



Please note that this is not the Notification of selection results.

Welcome to the University of Gävle and the Faculty of Education and Business

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| COURSE EMPHASIS | ENGLISH WITH AN INTERNATIONAL ECONOMICS AND BUSINESS |
| IDENTIFYER | HEE29A |
| APPLICATION CODE | 12507 |
| COURSE PERIOD | 36-03 |
| SYLLABUS | Syllabus |
| SCHEDULE | Information i Blackboard |
| PERIOD FOR SELF REGISTRATION THROUGH THE STUDENT PORTAL | 24 AUG-13 SEPT |
| TEACHER | Pamela Marston |
| CONTACT INFORMATION | pmn@hig.se |
| FACULTY SECRETARY | Monika Karlsson |
| CONTACT INFORMATION | monika.karlsson@hig.se |

If you are registered and choose to discontinue your studies you have to report it in the Student Portal within three weeks from the course start. If you choose to discontinue your studies later than three weeks into the course you need to contact your faculty secretary.

GET STARTED WITH YOUR STUDIES!

More information at www.hig.se/newstudent

1 COMPUTER ACCOUNT

You can collect your computer account at webkonto.student.hig.se two weeks before the semester starts. Your computer account gives you access to the University web services.

2 THE STUDENT PORTAL

Please register for your course through the Student Portal at studentportal.hig.se

3 BLACKBOARD

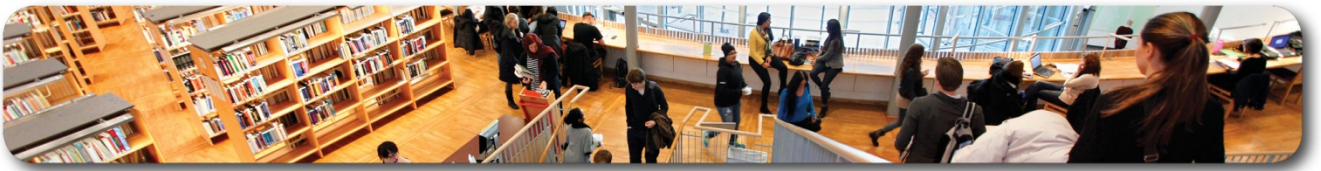
The Blackboard platform is a web-based learning management system where you can find course material. Log in via the Student Portal, find your course and enroll.

Course ID in Bb 12507 för frågor om Blackboard kontakta pamela.marston@hig.se
Period for enrolling 24 AUG-13 SEPT

NOTE: registration on studentportalen and enrollment on Blackboard are two separate requirements. Go to studentportalen after you have registered and select the Blackboard icon shortcut to get started. To enroll on Blackboard, follow the steps here:

http://www.hig.se/download/18.c5252a612cc8a846d580001320/BBintro_Bb9.pdf

(The above link can also be found by scrolling down the log-in page of Blackboard—look at bottom right of page)



We know that for many this is the first course you have taken in this form--we don't expect perfection first time out, and your confidence **WILL** increase!! We look forward to working with you! Just follow the instructions below:

All "meetings" for this course are virtual, and will take place on HiG's electronic platform (screenshot instructions of how to enroll, also enclosed on link in this welcome letter, as well as student help pages, are on BB's opening site page) As the course description and goals are all on the linked "kursplan" (see link, first page of this letter), this section contains for the most part practical information on the electronic platform HiG uses. **(The Blackboard course site contains all course information, assignments, due dates, schedule, etc. and the course is assignment-based, meaning no fixed seminar sessions—you will need to enter on the site to see course information once you are registered on studentportalen but you can always unenroll.)** To take this course:

-- Register on HiG's studentportalen using the link on the first page of this letter. You will need to obtain an HiG user ID and password this term. (if you aren't already enrolled in other HiG courses) (this link is on the first page of this letter, for a computer account)

(If you are absolutely certain you have accepted this course but cannot get a user ID using the link as instructed above, contact itsupport@hig.se)

Once you are on studentportalen, follow instructions--you will see the title of this course, given you accepted the course, and can register. (if you do not register on Studentportalen: no credit for the course, no CSN money)

--ENTER the Blackboard course site: You can use the shortcut on studentportalen. Once you click on Blackboard enter your user ID and password. Then follow the instructions on how to enter your course. (you will not be able to do this until 24 AUG.).