Dear Student,

Welcome to Counseling 111, “Introduction to College and Strategies for Success”! You are registered for section # 17748, an online class. We will have no in person meetings. This course will provide you with an overview to the college environment and will assist you with college success. The goal of this course is to prepare you for the challenges of college by encouraging your individual initiative, confidence and motivation. Topics include student responsibilities, college policies and procedures, academic programs, student service departments, choosing a major and career, educational requirements, and various topics relating to education planning and success. This 1 unit course meets 1 unit of the CSU GE Area E requirements.

After completing this course, you should be able to:

- Identify educational, career and life goals.
- Select an educational goal and complete a Student Education Plan.
- Evaluate information, such as values, interests, and abilities, and apply the information in the career and educational decision-making process.
- Identify and evaluate resources and support services available on campus and/or on-line.
- Learn various study skills, i.e. time management using weekly planners.
- Gain a greater understanding of higher education in California.

In order to take this class, you must have access to a computer, internet services and e-mail. All communications are done through e-mail, chat rooms or the discussion board.

Keep in mind that this is an 8-week course (October 19, 2015 thru December 11, 2015). You be expected to log onto the blackboard site at least every other day. I will be posting announcements, assignments, discussion items, and quizzes that you will be expected to participate in each week. Keep in mind that all quizzes, assignments and discussions must be completed by the posted due dates. No late work will be accepted.

All course work will be completed online using Blackboard. Be sure to complete the Blackboard orientation. You will not be able to sign into Blackboard class prior to October 19, 2015. [https://bb9.canyons.edu/webapps/login/](https://bb9.canyons.edu/webapps/login/)
If you add my class after October 19, 2015, it may take two business days before your account is created in Blackboard. If you cannot logon after two business days, please send me an e-mail.

<table>
<thead>
<tr>
<th>USERNAME</th>
<th>YOUR 7-digit Student ID (ex. 1234567)</th>
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<tbody>
<tr>
<td>PASSWORD</td>
<td>student</td>
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Once you log in, you should change your password to something unique that you will remember. Your password does not reset to "student" each semester.

Are you ready for distance education? If you do not know, please take the following distance learning self-assessments: How prepared are you for distance learning? In addition, determine your technology know-how quizzes at [http://www.canyons.edu/offices/distance_learning/info/Assessments.asp](http://www.canyons.edu/offices/distance_learning/info/Assessments.asp)

There is no textbook required for this class.

If you have any questions that need to be answered in advance, feel free to call me (661) 362-3352 or send me an e-mail ([susan.ling@canyons.edu](mailto:susan.ling@canyons.edu)). I do not monitor my e-mail and phone messages 24/7. I will respond to you within 48 hours. Please write **COUNS 111 #17748** in the subject line.

I am looking forward to having you in my class.

_Susan Ling_
Counseling Professor
College of the Canyons