Welcome!
CSC 105 is the gateway course to computing. Although we assume some prior computer experience (using the internet, MSWord, Adobe Reader, etc.), no prior experience is required. This is the introductory course.

Textbook & Materials
The required text is Exploring Microsoft Office 2013 Volume 1 by Dr. Robert Grauer, et. al.
ISBN-10: 0133142671

Software requirements:
Office 365 - Click here to install Office 365.

Technology Requirements
The University of South Dakota has established minimum technology requirements for participation in online courses. These are outlined under the “Technology Support and Requirements” section in the Online Student Handbook document in the Getting Started widget on the course homepage.

General Course Schedule
The South Dakota Board of Regents defines a credit hour as constituting one hour of classroom or direct faculty instruction, and two hours of out of class student work.

IMPORTANT NOTE: This is not a self-paced or correspondence course. There is a specific schedule for course requirements. You are expected to complete assignments and take quizzes and tests when they are scheduled.

A detailed course schedule may be found in the course Syllabus. There will be approximately 4 homework assignments, 4 quizzes, one midterm and one final term during the semester. The exams must be taken using the LockDown Browser. These will NOT be proctored; however, you are not allowed to use any materials while taking the exam.
**General Course Requirements and Expectations**

First you should carefully read the Continuing Education Online Orientation. There is a lot of really important information in this document and it will probably answer many of your questions about this online course.

Then, on the first day of the course you should access the course using Desire2Learn (D2L). D2L is a web based program that allows for management of college courses. It handles grades, taking quizzes and exams, turning in assignments and other useful things. To get to D2L you simply go to the following site: https://d2l.sdbor.edu. You will need to login again using your D2L login and password which are NOT your regular USD email ID and password. If you are new to D2L you need to get set up by clicking on the “I’m new to D2L” link below the login button. That takes you to a page with pretty clear instructions on how to get your D2L user ID and password.

When you have logged in to D2L you should see the course listing on your D2L home page. Click on the course and you will be taken to the CSC 105 D2L homepage. In the upper left of this page is the “USD Getting Started” window where you will find "Click Here First" -- do it!

**Contacting Me**

My contact information is listed at the top of this document. Do not use the email contact in D2L. The best way to contact me is via suneel.bandarupalli@coyotes.usd.edu. I will do my utmost to respond to your requests within twenty-four (24) hours during the weekdays, or forty-eight (48) hours on the weekends and holidays. Note: please do not use the pager tool to contact me.