**When will you start communicating with students about fall courses? Will this contact be via email?**

I will start the week before class with a Blackboard announcement telling students where they can find the syllabus, what textbooks, we are using, what to expect for Week 1 and what to expect for the entire semester. I’m also considering doing a 2-3 minute introduction video if I have time.

**Refer back to the learning context assignment in Module One.  Is there anything from this assignment you will include in your initial contact with students?**

Absolutely. The course objective and desired outcomes will be referenced. I’ll probably point students to the various communication tools that we will use during the semester, like Blackboard, Zoom, and ArcGIS Online. Looking back at previous introductory announcements that I’ve sent out to the class, I’m pretty happy with them. I have linked to the syllabus, textbooks, an intro video, and expectations or the semester.

**What tool do you want students to use to communicate with you?**

I actually prefer email. I can usually get back to students within 24 hours, but not immediately. I’ve tried Slack before for messaging, but I don’t think my students’ schedules are that flexible if they are only part-time grad students who also have full-time jobs.

**How long should your students typically expect to wait to receive an answer to an email?**

Within 24 hours. Unless they email me after 6 PM, I’ll generally get back to them on the same day.

**Will you answer email/questions on the weekend?**

Yes. I don’t love doing that, but I do set aside 30 minutes on Saturday and Sunday to address emails. Also, because many of my students also have full-time jobs, they do their assignments on the weekend, so I want to be able to respond to them in case they work on classwork on Saturday or Sunday nights.

**Will you have online office hours? When?**

Yes. I’m thinking from 4 – 5 PM on a weekday between our weekly synchronous class meeting time. For example, If class is scheduled to be on a Wednesday (which I think it is right now, I’m thinking of doing it on Monday). Or Perhaps from 7 – 8 Pm on a weekday, because I can help put my kids to bed by 7 and then be online. What are your throughts?