

Underneath the “Spring Semester...” banner is the Main NavBar in the D2L or [Course Shell](#) at <https://online.aims.edu/d2l/home/139426>.



Spring Semester 2022 - College Algebra [MA1] (MAT-12...

Course Home Classlist Content Assignments Discussions Grades Resources ▾

Main NavBar entries:

1. Course Home – Takes you back home from wherever you are in the D2L.
2. Classlist – This is how you e-mail me and classmates, until you have [hmills1@online.aims.edu](mailto:hmills1@online.aims.edu) in your address book. To send me an e-mail, in the beginning, click on Classlist and scroll down to “Mills, Steve.”
3. Content – This is where everything’s laid out for you.
  - a. Course Information – This is where I house the Syllabus, Schedule, and Getting Started resources, as well as some self-serving remarks about myself and other
  - b. Homework – This is a complete listing of the MyLab Homework, with links. I like seeing it all laid out, there, but once you’re registered for the MyLab, you don’t have to go through D2L to get to the MyLab. You can just go directly to the [MyLab Portal](#).
  - c. Tests – This is a complete listing of the MyLab tests. It’s actually kind of nice to see the entire semester laid out. You won’t necessarily be able to see the tests until they’re opened-up during the Open Test Dates listed in the [Course Schedule](#).
4. Assignments – This is where I house your E-Mail Settings and Writing Projects assignments.
5. Discussions – I really don’t like messing with Discussions. I feel like it’s just one more chore for you, and you already have plenty of chores: Homework, Tests and Writing Projects. If you want some kind of discussion opened-up, to get acquainted with classmates and/or arrange study groups, I will be happy to do that. I just don’t want to add any unnecessary requirements to your work load, which is already heavy enough!

**MyMathLab or MyLab** is where you’ll do all your Homework and Tests. I suggest that as soon as you get registered for the MyLab, go *straight* to the Homework from the Main Menu bar on the left of the screen and work **0.1 – Orientation**, skip Chapter P, and start the Chapter 1 homework, with **1.1 – Linear, Rational, and Absolute-Value Equations**.

If you get stuck on an exercise, there’s the “Get more help” button at the lower left of your screen, which is shown on the right. I clicked on that button to show all the help options built into the MyLab:

- Help me solve this – It will walk you through your exercise, and generate a *new version* of the exercise, for *you* to work.
- View an example – It will walk you through a *similar* problem and let you finish the one you started.
- Textbook – Opens up the free eBook to the relevant part of the book. I think VitalSource’s eBook is better and an old, used copy of the actual book is probably the best.
- Calculator – Opens up a calculator that can do what’s needed for that exercise.
- Ask my instructor – Sends me an e-mail that tells me what exercise you’re stuck on, and whatever note you write to me regarding that exercise. **This feature is why I want you to change your e-mail settings on MyLab to your “online.aims.edu” address. I think the default is your “aims.edu” address. This will help me keep things organized in D2L.**

The screenshot shows a blue header bar with the text "Homework: 1.1 - Linear, Rational, and Absolute Value Equatio" and "Question 2, 1.1.9". Below the header, the problem text reads: "Determine whether 3 is a solution of the equation  $9x + 5 = 30$ ." A white help menu is open, listing options: "Help me solve this", "View an example", "Textbook", "Calculator", and "Ask my instructor". At the bottom of the menu is a button labeled "Get more help ▾".

**Tests** are administered through the MyLab. Works the same way as the homework, with a time control and other restrictions.

**Writing Projects** are 4 written (offline) assignments corresponding to each of the first 4 tests. You will access these and upload these using the Assignments drop-box in D2L. I will grade them by hand and enter your score into the Gradebook on the MyLab, which I'm using to manage all the grades.

**Adjust E-Mail Settings (on D2L)** is so we can have actual conversations in e-mail on D2L. If you don't include previous message in replies, I probably won't remember what we were talking about.\*

\*If possible, I *also* want you to edit your e-mail preference on MyLab to your online.aims.edu address. I'm not sure it will allow you to do that. Maybe I'll get some help from an Early Bird!

This document to accompany [Orientation Video for Online College Algebra, Spring, 2022](#). This link will be active after 6 p.m., Sunday, January 16<sup>th</sup>.

Write much. Think little. Be smarter than the average bear!

Establish work routines and stick with them!

To the extent possible, work ahead, and build some slack into your schedule, in case of emergencies. I'm very accommodating to students who wish to work ahead, and this course is well-designed for such accommodations.

