

# ***HUCF 1200 Health Unit Coordinator Fundamentals***

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*Memo From: Laura Attenberger, Instructor*  
Spring Semester 2017

Welcome to **HUCF 1200 – Health Unit Coordinator Fundamentals** – it will be my privilege to coordinate your learning activities for this course as your instructor.

Let's cover a few start-up details so your online learning through South Central Online is a rewarding experience. The course begins on January 9, 2017, and it is necessary that you begin participating at that time.

Here are some things I want you to know before we meet online.

## **Textbook information:**

**TITLE:** *Lafleur Brooks' Health Unit Coordinating, 7<sup>th</sup> Edition*  
**Author:** Gillingham  
**Publisher:** Saunders, 2014  
**ISBN:** 978-1-4557-0720-1

**TITLE:** *Lafleur Brooks' Health Unit Coordinating Skills Practice Manual (w/CD Only), 7<sup>th</sup> Edition*  
**Author:** Gillingham  
**Publisher:** Saunders, 2014  
**ISBN:** 978-1-4557-0721-8

**Source:** <http://www.southcentralbookstore.com>

## **Instructor contact information:**

Throughout the semester, contact me privately using D2L Brightspace's mail feature that will send an e-mail to my South Central College e-mail account ([Laura.Attenberger@southcentral.edu](mailto:Laura.Attenberger@southcentral.edu)). Use this same e-mail address if you need to contact me before the start of the semester. You may also contact me by phone at 507-389-7494 (office). I will try to answer all course e-mail quickly. However, I urge you not to save questions until Friday nights. My office is located in the E-115 / E-117 Health Hallway on the North Mankato campus.

## **You need access to a computer to participate in this course. Your computer will need:**

- access to a computer with an Internet connection
- current, supported web browser... Newest version of Firefox or Microsoft Internet Explorer 11.0
- check <http://online.southcentral.edu/students/skillsrequirements.html> for complete technology specs

**Course access:**

You will have Internet access to the course content through D2L Brightspace. Set your URL to <https://southcentral.ims.mnscu.edu> to Login and you'll reach the course information. Courses will be available January 9, 2017.

Your D2L Brightspace login information is based on your **MnSCU StarID**. To activate your StarID account visit <https://starid.mnscu.edu/>.

To access more information about South Central Online, go to <http://online.southcentral.edu/students>.

Again, WELCOME. I'll see you on the Web!