

COURSE PRE-CHECK

This course will be online. Class sessions will be held on Zoom.

CANVAS ACCOUNT

Information that you need to do well in this course, including instructions for all graded assignments, is on Canvas. To access your Canvas account, go to XXXX_ and enter the same username and password that you use for your university email account.

ZOOM ACCOUNT

The university has purchased a Zoom license that gives you a free account. To access the account, go to <http://zoom.us>. Click "SIGN IN" at the upper right. Log in using your university email username and password. You may be asked to provide two-factor authentication with your phone. You must be logged into your university Zoom account to access class meetings.

Any questions related to your university email, Canvas, Microsoft 365, or Zoom accounts; campus internet; or two-factor authentication should be directed to the technology help desk at XXXX.

ZOOM CLIENT

You can access a Zoom meeting with either the downloadable Zoom client or a web browser. Some Zoom features, like screen annotation, are not available when accessing a meeting through a web browser. To download the client, go to <https://zoom.us>. Hover your cursor over "RESOURCES" and click "Download Zoom Client." Install and practice using the Zoom client on any device you might use before the semester begins. Regularly check whether you have the latest version of the Zoom client. Go to <http://zoom.us>, log into your account, click on your profile image at the top right, then select "Check for Updates."

GOOGLE ACCOUNT

We will be using Google Drive applications for collaborative projects in this course. Please create a Google account using your complete first and last names if you have not done so previously, so that I can identify each person's contributions to shared documents. You will need to register this Google account with Canvas. To do this, log into Canvas. Click on the profile icon at the upper left. Click "Settings" in the left-hand navigation column. Under "Other Services," click "Google Drive" and follow instructions. If you already have a different Google account registered with Canvas under "Registered Services," hover your cursor over it and click on the red "x" icon to delete it.

PRIVACY

In this course we will be examining a variety of perspectives on potentially sensitive topics. In the interest of creating a space where people feel comfortable discussing these topics, I am not recording Zoom meetings. I ask that no one else records video, audio, or text chat either. I am happy to answer questions about anything you are confused about during class sessions, I will make all my presentation materials available to you on Canvas, and you will be able to take notes with classmates during class using Google Docs.

To help create a sense of community in the course, I ask that you turn on your video camera during Zoom meetings so that your face is visible. You can [choose a virtual background](#) if you do not want others to see your surroundings.

CLASS MEETINGS

To join a class meeting, go to the “Zoom Information” page in the Important Information module in Canvas for this course. Click on the Zoom link to join the meeting.

Answers to common questions about participating in Zoom meetings:

- [Why isn't my video working?](#)
- [Why isn't my audio working?](#)
- [What Zoom features do I control?](#)
- [Why do I hear an echo?](#)

Advice:

- If possible find a quiet location from which to join, with access to a wired internet connection or strong wi-fi signal. Use headphones or earbuds with a microphone to improve audio quality.
- Join a few minutes before class begins to test your audio and video connections.
- Mute your audio unless you are speaking to prevent background noise from disrupting the conversation.
- Speak to the camera, not to the screen.

“EVERYBODY HAS A PLAN UNTIL THEY GET PUNCHED IN THE FACE.” – MIKE TYSON

I design my courses with resiliency in mind and am prepared to adopt alternatives if the unexpected occurs: if Plan A stops working, don't worry, we will move to Plan B. I recognize that the situation on your end might not be what you prefer and that learning can be uncomfortable because it requires effort. But this course will be well worth it if you plan ahead, set priorities, pay attention to detail, and ask questions.

If an event outside of this course affects your ability to learn in it, let me know sooner rather than later. I am a former first-generation college student who as a professor has taught thousands of students. Nothing surprises me and I won't think any less of you for telling me about a problem that you are experiencing. The best way to contact me is by email at XXXX or Canvas inbox. I will also be holding regular office hours on Zoom at various times.