, and PhoenixConnect.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[New Student](#Top)** | **PhoenixConnect’s Academic Support Communities - Learning Skills**:This is a community where students can strengthen their academic abilities and obtain beneficial resources on time management, study habits and more.  <https://portal.phoenix.edu/social/community/support/learning_skills> |
|  | ****Student Workshops:****  **New Student Orientation – Online**  This workshop orientation explores and reviews various critical areas of information necessary for the new student to be successful. The student will gain a better understanding of the many services and resources available through the online modality.  **New Student Orientation – Local**  This orientation explores and reviews various critical areas of information necessary for the new student to be successful. The student will gain a better understanding of the many services and resources available through the online and face-to-face modalities.  **Doctoral Success Orientation (School of Advanced Studies students ONLY)**  This orientation explores and reviews various critical areas of information necessary for the new student to be successful. The student will gain a better understanding of the many services and resources available through the online and face to face modalities.  **Associate to Bachelor Degree Transition**  This workshop prepares students for the transition from Associate to Bachelor degree coursework as they explore differences and similarities in the college classrooms. Students also consider approaches to the quick pace of classes, deep discussions, and the Learning Teams they encounter.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Plagiarism Prevention](#Top)** | Plagiarism Checker: The Plagiarism Checker promotes originality in student work and helps to prevent plagiarism, either inadvertent or intentional. The Plagiarism Checker identifies papers containing material authored by another writer. <https://ecampus.phoenix.edu/classroom/ic/cwe/SubmitPaper.aspx> |
|  | Writing Live LabsAcademic Honesty “Live” Lab focuses on concepts that students commonly struggle with. Labs are an open study environment where they can receive tutoring support and can come and go as their schedule permits. During the interactive lab students will receive instruction and have opportunities to ask questions in real-time through the phone and chat window.https://ecampus.phoenix.edu/secure/aapd/ao/live-labs/ |
|  | ****Student Workshop:**** ****Plagiarism****  This workshop provides a basic overview of what plagiarism is and how it can be prevented. Students learn to recognize plagiarism in its various forms and are provided techniques and tools to help them avoid plagiarizing when they write. \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| [Programming](#Top) | Programming Live LabsProblem Solving and Algorithm Development and Arrays Live Lab focuses on concepts that students commonly struggle with. Labs are an open study environment where they can receive tutoring support and can come and go as their schedule permits. During the interactive lab students will receive instruction and have opportunities to ask questions in real-time through the phone and chat window. <https://ecampus.phoenix.edu/secure/aapd/ao/live-labs/> |
| **[Research Help](#Top)** | **PhoenixConnect’s Academic Support Communities - Research Help:** Students can come here to talk to library staff members, ask research questions, and connect with other students. This community is monitored by the University’s library staff. <https://portal.phoenix.edu/social/community/support/university_library> |
|  | Research Tutorial: The University Library offers an interactive tutorial designed to help Library users navigate and search the Library databases. <http://media.toolwire.com/universitylibrary/index.html> |
|  | ****Student Workshops:**** **Library Research Skills I**  This workshop is an introduction to conducting research in the University of Phoenix Library. The workshop focuses on orienting students with the University Library, finding and using credible information for research, organizing research results, and maintaining academic honesty.  Exercises and activities are designed to assist the student in effectively and efficiently using the resources within the library.  **Library Research Skills II**  This workshop introduces students to advanced research techniques in the University Library. Students perform advanced research queries, select relevant resources, implement literature review searches, and organize materials. Due to the advanced nature of this workshop, it is recommended that students successfully complete the Library Research Skills I Student Workshop and the APA Student Workshop prior to registering for this Library Research Skills II Student Workshop.  **Dissertation Oral Defense (School of Advanced Studies students ONLY)**  In this 3-day workshop, students enrolled in the School of Advanced Studies learn best practices for preparing and conducting their dissertation defense. Main topics include the purpose and structure of the oral defense, effectively preparing for the oral defense, presenting research professionally and confidently, and addressing committee questions appropriately.  **Doctoral Advanced Writing (School of Advanced Studies students ONLY)**  This workshop focuses on improving doctoral students' academic writing skills. This workshop reviews critical areas of writing, including grammar conventions, academic language and tone, and integrating feedback. This workshop also serves to support students who encounter challenges DOC/700. This course integrates existing CWE writing resources for students to use throughout their academic career. Material is presented through readings, interactive activities, and tutorials.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Scholarship](#Top)** | ****Student Workshops:**** **Basic Scholarship Strategy**  The purpose of this workshop is to prepare students to find scholarships. Students explore tools, strategies, and resources to navigate the scholarship process. Students learn and practice the four steps in the scholarship path: document, search, match, and apply.  **Scholarship Essay**  This workshop is designed to assist students in understanding key components of writing a scholarship essay. Students learn and practice how to develop a standard five-paragraph essay and apply what they have learned to varying essay requirements. Students explore tips, strategies, and resources to guide them through the essay writing and revision process.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Time Management and Student Success](#Top)** | **PhoenixConnect’s Academic Support Communities - Learning Skills**:This is a community where students can strengthen their academic abilities and obtain beneficial resources on time management, study habits and more.  <https://portal.phoenix.edu/social/community/support/learning_skills> |
|  | **Life Resource Center:** The University of Phoenix recognizes the challenges of managing student obligations and life's responsibilities. To help students succeed, the Life Resource Center provides them free, confidential 24/7 online and telephonic support through a variety of services. Students may contact Life Resource Center via phone at **866-320-2817.**  http://www.powerflexweb.com/index.php?idDivision=25&nameDivision=Homepage&idModule=m9050&nameModule=Home |
|  | ****Student Workshops:**** **Student Success Skills**  This workshop provides techniques that will aid students in their academic pursuits. Students learn effective ways to study, set goals, and stay motivated. The workshop emphasizes the skills required to manage time and reduce stress. The workshop also introduces students to available university services.  **Time & Stress Management**  This workshop provides University of Phoenix students with techniques that will aid them in their academic pursuits. Students learn effective ways to manage time and stress, set goals, and stay motivated. The workshop emphasizes the skills required to manage time and reduce stress.  **eCampus Resources**  This workshop provides a basic overview of resources which support a community of academic excellence. This workshop promotes an extension of practical and experiential academic resources beyond the classroom. Students will review networking and online support tools necessary for academic excellence: Life Resource Center, Alumni Association, National Testing Programs, and PhoenixConnect.  **Motivation Matters**  This workshop introduces students to the importance of motivation and resources that can strengthen their academic abilities based on motivational influences including intrinsic and extrinsic motivators. Participants will learn the significance of having grit as well as resilience, adversity, and perseverance. Students will identify a variety of techniques and skills for applying motivational strategies to their courses, career, and everyday lives. This workshop focuses on empowering students to improve and create more meaningful motivation to meet challenging and achievable goals.  \*To register for a workshop, click on the Program tab from your eCampus home page. Then, click on the Student Workshops link in the Services section. From the next page, click on a Workshop Category to select from available titles, descriptions, and locations. The workshop page will default to user’s zip code showing available local and online delivered workshops. Users can modify the zip code and start date.\* |
| **[Writing Anxiety](#Top)** | **Building Writing Confidence Tutorials**: This site helps students learn how to recognize and cope with writing anxiety. There are also tips for building writing confidence. <https://ecampus.phoenix.edu/secure/aapd/grammar/buildingwritingconfidence.asp> |
|  | **Grammar Girl:** afriendly guide to the world of grammar, punctuation, usage, and fun developments in the English language. <http://www.quickanddirtytips.com/grammar-girl> |

Need additional resources to assist your students?

If so, check out the Student Resource Guide or direct your students there! The **Student Resource Guide** offers a collection of links to a large number of student resources all in one convenient place. You can save the web page to your “favorites” and check the site whenever you need assistance. You can find the site at: [https://ecampus.phoenix.edu/secure/aapd/Materials/IP/studentresources/index.asp#](https://ecampus.phoenix.edu/secure/aapd/Materials/IP/studentresources/index.asp)

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