Orientation Letter: Sociology 101 Online

Fall 2017

Welcome to Sociology 101! This is Pamela Williams-Paez, the Instructor for this course, and I’m looking forward to working with you. Please read this orientation letter carefully so you can decide if Sociology 101 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. Therefore, it’s important that you are self-disciplined and diligent about completing your work.

This is a 100% online class. Please do not take this class if you are too busy to take a regular one, as it requires just as much—if not more—time and effort. You will be expected to complete the same amount of work that is required in a face-to-face class (class time plus homework). Therefore, expect to spend 8-10 hours a week on work for this course.

This class will be conducted entirely online and will begin on Monday, October 16 – the course will not be available until this date, so please wait until then to try to log in. Because this is short-term class, it will be fast-paced as we complete the 8-week course.

About Canvas

This online class is made available to you through Canvas. On the first day of class, please visit the Canvas login page to complete our course requirements including discussions, grades, and other course activities. Please log into Canvas by visiting http://cv.canyons.edu on the first scheduled date of our course. Login information and helpful guides are provided on the website.
Course Description

Sociology 101 Examines small group interactions and cultural patterns of American and other societies using the conceptual, theoretical, and methodological principles and applications to explain how values, roles, norms, social interaction, and social inequality as well as other concepts influence individuals, groups, and society.

This course is CSU/UC transferable.

Required/Recommended Readings:

The required readings for this course will be found under course content in Canvas. The schedule for these readings will be listed in the syllabus and all readings will be accessible through OER or web links. There are no textbooks to purchase for this class; however, students that are successful in completing their readings will be successful in the rest of the course.

Course Requirements:

In order to successfully complete this course, you must log onto our class site between two to four times a week to retrieve and submit assignments and to participate in message board and email exchanges. All of these activities involve strict deadlines, as late work is not accepted.
If you will not be able to participate in this manner, this is not the course for you. However, just as in a traditional class, if you know in advance that you are going to miss a few class periods, doing one or two of the assignments ahead of time may lessen the negative impact of your absence on your grade.

**Basic Required Skills:**

You will need to have ready access to current word document creating software (Microsoft Word is preferred—Works or Corel almost always cause problems). You will need an up-to-date version of an internet browser (Internet Explorer or Safari is preferred). You need to be computer literate, well-skilled in basic document creation and handling. You must know how to set page margins and fonts in Microsoft Word, so that I can ensure fairness in determining whether your writing assignments meet minimum page requirements. In addition, you must know how to save files as .rtf documents. By remaining in the course you are representing yourself as responsible for knowing how to perform these basic computer tasks. It is important to note that this is a Sociology course, not a computer skills course. If there are technical skills that you need assistance with, you may visit COC’s Online Learning website at http://www.canyons.edu/offices/distance_learning/info/minitutorial.asp for some tutorials, or visit the TLC for limited assistance.

I also recommend that you visit the following site which will provide you with an evaluative tool designed to suggest whether or not you are well-suited for an online course: http://www.canyons.edu/offices/distance_learning/info/Assessments.asp.

**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.
Other Thoughts:

I am looking forward to working with you all this semester. Please purchase your books and download the Syllabus from Canvas as soon as possible. Don’t forget, you must complete the Self-Introductory Discussion Board posting on the assigned date (the first day of class) or you will be dropped from the class as a “No Show.” I look forward to “seeing” you on line!