

Hello and welcome to Chem 103!

This course uses *two sites*: Blackboard (hosted by Fullerton College) for exams, quizzes, discussion boards and LaunchPad (your textbook site) for readings and assignments. Both LaunchPad and Blackboard have assigned simulations. Most of the LaunchPad simulations are click-through. New to the course this semester are Blackboard simulations with accompanying worksheets that require submission. It may sound confusing now, but I do have a brief video to walk you through a typical chapter of work that you can watch on LaunchPad and recommend you watch the video.

This document is a brief introduction to the technical aspects of the course to inform you about how to access the course beginning February 1. Please keep and read the information below. I will make access to Blackboard and LaunchPad available on February 1. The syllabus is already available at <http://staffwww.fullcoll.edu/jchadwick>. Click on Chem 103.

First, logon to Blackboard through [myGateway](#) or <http://www.fullcoll.edu/blackboard>

. This will be available a couple of days prior to the beginning of the course on February 1. Read the syllabus in detail. It is important to access Blackboard because all exams and online quizzes will be located there. However, this course also uses a website portal that accompanies the textbook named LaunchPad for what course assignments. If you purchased the textbook at the bookstore, you will have a registration/access key that accompanies the textbook. If you purchased the textbook elsewhere or plan to use the ebook, you will need to register and purchase a key to LaunchPad because graded assignments and homework are posted there. LaunchPad is used along with the textbook and is located at: <http://www.macmillanhighered.com/launchpad/johl3e/3402730>

If you need additional guidance, consult the student Launchpad [Get Started guide](#), especially the [system requirements](#) which list the recommended browsers. To register for the course go to:

<http://www.macmillanhighered.com/launchpad/johl3e/3402730>

PLEASE bookmark the page to make it easy to return to.

You have three options to enroll in the course: you can purchase direct access, you can buy an access code, or you can get free 21 day access while deciding. [Your registration options are explained here.](#)

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To navigate and start using LaunchPad please consult the [Get Started guide](#) and/or [view this video](#). I will likely send you a link to another video right before classes begin that provide more detail about how to navigate the course.

For technical issues, I am not your primary source. If you have problems registering, purchasing, or logging in, please contact the publisher's Customer Support. You can reach a representative 24 hours a day, 7 days a week: through the [online form](#), by [chat](#), or from 9 a.m. to 3 a.m. EST, 7 days a week by phone at (800) 936-6899.

In LaunchPad, assignments are organized in order and *most* are contained within the chapter. There are links to the ebook in each chapter and can read the text there. You can use a hardcopy of the text if you prefer. Either way, make sure you read the entire assigned chapter as the exams are comprehensive and cover the entire chapter, including the case studies.

I also have a pdf of all end-of-chapter homework assignments on the content page in Blackboard and on my website along with due dates for assignments at <http://staffwww.fullcoll.edu/jchadwick>. Click on Chem 103 and you will find the syllabus, a weekly schedule, and list of end-of-chapter homework assignments there.

Please note:

1. All of the **exams and quizzes associated with this course are taken in Blackboard** and you can access Blackboard through MyGateway (<http://mg.nocccd.edu>) or if the portal is down, you can always access through <http://online.fullcoll.edu>. The content page in Blackboard also contains the syllabus, a weekly schedule to keep you on track, and homework assignment sheet. All end-of-chapter homework problems are submitted in the Homework Drop Box for each chapter in Blackboard. Some of the simulations are click through in LaunchPad. I post solutions to the end-of-chapter homework assignments in Blackboard after they are due.
2. Many assignments for each chapter along with the discussion board and case studies are located in LaunchPad at <http://www.macmillanhighered.com/launchpad/johl3e/3402730>
3. The gradebook in LaunchPad and Blackboard is unwieldy and difficult to use. I will be sending you a link to where you can view your grades after the semester has started and the course enrollment has stabilized. I grade by percentage in several categories, but score all of your assignments by points. I have an example list of the assignments and what they are worth by percentage and points on my website.

If you have any questions regarding the course, the best way to contact me is via email. My email address is jchadwick@fullcoll.edu. My office phone number is (714) 992-7437 and if there is a more immediate need, my cell phone number (you can text me as well) is 714 926-0157.

Looking forward to *seeing* you in class!