

**BA/EC 311 – Quantitative Analysis ONLINE – SUMMER**  
**Birmingham-Southern College**

**Tips for Doing Well in an Online Class**

Students are often under the mistaken impression that an online course will be less time consuming than an in-class version of the same course. It's actually *more* time consuming. This is because it requires you to be much more engaged in your own learning process.

Many students attend class and listen to lectures in order to hear an "oral version of the book." With an online course, you're required to view the PowerPoint presentation for a topic (the PPT slides will be much more detailed than the in-class version) and then follow this up by actually studying the material presented in the slides in order to gain a full understanding.

Online courses do offer the advantage of flexibility – you are able to choose when you prefer to put in your time.

This course will take place entirely online through the BSC Moodle page. All communication with me will be via email. I will reply to all emails within 24 hours.

***PPT slides for each chapter.*** The PPT slides contain the information that you will need to know in order to do well on the exams. You'll find these slides contain much more detail than the slides I had used in class. There are often a number of imbedded videos that elaborate on some of the material.

***Master the homework assignments.*** You may use any resources that you wish to complete the homework assignments. ***You must submit the homework via Moodle or it won't be accepted!*** The homework problems are exactly like the type of problems that you will see again on the exams. Thus, it is important for you to master the homework for each topic. Mastering the homework doesn't just mean completing the assigned problems on time with a good grade. Mastering the homework means that you fully understand how to solve the type of problems that are illustrated by the homework examples.

**LockDown Browser.** All exams will be taken using LockDown Browser and RespondusMonitor (see additional attachment). Simply put, these tools monitor potential violations of the BSC Honor Code. ***You will have to take all exams on a computer with a working camera.*** Because using these tools will require that you download and access specialized software, there will be a short (just a few minutes) practice test that should be taken well before the first exam. ***This practice exam won't be graded, but you'll receive 5 bonus points on your first online exam just for completing it!*** The purpose of this practice exam is to give you a sense of what to expect when taking an exam under these conditions.

***If you wait until the last minute to take the practice exam and have technical issues, you won't receive additional time for the "real" exam. Therefore, it's important to take the practice exam early so that any technical issues can be addressed in time to complete your first online exam on time.***