

EXAMPLE ONLY

Welcome to ENG 111 for Fall 2021!

Hello, everyone,

I'm Dr. Kris W, and I am writing to welcome you to your Fall 2021 section of ENG-111: Writing and Inquiry. In this course, we'll practice both key skills for college and professional writing and a writing process that you can use to tackle important writing projects beyond ENG-111.

While learning and practicing with college writing and reading will be the focus of most assignments, the broader goal of the course is for you to grow as a writer and develop foundational critical thinking, analytical reading, and time management skills you'll need in college and in your future careers.

Along the way, you'll also get reinforcement in using a strong writing process, breaking writing down into a set of manageable steps. To help you on your journey, I'll provide feedback on smaller assignments ahead of the full papers due at the end of each unit in the course.

NAVIGATING THE COURSE SAKAI SITE

There is plenty more to see in the course Sakai site, which we will use extensively throughout this semester. Please view the Sakai Navigation video linked below to get a sense of how to get around in the course website:

- *Link to Dr. K's Sakai Site Navigation Video*

Note that course assignments in Sakai will not be available until the beginning of the semester on August 16, 2021.

COURSE SYLLABUS AND OTHER RESOURCES

I have also attached the course syllabus to this e-mail, as well as some handouts with useful resources for the semester. Please look these over as well so you can get a good picture of the course.

QUESTIONS ABOUT THE COURSE

Please feel free to e-mail me with any other questions about the course as we go forward, I can be reached via e-mail at youremail@durhamtech.edu from your ConnectMail account. I will also have regular office hours both on campus and online starting next week.

Please use any of these methods to get in touch and ask questions, or to see if we can schedule an online meeting time outside of the scheduled virtual office hours.

I look forward to working with you as we explore college reading, writing, and research this semester!

Best,
Dr. Kris W

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