

Please find the attached Syllabus. The following is a letter of introduction:

Welcome,

My name is Dr. Morgan and I will be teaching Intro to Psychology. I can be reached via e-mail at [tbmorgan@henryford.ucompass.com](mailto:tbmorgan@henryford.ucompass.com). The textbook for this course is *Living Psychology* by Karen Huffman, First Edition.

Just in case you have stumbled into this course quite by accident, please 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 (for example: April 12<sup>th</sup> = 0412).

The URL to access PSY 131 is <http://henryford.ucompass.com>. On the logon page of this site, located to the left of the screen, are many option links such as Is Online Learning for You, Computer Requirements, Username and Password, Tech Support Contacts, and a few other links. 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 of when class is scheduled to begin (August 26, 2010).

Upon entering the course for the first time, you will notice that to the left of the screen you should see a series of button options and to the right of the screen you should see the course announcement. Please be sure to read the course announcement each time you enter into the course. I will be placing important announcements related to course business routinely to be viewed once you have entered the course. Please get in the habit of checking the announcements daily.

To access the course materials, please click on the Course Materials button. I have 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, instructions on how you are to complete and the order in which you are to complete the assignment, and other additional activities as appropriate for that week. At the beginning of each unit, I will provide you with access to the week's course materials and assignments. All assignments and course work are due as listed in the syllabus. To access the course packet for the week, click on the packet name for the week and follow directions from there.

I think you have all of the information you need to get started. If you have any questions, please feel free to contact me. My contact information is listed below.

You may e-mail me at: [tbmorgan@henryford.ucompass.com](mailto:tbmorgan@henryford.ucompass.com)