**Welcome to EDUC 1300: Learning Framework!**

It is my distinct pleasure to be your instructor this semester! This course will provide you with tools to help you be successful in college and after. Take this course seriously because it could be one of the most important courses you take throughout your collegiate career. Taking an online course differs greatly from taking a class in person. It requires time management, dedication, and motivation. You are all capable of completing this course successfully and it is my greatest desire that you do! Work hard to avoid falling behind, keep up with the due dates, and complete your assignments as they are assigned. If you need help you can always contact (email) me, and I will also have weekly online office hours to meet with you virtually.

The course will become accessible in EagleOnline/Canvas (<http://www.eagleonline.hccs.edu>) **on the first day of class**. Be sure to login on the **FIRST** day of class, watch the video on the home page, complete the Start Here activities, and begin your assignments for Week 1. **You must complete assignments by the end of Week 1 to be considered present in class (for attendance purposes) and avoid being withdrawn from the course.** If I can be of any help at all, please do not hesitate to contact me.

**Pointers:**

• You do not need to purchase a separate textbook for this class because the cost is covered in your tuition. On the first day of class you will learn how to access your online textbook and resources.

* Be sure to have a flash drive/cloud service, Microsoft Word, Microsoft PowerPoint, and Microsoft Excel on your computer. You will need all of these applications throughout the course. You can download a free copy at <https://products.office.com/en-us/student/office-in-education>

• If you are using a MacBook, be sure to convert your files appropriately. You may **NOT** use Google Docs in this class.

• All assignments are due each Sunday night of the semester by 11:55 p.m. with the exception of the final week of classes.

• Please communicate with me through the message system/Inbox in Eagleonline.

• Use your syllabus as a guide and calendar of assignments.

• Print your assignment calendar and keep it handy. It matches exactly with what you will see in Eagleonline.

• Login to your class several times a week and ask for help when needed!

Please activate your HCCS email before classes begin. You will receive emails throughout the semester to guide you.

Please go to <http://outlook.com/owa/HouComCol.onmicrosoft.com> to activate your email.

Please view the video below to help you get started with the course and feel free to reach out to me if you have any questions.  I am looking forward to a wonderful semester with you!

<https://screencast-o-matic.com/watch/cY1V3YpC0M>

Sincerely,

Dr. Koledoye

713-718-6556

Kimberly.koledoye@hccs.edu -Email is the best way to reach me (Please use your EagleOnline email once the semester begins)!