

December 14, 2010

Welcome to Anthropology 153, Section 99! My name is Kendall Janka and I will be teaching the course. I can be reached via e-mail at [kjanka@henryford.ucompass.com](mailto:kjanka@henryford.ucompass.com). The textbooks for this course are [Ancient Lives: An Introduction to Archaeology and Prehistory, Fourth Edition](#), by Brian Fagan, [Motel of the Mysteries](#), by David Macaulay, [Early Hunting Tools](#), by Matt Gravelle, and [Annual Editions, Archaeology, Ninth Edition](#), edited by Mari Pritchard Parker and Elvio Angeloni. Please let me know if you have any difficulty acquiring the books. It is crucial that you get the books before the class actually starts. So crucial, in fact, that I will give you 10 extra credit points for having the books before the class starts. Just email me the photo caption on page 275 of [Ancient Lives](#) before 8am on January 10, and I will start you out with 10 extra credit points this semester.

Just in case you have stumbled into this course by accident, let me remind you that this is an online course. As an online student, you will need to have access to a computer that is connected to the internet. Course e-mail will be provided to you inside the UCompass Educator Course Management System. The e-mail account designated for you inside UCompass Educator is to be used for course correspondence. If you do not have access to a computer that is connected to the internet and still would like to remain in this course, please contact me immediately. My contact information is listed at the end of this letter.

You will be required to use the UCompass Educator Course Management System as an online system to access instructional materials for this course. Attached to this letter is a flyer on HFCC Student Tech Tools. The HFCC Student Tech Tools flyer will provide you with information on how to access the course, your username and password, course e-mail, tech support contacts, and additional student resources. Your UCompass Educator username for this course is the same as your WebAdvisor username. Your UCompass Educator password for this course is your birth month and day (example: April 12<sup>th</sup> = 0412).

The URL to access Anthropology 153, Section 99 is <http://henryford.ucompass.com>. On the login page of this site, located to the left of the screen, are menu option links such as *Is Online Learning for You*, *Computer Requirements*, *Username and Password*, *Tech Support Contacts*, etc. Please review these links before logging into the course for the first time. While you will have access to information contained on the UCompass Educator login page, you will not have access to your online course until the first day the class is scheduled to begin (January 10, 2011).

When you enter the course for the first time, you will notice a series of options along the left of the screen and the course announcement in the center of the screen. Please be sure to read the course announcements each time you enter the course. I will routinely post course business in this location.

To access the course materials, please click on the *Course Materials* button. I divided all of your course materials into weekly course packets. Each course packet contains the objectives of the course for that week, the course schedule, assignments, and instructions. We will work on a new packet beginning on Thursday of each week. I will generally keep several packets open for those who like to work ahead. Every week, you will need to post three responses to the discussion board. You will respond to one of my questions, ask a new question of your own, and respond to another student. Every week you will also complete a brief reading comprehension quiz and answer a critical thinking question. There will be two due dates each week. You will need to submit your initial discussion board posting by Thursday at midnight. All other assignments and discussion board posts are due the following Monday by midnight. To access the course packet for the week, click on the packet name for the week and follow directions from there.

As a warning, many students register for online classes thinking that they will be easier than a traditional class. In my opinion, online classes are actually more challenging. Reading is very important in this course. There are no lecture materials, so it is very important that you read instructions thoroughly and complete all the reading assignments. There also tends to be more writing since this is the only way for me to know that you are keeping up with the materials. Additionally, it is very difficult to catch up if you fall behind. Online learning is not for everyone, so if you decide that it is not for you, that is understandable. On the other hand, I think many students actually learn more in an online setting because they are forced to delve deeply into the materials.

If you need to contact me by phone, the number is 231-549-1054. You can also reach me by email at [kjanka@henryford.ucompass.com](mailto:kjanka@henryford.ucompass.com)

Hopefully this will get you started. I look forward to getting to know you over the course of the semester. If you have any questions, please feel free to contact me.  
Sincerely,

Kendall Janka