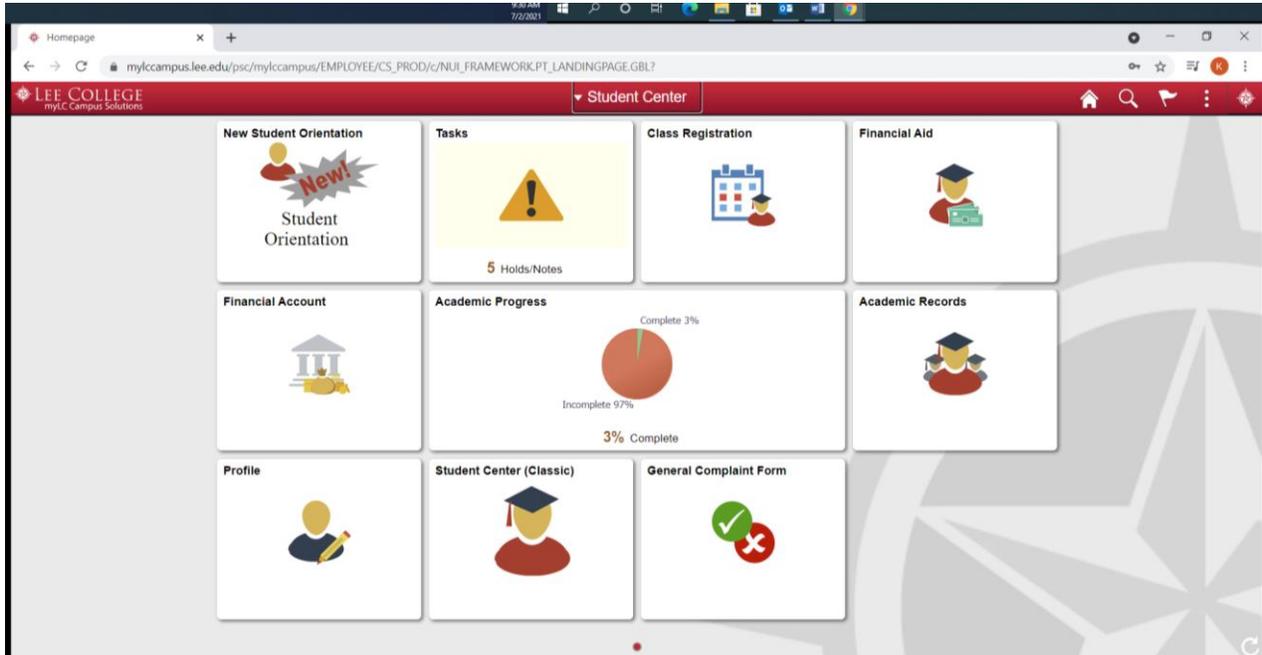


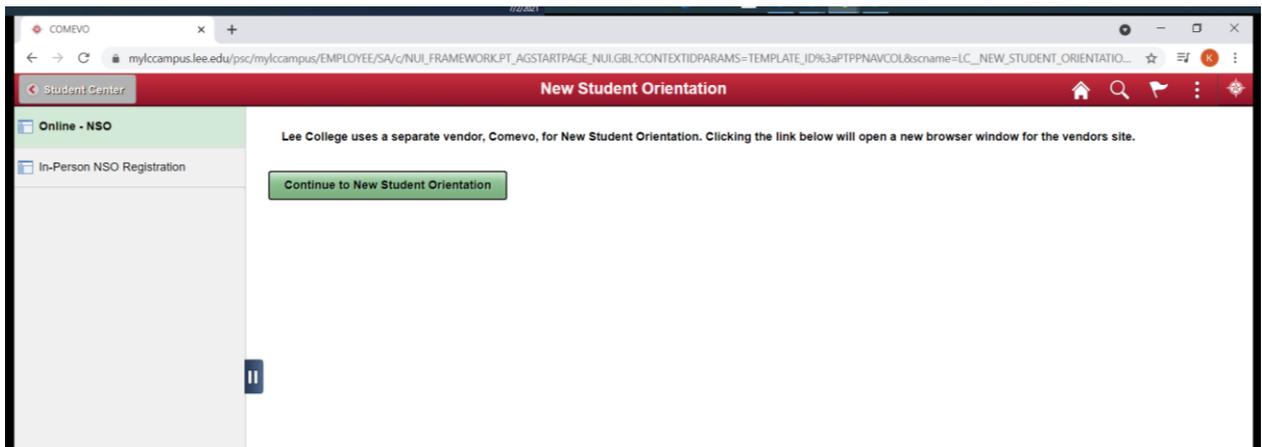
# New Student Orientation Completion Instruction Guide

myLC Homepage View

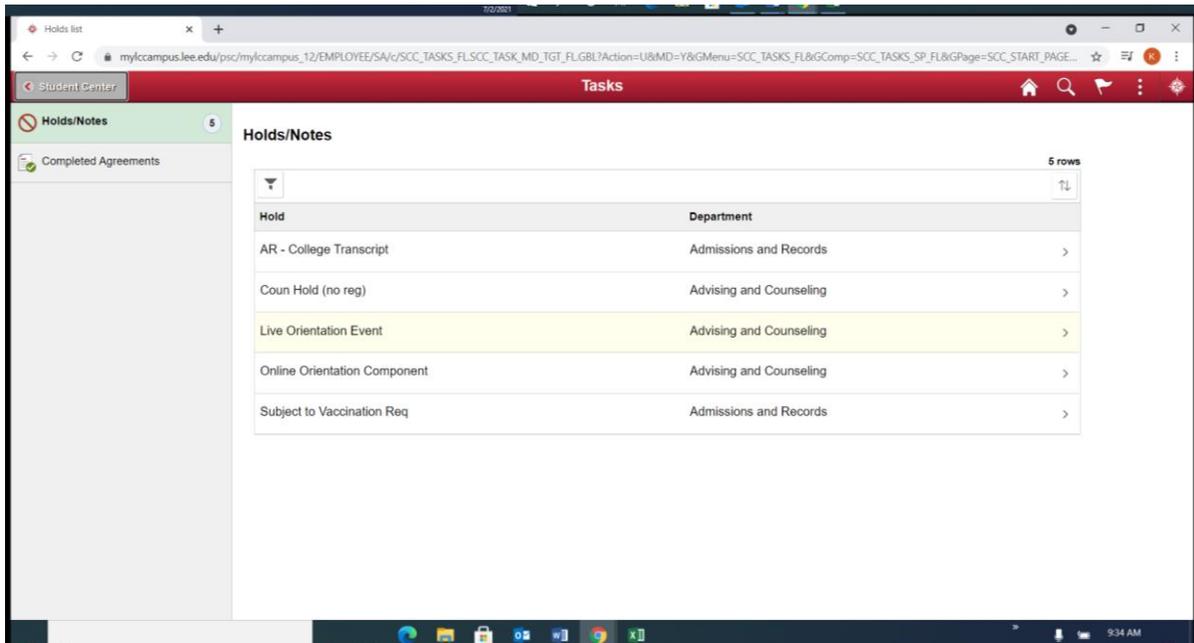
You can access NSO information using the “New Student Orientation” tile or the “Tasks” tile.



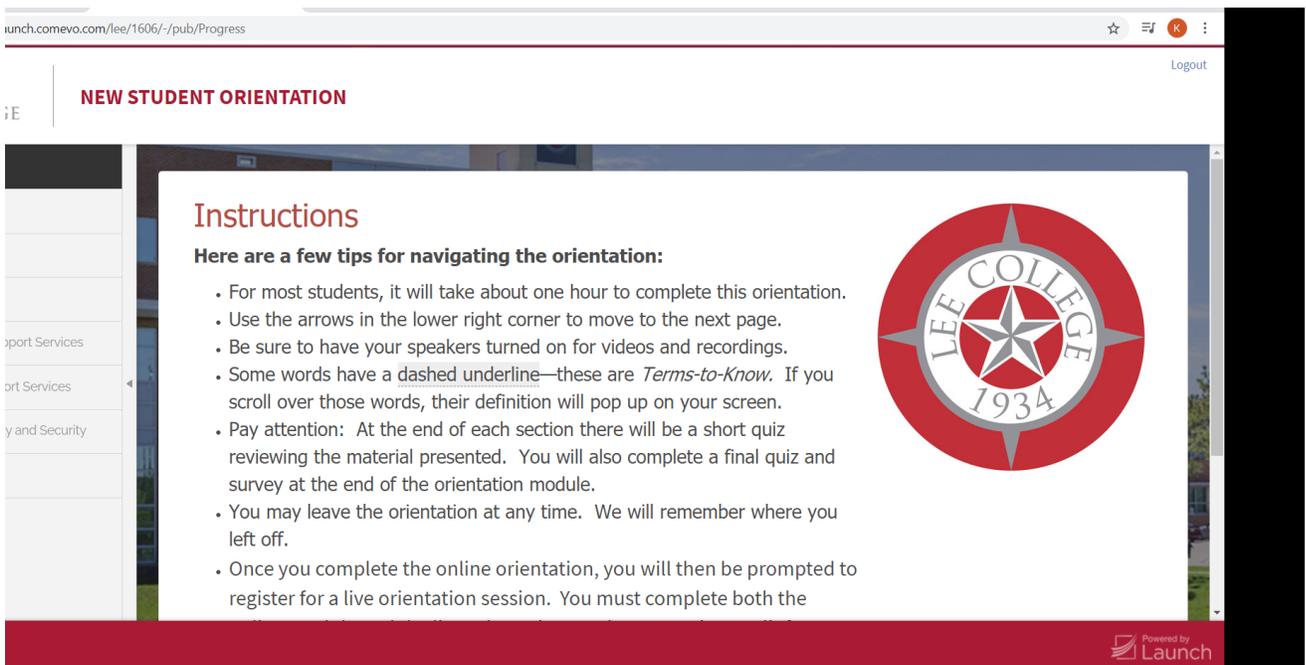
If you select the “New Student Orientation” tile, you will be directed to this page. You should first complete the online NSO by clicking the green “Continue to New Student Orientation” button.



If you select the “Tasks” tile you will be directed to screen similar to this:

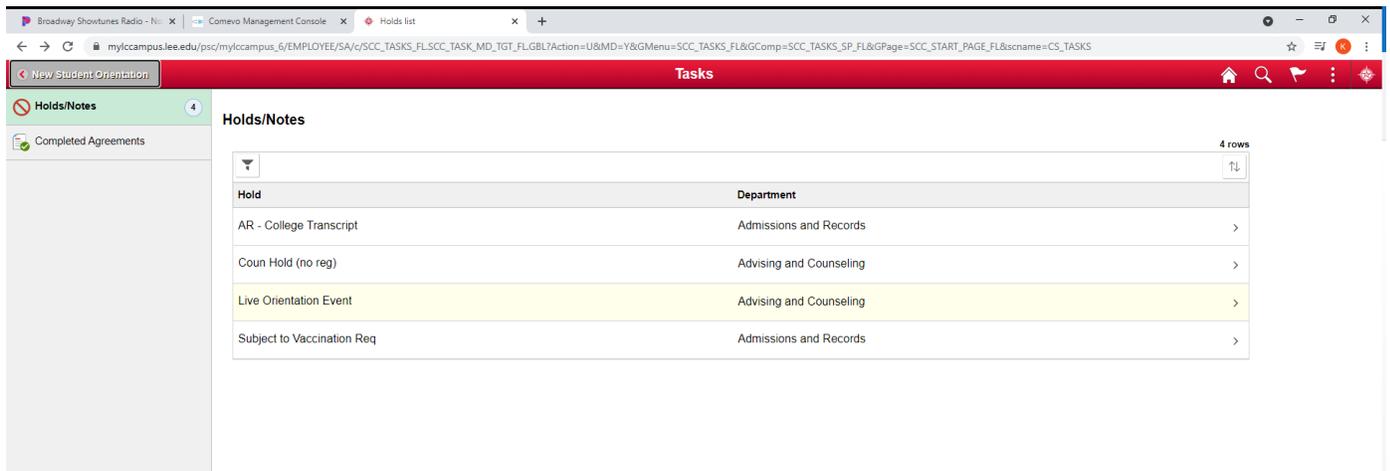


First, select the “Online Orientation Component” line. You will then be directed to the online orientation module. This will be the first page you see when logging in to the online orientation module.

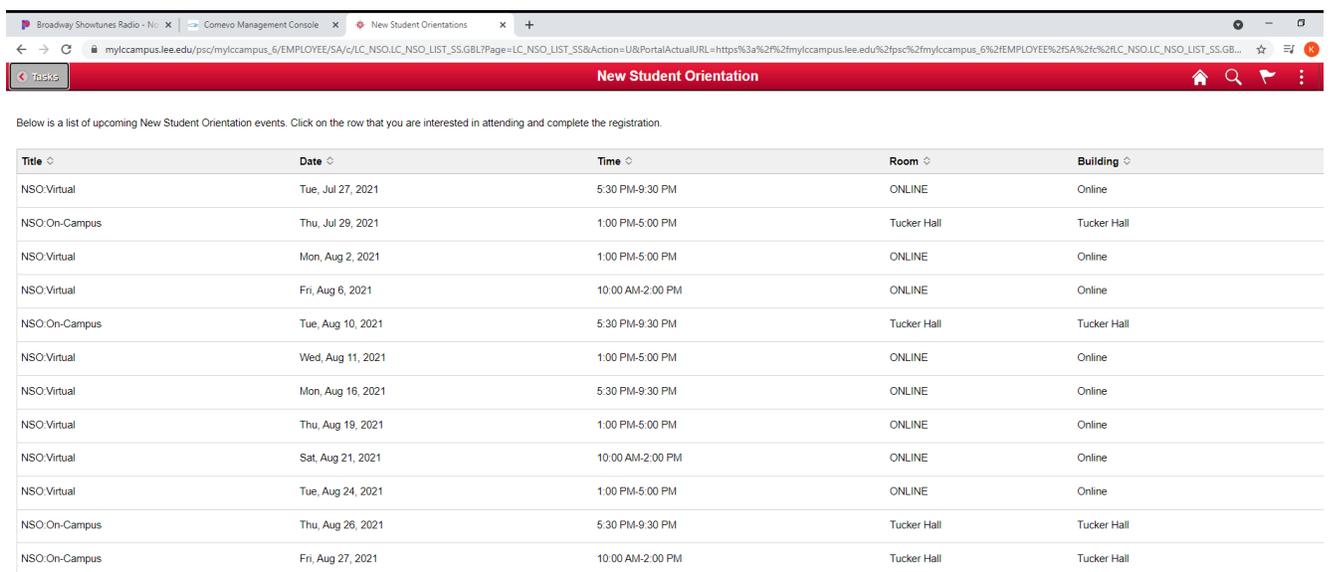


To complete the online orientation module, you must complete the end of module quiz and survey. Once you complete the online orientation module, you can then prepare to register for a “live orientation event”. The online module sends completion data to myLC twice per day (1:00 PM and 1:00 AM). You will need to wait until after those times to register for the live orientation event.

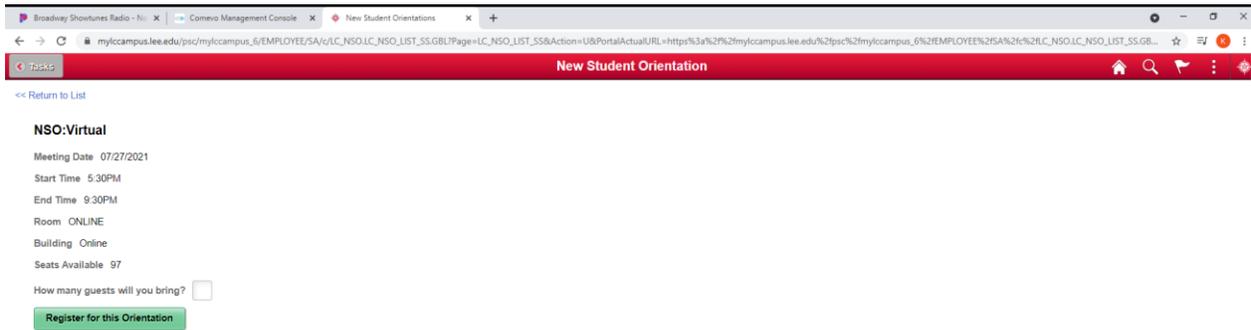
Click on “Live Orientation Event” to register for the second part of orientation.



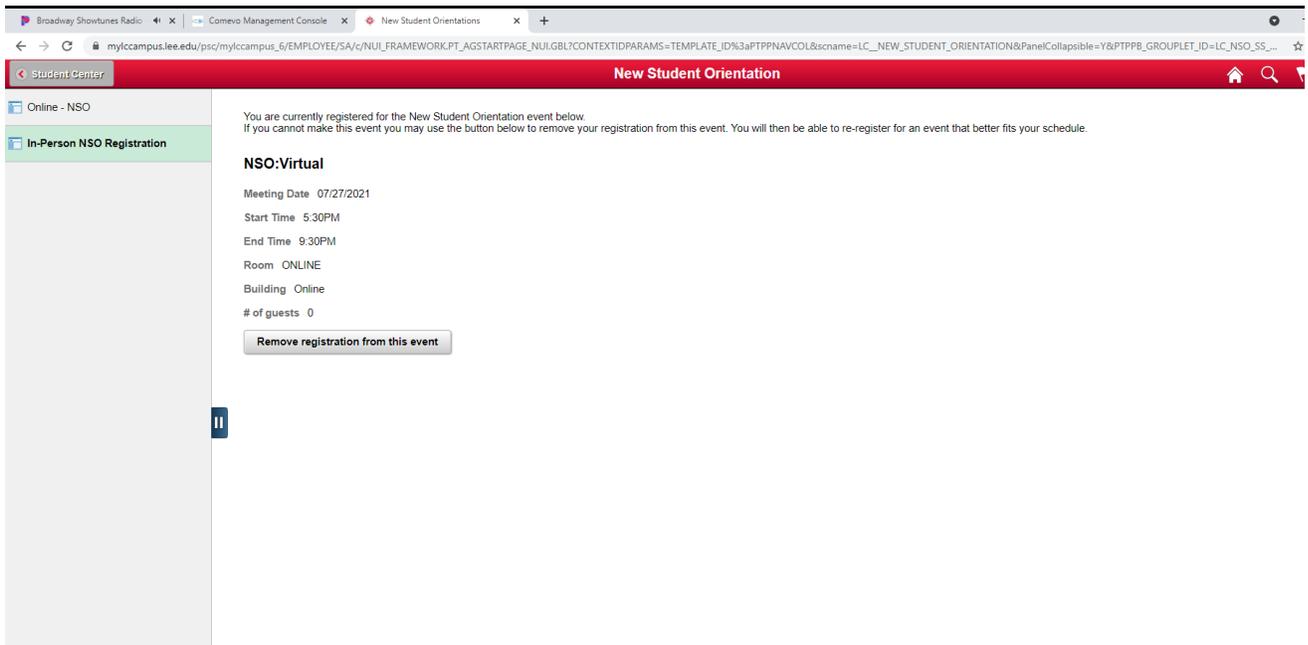
You will then be directed to a page that lists all of the live NSO dates for this semester. You will click the link of the event date you plan to attend.



After selecting the date, you will be directed to this screen. Enter the number of guests that will be attending with you and click the green “Register for this Orientation” button.



You are now registered for a live orientation session. If for some reason you need to change your NSO date, simply click on the New Student Orientation tile in your myLC account. Click on the “In-Person Orientation” tab on the left side of the page. Then select “Remove registration from this event”. Once you do this, you will be able to add any other live orientation event date.



For questions or assistance, please contact us at [orientation@lee.edu](mailto:orientation@lee.edu) or 832-556-4447.