

Welcome to the Class!

Getting Started & Staying Successful All 8 Weeks is a Learning Modules and it is like all Learning Modules (the method used at WCJC). Each module contains **all** that you need to complete that part of a course—content and work for a grade with that content. You can access **everything** you need from Learning Modules (All Content & Graded Work) on the Course Menu.

1. Look at Read Me First. If you close it and need it later, it is at the top of Getting Started.
2. On the Course Menu, click Learning Modules (All Content & Graded Work).
3. Do not go anywhere yet. Notice the link at the top:
Your Prof's Quick Video to Say Hello and to Point to Some Things.
If you listen to it, click Mark Reviewed. It will result in a little gift of 5 points extra credit from a person who will be spending a lot of with you and who wants you to realize this course can be much easier and more successful if you stay on Learning Modules.
4. Now click Getting Started, scroll down to notice what is there, and then click on **Course Orientation**. The link provides:
 - Pictures of screens to help you know what is where and how to use it. Pictures help lots of us.
 - On the last pages, a **list of tasks (worth 50 points)** that you do by the date in the List of Due Dates.
Caution: The people who do badly usually skip Course Orientation.
5. When you start the list of tasks, do them in order. Some of the tasks may help you understand the syllabus and how the course can help you.
6. **Complete all of the tasks in the list of tasks. Two tasks are conditionals for other actions**
 - Syllabus Acknowledgement Quiz. **Caution:** You must complete the "syllabus acknowledgment" quiz because you cannot complete the course without it. To encourage you to take care of this, it is required to see the Unit 1 folder that you will need in a few day.
7. **If you have any questions, just ask General Course Questions & Repeated Announcements & Tips.** I am also **glad** to help **each** of you in those discussions or privately if that is what you need. Two supportive **tips:**
 - Do not drift. An 8-week course is an endurance contest for professors and students alike:
 - Place your List of Due Dates where you see it every day and check off what you have done as you do it.
8. **After you have reviewed all of the materials in Getting Started**, you must click on the Mark Reviewed button. By doing that, you confirm you read and understood the information contained in each document. When you see these resources **also** depends on the opening date in the List of Due Dates.
9. **Please Note:** This is **not** a self-paced course and **not** a correspondence course. Examples:
 - Materials open and close on the schedule in the List of Due Dates and may not become visible until a specified point in the course.
 - Some materials open only **after** you complete another task.
 - Use the List of Due Dates (as a link on the Course Menu and at the end of your syllabus) your guide to **when** material opens and closes. The opening date also gives you enough time for writing for history classes that require evidence; if you start just before the due date, your odds are weaker.
 - Some dates overlap in order to give students maximum flexibility during each unit.

With thanks to WCJC's Director of Distance Education, Professor Michele Betancourt, for her permission to use parts of her Getting Started documents (**including her method of doing the List of Due Dates**) in the Getting Started sections of our WCJC courses.