

15 May 2020

**FREESTATE  
BLOEMFONTEIN**  
97 St Andrews Str  
Bloemfontein

T: (051) 101 0414

**GAUTENG  
BRAAMFONTEIN**  
23 Jorissen Str  
Braamfontein

T: (011) 403 2437  
F: (011) 403 8488

**PRETORIA CBD**  
239 Pretorius Str  
Southern Life Building  
Pretoria

T: (012) 320 7270  
F: (012) 320 7288

**PRETORIA SUNNYSIDE**  
Cnr Jorissen and  
Johnston Streets  
Pretoria

T: (012) 343 2504  
F: (012) 343 2507

**KWAZULU-NATAL  
DURBAN**  
221 Dr Pixley KaSeme Str  
Durban

T: (031) 301 5212

**PIETERMARITZBURG**  
118 Chief Albert Luthuli Str  
Pietermaritzburg  
3201

T: (033) 101 0117

**LIMPOPO  
POLOKWANE**  
54 Church Str  
Polokwane

T: (015) 295 4311  
F: (015) 295 9930

**EASTERN CAPE  
PORT ELIZABETH**  
3 Rink Str  
Port Elizabeth

T: (041) 101 1985

**WESTERN CAPE  
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Cape Town

T: (021) 425 2084

Dear Student

As a student at IIE RC you have access to both resources and academic staff to ensure that you receive the highest quality tertiary education. We have worked hard to ensure that you have access to both during the lockdown but we have had to adapt to the quickly changing circumstances. The information below will help you to make sense of the changes we have made and how they affect the way you study.

Staff/Resources	What it was like before lockdown	What it looks like now	How you can use it
Your campus	You had access to the facilities on campus, including the library, computer equipment, lecture venues and study areas.	Your campus has moved online and we have made it possible to interact with it by providing two data solutions: <ul style="list-style-type: none"> <li>- We have whitelisted RCLearn and the student portal so that you don't pay for what you download</li> <li>- We have provided the option for you to receive a 10GB data bundle</li> </ul> Remember: you need a Telkom Sim card and you must register it with us.	Access to the whitelisted sites allows you to download material from the student portal and use RCLearn in much the same way you could before. The data bundle will allow you to access external sites (like Blackboard Collaborate and YouTube) so that you can engage with your lecturers "live".
Your lecturer	Your lecturer would teach you in a lecture venue and give you activities. They would mark your work and	The lecturer is now available on RCLearn. They are using Blackboard Collaborate to do	RCLearn is whitelisted so you can navigate anywhere within it without using

**BRAAMFONTEIN**  
CENTRAL SUPPORT OFFICE

23 Jorissen Street  
Braamfontein  
PO Box 142  
Wits, 2050

T. (011) 403 3680  
E. [info@rosebankcollege.co.za](mailto:info@rosebankcollege.co.za)  
[www.rosebankcollege.co.za](http://www.rosebankcollege.co.za)



**Directors:** RJ Douglas (UK), JDR Oesch\*, MD Aitken\*, FJ Coughlan\* (\*Non-Executive) **Company Secretary:** Nwabisa Piki

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	provide feedback so that you knew you were on the right track.	short, live, interactive sessions that explain what needs to be done.  Your activities are now online and you can complete, and submit them, using the Blackboard App. Your lecturer will mark them and provide feedback on RCLearn as well.	data. RCLearn has external links (like YouTube and Collaborate) which are not whitelisted but you have your data bundle to access those. Remember to use your data bundle wisely because when it runs out you will have to pay for a top-up yourself until the following month.
RCLearn	You would use RCLearn to access content that supported your studies. The module information in RCLearn explained the module and Learning unit outcomes. It provided additional information and links that supported your lecturer in teaching you. Your lecturer would give you activities to do on RCLearn. You would complete assignments and submit them using Safe Assign. Not all modules were on RCLearn.	RCLearn is still available and used in the same way as before in most cases. We have created modules on RCLearn if they weren't on RCLearn before so that you have the same online experience. Assignments and take-home assessments will be submitted via RCLearn.  In addition to this, we are making Learn Frameworks available. A Learn Framework is a PDF version of the	You access RCLearn in the same way as before or you can use the Blackboard App. A HTG is available on the student portal if you are unsure.  The Learn frameworks will be available on the student portal.

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		content you can find on RCLearn including activities and additional information. Only the most important external links have been kept so that you don't access data heavy content unnecessarily. Learn Frameworks will not be available for the modules that were not on RCLearn before.	
Module Guides	Your module guide provided an overview of the module and outlined the outcomes and objectives for the module. It included information about the learning units you would be completing and it provided a module pacer to show you when content would be covered.	The module guide is still available on the student portal.	
Module manuals	Your module manual was a comprehensive support document for your studies. It included all necessary information and content that allowed you to study and understand the concepts being taught	Module manuals are still available on the student portal.	

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	to you by the lecturer. A module manual usually replaced a textbook as the main source of information for the module.		
Textbooks	Textbooks were available in the library, or you had your own copy of the prescribed textbook for the module. The textbooks were referred to by the lecturer, or in the module content on RCLearn. eBooks were also available via the Library website.	We are creating textbook summaries that will support the lecturer as well as the content found on RCLearn or in the Learn Frameworks. We are in the process of creating these textbook summaries. It is likely that these summaries will be made available in a “just in time” approach so watch the student portal closely from 20 May onwards.  Please note: Modules with a module manual will not have textbook summaries. For modules where an eBook is available we are not producing textbook summaries because you can download relevant chapters.	Textbook summaries will be available on the student portal  A How To Guide (HTG) will be made available for eBook modules so that you are able to download relevant chapters instead of the whole book. The HTG will be available on the student portal.

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The librarians	Librarians were available to assist you with referencing or sourcing information to complete tasks and assignments.	The librarians are still available online. There is a dedicated email address that you can use to contact them with referencing or information queries.	Contact your campus Librarian
Student Wellness	You were able to book sessions with your SRM and receive counselling and advice from them.	SRMs are still available. If you want to contact them you can do so using the dedicated email address. They can have telephonic counselling sessions with you.	Contact your campus SRM

Regards

Adrian Garden

Teaching and Learning Manager

Rosebank College Central Support Office

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