# UC Berkeley Summer Sessions
# Student Orientation Guide
### UGBA C155/UGIS C151
### Leadership: Purpose, Authority, and Empowerment
### June 8 - August 14, 2020

## Expected Student Workload

The estimated workload for this course is **10-15 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

### Textbooks/Course Materials

- Kim Cameron, *Positive Leadership: Strategies for Extraordinary Performance*
- Otto Kroger and Janet Thuesen, *Type Talk at Work: How The 16 Personality Determine Your Success on the Job*
- Ronald Heifetz, *Leadership without Easy Answers*
- James M. Kouzes, Barry Z. Posner *The Leadership Challenge (5th Edition)*
- Required Learning Instrument: The Student Leadership Practice Inventory (SLPI) is a paid instrument ($25). It has 30 questions for you to assess how you have led in the past, and the same questions are formatted so that others can provide feedback to you. This will be completed at the beginning of the semester.
- All additional course readings and required materials will be provided within the bCourses platform.

### Computer Requirements

- Internet
  - Canvas has been carefully crafted to accommodate low bandwidth environments
  - Minimum of 512kbps
- Operating System
  - Windows 7 and newer
  - Mac OSX 10.6 and newer
  - Linux – chromeOS
- Mobile Operating System Native App Support
  - iOS 7 and newer (versions vary by device)
  - Android 4.2 and newer
- Computer Speed and Processor
  - Use a computer five years old or newer when possible
  - 1 GB of RAM
  - 2 GHz processor
- Screen Size

- A minimum of 800x600 – (Average size of a netbook)
- If you want to use a device with a smaller screen it is recommended to use the Canvas [mobile app](#).
- Screen Readers (only needed for students who are blind, visually impaired or have a learning disability)
  - Macintosh: [VoiceOver](#) (latest version for Safari)
  - PC: [JAWS](#) (latest version for Internet Explorer)
  - PC: [NVDA](#) (latest version for Firefox)
  - There is NO screen reader support for Canvas in Chrome

## Course Log-on

- Classroom – [bcourses.berkeley.edu](#)
  - You will need to authenticate and login with your CalNet ID and passphrase
  - 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)
- [Setting up your notification preferences](#) (you can choose to receive course communication through a personal email account or mobile device)
  - We recommend setting your preference for receiving Announcements to ASAP (via text or email) in case we need to contact you on short notice
- Tech Support
  In your course, click on the "Help" button on the bottom left of the global navigation menu

## Access to Your Course

- You will be able to access the Orientation Module one week prior to the start date
- Read and accept the UC Berkeley Academic Integrity Pledge
- Module 1 will open on the first day of class

**PLEASE NOTE:** You will NOT be able to launch Module 1 until you read and accept the UC Berkeley Academic Integrity Pledge.

## Learning Activities

- Read the assigned readings
- Watch and listen to the lecture presentations
- Read web-based announcements and postings assigned during the course
- Compose and post assigned responses to lectures and readings
- Complete all required assignments and project

## 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)](#).
- Notify the instructor and GSI through course email and inform them which accommodations you would like to use.

## Final Project

- A final project will be completed through the online course

## Have Questions?

- Email [summer_online_support@berkeley.edu](mailto:summer_online_support@berkeley.edu)