Hello Students!

Welcome to [**course name**]. I am eager to meet you and look forward to the opportunities we will have to learn and grow together in this course. The information below will help us prepare for a successful start to the semester.

Some classes at Purdue Fort Wayne have been modified to ensure that you have the best educational experience in the safest environment. [**Course name**] will be delivered in a **[fully in-person/hybrid/fully online]** format. You will find additional details about our course in Brightspace and I encourage you to log on and explore the content early.

To log in to Brightspace:

- *Go to:* purdue.brightspace.com
- *Click:* Purdue University Fort Wayne
- Enter your PFW Username and Password
- Click "Log In"

After you log in to Brightspace, open our course by using one of these options:

1. Click the "Course Selector" icon ⊞ (located in the banner at the top of the page)
   - Find and click on the course name.
   - Use the pin icon 📌 to display the course in your "My Courses" widget.

2. Look in the "My Courses" widget (immediately below the banner)
   - Find and click the course link.

Like many students, you may be using Brightspace for the first time. If you have questions or need technical assistance, click on the links below to access the resources available to assist you.

- PFW Student Brightspace Guides
- PFW Student Brightspace Video Tutorial Playlist
- YouTube Playlist – Navigate Brightspace for Learners (by D2L)
- IT Services Help Desk

Your success is important to me, so do not hesitate to contact me if you have any questions or concerns. You can contact me [**Provide contact information**].

I look forward to our semester together!
[**Instructor**]