Computer Skill Requirements

You will achieve the best results in this distance learning class by having a computer with a lot of random access memory (RAM) and a fast connection to the Internet. All students should have the ability to navigate online. Please do not take this course if you do not have strong computer skills. Computer skills will not be taught in this course. If you have never taken an online course, please visit http://www.dl.utoledo.edu/help_desk/help.htm to learn how to work with the online course system.

In accessing the course website, I highly recommend that you use <u>Mozilla Firefox</u> or <u>Safari</u> as your browser because these browsers appear to better

Tour of Our Class Home Page

Correspondence Policies & Procedures

Responding to your messages: I have set aside specific times in my weekly schedule when I will respond to student messages from this class. I will respond to your

Professional Courte

Grading

Course Calendar

SESSION 1 – CHAPTERS 1-4

Discussion Topic 1 - Due before the end of Wednesday, September 11th

Exam 1 – This exam covers chapters 1-4 and may be taken anytime on Thursday, September 12th or