

Dear Students:

As you have already heard, the COVID-19 crisis has radically changed how you will complete your spring semester 2020 classes. During this extended spring break, your faculty are working hard to move your classes onto an online platform in Cobra Learning. They have utilized some of the latest technologies in teaching practice to make the online learning experience meaningful and engaging for you.

To help you prepare to start classes again next week, I would like to update you with some important information about how to access your classes online and the support to help you stay engaged in learning and successfully complete your courses.

1. **Access:** If this is the first time using Cobra Learning, you can access your courses by going to <https://cobra.parkland.edu>. You will log in with your Parkland email and Parkland password. When you enter Cobra Learning, you will see your spring 2020 courses listed. Click into each course. You will find an announcement from your instructor with class information.
2. **Support:**
 - a. **Your instructor:** Your instructor is the best source of information about your course and the online set-up for learning. He or she will help you learn and succeed in this new environment. If you have questions about your classes, reach out to your instructors first.
 - b. **Learning support:** The Center for Academic Services (D120) will provide learning assistance services remotely. To get help from Peer Tutoring, the Writing Lab, and the Academic Development Lab, go to <http://www.parkland.edu/cas>.
 - c. **Library resources:** Library resources can be found at <https://library.parkland.edu/home>. Online resources include course guides for some courses, ebooks, databases and journal articles. For personal assistance from a librarian, click on the red Ask Us tag on the right side of the screen. You can get email or text assistance through the Hours and Contact link.
 - d. **Tech support:** For help with technical issues (ex. getting a password; connecting with Cobra Learning), go to the Tech Service Desk webpage: <http://parkland.edu/techsd>
 - e. **Contact person:** If you have additional questions about your spring semester 2020 classes, you may reach out to Associate Vice President Dr. Nancy Sutton at nsutton@parkland.edu.
3. **Stay the course:** Parkland is committed to helping you complete the coursework you have in progress. The faculty are will help you adapt and learn and keep you on track to completing your degree or certificate. Please do not withdraw at this time. We ask for your patience and willingness to let us work with each and every one of you through these challenges.
4. **Hands-on labs and clinicals:** Some courses have unique hands-on labs. While faculty are creatively moving as much lab work online as is possible, there are some labs that must be completed on-campus. Your faculty will provide information on how and when such labs can be completed. For health professions students in clinical courses, your faculty and program director will give guidance on the completion of clinicals. We ask for patience as we are unable at this time to provide a specific timeline for when face-to-face instruction will be permitted.

We face unprecedented challenges but together we can help you complete your classes and stay on track toward your academic goals.

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