Hello Everyone:

Welcome to English 103, spring 2014! This is Andy McCutcheon, your Instructor for the course. Please read this orientation letter carefully so you can decide if English 103 Online is the right choice for fulfilling your curriculum needs.

While an online course offers students more flexibility in terms of where they do their work, some students are surprised to find that an online class has strict assignment deadlines, just like a traditional course. In fact, an online course requires more self-discipline than a face-to-face course, and some students become overwhelmed with the responsibility of keeping up with weekly readings and postings. Please visit the following link and take the survey to find out if you are a good candidate for an online class:
http://www.ion.uillinois.edu/resources/tutorials/pedagogy/selfEval.asp

**About ENGL103 at COC:**
English 103 examines the principles of critical thinking as applied to writing and reading arguments on complex issues. Focuses on close textual analysis, argumentative writing, and logical reasoning.

**About Blackboard**
This online class is made available to you through Blackboard. Before the first day of class, please visit the Blackboard login page at the link below and make sure you know how to login. Username and password information can be found at the bottom of that page. You can also click on the “Blackboard Assistance” tab at the top of the page for a list of online tutorials that will help you navigate our virtual classroom environment:
http://www.canyons.edu/Offices/Distance_Learning/Blackboard_login.html

**About Your Instructor:** I have been teaching composition, literature, and creative writing for 20 years. I was an adjunct instructor here at COC for six years before becoming full-time in the fall of 2012. I have a Master of Arts in English from Tulane University of New Orleans and a background in creative writing and music. As an instructor, I have always prided myself on fostering a fun and productive classroom environment. Obviously, one of the challenges of an online class is bringing that same energy to the digital realm. That said, I’ll do everything I can to infuse some of the controlled mayhem and madness of my traditional classes into our virtual classroom!
Course Expectations:
You will need to login to Blackboard at least four times per week to keep up with postings and to check for updates from your instructor. Students who do not login and complete the Self-Introductory Discussion Board posting and Syllabus Quiz by 11:59 p.m. on Monday, February 10 will be dropped from the course as “No Shows.” Students who miss four or more postings prior to the add/drop date will be dropped for excessive absences.

Netiquette:
Please be respectful and professional in all your interactions with your classmates and instructor. In the online world, acceptable and appropriate behavior is known as “netiquette.” For more information about netiquette, please visit the following link: http://www.albion.com/netiquette/index.html

Required Texts:
Please be sure to have your textbooks in hand prior to the first day of class. You have Discussion Board postings based on the texts below by the middle of week 1.


3. Additional readings as described in the Assignment Calendar and posted on Blackboard.

Other Thoughts:
I am looking forward to working with you all this semester. Please purchase your books and download the Syllabus from Bb before the course start date. Don’t forget, you must complete the Self-Introductory Discussion Board posting and complete the Syllabus Quiz before 11:59 pm on Monday, February 10 or you will be dropped from the class as a “No Show.” For an online course, it is especially important to hit the ground running. I’ll “see” you all online in February!

Sincerely,

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