Welcome to Psychology 60: Stress Management at LAVC

The information below is provided to answer your questions and to help you prepare before the start of the semester.

Course Description: Examines how stress influences our lives. Course topics include stress reduction, relaxation techniques, time management, stress management, psycho-physiological factors, the roles of health, exercise and nutrition, and occupational, personal, and age-related stress issues.

Do we have any in-person class meetings on campus? No, this class is 100% online using Etudes, an online class management system.

How often do I need to login to class to pass the class? Like a face-to-face class expect to spend 9 hours a week working on class work (assignments, participation, reading, tests, and attendance). The educational code requires that online classes have the same contact hours as face-to-face classes; frequent login each week is necessary for your success in this class.

What are some of the requirements and expectations for this course? Online learning has both challenges and rewards. While you can come to class anytime you want 24/7, you will need to stay on top of your work and turn work in on time.

This class includes weekly interactive online discussions (about 15 total) that have a tiered grading system whereby you need to post within the first few days to have the potential to earn the maximum number of points. There are also 4 assignments, 4 quizzes, and a final exam. Grading is based strictly on points earned throughout the semester. The detailed syllabus will be available once the class site opens on the first day of classes.

The expectation for this class is that you complete your work on time. Per departmental policy, there are no make-ups. Late work is not accepted for any reason, including “technical problems.”

To participate in the weekly interactive and engaging discussions you will need a class photo of you and only you. Check out my photo at the bottom of this letter as an example. Start looking for a photo you like, or take a new close up photo of you, and only you, for class!

What textbook do I need for this class? The required textbook is a custom book available only from the LAVC Bookstore:

There are two options for the Stress Management custom textbook which may be purchased from the LAVC Bookstore:

Option 1 – custom book with white cover with rocks on front. You may purchase the book from the LAVC bookstore. This textbook is available from the LAVC Bookstore or the LAVC Bookstore online (shipped to your address).

OR

Option 2 - you may purchase the custom ebook (electronic textbook) at: https://create.mcgraw-hill.com/shop/#/catalog/details/?isbn=9781121414457

The textbook will be used often in this class. Quizzes are based heavily on the textbook readings and the material discussed and presented online. You will need the book by the start of the semester.

Can I use any web browser with Etudes?
No, only Firefox and Internet Explorer are fully functional with Etudes. Firefox is the preferred browser for Etudes. Do not use Chrome or Safari with Etudes.

**Will Etudes work with an iphone or ipad?**
Yes, with the free Etudes in-touch app which can help you check in with class; however, the app will not work for taking tests and some other Etudes functions. Please also note that Etudes is not fully functional with Safari, so you will need an actual computer with Firefox or Internet Explorer installed to be successful in this class.

**How do I login to class?**
Below are the steps to complete prior to logging in to class:

1. To download the required version of Firefox or Internet Explorer, please visit [https://myetudes.org/](https://myetudes.org/) and click on the “login” link, then click on the “system requirements” link.
2. Visit the LAVC Virtual Valley website at: [http://www.lavc.edu/virtualvalley/index.html](http://www.lavc.edu/virtualvalley/index.html)
   - Read the “online tutorials,” the “FAQ’s,” “student resources,” “how to login” and the “help” areas. Please take the time to familiarize yourself with the LAVC Virtual Valley site and all the valuable resources available to you.
3. After reading the items in step 2, please also bookmark the Etudes site at: [https://myetudes.org/](https://myetudes.org/)
   - Your Etudes login ID is different from your LAVC login information, so please follow the login instructions carefully on the LAVC Virtual Valley site.

Once you login to Etudes, you will see a tab for “my workspace” where you can enter or verify your email address. The class site will open the evening before the first day of classes.

**Can I use a Mac?**
Yes, however, you need to use only Firefox or Internet Explorer as your web browser. Do not use Safari, or you will encounter problems with formatting and other issues which will impair your success in this class.

**Do I need an email address?**
Yes. Important class announcements are sent to your email and posted on the class site. Announcements contain upcoming due dates, reminders, information in the quizzes, and other valuable information. To check the email address you have listed with the college, go to the online student registration system –go to [www.lavc.edu](http://www.lavc.edu) and click on the “register for classes” link to login to the student system and view your email address.

Once you login to Etudes you can also change or verify your email address again in the “my workspace” area.

**What if need HELP, cannot login, or I have technical issues?**
We have lots of help for you! The LAVC Virtual Valley website has information and documents to help you be successful in your online class. You can also contact the LAVC Virtual Valley Help Desk for technical or login issues. The Etudes class site also has helpful documents. And, once you login to class you can ask questions if you need further help.

Please visit the Virtual Valley “Help” page at [http://www.lavc.edu/virtualvalley/](http://www.lavc.edu/virtualvalley/) where you can call, email, or walk in to get help.

If you are unable to login to the Etudes class site on the first day of classes, please contact the LAVC help desk immediately and send me an email at tromblcm@lavc.edu
What technical skills do I need for this class?
The expectation is that you know how to use a computer, the internet, and a word processing program. It is highly recommended that you have a backup computer plan such as a computer at a friend/family’s house, a Fedex Office store location (usually open 24 hours), Internet café, public library, the college computer labs, etc.

Technical problems are not a valid reason for missed deadlines or any other issues.

Is an online class easier than a face-to-face class?
No, most students who have taken an online class will tell you that most online classes are more difficult than face-to-face classes. You need to be self-motivated and self-disciplined to succeed in an online class. There will be a lot of reading and writing involved in an online class. Online classes are not for everyone. Take the online tutorial on the Virtual Valley website to see if online classes are for you (link is above).

Will I be dropped if I do not participate in class?
Yes. If you do not participate in class you are considered a “no show” and will be dropped from the class. Please login to class and participate within the first few days of the start of the semester. If you do not complete the first week’s discussion and/or assignment, you will unfortunately be dropped from the class.

What if I still have questions before the semester begins?
Hopefully this welcome letter has addressed all your questions; however, if you have additional questions, please send me an email at my email address listed below my photo.

I look forward to seeing you online in the spring! The class site officially opens on Monday, February 4th.

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