

Hello and Welcome! My name is Dr. Danielle Jackson and I'm going to be your instructor for this course.

Just to tell you a little bit about myself, I received my bachelor's and master's degrees from the University of Nevada Las Vegas; while I earned my PhD from here at ASU (Go Sun devils). I have been teaching for over 7 years now and that includes both in-person and online classes, the last 4 years of which have been here at ASU. I truly love what I do and I especially like getting to know my students. I know this can sometimes be challenging in online classes so I want to encourage you to email me with any questions you might have over the course of the semester. Also, you will notice that every week I have a questions forum posted. This is a place where you can post questions you have about the course material or if you come across a topic that you are very interested in we can discuss in more depth in this forum too.

Let me share with you a couple of things that will help you be successful in this course. Please take the student tutorial located under "Start here" in the "Course Home" so that you know how to navigate through your classroom. Please check announcements and your ASU email daily for updates on all sorts of things related to the course. Please save a copy to your hard drive and print out a copy of the syllabus. The syllabus is a contract between you and me. If you continue on past the first few days of class then you are agreeing to the terms in the syllabus and will be held responsible for everything stated in the syllabus.

Please be aware that this is a 16 week course condensed into about 7 weeks. This course will cover a lot of material and can be very work intensive. Please make sure that you have enough hours during the week to successfully complete the course. Also, you will notice that I give you a full week to complete each exam and ample time to complete your assignments. I completely understand that many of you are taking online courses because of the flexibility they offer you. So please make sure that you stay on top of your deadlines and due dates, because I do not accept late work and I do not allow make-ups. Online classes require organization and discipline on your part to organize your weekly schedules accordingly. With this in mind please note that I do not allow students to work ahead in my course. I feel it is important that we are all on the same page as we proceed through the semester. As such every week I release all the material and assignments you will need for completing the section we are covering. For example, you can expect the week 1 tab to open on Monday at 6:00 am. You will then have

access to the lecture material, exams, and assignment dropboxes for the week. Please pay close attention to your due dates as your exams are due on different days than your assignments.

While you have almost the entire week to complete your assignments, I highly suggest that you do not wait until the last minute to submit your work. It inevitably will occur that those students who do wait until the last minute to submit their work will at one point or another encounter technical problems while trying to submit their assignments. Please note that I am not responsible for technical issues you experience in the course. If you wait until the last minute to submit your work and then are unable to do so due to technical problems you will receive a zero so please plan ahead to avoid such a situation. If by chance you encounter any technical issues please contact the helpdesk, where contact information is located to the left of your screen and also in the syllabus. The only time that I will extend deadlines due to technical issues is due to a system outage that ASU will alert me of. And please have a backup plan! Please have access to another computer and internet source should yours go down. If you email me upset about the technical problems you are experiencing I will tell you to go to your backup computer, whether it's at a friend's house, library, computing commons, or a family's house. Have your backup plan ready and in place every single time you take an exam or submit an assignment. This is another reason why you should not wait until the last minute to complete your work, so that you have time to go to your backup location to submit your work before the deadline.

As, I stated before I truly do love to interact with and help my students so please do not hesitate to contact me with any questions you have and you can also email your TA, whose contact information is located on the syllabus and to the left of your screen.

I look forward to a wonderful semester and to getting to know each of you.

Thank you!