

LEARNERS



Get Ready !

We understand starting a program remotely could be seen as stepping into the unknown, but we are here to support you throughout this new adventure. This short guide and reminder for remote learners encompasses all information you might need between now and your first day of virtual class.

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1. Registration

Meeting request Virtual registration

Virtual registration

Your first step before actually diving into the exciting part of your studies will be to attend a quick virtual meeting with a Les Roches member. In order for us to ensure your smooth onboarding and to expedite your registration process, we will indeed invite you to attend a “Virtual Registration”.

During this meeting, we will verify your personal data and any pending admissions documents, as well as provide you with any other information.

You will receive a calendar invite for your personal appointment for the “Virtual Registration” with a member of our campus team.

Therefore, please make sure to regularly check the personal email you shared when enrolling at Les Roches (as well as the spam folder), as that's where you will receive a digital invite for this short but mandatory meeting.

The email will contain a meeting request for a particular date and time before the start of the semester. If you cannot make yourself available for that timeslot, please make sure to inform the Admissions Team by email (admissions@lesroches.edu ↗).

On the day of your Virtual Registration meeting, please make sure to carry with you a valid passport, to enable our teams to verify your identity.



2. Onboarding

IT credentials

Induction

Material

IT credentials

Once the virtual registration has been completed, and a few days before the beginning of the semester, our IT Help Desk (itsd@sommet-education.com ↗) will send you by email, to your private email address, your IT credentials. These login informations will enable you to activate and access your Les Roches school email and online platform to access your future courses (Moodle). You will also receive in that same email a “how to” guide covering actions you will need to perform to start using those services. Make sure you try to login before the start of the semester, to ensure the informations are correct.

Induction

Right before the beginning of the semester, you will receive a welcome email on your new school email, as well as the induction program for your first days at Les Roches. The induction will incorporate presentations from different departments and cover a wide array of topics ranging from teams introductions to academic classes, and from remote student life to career services.

Material

Computer

To ensure a smooth online learning experience, make sure your laptop meets the below requirements

Software specifications

- The version of the operating system must be installed in English
- For Windows PC or Mac, Microsoft Office 2016 or later
- Professional Anti-Virus software is recommended

Minimum technical specifications

- Intel Core i5 Processor (or equivalent)
- 8GB RAM
- 100GB hard disk space available.

Recommendations

- Good WIFI access
- Availability of webcam, computer microphone and/ or set of headphones including microphone system
- Set up of quiet “study space” with no background noise and good lightning



3. Connecting

Contact with faculty & departments

Connect with students



Contacts with faculty & departments

As a remote student, you will have the same opportunities than on campus students to reach out to your faculty and school departments for private meetings. All contact informations will be made available to you at the beginning of the semester in the digital campus guide on the virtual learning platform.

For any question, connect with us by email :

remotelearning@lesroches.edu ↗

Connect with students

Any last minutes clarifications or questions about courses, exams, group works, etc. ? Chat with one of our student ambassadors to get an insight into life at Les Roches or to ask any question you want:

ambassadors@lesroches.edu ↗

Meet your future classmates. Join the closed group “Les Roches Switzerland for New Students” on Facebook:

facebook.com/groups/102154999845148 ↗

Follow Les Roches on Instagram. Look for

[@lesrochesswitzerland](https://instagram.com/lesrochesswitzerland) ↗

4. Remote learning

Remote experience

Your remote experience in brief

In response to the current circumstances, we have introduced three 'a la carte' study options to help you keep your education on track:



100% face-to-face
on campus



Study remotely until
you are ready/able to
join us on campus



100% remote learning
at home

What can you expect ?

Remote learning

- Best practice from online learning: content and structure
- Anchored in live classes (and recordings)
- Focus on maximizing opportunities for interaction
- Leverages digital tools

Interactions

- With faculty: in live sessions, interactive presentations, forums, etc.
- With other students: in break-out rooms, collaborative walls, etc.
- With content: gamified resources, navigable material
- With technology: active learning

Further resources (postgraduates)

Video

Document

[Click to watch ↗](#)

[Click to download ↗](#)

Virtual learning environment



Materials and resources

Videos, slides and additional reading materials to prepare for your classes each day.



Your Virtual Learning Environment

Your Virtual Learning Environment, Moodle, will provide access to resources, activities, assessments and links to live sessions on MS Teams.



Learning activities

Guided by faculty members, using a variety of digital tools, individual and group activities will take place either during or after live sessions.



MS Teams

Meet, learn, interact! All live sessions and some group activities will take place using MS Teams. Every course page features a direct link to your Teams Environment.



Five things your brain needs

- Exercise stimulates circulation
- Sleep is critical for concentration
- Nutrition is the brain's fuel
- Reading transforms the brain
- Laughter



Updates and communication

There will be a course announcements board on every course page and messaging on Moodle will allow for individual exchanges with faculty members and other students. There will also be a Q&A forum on each course page.

Your support team

Your Program Team and Faculty members are here to help and guide you in your Virtual Learning Environment. Please make sure that you accept their MS Teams invitation requests for your future courses and other requests for regular calls with your Program Coordinator/Director.

For any question, connect with us by email :
remotelearning@lesroches.edu

5. Academic & career services

Academic content

Career support

Academic content

On-campus and remote students experience the same classes. All face-to-face classes on campus are recorded using high technology tools, enabling remote students to 'attend' them at times suited to their schedule and time zone.

Hand-picked working groups will blend on-campus and remote students (while ensuring that remote students are grouped in the same time zone).

Other digital/online features including business simulations and assessments, as well as a range of interactive extracurricular activities have also been designed to bring the student community together.

Career support

All students, face-to-face or remote, enjoy equal access to career opportunities through the Les Roches online internship and job platform. Our personalized career support also includes: bespoke career counseling, online interview techniques, LinkedIn profile setup and career workshops.

For any question, connect with us by email :

career.services@lesroches.edu ↗

Connect & Recruit

Remote students are invited to participate in the virtual Les Roches Connect & Recruit - Online Recruitment Day. During this event they can meet and interact with more than 200 company representatives in the hospitality, finance and luxury sectors.



6. Student life

Remote activities

Remote activities

Unable to join the campus for the beginning of the intake? Let us bring you the campus life to your doorstep until you are able to experience it in person. Rack your brain during one of our digital Trivia Nights or challenge your peers at a steps contest, but make sure you don't miss any opportunity to get to know your Les Roches family while sharing some fun.

For any question, connect with us by email : student.affairs@lesroches.edu ↗

Examples of activities

- E-Sports tournaments
- Trivia nights
- Mindfulness sessions
- Zumba e-class
- Les Roches Got Talent
- Steps contests
- Online scavenger hunt
- Photo contest



Clubs & societies

Join an active student life by participating in clubs & societies.

Help create events, gather money for charity, taste wines, learn about sustainability, practice public speaking, explore entrepreneurship and much more.



All Clubs & Societies will present themselves at the beginning of the semester and organize activities throughout the year. If you don't want to miss out on the fun, make sure to keep an eye on the different students' communication channels: Moodle, Facebook Bazaar and your email inbox.


SPARK SOCIETY
LES ROCHES CRANS-MONTANA


ARTS SOCIETY
LES ROCHES CRANS-MONTANA


WINE CLUB
LES ROCHES CRANS-MONTANA


SHARP SPEAKERS
LES ROCHES CRANS-MONTANA


CULINARY CLUB
LES ROCHES CRANS-MONTANA


GREEN CLUB
LES ROCHES CRANS-MONTANA


GIVES BACK
LES ROCHES CRANS-MONTANA


COCKTAIL CLUB
LES ROCHES CRANS-MONTANA


COFFEE CLUB
LES ROCHES CRANS-MONTANA


FINANCE CLUB
LES ROCHES CRANS-MONTANA

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Losses Do Not