

January 2013

Welcome to **Online Math 1118!**

My purpose in sending this letter is to provide some information that might help you determine whether this course is appropriate for you at this time. This letter should give you some idea of the expectations that will be placed upon you over the course of the semester. It is also intended to give you an outline of the tasks you must complete prior to the start of the semester.

This is an **online** College Algebra I course. This course requires substantial work done outside of class at a fast pace. You will be expected to:

- Take four Chapter Tests online using a system called MyMathLab.
- Post to the discussion board on D2L at least once per week.
- Complete homework either online within MyMathLab, from the textbook or both.
- Complete twelve Activities (handwritten) that will be submitted to the D2L dropbox (or in person, or by mail) and graded.
- Complete paper-pencil Midterm and Final Exams **on campus**. (If you cannot make it to campus and choose to use a proctor, you must give me his or her contact information well in advance of the test. Syllabus includes a list of suitable proctors.)

Before the start of the semester, you should:

- 1) **Purchase a MyMathLab access code.** MyMathLab is the software we will be using for tests, homework and practice tests. MyMathLab also contains video lectures as well as an eBook and other resources. You can either purchase MyMathLab at the bookstore shrink-wrapped to our textbook: *Precalculus Enhanced with Graphing Utilities, 6th Edition*, published by Pearson/Addison-Wesley. Or you can purchase just the MyMathLab access code at www.pearsonmylab.com and use the multimedia textbook that is available through MyMathLab.

A hard copy of the textbook purchased at the bookstore will cost more, but it is portable and can be taken anywhere and used in the future. If you purchase just the MyMathLab access code, it will be much cheaper but the multimedia textbook can only be accessed with an internet connection and you will not have access to it after this course is over.

If you took MATH 1118 or MATH 1127 at Inver Hills during FALL 2012, SPRING 2013, or FALL 2013, the MML access code you used for that course should also work for our course. And the textbook is the same. YOU NEED NOT PURCHASE ANY NEW MATERIALS FOR THIS COURSE.

- 2) **Register with MyMathLab** (go to www.pearsonmylab.com), explore the resources available on MyMathLab, and take a look at the Homework and Quizzes. The course id number that you will need during the MyMathLab registration process is: **gallant09638**. Click on Browser Check the first time to install the appropriate plug-ins for *MyMathLab* to work. More detailed instructions for how to register on MyMathLab can be found in the “Read Me First” document on D2L.
- 3) **Purchase a graphing calculator**, like a TI-83 or TI-84. Other graphing calculators are acceptable, but I will be demonstrating with a TI-83 in my video lectures.
- 4) **Activate your StarID account**. This username and password will be used to access all other campus accounts (but not MyMathLab). To activate your StarID account, go to www.inverhills.edu and click on the “Students” tab found on the top of the page. From there you will see “Activate student accounts.” Follow the directions provided.
- 5) **Log on to D2L (Desire 2 Learn)**. Course grades, files, video lectures, discussion boards, activities, and announcements will be posted on our D2L site. **Your D2L account will be accessed using your StarID username and password**. So, you must activate your StarID account prior to accessing D2L.
- 6) After you have logged into D2L, please click on the link for this course and click on the link in the announcements that says “**Read Me First.**” You will find a checklist there that can assist you with the steps you must take to prepare for and succeed in this course.
- 7) **Check that your email account listed with E-services is up-to-date**. Email communication will be via the personal account you listed with e-services. So, it is important that you have listed an email address that you check on a daily basis.
- 8) **Please send me an e-mail** to let me know that you have received this letter and have been successful accessing MyMathLab, D2L, and all of the course materials. If you have any questions, please don’t hesitate to e-mail me at agallan@inverhills.edu.

Also, please make sure that you are comfortable being in a completely online class. You will need to take much more responsibility for your own learning than you would in a more traditionally structured class. **You need to make sure that you have the necessary time available and the necessary motivation to devote to this course.** Since this is a 4-credit course, you can expect to spend *at least 12 hours a week* watching videos, doing activities and taking quizzes. There are a variety of resources available to help you with the course material, including video lectures created by me, examples in the textbook, guided sample problems, video lectures created by the publisher of the textbook and animations in MyMathLab, office hours, and tutors in the Math Center.

I strongly recommend that you begin looking at the course material as soon as possible. **The first due date is Tuesday, January 21, 2014.** Under the Content area of D2L, you will find a copy of the syllabus, weekly schedule and weekly checklists. You will also find video lectures and Weekly Activities. Once you have registered on MyMathLab, you will be able to access the Online Chapter Tests and Homework and can begin working at any time.

I'm looking forward to this course. I hope you are too! **Please post to the D2L discussion board with content or course-related questions.** You can also visit me in my office, Liberal Arts LA 121, or e-mail me directly with any questions related specifically to you.

Additional information about this course (syllabus, tentative schedule, video lectures) can be found on my faculty website: <http://faculty.inverhills.edu/agallan>. The D2L site will be available beginning Wednesday, January 8, 2014.

Sincerely,

A handwritten signature in black ink, appearing to read 'Angela Gallant', written in a cursive style.

Angela Gallant