

## Welcome to Psychology 60: Stress Management Online at LAVC!

The information below is provided to answer your questions about this online class at LAVC and to help you prepare *before* the start of the semester.

**Course Description:** Examines how stress influences our lives. Course topics include stress reduction, relaxation techniques, time management, stress management, psycho-physiological factors, the roles of health, exercise and nutrition, and occupational, personal, and age-related stress issues.

**What are the prerequisites for this class?** None at this time.

**Do we have any in-person class meetings on campus?**

No, this class is 100% online using Etudes, an online class management system.

**How often do I need to login to class to pass the class?**

Like a face-to-face class you need to attend class for at least 3 hours a week, and spend 3-6 additional hours studying and working on assignments. Frequent login each week is necessary for your success in this class.

**What are some of the requirements and expectations for this course?**

This class includes weekly *interactive* online discussions (about 15 total) that have a tiered grading system whereby you need to post within the first few days to have the potential to earn the maximum number of points. There are also 4 assignments, 4-5 quizzes, and a final exam. Grading is based strictly on points earned throughout the semester. The detailed syllabus will be available once the class site opens.

The expectation for this class is that you complete your work on time. Per departmental policy, there are no make-ups, late assignments, extensions, or re-dos in this class for any reasons, including “technical issues”.

To participate in the weekly interactive and engaging discussions you will need a class photo of you and only you. See my photo at the bottom of this letter as an example. Start looking for a photo you like, or take a new photo of you, and only you, for class!

**What textbook do I need?**

The required textbook is a custom book on stress management available only from the LAVC Bookstore. This semester there are two purchase options for the Stress Management custom textbook available only from the LAVC Bookstore:

Option 1 – custom book with *grass and sky* on cover – on sale at the LAVC bookstore, this is a less expensive book, but the bookstore will not rent this book, nor will they buy it back.

Option 2 – custom book with *white cover with rocks* on front. This book is more expensive than option 1. You may rent or purchase the book from the LAVC bookstore. If you purchase this book, the bookstore will buy it back at the end of the semester.

Note: As the instructor my name is on the front cover of the book, but I did not write any portion of the book; the book name tag is there to help you verify that you are purchasing the correct book for this class.

The textbook will be used often in this class. Quizzes are based heavily on the textbook readings and the material discussed and presented online. **You will need the book by the start of the semester.**

### **Can I use any web browser with Etudes?**

No, only Firefox and Internet Explorer are fully functional with Etudes. Firefox is the preferred browser for Etudes.

### **Will Etudes work with an iphone or ipad?**

Etudes is not fully functional with Safari, but there will be an iphone app available by Spring that will work with Etudes. The ipad app will not be available for another year.

### **How do I login to class?**

Below are the steps to complete prior to logging in to class:

Step 1: To download the required version of Internet Explorer and/or Firefox, please visit <https://myetudes.org/> and click on the “login” link, then click on the “system requirements” link.

Step 2: Visit the LAVC Virtual Valley website at: <http://www.lavc.edu/virtualvalley/index.html> Read the “online tutorials,” the “FAQ’s,” “student resources,” “how to login” and the “help” areas. Please take the time to familiarize yourself with the LAVC Virtual Valley site and all the valuable resources available to you.

Step 3: After reading the items in step 2, please also bookmark the Etudes site at: <https://myetudes.org/>

\*Your Etudes login ID is *different* from your LAVC login information, so please follow the login instructions carefully on the LAVC Virtual Valley site.

Once you login to Etudes, you will see a tab for “my workspace” where you can enter or verify your email address. **The class site will open the evening before the first day of classes.**

### **Can I use a Mac?**

Yes, however, you need to use *only Firefox or Internet Explorer* as your web browser. Do not use Safari, or you will encounter problems. See the information above for the links to download the required web browser(s).

### **Do I need an email address?**

Yes, in order to receive important class announcements with reminders about upcoming due dates, you need to have your current email address listed with the LAVC Admissions and Records office. To check the email address you have listed with the college, go to the online student registration system –go to [www.lavc.edu](http://www.lavc.edu) and click on the “register for classes” link to login to the student system and view your email address.

Once you login to Etudes you can also change or verify your email address again in the “my workspace” area.

### **What if need HELP, cannot login, or I have technical issues?**

We have lots of help for you!

Please visit the Virtual Valley “Help” page at <http://www.lavc.edu/virtualvalley/> where you can call, email, or walk in to get help. If you are still unable to login, email me immediately at [tromblcm@lavc.edu](mailto:tromblcm@lavc.edu)

**What technical skills do I need for this class?**

The expectation of students who take an online class is that you know how to use a computer, the internet, and a word processing program. See above for the online tutorial on the Virtual Valley website. It is highly recommended that you have a backup computer plan such as a computer at a friend/family's house, a Fedex Office store location (usually open 24 hours), Internet café, public library, the college computer labs, etc.

Technical problems will *not* be accepted as an excuse for missed deadlines or any other issues.

**Is an online class easier than a face-to-face class?**

No, most students who have taken an online class will tell you that most online classes are more difficult than face-to-face classes. You need be self-motivated and self-disciplined to succeed in an online class. There will be a lot of writing involved in an online class. Online classes are not for everyone.

**Will I be dropped if I do not participate in class?**

Yes. If you do not participate in class you are considered a “no show” and will be dropped from the class. Please login to class and participate within the first few days of the start of the semester. If you do not complete the first week's discussion and/or assignment, you will unfortunately be dropped from the class.

**What if I still have questions before the semester begins?**

Hopefully this welcome letter has addressed all your questions; however, if you have additional questions, please send me an email at my email address listed below my photo.

I look forward to seeing you online in the Spring!



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