**Change the toc error**

**There is something marked for the discussion area**

**Change the layout picture and text**

**Decide how hard it is to do the checklist instead of the damn overview**

**Keep the points in the tasks**

**The left of the screen shows the Course Menu. Some of the items will be visible after the first days of the course.**

**Lesson Units:** You should consider this area the "classroom" section of the course. Each unit has an associated lesson module. Inside each lesson module you will see:

* Unit Overview – Covers the reading assignments and graded work for the unit.
* Study Guide – Guides you so you can learn efficiently and apply what you learn.
* Chapters corresponding to the textbook – Provides links from your instructor and, where appropriate, maps and definitions and other resources to help you
* Links to graded work for the Unit (Quizzes and Exams and Turnitin Assignments can also be accessed through Assignments & Tests. Discussions can also be accessed through the Discussion Board.)

**Assignments & Tests:** Provides quizzes, exams, and Turnitin Assignments for the course. If you already know the content or the instructions, you can submit your work here. You can also access them through the Lesson Units.

**Other Course Materials:** The course menu also gives direct access to frequently used materials that are also available within Lesson Units:

* Evidence requirements  when reading or writing about history, with an evidence tutorial and quizzes to help you
* Required concepts
* Required primaries for writing assignments, including all resources to prepare and submit the paper.

**Course Tools**: This section gives you quick access to the main communication tools in the class: Messages (Class Email), Discussion Board, Announcements and My Grades. Some of these are more fully discussed in the next section.

Great! You are almost finished. Before you get started with the content for this course, I would like you to take care of some "housekeeping" items that are graded tasks.

Start yourself off with the right start. These required Introductory Tasks are all available to you in Getting Started, the section displayed with Read Me 1st.

**First**, say hello to your neighbors in the course. Post your introduction of about 75 words in Student Introductions (**4 points**). There is a link to the Discussions at the bottom of Getting Started.

**Second,** pause and plan for your success before you start the fast pace of an 8-week class.

Use the 2-page plan (and other supporting information in the file) as a way to think through the syllabus in a practical way.
You download the plan as a file that you can type in and then submit to Turnitin.  If you have Internet access, you can use links in the file to see:

- what the History Department is required to do about writing and evidence
- how the grading system can help you whether you know or don't know the basics about evidence

If you have questions—and asking is a good sign of success—post them in Course Questions, another forum in the Discussions. Also you can email me within Blackboard Messages, available at the bottom of Getting Started and on the Course Menu. When you are have made your best plan, submit it through Turnitin. **I will look at your plan to try to be sure that you are on a safe path.** If I think you are not safe, I will require corrections to the plan. Because it is so important to your success, it is worth **20 points**. More than that, **if you make a good plan and follow it**, you will earn enough points for an A.

**Third**, click on the Course Tour and follow the instructions. It is worth 25 points.

**Fourth,** if you haven't done the Syllabus Acknowledgement Quiz, do it now before you forget. It is only one point, but ***y*ou will not be allowed to continue to do work in the course without that acknowledgement**

**Fifth,** do the Evidence Acknowledgement Quiz. You earn 1 extra credit point, but **you cannot do written assignments with Turnitin or Blackboard's exam tool for writing if you have not made that 1 point.**

**Sixth**,  do not leave Getting Started without reading with care the documents from WCJC. They include WCJC's plagiarism policy for online students. Also notice the technical guidance in Getting Started.

***Tips*** ***for success:***

1. Make sure you have done **everything** in Read Me 1st, including clicking Mark Reviewed on Getting Started.

2. Use the Course Schedule at the end of the syllabus and as a link on the Course Menu to plan your work so you earn a good grade but save time. Self-management is the key to many things in life, including a distance learning class.