Getting Started By the Numbers  
Intro Macro 220:103/1 and 4 and H1 - Spring 2007 Sheflin 1/13/2007

BEWARE There are many sections of Intro Macro, but only sections 1, 4 and H1 are taught by me. Other instructors will use different books, and follow different procedures. Only mine will serve cookies occasionally. The steps to get started in my course are below.

1. Get the eText or Print Textbook  
   Brief Principles of Macroeconomics, Fourth Edition  
   by N. Gregory Mankiw (2006: Thomson/South Western) WATCH OUT – all Macro books are called Macro. Two ways to get it:
   1. etext (online reading, limited printing - buy an access code at New Jersey Books (Somerset Street New Brunswick) or Rutgers or Co-op Bookstores for approximately $30 or the access code can be ordered online, but it will be snail mailed to you. You do not need to buy the print text if you do this (you might wish to find and old/cheap print edition)
   2. Print book. Through NJBooks (may be bundled with etext) or Rutgers or Co-op Bookstores at approximately $100+

   Previous editions of the print book should work, but you are responsible for translating chapters and pages.

   In Blackboard (see below), clicking on the textbook and resources tab will allow you to enter the access code and use the etext (from anywhere, on any machine with your Bb login).

   NOTE Some of the bookstores may bundle the print text with the access code – you’ll get both (but check).

2. Get the iClicker (note the brand name is iClicker – no other clicker will work in this course). Approximately $29 from NJ Books and $33 from the Rutgers Bookstore.

3. Log on to Blackboard at http://webtutorsummer.blackboard.com/

   (NOTE FOR SECTION H1 you have been registered with section 1 in Blackboard (you will see the letters HH before your last name – do not change))

   • Username and password are set to your 9 digit Rutgers Student Number (you can change the password later)
   • Once in Bb, click on the course name and then on various tabs
   • If you cannot login and you are officially registered for this section, email me at Sheflin@rci.rutgers.edu with the following information in the subject line in exactly this order:
       o Section Number,Student number, Last name, First name, Email, Student number(again),S
       o Example: 1,123006789,DOE,JOHN,DOE@EDEN.RUTGERS.EDU,123006789,S
you must be registered for the course
if the email subject line is not in the above format, it will not be processed.

4. Activate the eText if you have purchased it
   • IN Bb, Click on eText tab and sign in with your purchased access code
   • You will only have to do this once. Every time you log into Bb afterwards,
you will have access to the etext and other resources when you click on the
eText tab

5. Register the iClicker (only once)
   • Go to http://www.iclicker.com/registration/ (or link from iclicker.com)
   • select Rutgers-Main Campus from the drop down list
   • enter your rutgers 9 digit student id (NOT your social security number)
   • enter your clicker number printed on a tag on the lower rear of the clicker
   • When prompted for a username and password use:
     user name = iclicker
     password = register
   • You will get confirmation of registration in class
   • DO THIS ONLY ONCE PLEASE
   • If you are using iClicker in another class that has you register with your
     student number, you need register only once for both classes.

6. Using the iClicker
   • Pull the plastic tab on the back of the iClicker out, to activate the batteries.
   • In class, turn it on with the on/off button – the solid blue power light will go on
   • When requested, respond to a question by pressing one of the A,B,C,D,E buttons
     – a green light will go on to show your response has been recorded.(a red light
     will go on if it has not been received, say if you try it at home)
   • No other students will know your response.

7. Review the Syllabus and the FAQs
   • Either on Blackboard, or my Rutgers website:
     http://econweb.rutgers.edu/sheflin
   • The syllabus will make you laugh, cry, gasp and will explain how the
course will work and how grading etc is determined. It is a form of a
contract between you and me, so read carefully.

8. Use the Discussion Boards in Bb
   • Post something about yourself on the GETTING TO KNOW YOU/ME
     board
   • Questions on how the course works? Post on the HOW/WHAT/WHEN
     QUESTIONS board
   ALWAYS
   • read previous postings to see if your question has been answered
• post with a meaningful subject ex: When is HW 1 Due? NOT: HELP
• never post personal information (health questions, etc)
NEVER
• email with a question that can be posted.
• Email only about personal matters

9. **Do assignment 1 before the first class on Wednesday/Thursday 1/17,1/18**
   • Go to Bb and click on the assignments link after logging on (see above)
   • Read the sections it says to read, then try the multiple choice questions it links to
   • Be careful when doing the on line multiple choice:
     o **DO NOT**
       ▪ use the browser buttons until done with the multiple choice questions
       ▪ leave the homework on the screen and go away for more than 5 minutes (save it instead)
       ▪ let someone else use the machine when in the middle of the hw
       ▪ do the homework with a weak laptop battery, bad wifi service, etc
     o **DO**
       ▪ make sure that you have clicked on the submit button before leaving the homework (or the save button)
       ▪ read the chapter(s) first
       ▪ use the discussion boards to ask for help

10. **Do assignment 2 before second class 1/22**