Welcome to History of World Art II! You are enrolled in ARTH 212, History of World Art II, which is brought to you by the University of South Dakota and the Electronic University Consortium of South Dakota.

My name is Carol Cook Geu (pronounced “gooey”). I am an instructor of art in the Art Department at The University of South Dakota. I was born and raised in southeast Nebraska. I received a Bachelor of Fine Arts degree from The University of Nebraska-Lincoln with majors in painting and art history and a minor in business administration. I received a Master of Fine Arts degree in painting (the highest academic degree awarded in performance and studio arts) from The University of South Dakota. I continue to be a student of art history, art criticism, and philosophy. During my teaching career I have taught History of World Art, Art Appreciation, American Art History, Introduction to the Fine Arts, Elements and Principles of Design, Issues in Contemporary Art, and Humanities through the Arts. I also offer Art Appreciation, Introduction to the Fine Arts, Art Education: K-8 Art Methods, Native American Art History, History of World Art I and II, History of Women’s Art, 20th Century Art History, and American Art History as correspondence courses through Continuing Education.

Before moving to South Dakota I worked as a Graphic Designer for newspapers, advertising agencies, and educational institutions in Nebraska, Wisconsin, and Washington, D.C. I also had the pleasure of serving as an intern for the curator of works on paper at the Corcoran Art Gallery in Washington, D.C. In my free time I enjoy reading, gardening, and spending time with my family.

The primary advantage in taking a course online is convenience. You don’t have to travel to campus and can basically work on your own schedule. The major disadvantage is loss of face-to-face interaction, which makes it harder for us to connect with each other. Other disadvantages are that you have fewer opportunities to discuss course content with your classmates and it is easy to “let things slide” since you aren’t accountable as often. My challenge has been to design a course that balances your preference to work independently and our need to form a learning community that allows you to stay on task and learn the content of the course.

To get started in the course, you need to access the course in Desire2Learn (D2L). This can be done via the USD student portal, http://my.usd.edu or directly via https://d2l.sdbor.edu The course should be listed under “My Courses.” Note: You will be able to access the course one month before its official start date. The Course Homepage will coordinate your work in this course. You should immediately read the Syllabus, Course Description, and Course Introduction. When you finish reading these documents you will have a clear picture of how to operate in the course. You may want to print these documents and keep them handy.

You should familiarize yourself with the various tools that will be used during the course:
**Content:** where course materials are located  
**Assessments:** where you will access your Grades and Quizzes (exams).  
**Communications:** where you access the weekly Discussions  
**Resources:** where you will find the Classlist (which you can use to contact me via D2L email)  
**Course Mail:** located at the very top right side of the course page in the gray bar. Course Mail will be used by me for all official course correspondence. When you have unread Course Mail, a red badge will appear on the email icon.

For information about the university’s technical, academic, and student support services, as well as how to take advantage of these services, please refer to the Online Student Handbook at [http://www.usd.edu/~media/files/usd-online/online-orientation-guide.ashx](http://www.usd.edu/~media/files/usd-online/online-orientation-guide.ashx). This document also contains important information pertaining to minimum technology requirements, registration information, and other university services and policies.

You should also complete the Online Learning Readiness Check from Continuing Education found at [https://www.psychdata.com/s.asp?SID=146780&source=ecl](https://www.psychdata.com/s.asp?SID=146780&source=ecl). If you have technology questions and/or problems you should go to [http://www.usd.edu/technology/](http://www.usd.edu/technology/). There you will find links to FAQs and email and telephone contact information so that your questions/problems can be resolved as soon as possible. It is your responsibility to resolve any issues with access to the course so that you can begin to participate in the course on the first day of the semester.

I will have “Virtual Office Hours” on Mondays and Wednesdays from 9:00 a.m. to 10:00 a.m. I understand that you will have questions at times other than these but in order to keep my professional life in order I must have a designated time to concentrate on answering your questions. I will not be checking into the Desire2Learn (D2L) course and responding to you on a daily basis. That may seem difficult to you because the immediacy of the Internet makes all of us expect immediate turn-around times. All emails will be responded to within 48 hours Monday through Friday.

Students are required to start posting to the discussion questions, including introducing themselves in the Atelier, within the first week of the course. This is the only way that I can determine if you are “attending” class or not. **Any student who has not posted to the discussion question at least once by Monday, January 14, 2019 at 5:00 p.m. will be dropped from the course by the instructor.**

You will not be permitted to use books, notes, or other materials for these examinations. Exams must be taken in the presence of an approved proctor.

**Students taking any on campus classes and/or living in Vermillion or the surrounding area:**

**Students living in the Vermillion area must take their exams at the USD Testing Center. Please visit [http://www.registerblast.com/USD/Exam](http://www.registerblast.com/USD/Exam) to schedule your appointment.**

**Exceptions:** Dual credits students currently enrolled in high school should test through their dual credit program’s designated proctor.
Students taking their exams with USD Disability Services:
Do not need to turn in a proctor form, but must email the Testing Center to let us know they are testing at the Disabilities Services office.

Students testing at a BOR Testing Center:
- University Center Sioux Falls Testing Center - testingcenter@sduniversitycenter.org
- Capitol University Center Testing Center - SDSU.CUC@sdstate.edu
- Black Hill State University Center Rapid City - BHRCTestingCenter@bhsu.edu
- Black Hills State University Center Spearfish - Jennifer.Lucero@bhsu.edu
- SDSU Testing Center - sdsu.testing@sdstate.edu
- DSU Testing Center - proctor@dsu.edu

If testing at a BOR Testing Center, please fill out and sign the top portion of the proctor form and return it to the site that will be administering the exams!

Students must email the USD Vermillion Testing Center to let us know at which center they will be testing with.

Students testing anywhere else:
Must turn in a proctor form by Monday, January 14, 2019.

We encourage students to list multiple classes on one proctor form. However, if a student has multiple proctors they must fill out one form for each proctor. Approvable proctors can be a professional testing center, librarian, full time instructor at a university or college, superintendent, principal, assistant principal, full time high school teacher, high school guidance counselors, or full time member of the clergy. For students in the armed forces, education officers or an officer of a higher rank are also permissible.

We will not approve HR representatives or secretaries. We also will not approve any family, friends, coworkers, employees, social media acquaintances, or anyone else that has a workplace or personal relationship with the student, as this is a conflict of interest. All our policies can be found on our website at http://www.usd.edu/usd-online/testing-center/.

The proctor form can be found on the left side of the course home page or under Content in D2L. Fill out this form and send it to Continuing Education at the address provided. Students are required to submit their proctor form by Monday, January 14, 2019. New proctor forms must be submitted each semester. If the proctor form is not returned by Monday, January 14, 2019 the student will not be able to take the required exams.

For this course we will be using digital course materials through Pearson’s REVEL platform. REVEL is a required component for this course. The REVEL course materials will be delivered through our campus’s First Day Access program and you will not need purchase any materials before class starts. You will have access to REVEL on the first day of class through D2L.
Our campus has partnered with the publisher to offer REVEL at a discounted price through the First Day Access program. Your student account will be billed for the discounted price of REVEL after the add/drop date. If you choose to not participate in this offer you will have the option to opt out of the program. If you opt out of the program you will not be eligible for the special discount and you will be responsible for purchasing REVEL on your own through the USD Bookstore.

It is my goal to help you understand the diversity and richness of the history of art from the Renaissance through the Modern period. Of course, it is up to you to get the most out of this learning experience. If you have any questions you may email me through D2L. Good luck in your journey into the world of art!

Carol Cook Geu
The University of South Dakota