

**From:** "Martin Clarke 1" <mvc54@tutor.open.ac.uk>  
**Subject:** **Welcome to OU Course AA100**  
**Date:** 25 September 2009 14:49:08 BST  
**To:** lupuskus@gmail.com

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Dear Wolfgang,

Welcome to the OU, and to your new course AA100: The Arts Past and Present! Congratulations on choosing AA100 - it's a super course and I hope that you'll get a lot out of it.

My name is Martin Clarke, and I'll be your tutor for the duration of this course. This means that I'm here to help you work through the course in several different ways:

- there'll be a series of face-to-face group tutorials (dates/times tbc); these are a great opportunity to meet your fellow students and to engage in discussion on the course topics and also to pick up tips on good practice in areas such as essay writing;
- phone and online tutorials will take place later on in the course;
- I also mark and provide detailed feedback on all your assignments;
- I'm also available on a more informal basis should you experience any difficulties with the course; this is my OU email address and my phone numbers are 0191 374 1399 and 07840 025833 - unless it's urgent, it's usually best to email first so that we can arrange a suitable time to speak.

Please do send a quick reply to this email so that I know it's got through to you. I hope to meet you at the first tutorial and look forward to working with you through the course. You should also go to [www.open.ac.uk](http://www.open.ac.uk) and sign in to Student Home using the log-in details you should have received; it's important that you log in regularly and check the course web pages and forums.

Best wishes,

Martin

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