# Checklist for the Getting Started Module in Your Course

## Before You Do Any Thing Else

***Caution:*** Make Blackboard a Favorite or a Bookmark so you can get to it even though the WCJC Homepage or its portal are down. Blackboard stays up.

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|  | **Assignment** |
|  | Take Syllabus Acknowledgement Quiz. (***Caution:*** You must do it to stay in the course.) |
|  | Post your Introduction in the Discussion available from Getting Started. |
|  | Determine your plan and complete it in (this file of information) and submit it to Turnitin . |
|  | Complete your Emergency Contact Information and Syllabus Checklist and submit it to Turnitin. |
|  | Follow the instructions in the Course Tour to locate 5 things you need to be familiar with. |
|  | Follow the instructions **exactly** to set up Respondus Monitor. To take any exam (Unit 1, Unit 2, Unit 3 or the Final), your **must** have a **full** 10 points for **this** grade at My Grades (on the left menu). ***Caution:*** If on an exam you do not follow the instructions **exactly**, I will email you and temporarily lower the grade to 1.11. To take the **next** exam, respond immediately and do what I ask. Do not wait until the last test day. |

Blurb for lesson quizzes

After you take this self-test, you will be able to see **not only** the full-test, **but also**a link to help you understand The link tells you**what resources to use** in the Lesson. You are expected to use the link**and** the resources. You are expected **not only** to click the right answers on the second quiz, **but also** to be able to write in your own words **why your answers are right.**The answer to this question is **True.**

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| **Definition of checklist**   1. **:**  a list of things to be [checked](https://www.merriam-webster.com/dictionary/checked) or done *a pilot's checklist before takeoff*; *also* **:**  a comprehensive list   From *Merriam-Webster Online Dictionary*  URL https://www.merriam-webster.com/ |

## Ways I Try to Signal You about Information

* The word ***Caution*** means I am trying to **protect** you from something **that could make your life harder**.   
  Read a ***Caution*** and, if you do not understand, **ask me.** That helps us **both**. We talk and you understand—and I now know how to change what I wrote to better help the next person.
* The word ***Tip*** or ***Tips*** means I am trying to help you **notice** something **that could make your life easier**.