

Letter to Math 145 online students:

Welcome! I wanted to welcome you and to warn you *not* to take this course lightly. An online course is *much harder* than a traditional course. The course syllabus is available on [www.stlmath.com](http://www.stlmath.com). Follow Courses > Math 145 to find it. Be sure to read the entire syllabus for class policies. This letter is *not* meant to be a summary of the syllabus.

Make sure you stay on top of the material as it can snowball quickly. On the syllabus, you will find details about MyStatLab (MSL), a mandatory, publisher-provided, online homework and testing system. **Your grade consists of many homework assignments and four chapter exams.** Everything will be done in MSL including exams.

**You will be expected to use MyStatLab (MSL)** for graded homework assignments and exams as well as other resources (e.g. videos, guided examples, gradebook, and a copy of your textbook). If you have never used MyStatLab (MSL) and need help, you should email me or ask for help from the site itself ([www.MyStatLab.com](http://www.MyStatLab.com)). MyStatLab is really just MyMathLab (if you are familiar with that) but with statistical capabilities. It is crucial you get it set up as quickly as possible. If you run into problems, get help immediately. Do *not* wait.

You will find Class Notes, the syllabus, optional (ungraded) worksheets, and other resources on **my Website** [www.stlmath.com](http://www.stlmath.com). You will want to complete the Class Notes I have provided for every section we cover. Print the Class Notes and complete them on paper as you watch the videos provided. They will mention worksheets, some optional while others are highly suggested, that will be available on [www.stlmath.com](http://www.stlmath.com).

You will see the due dates for homework in MyStatLab (MSL). The homework due dates are set for the Tuesday after the week you should be working on each section. You should work the homework as much as you can up through the final due date (technically, they are due at midnight of the due date). Assignments are available after the due date. However, a 50% deduction will apply for all problems done after the due date. There are no opening dates for homework, so you can try any homework as early as you want. **The last day you will be allowed to complete MSL assignments is Friday, May 12 as that is the last day of our class.**

You may access the MSL site directly at [www.MyStatLab.com](http://www.MyStatLab.com). This site must be used to do homework assignments and exams. The first thing you need to do is get your access code; it is available two different ways. Details on how to get your access code are on the syllabus and on [www.stlmath.com](http://www.stlmath.com) under MyStatLab. **You will need this to register, along with the course ID which is o'leary-johnson61994. The deadline for registering MSL is February 15.** After that, you will be locked out and should drop the class if not enrolled.

If you register MSL on your home computer, it will lead you through the process to install the necessary plug-ins on your computer so you can see the course material and work on homework assignments. This should only need to be done once on a given computer, but may need to be done again if settings are changed.

There is a **Blackboard** area for the course. There you will find minimal resources. It is *not* the main area you will use this semester. You will spend most of your time in MSL and [www.stlmath.com](http://www.stlmath.com). In Blackboard, once you are in the Math 145-80 shell, you can start with the About This Course menu item. The **Announcements** in Blackboard will *not* be used. Instead, I will email important announcements using your LC email address or the one you provide MSL.

Your **grade information** will be found on the MyStatLab (MSL) Website's Gradebook, *not* the Blackboard gradebook. Be aware that the overall grade will only be accurate if you stay current with the assignments.

Exams should be completed when designated on the syllabus. You will make an appointment with the Haskell Testing Center ([www.lc.edu/testing](http://www.lc.edu/testing)). Exams will be available for a whole school week. **You are allowed to use your Class Notes, calculator, and homework on each exam.**

Homework problems in MSL can be done as many times as you need to get it right. See the syllabus for a brief overview of MSL. You should schedule exams so that you take the exam (after completing the homework including Chapter Review assignments) early in the week so that you have time to reschedule if problems occur.

You will need a graphing calculator to do homework and take exams. If you prefer, feel free to get a graphing calculator app (preferably TI, Texas instruments) on your phone. A non-phone calculator will need to be borrowed (available in the Math Resource Center in CM 233) for exams. [Here, CM stands for Commons, which is the part of our building between the Math and Science wings.]

I hope you are as excited to get started as I am. During the first few days of class, take some time to become oriented to the course design and tools so that you learn where things are and how they are to be used. Unlike many online classes, we will rely much more on MyStatLab (MSL) and my Website [www.stlmath.com](http://www.stlmath.com) than Blackboard. Get familiar with them. If you have any questions or concerns, please feel free to contact me.

My response time for answering questions will not exceed 48 hours, except for holidays and recesses. I log in to the MSL course and check email a minimum of 5 out of 7 days a week, excepting holidays and recesses.

There is an icebreaker activity where you can introduce yourself to other students. You will see this opportunity in the Blackboard shell under Communication Tools. My hope is that you feel less alone in this class.

Sincerely,  
Stefanie O'Leary-Johnson  
CM 217 (Commons area), Math & Science Building  
5800 Godfrey Road, Godfrey, IL 60235  
[www.stlmath.com](http://www.stlmath.com)  
[soleary@lc.edu](mailto:soleary@lc.edu), 618-468-4844