Quick Start for CIS490 Sections

1- **Visit our CIS490 Road Map at http://CIS490.eljabiri.com and Access Our Electronic Syllabus .** This will enable you to learn about almost every thing in the CIS490 course and will link you to every thing else necessary such as available projects and online forms. It will explain to you project deliverables, course schedule, course evaluation and will help you to get every thing else you need (in collaboration with Webct). This is a new prototype of our CIS490 students' resource center (frequently being updated).

2- **Don't Miss Any Class.** Attendance is extremely important and it is a significant part of your assignments, project, Midterm and Final exams and overall evaluation. Please attend on time and don't leave before the class is over. You are responsible for all class notes , instructions and announcements .You are also responsible for signing the attendance sheet every class . A class secretary will be elected soon and he/she will be responsible for the attendance sheet and participation points.

3- **Check Your NJIT-Based Email Frequently.** You will be responsible for any updates or instructions you receive on your NJIT email address. I cannot change your email address from the pipeline database. You can either add your NJIT account to MS Outlook or forward your NJIT emails to your preferred email address using the directory at (http://www.njit.edu/directory).

4- **Access Webct Today.** You will need your UCID and Password to access**. Introduce yourself by creating a webct student homepage precisely as instructed in your introduction assignment instructions** .This assignment is due next **Thursday Jan 27th, 2005** by midnight. Webct is our vital virtual communication system where you can also check your grades . Using webct is mandatory for this class and it is at (http://webct.njit.edu).

5- **Join A Team .** Apply for a project manager position by **Friday Jan 28th** and select/reserve a project or apply for a team member position no later than **Friday Feb 4th** to be a system analyst , market researcher , database designer , user interface designer , system architect or software developer . Find vacancies available and apply for a team that has a project you are interested in and for a position that matches your skills and background. Without a team, you can't continue with this class.

6- **Contact Me .** If you have any questions or concerns, you can always contact me by sending an email to oe2@njit.edu . Please include your full name and course /section number in your email. My weekly office hours are **every Thursday from 3:30-5:30 PM (in-office)** . **Extended office hours are up to one hour after Tuesday, Wednesday and Thursday night classes (in-class).**If you cannot meet me at these times, we will try to set another convenient time for you. Use my webct email only when you are instructed to submit something via webct .**Please DON'T send me regular email via webct**. Project managers will get my cell phone number as well for urgent needs.

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