

# RICHARD STOCKTON COLLEGE OF NJ

## IMPORTANT NOTICE TO STUDENTS

### **What students should know and do to keep up with their class work in case of a serious flu outbreak.**

#### Things you should do:

- 1) Notify your professors if you become ill with the flu.
- 2) Visit Stockton's [H1N1web site](#) for information and advice from the Center for Disease Control and the [Stockton Wellness Center](#).
- 3) Pay careful attention to any flu related announcements your professors make in class and make note of specific contingency plans professors have developed.
- 4) Routinely check for announcements and Stockton email messages using the [portal](#).
- 5) If classes are cancelled, check your Stockton email for information from the college and your professors. Also, call your professor's office phone number and listen to the greeting message for possible class meeting instructions or assignments.
- 6) If you are unable to comply with a professor's contingency plan, promptly notify your professor.

#### Things you should know:

- 1) Your professor's email address and office phone number. You can obtain this information from the [faculty and staff directory](#), which is on the [college homepage](#) and [portal](#).
- 2) Your portal account and password. If you need assistance signing onto the portal, contact the help desk at (609) 652-4309.
- 3) If you encounter technical difficulties with any of Stockton's distance learning resources, you can contact the help desk at (609) 652-4309 or [helpdesk@stockton.edu](mailto:helpdesk@stockton.edu) for assistance.
- 4) If you do not have the latest versions of Microsoft and Adobe software on your home computer you can [download these and other useful programs from the Computer Services download web page](#).