



 **My COMPASS**  
to DAY ONE

## STUDENT RESOURCE GUIDE

*Everything you need from Day One to your career.*



**DeVry University**

**Keller** Graduate School  
of Management

*At DeVry University, **WE'RE COMMITTED TO HELPING YOU** when you need it most.*

That's why we've created this Resource Guide. It outlines the comprehensive set of tools and resources we offer to help you be successful in all of your academic endeavors.



## **ACADEMIC SUPPORT**



## **FINANCIAL GUIDANCE**



## **CAREER PREPARATION**



## **ONLINE RESOURCES**

Keep this guide handy and refer to it throughout your journey. You'll find it invaluable when studying for tests, writing papers, doing research and preparing to launch or advance your career.



## ACADEMIC SUPPORT

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*At DeVry University, we want to ensure you have plenty of resources available when you need them most.*

Whether in person, online, in the classroom, or on the phone, we'll be there to help guide you on your journey.

## PEOPLE TO GUIDE YOU

### Student Support Professionals

At DeVry, we think it's important you have ongoing support throughout your entire education. That's why once you're enrolled, you'll be assigned to someone you can turn to for guidance throughout the course of your education. If you're an online student, you'll be assigned an academic advising team. If you're taking classes on campus, you'll work with a student support professional.

They'll be your first point of contact for help with:

- Coursework and curriculum decisions
- Advice on your Plan of Study
- Registration for classes
- Reviewing the overall learning environment

### Faculty

Our Professors are some of the best you'll find anywhere. They're seasoned professionals with a strong desire to help you succeed. They keep regular office hours and make themselves available via email and phone to make sure you get help when you need it.

### Academic Deans

Are you taking classes on campus and need support or guidance pertaining to a specific class or your career? Meet with an academic dean to discuss course selection and industry trends in your area of study.

### Fellow Students

Your fellow students can also be a valuable resource. They're on the same journey as you are and will be there to share their knowledge and skills when you need it. Reach out to them often, as they'll make for a great support system throughout your time at DeVry.



## STUDY HELP AND RESOURCES

### Library

DeVry has both onsite and online library resources that offer an extensive, curriculum-based collection of the most current and relevant materials needed to complete your coursework. DeVry provides you access to:

- 27 libraries on DeVry University campuses with more than 350,000 books
- Thousands of databases, eBooks and eJournals available 24/7 online at [library.devry.edu](http://library.devry.edu)
- 30+ professional librarians accessible via email at [devrylib@devry.edu](mailto:devrylib@devry.edu) to teach research methods and help locate resources
- A local library locator tool at [library.devry.edu/library-locations.html](http://library.devry.edu/library-locations.html)

### Ask-a-Librarian

Have questions that need answering? Chat live with a DeVry Librarian, and they'll help you access resources, find information, and answer research questions you may have. To use the Ask-a-Librarian service visit [library.devry.edu/ask-a-librarian.html](http://library.devry.edu/ask-a-librarian.html).

### Bookstore

DeVry offers two ways to get your books:

Some classes may require a hard copy of the course textbook. You can purchase these books online at <http://bookstore.devry.edu>.

Most classes require an electronic version of the course textbook, or eBook. You can download an electronic copy by visiting your course shell on the eLearning Platform.

Your eBook reader makes it easy to take your books and study wherever you go. eBooks can be accessed four convenient ways:

- Online using any browser
- Through a mobile site
- Via download to your desktop or laptop
- Through a mobile app

## STAY ON TRACK

### DegreeWorks

Found at [my.devry.edu](http://my.devry.edu), this online tool tracks your progress each semester as you work toward your degree. It shows what courses you've completed and what courses and credits you need to stay on track for graduation.

### Student Handbook

The Student Handbook is your go-to guide for academic policies and Student Services. If you study onsite, you can locate your Student Handbook on your local campus community website. If you study online, you can find it at [devry.edu/d/devry-online-student-handbook.pdf](http://devry.edu/d/devry-online-student-handbook.pdf). Keep it handy as a quick reference guide should any unexpected issues come up.



## TUTORING AND STUDY SUPPORT

### SMARTHINKING™ Online Tutoring

Found online via THE|HUB®, DeVry provides a 24/7 complimentary service to assist you with your coursework. Here you'll be able to:

- Interact with a tutor in real time
- Schedule a tutoring session with a professional tutor
- Submit a paper to a tutor for review and feedback prior to turning it in to your professor

### The Writing Source

Learning to write well will be key to your success in any career. Found online via THE|HUB®, The Writing Source gives you access to:

- Over 50 tutorials about common writing and researching issues and tips
- A writing glossary
- The APA Resource Center
- Bibliography and citation guides to properly credit your sources and prevent plagiarism

### My MathLab

Want to brush up on your math skills? Many of our math courses use My MathLab, a web-based tool that assesses your math skills, prepares an individual learning plan for you and helps you develop your skills.

### Academic Success Center

Need extra help? Most DeVry locations have an Academic Success Center (ASC) that provides tutoring should you need it. Working closely with upperclassmen and professors, you'll benefit from one-on-one help sessions to coach you in the skills and strategies needed to grasp challenging concepts.



*Need more information?*

Contact a student support professional





## FINANCIAL GUIDANCE

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**Nothing should stand in the way** *of getting the education you want and need.*

That's why DeVry University offers a variety of financing options.



## PEOPLE TO GUIDE YOU

### Student Finance Professional

To help you develop an overall financing plan for your education, a student finance professional will help you make informed decisions. Together, you'll:

- Identify funding options such as federal, state and institutional aid
- Navigate the financial aid application process, including grants, scholarships and loans
- Review items such as billing statements, payments and the refund process

### Financial Awareness Team

Understanding how financing your education can affect your life is important. The Financial Awareness Team offers complimentary services to help you understand financial fundamentals. You'll also have access to webinars on money management, student loan repayment, identity theft, managing credit and more. Visit Student Central for onsite resources or call 1.888.713.8669 for immediate assistance.

## STAY ON TRACK

### Accessing Student Finance Online

DeVry University offers direct online access to your personal financial information. It's quick, easy to use, secure and available through your Student Portal at [my.devry.edu](http://my.devry.edu). Online, you'll be able to:

- Track financial aid awards and documents
- View your billing statements
- Pay tuition bills at your convenience
- Monitor your loan borrowing history and learn more about managing your personal and educational finances

### Additional Finance Resources

Learn how to optimize the financial aid available\* to you by visiting [devry.edu](http://devry.edu) and choosing Financial Aid & Tuition. This user-friendly website provides:

- Basic information on financial aid and how to apply
- Scholarship information including a detailed Scholarship Search Tool
- Information about the Payment Plans available to you
- An interactive Net Price Calculator to assist in calculating your estimated educational costs



*Questions?*

Contact a student support professional

\*Available to those who qualify



*Whether you're launching your career or looking to move to the next level, DeVry University offers a wide range of support to get you there.*

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## PEOPLE TO GUIDE YOU

### Career Services Professionals

Our onsite career services professionals guide DeVry University graduates along the path to gaining employment in their field of study. Through individual advising our career advisors coach graduates through preparing and acting on their career goals. Onsite or phone appointments can be scheduled year-round on a wide range of subjects that include:

- Creating resumés and cover letters
- Preparing for interviews
- Networking
- And job seeking strategies

In addition to individual advising, DeVry Career Services hosts a wide selection of hiring events, career preparation workshops, and industry presentations—on campus and online. Combined with streaming video tutorials and recorded webinars there are many ways to access our expertise.

### [alumni.devry.edu](http://alumni.devry.edu)

Since 1975, over 250,000 undergraduates system-wide have graduated from DeVry University. As a DeVry alum, you'll become part of a network of professionals nationwide who share your career focus and drive for success. Learn more about the benefits of being a DeVry graduate at [alumni.devry.edu](http://alumni.devry.edu).

## ADVANCING TOWARD YOUR CAREER

### CARD – Career Development Strategies Class

As a DeVry student, you'll take this course to prepare for long-term professional growth. During CARD you will:

- Prepare a career development portfolio
- Learn about securing a position in your chosen industry
- Discuss career planning strategies

CARD raises awareness of the resources aimed at maximizing your potential for advancement. Don't wait to take this course to start down your career path. Visit Career Services on Day One.

### My Compass to My Career-Cutting-Edge Tools Accessible 24/7

An interactive, web-based and mobile accessible portal that guides students through the various stages of planning and acting on their career goals, featuring:

- Personalized content related to each student's field of study
- Job leads from the HireDeVry job database and across the web
- Interactive tools for generating a resumé and practicing for interviews
- Multimedia, articles, news and links to a wide range of career resources
- Event information for upcoming career fairs, on-campus interviews and workshops



### LinkedIn

Our LinkedIn communities are a growing and vibrant resource for you to:

- Get advice on your education
- Explore career ideas and opportunities
- Network with other professionals

All current DeVry University students and alumni are welcome to join.  
[www.linkedin.com/company/devry-university](http://www.linkedin.com/company/devry-university)

*Whether you're launching your career or looking to move to the next level, Keller offers a wide range of support to get you there.*

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[www.linkedin.com/company/devry-university](http://www.linkedin.com/company/devry-university)

### alumni.devry.edu

Over 35,000 graduates represent the Keller alumni community and are currently working in a multitude of industries and managerial positions all over the world. Once you become a Keller alum, there will be opportunities to participate in various networking events nationwide and to become a member of our established alumni chapter associations. Learn more about these benefits at [alumni.devry.edu](http://alumni.devry.edu).

## CAREER EXPERTS TO GUIDE YOU

### A Suite of Career Advancement Services Powered by CareerBuilder

We're committed to getting you where you want to be. Whether that's in a new career or moving faster in your current one. That's why we've created such a strong suite of career services especially for Keller graduates

- Career strategist
- Professional resumé writer
- Certified career coach
- Exclusive online tools

### Career- Related Events

DeVry Career Services hosts hiring events, career preparation workshops, and industry presentations—on campus and online. Combined with streaming video tutorials and recorded webinars there are many ways to access our expertise on a wide range of subjects that include:

- Creating resúmes and cover letters
- Preparing for interviews
- Networking
- And job seeking strategies

With hundreds of hiring events taking place year-round, chances are there will be one happening at a DeVry campus near you.





## ONLINE RESOURCES

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*As long as you have access to the Internet, any space can become your virtual campus complete with classrooms, the library and one-on-one support.*



## SITES FOR SUCCESS

### devryu.net

By simply logging on to your eLearning platform, you'll have round-the-clock access to your virtual classrooms. This platform allows you to participate in your online community and provides access to:

- Course announcements
- Syllabus and course objectives
- Weekly assignments and readings
- Lectures
- Discussion threads

### Online Learning Demo

By providing a blend of traditional classroom experience and online coursework, DeVry offers the best of both worlds.

You can expect the amount of web-based assignments to vary by course. You'll complete all of your online coursework by logging into your Student Portal at [my.devry.edu](http://my.devry.edu) and accessing your eCollege course shell.

In order to prepare you for your eLearning Platform experience, view our Practice Course Module at [devry.edu/course-demo](http://devry.edu/course-demo).

### my.devry.edu

The Student Portal provides access to the important information you'll need to track the status of your education. Go to [my.devry.edu](http://my.devry.edu) to find:

- Progress toward your degree
- Registration and class schedules
- Grades
- Financial Aid status
- SIREN sign up – the DeVry emergency alert system

### THE|HUB®

THE|HUB® provides access to a wealth of academic-based tools, including:

- Virtual Tutoring – 24/7 access to online tutoring in a variety of subjects and specialized writing assistance
- The 24/7 Online Library
- Faculty and classmate blogs and forums
- The Student Software Store
- Writing Source – support with written communication skills
- More than 1,500 course-specific education videos and tutorials

Find THE|HUB® at: [hub2.devry.edu](http://hub2.devry.edu).

### Local Campus Community Site

Most campuses\* have a community site where you can find the following local information:

- Campus location and hours
- Campus contact information
- Local campus events
- Campus news updates and alerts
- Your Student Handbook\*\*

\*Please note some online students may not have access to resources listed on the local campus community site.

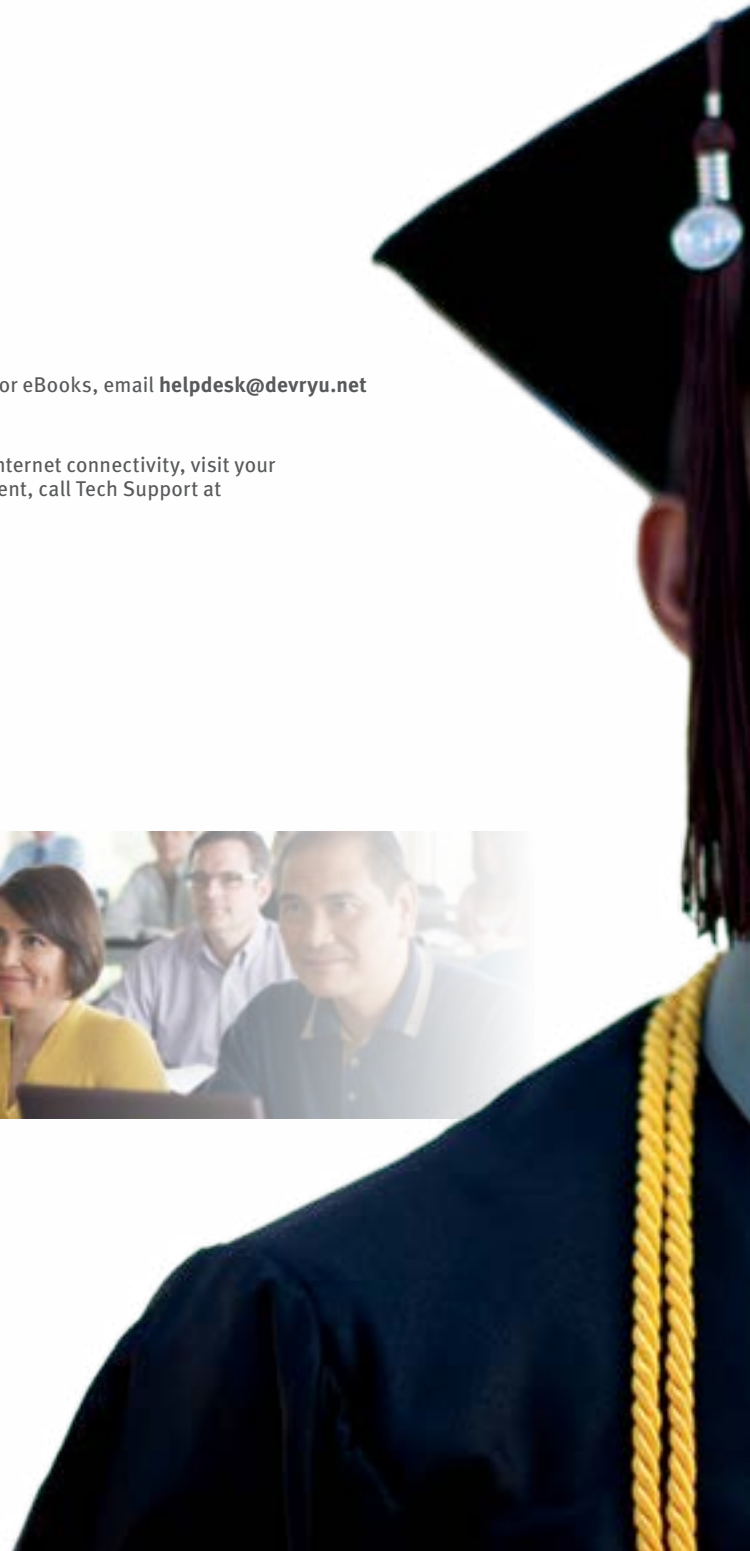
\*\*Online students can find their Student Handbook at [devry.edu](http://devry.edu).



## Support

For technical issues related to the eLearning platform or eBooks, email [helpdesk@devryu.net](mailto:helpdesk@devryu.net) or call 1.800.594.2402.

For technical issues with your computer, software or Internet connectivity, visit your Campus/Center IT Help Desk. If you are an online student, call Tech Support at 1.877.496.9050 (option 2).





## **OUR PLEDGE** *to You*

At DeVry University, you'll receive more than a great education. You'll receive the tools and support you need to prepare you for the career you really want. Because when you're ready to move your life forward, we won't let anything stand in the way of your success.

Biomedical Engineering Technologist

FBI Agent

Security Engineering Technologist

Web Graphic Designer

Health Information Technician

Computer Forensics Specialist

Sales and Marketing Manager

Accountant

Software Engineer

Enterprise Computing Specialist

Financial Analyst

Computer Systems Technician

Hospitality Manager

Entrepreneur

Media Communications Consultant

Web Graphic Animator

Database Manager

Systems Analyst

Health Services Manager

Project Manager

Technical Writer

Electrical Engineering Technologist

Operations Manager

Information Systems Specialist

Multimedia Producer

Computer Engineer



DeVry University

Keller Graduate School of Management

devry.edu

DeVry University is accredited by The Higher Learning Commission. (HLC) www.ncahlc.org. In New York, DeVry University operates as DeVry College of New York. DeVry is certified to operate by the State Council of Higher Education for Virginia. DeVry University is authorized for operation by the THEC. www.state.tn.us/theC. Nashville Campus — 3343 Perimeter Hill Dr., Nashville, TN 37211. 55-500088 8/14

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