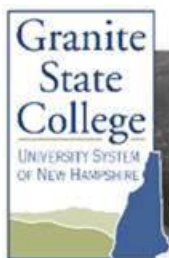


**From:** Chaffee, Reta  
**Sent:** Sunday, December 03, 2017 8:55 AM  
**To:** 'nmpirog75@yahoo.com' <nmpirog75@yahoo.com>  
**Subject:** GSC WN18 Update: Course NOW AVAILABLE for review



## WINTER 2018 Moodle Course (OL/HY/BL)

CCO Public Domain

### WINTER 2018 Course Updates Online 12/3/17

Dear Nicole,

We wanted to let you know that your winter term course, SCI541.1OL-WN18-12WK, has been updated with the content from the following course:

SCI541-OL-12WK-Master

We will be starting the final course review of all winter term courses next week so it will be important that you log into your course as soon as possible to confirm that the course has copied as you wish. In addition you will need to update your syllabus and any assignment due dates. Should you find anything that needs additional support, please submit an [IT Help Request](#). (Choose "Moodle: Instructional Design Support" from the drop-down menu under "How can we help you?")

#### PREPARE FOR THE START OF THE TERM

Term begins Monday, January 8<sup>th</sup>, 2018

[Moodle Log In](#)

#### COURSE REVIEW & UPDATE

**Due: Sunday, December 10, 2017**

Review and update the content of your course before Sunday, December 10, 2017 prior to the Course Readiness Review week (12/11 – 12/15/17).

- **Quick tips for copied courses:** See [time-saving tips](#)
- **Course readiness:** Plan before your course begins with [this documentation and upcoming term dates](#) in the Faculty Center.
- **Last day of Courses is Friday.** The last module should reflect the actual course end date of Friday rather than Sunday. We will be updating this manually in all courses over the next week if you haven't already done so.

Please don't hesitate to reach out if you need assistance or have questions.

Sincerely,

Reta Chaffee  
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