Dear Student,

Welcome to COMS 105 Hybrid *Fundamentals of Public Speaking.* 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.

2] **When and where do we meet?**
   We will have actual face-to-face classroom meetings on Mondays 8/31, 9/21, 10/5, 10/26, 11/23, 12/7 in HSLH-205 as indicated in the schedule of classes. You will receive a full course schedule on the first day of class.

   Please note: The first designated meeting is a mandatory orientation. You must attend this class meeting to keep your slot in the class. Anyone failing to attend the first 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 the orientation. Please don’t contact the college or the department asking for these.

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

   The online access requirement will be discussed the first day of class.

I hope this information is a helpful starting point!

Sincerely,

GiGi Hessamian
Instructor