

SOUTHERN METHODIST COLLEGE
Attending On-Line Classes

E-MAIL:

All Southern Methodist College students are given a school e-mail address. After the school sets up your e-mail address, you will receive instructions to your personal e-mail address about how to activate your school e-mail address. Your school e-mail address should be used for communication with the college.

LOG IN:

1. Once your school e-mail address has been set up, you will receive an e-mail welcoming you to the Southern Methodist College Online Program. This e-mail will include your log-in information, your instructor's name and e-mail address, and the password to the videos for the course you're taking.
2. After you receive your login information, go to:

<http://smc.digitalimpactweb.com/>

and log-in using the username and the password that was sent to you via e-mail.

VIEWING YOUR CLASS:

1. After you log-in, you will see a list of all the Courses offered by the Southern Methodist College on the right side of the webpage.
2. Select the course that you are taking.
3. After you do this, you will see the class syllabus, your week-by-week schedule, and everything you need to do to complete the course.

UNDERSTANDING THE FORMAT OF THE COURSES:

1. Each course is divided into eight weeks. With each week, you will have videos to watch, assigned readings, and assignments to complete.

***All assignments and tests are due by 11:59pm on the Monday before your next week begins. All exams and homework need to be sent to the assigned instructor.

2. VIDEOS:

All the videos require a password. The password is the same for all the videos that are in one Course. You will receive the password for the videos of the course that you are taking, along with your log-in information, after you register.

3. EXAMS:

All exams will be sent to your e-mail by Wednesday afternoon. Each exam is due by 11:59pm on the Monday before your next week begins. This means that you will have 5 days to complete your exam. All exams are also open-book and open- notes.

If you have any other questions regarding our online program, please e-mail me at sgcourson@smcollege.edu