Welcome to the Course

Hello and welcome to ENGL 1101. My name is Dr. LaFace, and I am your instructor.

This course is designed to provide you with the best online learning experience possible. You will learn to use two online management systems--GaVIEW and Pearson’s MyCompLab. Students cannot enter class (GV or MCL) until classes commence on Monday, Jan 9, 2012.

- At this time if you have not completed the Getting Started checklist at Student GaVIEW Resources, please do so at http://fsweb.bainbridge.edu/gaview/students/Student%20Main.html. I am also requiring students to attend one of Dr. Pollock’s Let’s Get-Started sessions online or face-to-face workshops. Dates and times are listed at http://fsweb.bainbridge.edu/web/. The information is designed to teach you how to navigate within GeorgiaView Vista.

- Pearson MyCompLab tutorials are available at http://www.mycomplab.com/. Students must have MyCompLab Access code and the Instructor’s Course code, LaFace513363C to register. The information is designed to teach you how to navigate within MCL. Be sure to familiarize yourself with the tools.

To help you get started moving along I have provided the following tips for you.

1. Read the Syllabus and take the syllabus quiz in Gaview:
   Prior to beginning any course work it is important that you read your syllabus carefully. A syllabus is a valuable tool containing relevant due dates, expectations, grading break down, required materials, exam information, etc. Also, print a paper copy of the Syllabus in case you need to refer to this information offline.

2. Purchase Pearson access and passkey:
   It is essential that you begin to gather your required course materials as soon as possible. Purchase a Pearson MyCompLab passkey through the BC bookstore with financial aid or directly at http://www.mycomplab.com/_It is important to choose the Generic MyCompLab 6-month student (without Pearson eText) online for $15.00 USD.

3. Review Your GaVIEW learning module and MCL “To Do” and “Study Plan” lists:
   Read the GaVIEW Start Here Introduction Message and complete your first assignments. Post an Introduction message on the GaVIEW Discussion board for other students to respond to. The Discussion board is accessible by clicking on the Discussions Icon on the Course Menu Bar. Once you have reviewed your syllabus access your MCL course To Do list and calendar; note the important assignment due dates.

4. Start Your Weekly Lessons in GaVIEW and MCL:
   The weekly lesson modules in GaVIEW give you the map for navigating and the assignments are uploading final assignments in MCL for a grade each week. Always refer to the GaVIEW Overviews that contain a brief introduction to the lesson, lesson goals and objectives, and task organizer to help you plan your study time.

5. Follow online instructions in GaVIEW Get-Started and log-in to ensure online success: check dates and times for GaVIEW Online Orientations with Dr. Pollock on the BC Homepage or link to http://fsweb.bainbridge.edu/gaview/students/onlinegvorientation.html for further information.
Before You Begin

To register for MyCompLab, you will need:

- Your school's zip code: 39818-0990
- A MyCompLab student access code (packaged with your new text, available standalone at your bookstore, or available for purchase with a credit card at www.mycomplab.com).
- A valid email address.

In addition, your instructor will provide you with:

- A Course ID needed to join your instructor's course. LaFace513363C

REGISTRATION AND LOGIN

HOW TO GET A STUDENT ACCESS CODE:

- With your textbook. Receive an access code card when you purchase a new Pearson English textbook or check with your bookstore to purchase a standalone access code card.
- Purchase access online.
  - Go to www.mycomplab.com
  - Click Students in the “Register or Buy Access” box.
  - Click I need to buy access.
  - Select the version of MyCompLab that your instructor is using, generic or eBook. Ask your instructor if you’re not sure which version to choose.
  - If you select Generic you’ll need to select your length of access.
  - If you select E-Book Version, select the correct author and title carefully (take care to select the correct text).
  - Continue by jumping to the step below that begins with this symbol .

HOW TO REGISTER A STUDENT ACCESS CODE:

- Go to www.mycomplab.com
- Click on Students in the “Register or Buy Access” box
- Click I already have an access code
-  Read the Pearson License Agreement and Privacy Policy and click the I Accept button.
- Do you have a Pearson Education account?
  - If Yes - Fill in your login name and password. (TIP! You can use the same login in and password that you are using for your other Pearson products.)
  - If No - Follow the onscreen instructions to create a login name and password.
  - If Not Sure - Enter your email address and click Search.
- Enter your access code in the boxes provided and click Next.
- Enter and select the required information in the appropriate fields on the next page and click Next.
- Review and print your Confirmation and Summary page (a confirmation will also be sent to your email address).

TIP! Be sure to take note of your login name and password—write them down or save them on your computer in a place you will not forget

HOW TO LOGIN:

- Go to www.mycomplab.com
- Click Login in the “Returning Users” box.
- Enter your Login Name and Password in the fields provided.
GETTING STARTED

HOW TO JOIN A COURSE:
- Click Login at www.mycomplab.com.
- Click Join Your Instructor’s Course.
- Type the Course ID into the field provided and click Submit. (You get the Course ID from your instructor.)
- Click the Start Working button or access the “How do I use MyCompLab?” User Guide.

NOTE! If you’re not using MyCompLab as part of a course or if you do not have your instructor’s Course ID, choose Work on Your Own. You can join your instructor’s course any time from the MyCompLab Settings page.

NOTE! If you join the wrong course, while in MyCompLab click the Settings button, click Join a Different Course, click Join Your Instructor’s Course and enter the Course ID of the course you wish to join.

HOW TO MANAGE YOUR ASSIGNMENTS AND WRITING:
- Click the To Do tab at the top of your screen.
- Click the All tab and select My Assignments to view due and completed assignments. Click My Documents to view a list of your documents. Click My Recommendations and Favorites to review suggested resources.
- OR Click the Calendar tab to view your assignments by due date.
- Click an assignment title to view the assignment’s details, including with specific instructions from your instructor. Then click the Begin Working/Resume Working button to begin or continue working on that assignment.

NOTE! Assignments are available only in instructor-led courses and only if your instructor has created assignments.

INTRODUCTION TO OTHER FEATURES:
- HOME - Access and personalize a snapshot of your MyCompLab work.
- RESOURCES - Learn about and practice grammar, writing, and research skills.
- COMPOSING - Compose or upload your documents in a familiar word processor with writing support at your fingertips.
- PORTFOLIO - Organize, share and publish your documents for various audiences.
- GRADEBOOK - Track your progress over time.

Need Help?
Go to www.mycomplab.com and click the SUPPORT tab for additional registration information and direct links to technical support you may also contact the Pearson Technical Help at http://247pearsoned.custhelp.com or Customer Service: 1-800-922-0579 and Technical Support: 1-800-677-6337.

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We wish you success in your course!