June 19, 2014

Dear Student,

Welcome to COMS 105 Hybrid *Fundamentals of Public Speaking* (fall 2014). My name is GiGi Hessamian, and I will be your instructor. To succeed in this course, you must have a current email address, regular access to a working computer, reliable internet access, and the motivation to work and learn independently.

Allow me to answer a few basic questions…

1] **What is a hybrid course?**
The course is referred to as a “hybrid” because it will be held partly online and partly in the classroom. The online component will take place at Blackboard (http://bb9.canyons.edu).

2] **When and where do we meet?**
We will have actual face-to-face classroom meetings on six Wednesdays from 5:45-9:30pm in room CCC 604 at Canyon Country campus. You will receive a course schedule and calendar on the first day of class.

   Wednesday August 27th is a mandatory orientation meeting. You must attend this class meeting to keep your slot in the class. Anyone failing to attend the orientation meeting will be dropped from the course. No exceptions.

3] **Can I look at the syllabus?**
Not quite yet. The syllabus, course schedule, and assignments will be handed out at orientation. Please don’t contact the college or the department asking for it.

4] **What book will we use?**

I hope this information is a helpful starting point!

Sincerely,

GiGi Hessamian
Instructor