

Hello Students,

Welcome back message March 23 2020 9 AM for all of my classes.

The College has closed the school to onground classes until further notice. I have made a plan for you to still learn and to get a good grade. We will just have to use the Internet instead of the classroom.

I will deliver needed info by PDFs to <http://easiestlanguage.info/it.html> either click this link or go to that website then scroll down to the bottom and click on Important Technology

You will have to use your home computer or a friend's to complete the myitlab assignments as the Macomb Community College Library lab is now also closed. If you need a computer there are new ones at Micro Center or great prices on used ones at the recycling place on Ryan just south of 10 Mile road. This guy is open on Saturday afternoons and sometimes in evenings by appointment. Owner is Ron 248 613 1419

The first day handout has list of what is required which is basically all Capstone assignments plus at least 3 simulations each in Word, Excel, Access and PowerPoint plus Word exam, Excel exam and Access exam. I will be looking at your scores on myitlab grades. So get this stuff done early don't wait until the last week as you may run out of time. We already have done the other assignments.

The college is requiring me to hold a class meeting every class using Zoom which is a meeting app. I am attaching instructions in a document "Using Zoom.docx" with this email. You also will need to go to **Zoom.us** and download the Zoom app. You will also need to create an account please use a name similar to your name so I can recognize you. We will attempt a Zoom meeting one hour into each class. If you can, please attend this electronic meeting. You do not need to use a camera if you do not want to and you may use your phone if you wish. Since this is all new to both you and me it may take a few tries to get it working well. But what is good about this is that this is the way business may be conducted in many work places and here at Macomb Community College in the future so best to learn how to use it. If you have great difficulty email me at profwa@gmail.com