Post 1: You do the same thing with each post, but the rest of them will not have the directions.

Do the Posts in numerical order. Example: Do Post 1 first.

These are the instructions for each of the Posts.

1. Do what the posting says (including looking carefully at an attachment if it says that).
2. Copy the text below the line
3. Click Reply.
4. Paste the text there
5. Click Submit.

**Personal comment:** This is a mess we are in, but I will do my best to work fairly and help you so we all get out of this. At the same time, through Friday (the last time I could get into Blackboard), I saw some work habits from several of you that are contrary to your life-time interests (not just this class).

Not seeing these dangerous work habits in such quantity before, I just didn’t know how to “name” it—to figure out what it was. A really kind student took the time to time to the campus Friday afternoon and she told me **what I needed to tell you.** I am following her guidance as close as I can. I believe she wanted to help me and all of you and I can promise **I** want to help you.

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What You Copy Into Your Reply for this Post

**I understand and agree** that if I follow the directions **exactly** for **each** of my replies, I earn not only 1 extra credit point **and** more importantly I qualify to earn **double** on these assignments (with the Due Date on them below):

* Course Plan – Caution: make sure it is right. Make sure that the things you X’d that you did, you did. Example: If you didn’t notice things like what is a primary and secondary are, you need to look again.
* Course Tour – Note: I have changed the directions on the Tour to help you
* Collaborate! – at least 1 definition accurately done (but look at the rubric for how many are required for a B and an A) and one reply per the Instructions
* Take Evidence Quiz 1 and 2
* Read the primary carefully (I cannot measure that but doing the next 3 items will show that
* Self-Test for the Primary
* Full Test for the Primary
* Post your 1st Primary Writing **before 11:59 PM on 1/25 Wednesday**

What an offer of double means is a lot of points, and it may help you persist. Do try to do the work carefully because the higher your points, the greater the value of it being doubled.

Post 2: Stay in order and do each thing 1 by 1.

To add to that kind student’s guidance, 3 things:

* Distance learning looks like the Internet where you can just skip around, but it is **not.**  
  It is a course where you have to do stuff correctly to pass.
* Come into the course through the “front door,” not some shortcut. Look at the attachment for how to come in.
* When in a learning module or folder, work from top to bottom.   
  If something is optional, I’ll label it that way. If not, you need to look at it if you want to understand what is next.

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What You Copy Into Your Reply for this Post

**I understand and agree** that I need to stay in order and do each thing 1 by 1

Post 3: Learn the tools in Blackboard that you have to use

If you want to earn college credit without coming on campus, you need to learn to use the tools for the course.

We use the minimum in this course:

* Blackboard’s Messages for email
* Blackboard’s Discussion board
* Blackboard’s Quiz and Exam tool
* Turnitin within Blackboard

Blackboard has videos for students on how to use its tools. See **Useful Web Links at the bottom of the Course Menu.**

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What You Copy Into Your Reply for this Post

**I understand and agree** that I learn to use the Blackboard tools used in the course and that Blackboard has videos for students on how to use its tools. See Useful Web Links at the bottom of the Course Menu.

Post 4: You have to work within the requirements that the Department of History and WCJC sets.

A history class has to have at least 25% of your letter grade as written assignments. The math of that means everyone has to do some of those writings or they will not pass.

A history class must include primaries and secondaries.

A history class must have writing assignments that require you to create an argument. (Think of this as a part of critical thinking.)

If you do not recognize the above, go back to the Course Plan and click on the links about the department requirements

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What You Copy Into Your Reply for this Post

**I understand and agree** that I have to work within the requirements the Department of History sets.

Post 5: Your prof will be able easily to prove plagiarism, misciting, misquoting, etc.

The method we use in this class means that if you are used to any of the habits above, you need to change now. On the other hand, your teacher is willing to help you if you want to change.

And if you already know these things, that’s great.

If you do not recognize the above, go back to the Course Plan and search for Good Habits for Evidence.

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What You Copy Into Your Reply for this Post

**I understand and agree** that my prof will be able easily to prove plagiarism, misciting, misquoting, etc.

Post 6: You need to read in this course.

Reading is hard for a lot of us, including me.

Basic tips:

* Slow down.
* Do not skip.
* When you don’t understand, try reading aloud.
* If the reading is a set of steps online, copy the steps in a file and mark (a color works fast) each one as you complete it.
* Never take notes while looking at what you are reading.

If you want more tips, I am glad to help you by phone or face to face

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What You Copy Into Your Reply for this Post

**I understand and agree** that I need to read in this course and that if I want more tips than the list my prof is glad to help me.

Post 7: You must make your computer match Blackboard’s requirement, including with browsers.

If you do not, you may not see tests or links etc. See the attachment for what you must do.

Note: just because it is a new computer does not mean it will work with Blackboard.

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What You Copy Into Your Reply for this Post

**I understand and agree** that I have looked at the attachment and I will do what it says.

Post 8: You must make your computer match Blackboard’s requirements so you can take tests successfully.

If you do not, you may not see questions etc. See the attachment for what you must do.

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What You Copy Into Your Reply for this Post

**I understand and agree** that I have looked at the attachment and I will do what it says.

Post 9: Print the Course Schedule and put it where you see it each day. Check things off as you do them.

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What You Copy Into Your Reply for this Post

**I understand and agree** that I will print the Course Schedule and put it where I see it each day and check things off as I do them

Post 10: Take responsibility for your own actions—and that includes asking for help early enough that your prof can still do something about your problem.

Guys, this has been a bad way to start, but I normally am accessible and will be again when the network is OK

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What You Copy Into Your Reply for this Post

**I understand and agree** that I will take responsibility for your own actions—and that includes asking for help early enough that your prof can still do something about your problem.