Welcome to the Class

Hi,

I am looking forward to working with each one of you.

2.  The course opens officially 8/26 at 8:00 AM, but I cannot check in until after my last class ends after about 12:50.

3. This course can be easy and result in high grades if you follow the path set up for you in the Learning Modules (All Content & Graded Work). You start by being sure you know where you are going and how to do it.

To do that, you have immediate tasks (graded activities that you have to do according to the instructions). These 8 week classes that do 16 weeks work are an endurance contest for everyone—both prof and students—so my **highly** recommended date for you to finish Getting Started is 8/28 (and that is what the List of Due Dates says) but:

* I do not have an end date on these tasks so you can do them if you act quickly
* I do have this statement in the syllabus to try to help students and have made part of it into bullets for emphasis:  
  The Getting Started activities are listed on the last page of the Course Orientation link. If you come in past the due date, you **must** still do these activities,
  + but I will record—temporarily—a **1.11** for each grade with a **Comment** about the grade if it had been on time.
  + At the end of the term, you email your instructor that you have **not** been late with **any** other assignments. I then change the 1.11 grades to match what I have entered in the Comment for that grade.

4. Use Read Me First and follow its instructions, including where and what to click. 

5. There are brief tasks that you need to do listed at the end of Course Orientation & Required Tasks.

6. Once you finish those immediate tasks, my tip to you is to print the List of Due Dates.  (You can reach the Syllabus and the List of Due Dates either in Getting Started or from the Course Menu.) Check off each job as you work and you will do well.

7. If you need help, email me in Course Messages (Email) on the Course Menu

* Monday, Wednesday, Friday, I am at the Richmond Campus where my office is.
* Tuesday, Thursday, I am at Sugar Land—but I do not have an office there and I “camp out” in a common room.

The Contact Information on the Course Menu tells my office hours and locations and it suggests you email me in Course Messages if you need to reach me on Tuesday or Thursday so we can arrange to meet.

Glad to help you all,

Dr. B