

Welcome to math 99 online!

September 10, 2011

This letter will provide you with some important information for planning purposes. The syllabus, schedule and more detailed information will be available in the Angel classroom on or before the first class day. Please mark the important dates on the schedule for the two on-campus proctored exams. That is the mid-term and the final exam.

Please purchase the Hawkes software required for Intermediate Algebra. The text book is optional, if you think you need one. The name of the book if you need it is: Intermediate Algebra 6<sup>th</sup> edition by D. Franklin Wright. Hawkes Publishing. If you have any doubt about staying in this class, please do not remove the shrink wrap around the software or book. The book store will not return or exchange any opened packages.

It is important that you log onto the Angel classroom on or before the first class day and orient yourself to the classroom. Click on this link below and watch the video before installing the software and before coming to the orientation.

[downloads.hawkeslearning.com/downloads/other/StudentTraining.exe](http://downloads.hawkeslearning.com/downloads/other/StudentTraining.exe)

Install the HAWKES LS by following instructions below and more detailed instructions in the classroom. The HLS Course ID needed is: **SPOKANEIMA** I am looking forward to working with you and help guide you on the way to success.

If you have any questions or concerns, please send me an email:

[knemri@scc.spokane.edu](mailto:knemri@scc.spokane.edu)

I am looking forward to get to know you through Angel!

Sincerely,

Kamilia Nemri, Mathematics Instructor

Please scroll down for more instructions.....

# Quick Start Guide

## Hawkes Learning System

### #1 Purchase Supplies (**Choose Only 1** of the 3 options below):

1. **Software only from SCC bookstore.**  
Software ONLY  
ISBN: 978-0-918091-40-6

or

2. **Purchase Access Code and download software direct from Hawkes website:**  
<http://www.hawkeslearning.com>

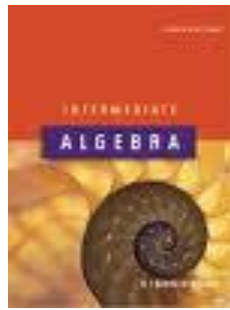
or

3. **OPTIONAL:** Most of my former students did not use the textbook since it is part of the Hawkes LS software, however, if you would like to have the text book, you have **one** of the following choices:

- 1) Purchase the bundle including the text packaged with the software listed in #1 above. ISBN for the bundle is: 978-1-932628-48-7.
- 2) If you chose options 1 or 2 above and decided to purchase the book separately, the ISBN for the text alone is: 978-1-932628-43-2

- **USB drive to save your access code**
- **Headphones if you will work in the computer lab**

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**Call 1-800-426-9538 for any questions about the software, installation and use.**

### #2 Install or Download Software

Enter your course ID:

- **SPOKANEIMA**

### #3 Get Access Code (2 options):

- Click on “I need an access code” link from Hawkes software
- Go to Hawkes website: <http://www.hawkeslearning.com> and click on “get your access code”
- Save your access code on a USB drive.

<p><b>#4 Enroll in Section</b></p> <ul style="list-style-type: none"> <li>• Select section with current quarter name</li> <li>• Select instructor: Kamilia Nemri</li> </ul>	<p><b>#5 Check Progress Report:</b></p> <ul style="list-style-type: none"> <li>• Click on <b>My Profile</b> tab and fill in your email address and check on <b>Forward Messages</b></li> </ul>
<p><b>#6 Start your Lessons:</b></p> <ul style="list-style-type: none"> <li>• Click on Chapter link on the left of the blue HLS Table of Contents screen</li> <li>• Click on Lesson on the right of the blue screen</li> </ul>	<p><b>#7 Explore Lesson Resources and Modes (3 areas):</b></p> <ul style="list-style-type: none"> <li>• Instruct</li> <li>• Practice</li> <li>• Certify – counts for your grade</li> </ul> <p>Look for links for help: Video (lower left in Instruct), Tutor (lower right in Practice) If you need closed captioning for videos, click on options at the top left of the video and select this option.</p>
<p><b>#8 Continue Lessons</b></p> <p>Check Progress report for assigned lessons and due dates and an update of your overall grade</p>	<p><b>#9 Take Tests</b></p> <p>Practice Tests and Assigned Unit Tests are under the <b>WEBTEST</b> link. Check Progress Report and calendar for deadlines.</p>

# Intermediate Algebra Student Directions

~ **Watch a quick video** on using the software by going to the “Help” menu option and then selecting the “Product Tour” option found in the software on the Table of Contents page.

## TO INSTALL THE SOFTWARE AT HOME:

1. Place CD #1 – Installation Disc in the CD-ROM drive.
2. The installation will begin automatically. Follow the on-screen instructions.
3. You will be prompted to enter a **HLS Course ID**.  
-If you have internet access, select “Yes, the Course ID is:” and enter **SPOKANEIMA**.  
-If you do not have internet access, select “No, I will not be accessing an online grade book from this computer.”

## TO GET YOUR ACCESS CODE:

1. Either go to [www.hawkeslearning.com](http://www.hawkeslearning.com) and click on “**get your access code**” or click on the “**I need an access code link...**” from the software.
2. Fill out the form (including your 15-digit license number from the yellow sticker on the CD sleeve). Click on the submit button and your personalized Access Code will appear on the screen. You will also receive an e-mail with the Access Code as an attachment called “access.cod” which you should save to a floppy disk or another device.

## TO ENTER THE SOFTWARE AND SAVE YOUR ACCESS CODE:

1. Double-click on the purple diamond icon on your Desktop (or go to Start, Programs, Hawkes Learning Systems).
2. Enter your Access Code when prompted. You may type it, paste it, or load it from a disk by clicking the “Load From Disk” option. If you type or paste your Access Code, you will be prompted to save it. **Save your Access Code to avoid typing it each time. Save it also on a thumb drive so you can access it on school computers.**

## TO ENROLL IN YOUR INSTRUCTOR’S GRADEBOOK:

1. If you have internet access and have entered your HLS Course ID (which is **SPOKANEIMA**, you will be asked to enroll in your instructor’s grade book. Choose your instructor’s name and the correct section.
2. If you do not have internet access, you will need to enroll in your instructor’s grade book by going to [www.hawkeslearning.com/SPOKANEIMA](http://www.hawkeslearning.com/SPOKANEIMA). After entering your Access Code, you will be prompted to choose your instructor’s name and the correct section.

## TO CERTIFY (DO YOUR ASSIGNMENT IN THE SOFTWARE):

1. The **Certify** option is where you will complete your assignment.
2. After certifying, you will be given a certification code (this verifies that you completed your assignment). It is recommended that you save and/or print your certification code.

3. **a. If you have internet access**, you should receive a message that says your certificate for the lesson has been registered successfully. If you do not receive this message, follow the directions under “**b.**”
- b. If you do not have internet access**, you will need to manually submit your certification code on the internet to get credit for your assignment in your instructor’s grade book. To do this,
- Go to [www.hawkeslearning.com/SPOKANEIMA](http://www.hawkeslearning.com/SPOKANEIMA) and log in using your Access Code.
  - Click the [Submit Certificate\(s\)](#) tab option.
  - If you saved your certification code to a file, click “Browse” to find your code and click “Submit Certificate”. If you have a paper copy of your certificate, click the “Type or Paste” tab, select the lesson you have certified in, type in your code and click “Submit Certificate”.

**\* Be sure you submit your Certification Code ON or BEFORE the due date to get full credit for the assignment.**