1. **Textbook(s)**
   - *Parting the Waters* by Taylor Branch
   - *The Autobiography of Martin Luther King, Jr.* by Clayborne Carson
   - *Radio Free Dixie* by Timothy B. Tyson

2. **Computer Requirements**
   - Windows XP or Mac OS X capabilities
   - Internet Explorer (7.x or higher) for PC or Mozilla Firefox (3.x or higher) for Mac
   - Sun Java Runtime Environment installed
   - JavaScript enabled
   - Be sure that your browser accepts cookies from the originating server.
   - Highspeed internet is highly recommended-with dial-up; PowerPoint presentation and web video will be very slow, if not impossible.
   - 24/7 Tech Support: **1-866-786-8197** or onlinehelp@berkeley.edu

3. **Orientation**
   - **Overview:** The orientation is designed to help familiarize you with the tools and features that you will need to complete AFRICAM W124. Activities included in the orientation will assist you in developing a comfort level for working within the online environment so that you are better equipped to focus on learning rather than on the technology.
   - You will be enrolled in the orientation as well as your course and have access throughout the term. You will be able to access your online orientation 1 week before the start of your course.

4. **Course Logon**
   - Classroom – [http://summer.berkeley.edu/courses/online-courses](http://summer.berkeley.edu/courses/online-courses)
   - Summer Sessions students need to authenticate with a CalNet ID (follow the link and the instructions on the homepage.)
   - In order to access the course you will need to login using your CalNet ID and passphrase.
5. **Learning Activities**
   - Read the assigned textbook pages
   - Watch and listen to the multimedia lecture presentations
   - Engaging in interaction with GSI and professor
   - Post short essays to a discussion board
   - Complete quizzes, midterm, and final exam

6. **Description of Instructor, Graduate Student Instructor (GSI), and Program Coordinator Roles:**

   **The Course Instructor is responsible for the following activities:**
   - Monitoring discussion forums
   - Creating and modifying all assignments, multimedia presentations, quizzes, and exams
   - Reviewing requests for Incomplete or Pass/No Pass options
   - Monitoring student progress
   - Approval of final course grades

   **You should contact the Course Instructor, Charles Henry, via course mail when you have the following issues:**
   - Questions about the material, including readings, assignments, multimedia presentations, discussion forums, and collaboration (chats)
   - Questions concerning quizzes/exams
   - Course policies or procedures
   - Requests for incompletes or Pass/No Pass option

   **The GSI’s, Gabrielle Williams and Shaun Ossei-Owusu, are responsible for the following activities:**
   - Moderating small group collaboration (chat) sessions
   - Monitoring and responding to Discussion Board posting
   - Grading student assignments and providing feedback to the student
   - Monitoring and recording weekly student participation in the course
   - Notification to student and Instructor of non-participation on a weekly basis
   - Interacting with each student via email, postings, or the online collaboration tools (chat)
   - Responding to student questions
   - Posting announcements about course or schedule revisions

   **You should contact the GSI via course mail when you have the following issues:**
   - Questions regarding assignments/grades
   - Attendance for any online collaboration (chat) sessions
The Program Coordinator, Kimberly Vergez, (kvergez@unex.berkeley.edu) is responsible for the following activities:

- Contacting students before or at beginning of course to cover Orientation issues.
- Responding to student inquiries about online logistics
- Handling student issues regarding contact w/ instructor or GSI
- Assistance with offsite finals, including monitoring and getting final to and from proctoring site
- Backup contact for students who have not logged on to their course within a few days of the start date.

You should contact the Program Coordinator when you have the following issues:

- About your proctor site or questions or problems scheduling your proctor
- If you have difficulty contacting a faculty member
- If you have difficulty navigating the course site or using course tools

7. Final Exam Expectations

- Your final exam will be available in an on-campus setting on
  
  **Friday Aug 10, from 1-4pm in 2060 Valley Life Sciences Bld**

- If you **cannot** attend on-campus you need to secure a proctor at an approved proctoring site. For details, please reference the Proctor Application, which you can request from your Program Coordinator, and view the “Finding a Proctor” tutorial on the Summer Sessions website ([http://summer.berkeley.edu/courses/online-courses](http://summer.berkeley.edu/courses/online-courses)) You **MUST** notify the Program Coordinator regarding your final exam proctoring arrangements and have your proctoring site secured by July 20, 2012.