

Welcome to Audrey Crawford's History 1302 Class

Congratulations on taking this step to begin or further your college education!

I know that most of you are taking this class because it's a requirement for your degree or certificate. My hope for you is that you will find something in this course that intrigues you – an idea or event that you may continue to explore as your life goes on.

This orientation document covers the following topics:

1. [A Brief Overview of This Course](#)
2. [Pace and Work Load of this Course](#)
3. [Technology and This Course](#)
4. [The College Experience](#)
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1. A Brief Overview of This Course

This course is a broad overview of the history of the U.S. for most of the past 125 years. In that time, the U.S. became the economic and political powerhouse that defines its role in the world today. At the same time, less privileged groups and minority peoples within the U.S. struggled to achieve citizenship rights and the personal power and economic success promised by the ideals of the U.S. government.

This course is basically **a practice in reading comprehension and writing**. Your mission will be to acquire an understanding of and practice describing the major issues that shaped U.S. history since the Civil War, including relations between workers and corporations, the maneuverings of political parties, national policy regarding foreign affairs, and the impact of social movements by minorities and women.

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2. Pace and Work Load of This Course

- ❖ This course is **NOT self-paced**. Course work encompasses 16 weeks, beginning the first day of class.
All assignments and Tests will be accessible only within a designated timeframe and must be submitted before a specified deadline. Weekly assignments are due on a weekly basis. There are no makeup assignments and no extra credit assignments.
- ❖ Plan on logging in to the class **everyday** to participate in online discussions, read messages, and submit your work.
- ❖ **This class is basically a practice in reading comprehension and has a significant component of writing.**
 - You will be encouraged to get beyond simply repeating what you read. Your mission will be to draw conclusions, explain outcomes, and describe the significance of events you study.

- Over the course of the semester, you will write analyses of primary sources and of a monograph. On average, you should plan to read about 100 pages and write about 200 words per week.
- ❖ One book is required for purchase. All other resources for this class – including the textbook – are available free online. See the *Syllabus* for the list of resources, including the book to purchase.

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3. Technology and This Course

- ❖ **This course is 100% online, so we will not meet each other face-to-face.**
With the exception of reading the monograph, you will do all the work for this course online: access readings, submit assignments, take tests, and access study materials and practice quizzes.
- ❖ **Test your readiness** for this course by taking the *Distance Education Readiness Quiz* and by reviewing the *Basic Computer Skills for Students* at the [Distance Ed Readiness](#) page.
- ❖ **DO NOT ATTEMPT THIS COURSE IF:**
 - you do not like spending time working on a computer
 - you do not have easy access to a computer with access to the Internet that meets requirements for using Eagle Online
 - you do not feel comfortable working on a computer
 - you cannot be bothered with reading the orientation materials for DE classes and for this particular class
 - you think it's a waste of time to familiarize yourself with the Eagle Online software and its tools
- ❖ Communication between you, me, and other class members will be primarily via email within our Eagle Online website. I will leave it up to you to schedule an online chat if you feel you need to communicate with me in real time. DE Support services will be your first line of support in case of technological or other needs not related to the content of the course.
- ❖ Be sure to notice in the *Syllabus* that **failure of, ignorance of, or lack of access to technology are NOT acceptable excuses for submitting work late**. It is your responsibility to understand the technologies necessary to do the work in this course, and plan your work schedule so you have time to recover from personal crises and technical failures.

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4. The College Experience

Attending college is an experience totally different from any other learning experience you have had – or will have - in your life. Especially as a Distance Ed student, you are on your own in a way that no other learning environment demands. You will succeed by means of your **curiosity, ambition, and determination**. In fact, *those are the traits you have come to college to develop*. Here is some advice to help you on your way.

1. Start immediately. In many ways, taking a college course is an exercise in time management. You will do a lot of reading and writing in the next 16 weeks. Make it manageable by developing a weekly schedule that starts right now. If you enjoy being un-organized, realize that you will probably do better in an in-person classroom environment. (See the *Distance Education Readiness Quiz* at [Distance Ed Readiness](#).)

2. Remember that writing and reading are *practices* – just like playing soccer, shooting hoops, and singing in a choir. The more you do them, the better you will do them! Keep a notebook, and take every opportunity to write! write! write!

Believe it or not, successfully expressing yourself orally and in writing is one of the most important skills contributing to your success in college and beyond. Every time you read or write something, you are improving one of your most significant assets for whatever career you are preparing for.

3. Plan on spending at least 12 hours per week to do your assignments for this class. The classic formula for time spent out of class is 3 times the credit hours of the class. If you read slowly and write with difficulty (as many of us do), do not be discouraged if you have to spend more time than this in order to complete your assignments, but be prepared for the impact this will have in your life.

➡ **Build time in your schedule to be able to obtain and use help.**

4. Make friends with your *Syllabus* and the *GettingStarted* document you will find on the class website. These documents describe all the assignments you will do in the class, as well as class policies and procedures that significantly affect the grade you can expect in this class. Be sure to ask any questions you may have about the contents of these documents.

5. Take advantage of every resource you can to make your studying easier and your work better. On our class website, you will find links to resources at HCC for tutoring and counseling. If your life is already a full-time enterprise, plan your college schedule so you have time to get and use help. If you are over-loaded, you won't have time to utilize the help available to you. Be patient with yourself, and take your time as much as you can.

In the long run, a transcript with good grades will serve you better than finishing college quickly with poor grades.

6. Remember that you are not alone. Many students are sharing your experience in this class. Use the communication tools on our website to keep in touch with them and with me. Whatever questions you dare to ask, know that you are speaking for others in the class who may not be so bold. You're going to work hard in this class. Let us know when you are proud of yourself – and when you need some encouragement.

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5. Get Started Now

- a) Read** the *Syllabus* for this class and the rest of the DE Orientation materials.
The *Syllabus* explains all the assignments and grades for this class, so you can get a good idea of the effort required to get through this class.
- b) Take the *Distance Education Readiness Quiz*** and review the *Basic Computer Skills for Students* and the *DE Myths*, found at [Distance Ed Readiness](#).
- c) Buy your book and a notebook.** The monograph required for this class is listed in the *Syllabus*. You need to start reading immediately, so order your book right now.
You can access the HCC Bookstore online at: hccs.bncollege.com, but you may be able to find a used copy cheaper at an online bookseller.
- d) Write down the schedule** you plan to keep for your work for this course.
You have specific times already designated for many events in your life: the time you go to work, the time you pick up your child from day care, the time you go to church, etc. Within this existing schedule, establish the times when you will do your work for this class.
If you intend to be an A-level student, study time must be a **priority** – NOT an after-thought – in your schedule.
Remember to plan at least 12 hours per week. Your schedule might change, but **your best chance at success is to make sure your class work has a specific time and is one of the top priorities in your work week.**
- e) If you are not familiar with Eagle Online**, look at some of the student tutorials at the [HCCS Eagle Online Support Center](#). You will need to know how to work with *Forums*, *Quizzes*, and *Email*.
- f) Login** as soon as possible after the class becomes available on January 14. (The time of your first login should be on the schedule you made in step d above.) See [login instructions](#) below.
- When you first login** to our class, go to the Week1 section, and click on the *Start* button. **Allow 1-2 hours to complete the *GetStarted* exercises.** These exercises will help you understand our website, the resources available to you, and the tools required for this course.
- Note that two steps in the *GetStarted* process **must be completed prior to January 28** in order to remain enrolled in the class.

6. Login to your DE Course

Your Eagle Online login user ID will be your HCC User ID (sometimes referred to as the “W” number). All HCC students have a unique User ID. If you do not know your User ID you can look it up by visiting the HCC home page:

- From www.hccs.edu, under the column “CONNECT”, click on the “Student System Sign In” link
- Then click on “Retrieve User ID” and follow the instructions.

Or use the direct link to access the Student Sign In page:

<https://hccsaweb.hccs.edu:8080/psp/csprd/?cmd=login&languageCd=ENG>

The default student password is “distance.” You will be prompted to change your password after your first login. Please visit the [Distance Education \(DE\) Technical Support](#) website if you need additional assistance with your login.

“See” you soon!

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