

Dear MAT1503 Students,

I am happy to have you all in my module MAT 1503.

Our journey and your tutorials are going to be on this exciting platform; the myUnisa system. However, if at times I or you feel there is need for one-one communication, please use the e-mail indicated below, and you should also always use your myLife address as well.

I must emphasise that Unisa's approach to learning through tutorials is underpinned by the principles of *sharing* of information and learning experiences, through interaction (as much as possible) with me as *your lecturer*, among *yourselves* and with *your learning materials as well as with your tutors and e-tutors*.

For you to benefit fully from the course and the tutorials, you should therefore be prepared to:

- share information with others
- study diligently so that you are always prepared to engage in meaningful discussions with others
- Do all the learning activities assigned to you by myself as your lecturer as per study guide, or by your tutor, or by your e-tutors.
- Maintain a daily presence on myUnisa (even if sometimes you do not do much more than browse through announcements and or other students' conversations)
- Adhere to Unisa's policy on online communication which (among other things), encourages the use of appropriate language, courtesy and respect for others
- Accept that you are an ODL learner, there is no-one to "teach you" the way lecturers do in contact universities

On my part as lecturer, I undertake to do my best to:

- provide you with guidance through your module, with focus on nurturing your independent learning, (all lecture notes, tutorial notes are under the guidance and oversight of the of the HOD and other lecturers within the department)
- create and maintain an environment and context in which effective learning can occur
- provide feedback to you, your tutors and your e-tutors on your progress and participation so that we all can improve the support for your learning
- facilitate lively and beneficial discussions on myUnisa

- respond to your questions on myUnisa within 48 hours.
- respect the confidentiality of any personal information that may be shared with an individual student

My lectures notes and tutorials will follow a **structured framework** that I had designed to help us focus on the key concepts in the module. This means that we address specific concepts during defined periods so that we can pace your studies in alignment to your formative assessment, as you prepare for the final exam.

The appropriate contact/lecture times for you to get immediate feedback from me are as follows:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Public Holidays
Morning	07:45 – 12:45	07:45 – 12:45	07:45 – 12:45	07:45 – 12:45	07:45 – 12:45			
Afternoon	13:00 – 16:20	13:00 – 16:20	13:00 – 16:20	13:00 – 16:20	13:00 – 16:20	10:00 - 15:00	12:00 – 16:20	11:00 – 16:20
Evening								

The majority of our interactions will be via the Discussion Forum, Blogs and Chat activities but for private questions, you can contact me via MS Teams, Dropbox, e-mail or Telephone depending on the nature of the query.

Please read below for additional information on myUnisa.

Regards

Dr Z.I. Ali

Email: alizi@unisa.ac.za

Tel: 0116709163