TMGT 7142 – DE – Instructor-Led Delivery

You may register for TMGT courses prior to applying to the program, with the understanding that taking these courses in advance of acceptance does **not** guarantee you acceptance into the program. If you wish to formally apply to the program, please contact the Program Administrator at <u>laurie_mcgee@bcit.ca</u> for directions on how to apply.

****IMPORTANT**** If you decide to begin taking TMGT courses in advance of applying to the program, it is highly recommended that you formally apply to the program after you have completed <u>no more than six (6) credits of TMGT courses</u>. This is to ensure your continuation in the program, to completion, so that you will be awarded your credential.

Please note that there is an e-text required for TMGT 7142.

This e-text of the course textbook is available online at no-cost to the user (direct link below). A PDF copy of the course textbook will be available within the D2L course material

- Business Communication for Success (adapted in 2015), is licensed under a Creative Commons Attribution-Non-Commercial-Share Alike 4.0 International License, available for download without cost
- Link: http://open.lib.umn.edu/businesscommunication/

IMPORTANT COURSE MATERIAL INFORMATION: Course material for the TMGT DE (Distance

Education/online/NET) courses are accessed through **Desire2Learn** (D2L) for downloading. To access your course material, go to the following link: <u>http://www.bcit.ca/learn/</u> You are encouraged to take the Guided Tour of D2L (under Student Resources) prior to the start of your course. Your USERNAME is your student ID (A00...), and your PASSWORD is the same as your myBCIT password. <u>NOTE:</u> Your course material on D2L will be available for downloading **three (3) days prior to the start of class**.

If you experience technical difficulties during this course, please contact the **Technology Helpdesk** at Email: <u>techhelp@bcit.ca</u> or Phone: 604-412-7444 (option 2) or Toll Free 1-800-351-5533.