

INSTRUCTOR: Dr. Lani Lyman-Henley

email: Lani.Lyman-Henley@TAMUC.edu

Office: STC 237 (McFarland Science Building)

Course Website: at eCollege (enter via MyLeo)

Office Hours: M-F 10-11; appointments as needed

email & Virtual Office (at eCollege) anytime (usual response within 24 hrs.)

*Note on phone calls: Please leave a message with your name, number, and basic reason for calling; my husband and I are both "Dr. Henley," and both get a lot of correspondence on various topics, and I don't answer OR call back mystery numbers.

** Cell phone does text messaging as well (others do not). Again, *please identify yourself*

Cell phone: 972-571-1042 **

Office Phone: 903-886-5372

Home Phone: 972-722-1568*

Dept. FAX: 903-886-5988

REQUIRED TEXTBOOK

Campbell's Biology, 11th Edition, with Mastering Biology; Benjamin Cummings, 2016. ISBN-9780134093413. See **Textbook Options** below for more details.

COURSE MEETING TIME/ PLACE: MWF 11:00-11:50, STC 127

COURSE DESCRIPTION:

BSC 1406 (formerly known as BSC 101) - Introductory Biology I - Four semester hours (3 lec/3 lab).

This course is the first half of the Introductory Biology series. It is designed for the following majors:

Broadfield Biology, Pre-Med, Pre-Allied Health, and Pre-Vet. Topics covered include biological

evolution, biochemistry, cellular and molecular biology, genetics, and microbiology. Note: Students must register for both lecture and lab sections.

COURSE OBJECTIVES:

BSc 1406 Introductory Biology I provides an introduction to the study of biology and is intended for biology, pre-professional, and pre-vet majors. As such, a strong background in biology and chemistry is suggested. This course is designed as the first half of the freshman biology sequence and covers topics including biological evolution, biochemistry, cellular biology, and molecular genetics. With successful completion of this course, students will be able to demonstrate understanding of the above concepts by definition, explanation, and use of these ideas in examinations and laboratory exercises.

CORE LEARNING OUTCOMES:

- In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.
- Students will be able to interpret, test and demonstrate principles revealed in empirical data.
- Students will be able to work together toward a shared purpose relevant to the course or discipline with a sense of shared responsibility for meeting that purpose.
- Students will be able to analyze, evaluate, or solve problems when given a set of circumstances or data.

LABORATORY:

You **must** be enrolled in a BSc1406 laboratory section in order to receive credit for the course. The laboratory will account for **25%** of your final grade. *The laboratory sessions will begin the SECOND week of classes.* You will receive a complete schedule, syllabus, and further instructions from your Lab Instructor at the first meeting. All labs meet in STC 217, and the lab manual will be available for download at eCollege (password is *always biology*). You are responsible for printing the required pages and maintaining a binder which may be checked (for a grade) at any time. If you are unable to attend your

scheduled lab, you MIGHT be able to attend a different section that week, with instructor permission. Correspond directly with the lab instructors- all contact information will be available on the Lab syllabus and at eCollege. See the Schedule of Classes for this semester for available lab meeting times: <http://www.tamuc.edu/schedule/>

TENTATIVE LECTURE SCHEDULE: Spring 2018

Week	Start Date	Topic	Other Notes
1	J 15	Ch. 1: Syllabus and Introduction to the Study of Life	Monday Holiday
2	22	Ch. 2: Chemistry	
3	29	Ch. 3: Water	
4	F 05	Ch. 4: Carbon	
5	12	Ch. 5: Macromolecules	Exam 1 (Ch. 1-5)
6	19	Ch. 6: The Cell	
7	26	Ch. 7 and 8: Cellular Membranes and Metabolism	
8	M 05	Ch. 9: Cellular Respiration	
	12	SPRING BREAK- NO CLASSES	
9	19	Ch. 10: Photosynthesis	
10	26	Ch. 12: Mitosis	Exam 2 (Ch. 6-10)
11	A 02	Ch. 13: Meiosis	
12	09	Ch. 14: Mendel	
13	16	Ch. 17: From a Gene to a Protein	
14	23	Ch. 27 Bacteria	
15	30	Finish up/Review	Exam 3 (Ch. 12-14, 17, 27)
16	M 07	Comprehensive Final Exam	

This schedule is a general outline for your reference and is subject to change. Actual exam dates will be announced a minimum of one week in advance. **Final Exams** are assigned to dates by the University (see <http://www.tamuc.edu/admissions/registrar/academicCalendars/final-exam-schedule.aspx>)

ATTENDANCE:

Attendance is mandatory, and a seating chart will be used for ease of recording attendance. Repeated unexcused absences or disruptive behavior such as talking during lecture or repeated tardiness will negatively affect grades (especially if borderline); similarly good attendance and behavior will be rewarded via attendance/participation credit. Missing 20% or more of lecture (unexcused absences) will result in a grade of F for the course. Note that Labs have similar policies, and failing lab will virtually assure failing the course. **Please note: Cell phones, texting, iPods, emailing, YouTube, playing games, excessive talking and other forms of disruptive behavior are not allowed during class time. Students that are consistently disruptive in class may be dropped from the class without notice.**

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

NOTE THAT *This is a Majors-level course*, and you are expected to allot adequate time to *regularly* studying the material on your own- this material forms the foundation for your advanced classes in the coming terms. You are expected to read all textbook chapters corresponding to topics covered in lecture. It is also strongly recommended that you read the preface of the textbook, with hints on how to best use it. We will not use every chapter of the textbook in lecture, and we may discuss some aspects in more detail than your text goes into- so be sure to keep up with lecture notes too! If you miss a lecture, you are still responsible for that day's material- read the chapter, get notes from someone in class, review the powerpoints (posted at eCollege), and see me for any clarification. If you have difficulty with the material, feel free to see me *as soon as you can* for advice on how best to improve.

EXAMS AND GRADING:

Grades will be computed based on a "10-point scale" such that a total of 90% or higher of possible points will result in a grade of A, between 80% and 89.9% a B, and so on. If your total is lower than 60% of the class points you will fail the class (yes, that's an F). The points are planned to be as follows:

Mastering Biology	100
Exam 1	100
Exam 2	100
Exam 3	100
Comprehensive Final Exam	100
Attendance/Participation	25
Lab grade	<u>175</u>
	700

This means that you must earn at least 630 total points (700 x .9) for an A, 560 (700 x .8) for a B, 490 (700 x .7) for a C, and 420 (700 x .6) for a D in the class. Below 420 points is a Failing grade.

Exams will be announced in class and posted at eCollege at least one week in advance. Regular exams will include questions drawn from lecture notes, handouts, or Mastering Biology assignments. The final exam will be comprehensive. **No exam grades will be dropped.** Any student caught cheating on an exam will receive a zero for that exam. Students are responsible for supplying their own Scantron cards (F 882-E, narrow green, 50 questions per side), and should bring pencils (#2/HB lead) and a *good* eraser. All other items must be left in the front of the classroom. Cell phones **MUST BE SILENT AND STOWED** during exams – failure to comply with this may result in 10 points being deducted from exam grades.

MAKE- UP WORK:

In the case of a missed exam, with presentation of a valid and documented excuse you may arrange for a make-up exam. Such make-ups **MUST** be scheduled with **me** within 7 days of the missed test (if you are not in town, pick up the telephone or have a friend do it), and may be mainly short answer or essay in nature. Lack of such arrangements will result in a score of **0** for that test, and only **ONE** exam may be made up in this fashion. Such make-up exams will be given during finals week **ONLY**. Extreme circumstances will always be taken into consideration- **SEE ME** before you assume anything.

MASTERING BIOLOGY ACCESS:

You are *required* to purchase the **Mastering Biology** online course component and complete all of the homework assignments listed- these exercises will have the same weight in your grade as an exam!

Go to <http://www.masteringbio.com> to enroll in Mastering Biology. Do not check yes for the Virtual Labs. **IMPORTANT:** The course ID# for my section is **BIOLHENLEYSRING2018**, (and the University zipcode is 75428). Once enrolled, you will see a window that shows Recent and Upcoming Assignments (you may need to scroll down). Please note that assignments have due dates – they do not receive credit if turned in late. It is the student's responsibility to keep track of due dates - failure to complete assignments by the due dates will result in a zero for the assignment. You will have an assignment for each chapter covered in lecture, plus a tutorial to get started. Each assignment consists of several activities, multiple-choice questions, and quizzes; your grade will be based upon the total of all of those scores combined (that is, you will have one grade for each assignment). Assignments will remain available for students to use to study for tests, although points cannot be earned after the due date; there are also many excellent resources for studying for exams in the Study Area. There are tutorials for how to use this system- be sure to complete them first to avoid blowing points on navigation errors or misunderstandings. Or ask for help.

TEXTBOOK OPTIONS:

Please note that you will need the **textbook *and* Mastering Biology** for both Introductory Biology I and II. There are many ways to obtain your text and MasteringBiology- here are examples, just be SURE to get the 11th edition textbook ***AND* MasteringBiology!** If you can't get both right away, GET MasteringBiology FIRST! (And do NOT get the virtual lab...). Also do note that you don't NEED both the paper text and ebook- as long as you have at least one of them. This is the newest edition- it is much easier on you in the long run if you get it, and not an older edition of the textbook.

1. University bookstore: <http://www.amcbookstore.com/home.aspx>
2. Pearson (publisher) website (if you are purchasing online, this is the recommended route to assure the CORRECT versions, especially of MB):
<http://www.mypearsonstore.com/bookstore/campbell-biology-plus-masteringbiology-with-etext-access-0134082311>
3. You may also rent the textbook from sites such as Chegg.com, or use other online sources (Amazon.com, etc.) Be SURE you are getting the right edition of the text AND MB!!!!

Important!: In many cases in which you save some money buying a text (online, etc.) you will have to purchase Mastering Biology separately, so be careful you don't end up paying more! If you purchased your textbook new it will contain an access code in a cardboard envelope. If you purchased a used book or you want to use the eText only (online textbook) you will need to purchase the access code online from <http://www.masteringbio.com> , or <http://www.mypearsonstore.com> .

TUTORING:

There are ample free tutors available for many courses on campus, including this one. In fact, extra credit will be awarded to students that have attended approved tutoring sessions. This course has a dedicated tutor(s) through SI:

<http://www.tamuc.edu/CampusLife/CampusServices/AcademicSuccessCenter/tutorInfo/default.aspx>. The tutor (generally someone who did very well in this class in recent semesters) is available for help with homework, lab work, studying for tests, or any questions you may have, and frequently visits lectures. Tutors will also have review sessions prior to each test. In addition you may visit *JAMP Room Biology tutoring* – STC #110; schedule will be posted outside the door. For questions regarding JAMP, please contact Dr. Slovak 903-886-5368 or john.slovak@tamuc.edu.

RESOURCES:

There are a variety of resources at your disposal to aid with your studies in addition to your Mastering Biology account. This lecture is “Web Enhanced”- it has an *eCollege* site that you will be expected to use regularly; you can enter via your MyLeo account, or go directly to **<http://online.tamuc.org>**. There is also a wide variety of study aids available at the text's website, accessible through your MasteringBiology account (click on the **Study Area** tab).

You may also find useful the **Academic Success Center** services, which include tutoring and workshops (including such topics as “Managing Test Anxiety”):

<http://www.tamuc.edu/CampusLife/CampusServices/AcademicSuccessCenter/default.aspx>

Try out these features early, while they have time to help you!

And of course the Academic Calendar, which does include information regarding University holidays, deadlines to add, drop, withdraw, and other such activities, now available at MyLeo as an app. This page also includes the link to each semester's Final Exam schedule (which may also be useful for your other courses): <http://www.tamuc.edu/admissions/registrar/academicCalendars/>

Additionally, you may find the following *Biology websites* useful for reviews and summaries:

- Cells Alive! <http://www.cellsalive.com/>
- The Biology Project <http://www.biology.arizona.edu/>
- Online Biology Book <http://www.emc.maricopa.edu/faculty/farabee/BIOBK/BioBookTOC.html>
- Kimball's Biology Pages <http://users.rcn.com/jkimball.ma.ultranet/BiologyPages/>
- The Tree of Life Project <http://tolweb.org/tree/>

FINAL NOTE:

I make efforts to conserve resources (and cost) in providing materials for class. All materials provided in class are to be found at the eCollege website. I will not provide hard-copy handouts of anything that you can access there- you may print what you need, when you need it; or just download a copy to have handy. Clearly computer access is assumed of all students. If you do not have one of your own (or your online access is limited), there are computer labs available all around campus- Gee Library most notably, and more locally Science building room 210. There are even kiosks for checking out a laptop. You may need to provide your own paper for printing, or pay a charge. Also, places like Staples and OfficeDepot will print materials for a reasonable fee if you bring your flash-drive. Last bit of advice: **Get a Calendar. Learn how to use it.** ☺

OTHER NOTES (INCLUDING OFFICIAL UNIVERSITY STATEMENTS/AKA: THE FINE PRINT)

It is the responsibility of the student to inform me of any problems you may have affecting your performance in class, be it due to professionally diagnosed disability, personal or work-related problems, or anything else that comes up, so that appropriate adjustments can be made.

Students with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services, Texas A&M University-Commerce,
Gee Library, Room 162, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, email**

Rebecca.Tuerk@tamuc.edu (or visit

<http://www.tamuc.edu/CampusLife/CampusServices/studentDisabilityResourcesAndServices/default.aspx>

Regarding student conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook. <http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette <http://www.albion.com/netiquette/corerules.html>

Nondiscrimination Notice

“Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.”

Campus Concealed Carry

“Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf> and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of

handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.”

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

“**Plagiarism** is a criminal activity. You must cite all sources of information. Unreferenced copying of material, whether parts of sentences, whole sentences, paragraphs or entire articles, will result in a score of zero for your essay and can result in further disciplinary action.” Note that this is true throughout the University and we do have plagiarism-detecting software in place. Of special note in an online environment- “cut and paste” from websites without appropriate citation IS plagiarism, yet putting everything in quotation marks is not an acceptable alternative. You must learn to construct your own sentences with information you find (and changing a couple of words in a sentence or reordering sentences in a paragraph are not enough). If you have any questions about what is considered plagiarism or wish advice on avoiding it, please contact your instructor.

EARLY INTERVENTION FOR FIRST YEAR STUDENTS:

Early intervention for freshmen is designed to communicate the University’s interest in their success and a willingness to participate fully to help students accomplish their academic objectives. The university through faculty advisors and mentors will assist students who may be experiencing difficulty to focus on improvement and course completion. This process will allow students to be knowledgeable about their academic progress early in the semester and will provide faculty and staff with useful data for assisting students and enhancing retention. Grade reports will be mailed by the end of the sixth week of the semester.

TECHNOLOGY REQUIREMENTS

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.
- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - 512 MB of RAM, 1 GB or more preferred
 - Broadband connection required courses are heavily video intensive
 - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
 - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)
- Current anti-virus software must be installed and kept up to date.
- Run a browser check through the Pearson LearningStudio Technical Requirements website. [Browser Check http://help.college.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browset](http://help.college.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browset)

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
 - [Adobe Flash Player](https://get.adobe.com/flashplayer/) (version 17 or later) <https://get.adobe.com/flashplayer/>
 - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
 - [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.
- For additional information about system requirements, please see: [System Requirements for LearningStudio](https://secure.ecollege.com/tamuc/index.learn?action=technical) <https://secure.ecollege.com/tamuc/index.learn?action=technical>

ACCESS AND NAVIGATION

Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to [myLeo](#) and from the top menu ribbon select eCollege. Then on the upper left side of the screen click on the My Courses tab. <http://www.tamuc.edu/myleo.aspx>

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: It is strongly recommended you perform a “Browser Test” prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

Pearson LearningStudio Student Technical Support

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit [Pearson 24/7 Customer Support Site](http://247support.custhelp.com/) <http://247support.custhelp.com/>

The student help desk may be reached in the following ways:

- **Chat Support:** Click on *'Live Support'* on the tool bar within your course to chat with a Pearson LearningStudio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

Accessing Help from within Your Course: Click on the *'Tech Support'* icon on the upper left side of the screen inside the course. Then you will be able to get assistance via online chat or by phone.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

Policy for Reporting Problems with Pearson LearningStudio

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.
2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.
4. I will call the helpdesk to confirm your problem and follow up with you

PLEASE NOTE: Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk. Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.

You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu). <https://leo.tamuc.edu>

Learner Support

The [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/) was created to serve you by providing as many resources as possible in one location. <http://www.tamuc.edu/admissions/onestopshop/>

The [Academic Success Center](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/) provides academic resources to help you achieve academic success. <http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/>

FREE Mobile APPS

The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device. Due to the smaller screen size course content is not presented.

The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

	App Title:	iPhone – Pearson LearningStudio Courses for iPhone Android – LearningStudio Courses - Phone
	Operating System:	iPhone - OS 6 and above Android – Jelly Bean, Kitkat, and Lollipop OS
	iPhone App URL:	https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8
	Android App URL:	https://play.google.com/store/apps/details?id=com.pearson.lsphone

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

- View titles/code/Instructor of all Courses enrolled in online
- View and respond to all discussions in individual Courses
- View Instructor Announcements in individual Courses
- View Graded items, Grades and comments in individual Courses
- Grade to Date
- View Events (assignments) and Calendar in individual Courses

- View Activity Feed for all courses
- View course filters on activities
- View link to Privacy Policy
- Ability to Sign out
- Send Feedback

LearningStudio Notifications

Students can be alerted to course activities via text on their mobile phones or up to two email addresses.

Based on their preferences, students can automatically receive a push notification with every new: course announcement, threaded discussion post, grade, and/or assignment without having to login to the course. Enrolled students will automatically receive email notifications for announcements and can opt out of this feature. To receive text notifications, students must opt in.

To begin setting up notifications, go into your course in LearningStudio and click on the bell-shaped Notifications icon on the main menu ribbon.

By default the student's university email address will appear. This cannot be changed in LearningStudio. Additional email addresses may be added by clicking the Add button. After all of the other selections are completed be sure to click the Save and Finish button.