Incoming Student Checklist

- Get comfortable with the Harrington School website (http://harrington.uri.edu) and the GSLIS website (http://harrington.uri.edu/graduate/librarv-information-studies/)

- Like the GSLIS Facebook page and follow us on Twitter - many important announcements will be posted on these pages: https://www.facebook.com/URIGSLIS and https://twitter.com/uri_gslis

- Join the GSLIS Student Listserv - most communication will come through emails on this listserv. Join here: https://listserv.uri.edu

- Read through and bookmark GSLIS’s Student Libguide compiled by SALA members: http://libraryschool.libguidescms.com/WelcomeURIGSLIS

- Make sure that all final transcripts from colleges attended (both undergraduate and graduate) are turned into our office or the Graduate School office - DUE by end of your first semester or a hold will be placed on your account!

- Order your parking pass from the Parking Services, if needed - DUE by the first day of classes or the first day you will be on campus: http://web.uri.edu/parking/

- Get your student ID card at the Memorial Union - DUE by the first day of classes: http://web.uri.edu/dining/campus-id-dining/

- Activate your library card (which is also your Student ID card). This will be crucial for most, if not all, of your classes. Bookmark the URI Library GSLIS LibGuide on the library website - DUE by the first day of classes: http://uri.libguides.com/gslis

- Technology Requirements: Students are expected to have the following technology in order to complete the program. This equipment will enable students to fully participate in online classes and provide them with the basic resources to become information specialists in our digital world:
  - Laptop with audio and webcam
  - Headphones with microphone/ear buds
  - Microsoft Office (Word, PPT, Excel)

RamTech, the computer store at URI, has developed RhodyReady bundles specifically for students. Please check their website (http://ramtech.uri.edu/SiteText.aspx?id=39436) or search “RhodyReady Computer Packages.” Feel free, however, to purchase your equipment at a vendor of your choice if you do not already have what you need.
Log in to your URI Email account. If you are not using your URI email account as your primary school email address, set it up to forward all URI email to the email account you use most frequently - it is important to receive all emails from your URI account: http://my.uri.edu

Familiarize yourself with the campus and where your classes will be held - there is an interactive campus map on the URI website: http://map.uri.edu

Familiarize yourself with Sakai, URI’s online learning system, prior to the beginning of classes: https://sakai.uri.edu

Verify that you have access to the GSLIS Student Guide in Sakai. If you find that you don't have access, contact Kate Fox at kate_fox@my.uri.edu and you will be added to the site

Look over the academic calendar and forms in your packet

Verify your financial aid and make sure that you are registered for courses. If you have a hold on your account or if you have problems registering, contact Kate Fox at 401-874-2878 or by email (kate_fox@my.uri.edu) right away so we can get you ready for the start of classes

Meet with your advisor and fill out your Program of Study (POS) - this form informs the Graduate School of the courses you plan to take to complete your degree. It can be changed periodically, but your first POS is DUE by the end of your FIRST semester

Join Student ALA! This organization will keep you connected to things happening in the library and information services community on campus and around the state, region, and nation: https://studentalauri.wordpress.com/join/

If you plan to do a Credit By Exam as a waiver for your PFE (for people with three years or more of professional library or information services experience, with approval by the Director of GSLIS) please contact Dr. Valerie Karno (vkarno@uri.edu) for more information. DUE before the end of your FIRST semester

If you have any questions or problems throughout your time in the program, please do not hesitate to contact your program coordinator, a faculty member, or the director. We are all here to help you in any way that we can!