PARALEGAL 101, SECTION 14715

Dear Future Paralegal:

I want to welcome you to Paralegal 101, Section 14715 for Spring Term 2015. This course provides an overview of the history, philosophy of the legal profession, including paralegals in the United States, while involving concepts, terms and theories.

This class meets face to face and online. Our campus meetings will be on Thursdays from 6:00 p.m. to 9:05 pm in Room 508 at the Canyon County Campus located on Sierra Highway on the following dates: February 12th and 26th; March 12th and March 26th; April 16th and April 30th; and May 14th and May 28th.

The textbook for this course is, INTRODUCTION TO LAW FOR PARALEGALS: A CRITICAL THINKING APPROACH, by KATHERINE A. CURRIER & THOMAS E. EIMERMANN (5TH ED. ASPEN LAW & BUSINESS).

Before enrolling in this hybrid course, I strongly suggest that you assess your computer skills and your comfort level to attend class in an online environment. COC’s distance learning website offers a tremendous amount of information for assessing your readiness to take an online course and on how to succeed in the distance learning environment.\(^i\)

The software program that COC uses for most of its online courses is Blackboard 9 (“Bb”). If this is your first time taking an online course through Bb, you are encouraged to go through the tutorial so you understand how to navigate through the course. Here is the link: [http://ondemand.blackboard.com/students.htm](http://ondemand.blackboard.com/students.htm). During the time that you are enrolled in Paralegal 101, COC offers technical support.\(^ii\)

The virtual door to Bb classes does not occur until the first day of class, which is February 9, 2015. The instructions for your first log in are available on the COC distance learning website.\(^iii\)

If there are any questions regarding this Orientation Letter, please email me at Kim.Gundlach@canyons.edu. Remember, I am here to help you do your personal best! Enjoy the journey!

Prof. Kim Gundlach

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\(^i\) [http://www.canyons.edu/Offices/DistanceLearning/Pages/default.aspx](http://www.canyons.edu/Offices/DistanceLearning/Pages/default.aspx)

\(^ii\) [http://www.canyons.edu/Offices/DistanceLearning/Pages/Blackboard.aspx](http://www.canyons.edu/Offices/DistanceLearning/Pages/Blackboard.aspx)

\(^iii\) [http://www.canyons.edu/Offices/DistanceLearning/Pages/Blackboard.aspx](http://www.canyons.edu/Offices/DistanceLearning/Pages/Blackboard.aspx)