

San José State University

Students are expected to have the following basic computer skills:

Utilize Canvas LMS and associated tools/features

Microsoft Office including Word, Excel, and PowerPoint

File management including downloading, uploading, creating, editing, and saving

Email including sending, receiving, and managing attachments

University library searches

Navigating internet searches, websites, and interactive components

Please note that I do not provide technical help beside instructions on how to access or utilize a particular application. If you need computer or technical help, please utilize the following resources:

[SJSU Learn Anywhere](#)

[SJSU Information Technology](#)

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University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic

[Syllabus Information web page.](#)

Diversity, Inclusion, and Accessibility

In accordance with San José State University's Policies, the Student Code of Conduct, and applicable state and federal laws, discrimination based o

COVID

All students are expected to comply with campus/CSU policies regarding COVID precautions. Review the resources below to ensure that you understand and follow current policies and guidelines.

[SJSU Health Advisories](#) main page

[SJSU Health Advisories: Vaccination](#) page has information regarding campus and CSU vaccination and/or testing policies

[SJSU Health Center: Vaccine Requirements](#) page includes additional information about vaccine requirements, reporting, etc.

[SJSU Symptom Check Tool](#) allows you to do a quick self-check for symptoms

[SJSU Health Advisories: Resources](#) page contains links to COVID-related information from both the university and outside sources

Consent for Recording of Class and Public Sharing of Instructor Material

Common courtesy and professional behavior dictate that you notify someone when you are recording

[University Policy S12-7](http://www.sjsu.edu/senate/docs/S12-7.pdf), <http://www.sjsu.edu/senate/docs/S12-7.pdf>

Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exams, lecture notes, or homework solutions without instructor consent.

Resources for Students

There are many resources on campus available to you. Some examples include: SJSU Peer Connections Center, the College of Social Science Access Center, SJSU Writing Center, SJSU Counseling and Psychological Service, SJSU Student Health Center, the Academic Success Center, and many places to use or get help with technology. See the [Syllabus Information web page](#) for more info. If you are not sure where to get assistance, please email me/come see me. I can help you find the right campus resources and get you connected with them.

SJSU Cares

Students experiencing challenges meeting their basic needs including, but not limited to, access to food, shelter, and a safe space are encouraged to contact SJSU Cares. The SJSU Cares program can help connect students to both on and off campus resources. Contact information:

[SJSU Cares Information website](#)

sjsucares@sjsu.edu

408-924-1234

Direct link to the [Request Assistance Form](#)

Accessible Education Center (AEC)

The Accessible Education Center is committed to redefining ability for students with disabilities by providing comprehensive services in support of the educational development and success of students with disabilities in a student-centered and professional environment. To receive appropriate accommodations for temporary or permanent disabilities, you must register with the AEC. Additionally, please make an appointment with me as soon as possible, so we can discuss the best ways to implement your accommodations to ensure your success in the course. AEC contact information:

[AEC website](#)

aec-info@sjsu.edu

408-924-6000

Counseling and Psychological Services (CAPS)

The SJSU Counseling and Psychological Services is located on the corner of 7th Street and San Carlos in the new Student Wellness Center, Room 300B. Professional psychologists, social workers, and counselors are available to provide confidential consultations on issues of student mental health, campus climate, or psychological and academic issues on an individual, couple, or group basis. Numerous workshops for students are offered every semester. Hours are Monday through Friday 8:30am to 5:30pm and Friday 8:30am to 4:30pm. For 24/7 crisis intervention help, call the numbe

Contact information:

[Counseling and Psychological Services website](#)

counseling.services@sjsu.edu

408-924-5910