Berkeley
SUMMER SESSIONS

Student Orientation Guide
MATH W53
Multivariable Calculus
June 22-August 14, 2015

Summer Session Online Tutorials

The following are helpful Canvas tutorials to prepare you for your online class:

- Introduction to Your Online Classroom
- Setting Up Your Notification Preferences
- Update Your Personal Setting and Profile Picture
- How to Use Announcements, Discussions and Conversations to Communicate in Your Course
- How to Check Your Grade
- Finding a Proctor

Expected Student Workload

The estimated workload for this course is **20 hours per week**. In order to be successful in the course, you need to allocate at least this much time per week, if not more.

Preparing for Your Course

1. Textbooks/Course Materials

- Textbook is available from the Cal Student Store
- The textbook is "Multivariable Calculus, Early Transcendentals for UC Berkeley, 7th Edition" by James Stewart
    - This is a custom edition consisting of selected chapters from "Calculus, Early Transcendentals, 7th Edition" by James Stewart
    - The latter book can also be used. However, earlier editions, as well as other versions of Stewart's calculus book such as "Hybrid Version" or "Essential Calculus", are different and do not contain the material needed for this course

2. Computer Requirements

- Internet
    - High-speed Internet
    - Minimum of 512kbps download
- Operating System
    - Windows XP SP3 and newer
    - Mac OSX 10.6 and newer
    - Linux – chromeOS
- Computer Speed and Processor
    - Use a computer five years old or newer when possible

- o 1 GB of RAM
- o 2GHz processor
- Screen Size
  - o A minimum of 1024x600 – (Average size of a netbook)
- Screen Readers (only needed for students who are blind, visually impaired or have a learning disability)
  - o Macintosh: VoiceOver (latest version for Safari)
  - o PC: JAWS (latest version for Internet Explorer 10 & 11)
  - o PC: NVDA (latest version for Firefox)
  - o There is NO screen reader support for Canvas in Chrome
- Mobile OS Native App Support (mobile devices not required)
  - o iOS 7 and newer
  - o Android 2.3 and newer
- If you are having technical issues within your class it's important to notify Canvas immediately
  - o 24/7 Tech Support, support@instructure.com or 1-855-308-2758

3. Course Logon
- Classroom – bcourses.berkeley.edu
  - o You will need to authenticate and log in with your CalNet ID and passphrase
  - o If you don't already have your CalNet ID contact CalNet directly
    - ▪ calnet@berkeley.edu or 510-642-4126
- Personalize your settings (only takes a minute)
  - o Choose **Settings** from top right HELP menu
  - o Customize your settings and add your profile picture
    - ▪ For more information view the Setting Up Your Personal Setting and Profile Picture tutorial
- Set your notification preferences (you can choose to receive course communication through a personal email account or mobile device)
  - o We recommend setting your preference for receiving Announcements to ASAP (via text or email) in case we need to contact you on short notice
  - o For more information view the Setting Up Your Notification Preferences tutorial

4. Start Your Course
- You will be able to access the Student Orientation Module for the course one week prior to the start date. Module 1 will be open on the first day of class.
- To begin your course:
  - o Log in
  - o From the global navigation go to "COURSE"
  - o Choose your course
  - o Click on the blue "START HERE" button
    - ▪ Work through the Student Orientation module and complete the required practice assignments

- ▪ Review the Academic Integrity module and "TAKE the PLEDGE" to the Academic Integrity Agreement

PLEASE NOTE: On the first day of class you will *NOT* be able to launch Module 1 until you complete all the assignments in the *Student Orientation Module* and "*TAKE the PLEDGE*" to the Academic Integrity Agreement.

5. Learning Activities
- Lecture videos
- Check your Understanding quizzes immediately after lecture videos
- Homework assignments, to be scanned and submitted online (will be graded pass/fail based on completeness)
- Quizzes, also to be scanned and submitted online (will be graded in detail by the GSI's)
- Discussion forums, where students and GSIs can discuss questions in writing
- Office hours using voice and whiteboard software
- Final exam

6. Students with Disabilities
If you are requiring course accommodations due to a physical, emotional, or learning disability contact the UC Berkeley's Disabled Students' Program (DSP), http://dsp.berkeley.edu/services.html. The DSP will review all requests on an individual basis.
1. Have your Disabled Student Program Specialist send the instructor a formal request **BEFORE** the first day of class by email
2. In addition, notify the instructor through course email and your Online Learning Support Specialist via email
   a. Online Learning Support Specialist
      i. Tracie Allen Littlejohn, email: twgallen@berkeley.edu

7. Final Exam
- For those who are in Berkeley, your written final exam will be on campus on **Thursday, August 13, 2015 from 9-noon PST** at TBD.
- If you cannot attend the on-campus final exam you must secure a proctor at an approved proctoring site. Find out how to do this by reviewing the Finding a Proctor Tutorial. Fill out the Summer Session Proctor Application. The application must be submitted by **July 17, 2015** or you will be expected to be back on campus for the final.