

HUM2020: Encountering the Humanities

Section 0M01

Term: Fall 2021

Course Modality: Mixed Mode (M)

Scheduled F2F Meetings located in PSY 108, MW 10:30 - 11:20 AM

Department of Philosophy, College of Arts and Humanities

3 Credit Hours

Instructor Information

Instructor Information

Instructor:	Dr. Stacey L. DiLiberto You may call me Dr. DiLiberto or Professor DiLiberto (or Dr. "D")
Office Location:	PSY 232
Office Hours:	Virtual hours via email, Zoom or "BigBlueButton"; by appointment.
Phone:	407-823-5449
E-mail:	stacey.diliberto@ucf.edu

Teaching Assistant Information

In this course, you will have access to an undergraduate teaching assistant (UTA). This student will attend all classes (F2F and online), help me with all aspects of classroom logistics (including grading), and assist students with comprehension of the learning materials in exchange for internship credit. UTAs are primarily a support to YOU as you complete the course. They are available for tutoring and can assist you with any questions you have about the class. The contact information for the UTA is below and since they speak for me, you should contact them if your

questions are not first answered in the syllabus. They have designated a specific time each week for meetings (either face-to-face or virtual) but give them advanced notice. I hope you will take advantage of this resource, and if you find yourself excelling in this course and are interested in becoming a UTA in a future semester, do let me know.

UTA Information

Undergraduate Teaching Assistant:	Marena Montes-Colon
Office Hour:	Virtual via email or "BigBlueButton"; by appointment
E-mail:	mmontes95@knights.ucf.edu

Enrollment Requirements

Course Prerequisites, Co-requisites, or other enrollment requirements (if applicable): None

Course Structure and Delivery

This course is a **Mixed-Mode** course, meaning that the class has both online and face-to-face components. While you will mainly be engaging with the learning materials and submitting assignments completely online the majority of the time, a small portion of the class (about 30%) has been reserved for face-to-face meetings throughout the semester (in-person class time) for further discussion, clarification, and application of the learning materials. They are your opportunity to have "face-time" with your classmates and professor to ask questions and deepen your study of the course content. Yours is a very large humanities class of this type--about 300 students--so to have a designated time and place for in-person interaction with your professor is advantageous, especially when the online component can seem overwhelming at times. Do take advantage of the opportunity.

The scheduled dates for in-class (F2F meetings) can be found on our [course schedule](#). Any changes will be communicated in advance.

It is important to note at the outset that as a mixed mode course you should not conceive of the online component as something separate from the face-to-face components. They will complement one another. As a mixed-mode course, you are still expected to dedicate the same amount of time you would in a fully face-to-face or fully online course. I would highly recommend that you log into the online class on Webcourses on a daily basis and write down all critical dates for assignments and F2F class meetings on a calendar you encounter regularly. While the Webcourses calendar is functional, it does not capture all dates, so do not rely on it 100%.

Course Description and Theme

This course is an introduction to the humanities: the range of ideas, research methods and approaches to scholarship, critical reflection, and creative work. Interdisciplinary in scope and

drawing from the academic areas of religion, philosophy, art, literature, politics, and history, students will gain techniques to critically examine cultural trends and creative artifacts of human expression.

As part of UCF's General Education Program (GEP) in Cultural Interactions, this course will broaden and deepen your understanding of common human themes. It will help you develop an awareness of diverse cultures and understand the cultural, historical, economic, and social implications of what you learn.

More specifically, our course theme is **Monsters and Mad Scientists: An Exploration of Science and the Humanities**. How have our anxieties about science manifested themselves in the humanities, specifically in art, literature, and film? Why are monsters in their various forms—zombies, vampires, mutants, cyborgs, the undead, etc.—so popular in cultures around the world, and what do these creatures say about us? How do we represent monsters in various art forms and why? This interdisciplinary course, converging science and the humanities, will explore our relationship to science, technology, and nature and the role they play in our lives. Drawing broadly from world literature, history, social sciences, film, philosophy, and art, we will investigate how science and technology are reshaping our understanding of human nature: what it means to be human and what it means to be alive or (un)dead.

Course Materials and Resources

Required Materials/Resources

- All required readings and other learning materials will be provided to you on Webcourses.

By implementing zero to low-cost materials, this course has been awarded the "Affordability Counts" designation by the State University System of Florida.

Student Learning Outcomes

- Identify and deepen appreciation of common human themes and the richness of diverse cultures.
- Analyze and discuss meaning of an artwork, performance, or text in diverse aesthetic, historical and cultural contexts.
- Demonstrate knowledge and critical thinking of the concepts, styles, aesthetic, theoretical, and critical principles in a text.
- Demonstrate knowledge of the chronology and significance of major events and movements in western civilization, U.S. history, or world civilization.
- Demonstrate an understanding of the impact of science upon the arts, including literature and humanities.
- Gather, synthesize, and analyze information from appropriate resources and be able to critically evaluate information and sources for accuracy and credibility.

Communication

- Remember the “**Three Before Me**” rule before emailing your professor. If you have a non-content (learning material) related question about the course, do the following:
 - Read the syllabus carefully; the answer is probably there.
 - Review the Course Orientation module, syllabus FAQ page, and/or current learning module on Webcourses.
 - Email the TA(s) [if there are any] using the steps below.
- In this class, our official mode of communication is through email. It is preferred that you use the “inbox” function through Webcourses since it is convenient and organizes messages by course.
- If you use non-Webcourses email (e.g. Knightsmail), **please include the course and section number in the subject line** of all email communications.
- As of 2009, Knightsmail is the only official student email at UCF. Class rosters list Knightsmail addresses rather than external email addresses, and all official class communications will be sent only to the Knightsmail addresses. Students are responsible for checking their Knightsmail accounts regularly.
- All communication between student and instructor and between student and student should be **respectful and professional**. Think of an e-mail as a formal letter when corresponding with instructors (as opposed to a text message). **Begin with a salutation** (a greeting, e.g., “Dear Dr. DiLiberto”) and **conclude with your name**. Be courteous and considerate in your language and **re-read your e-mail before sending**.
- Check your email and Webcourses frequently for announcements, changes to our schedule, etc.
- I will respond to emails within 72 hours (usually sooner), except on the weekends, which is my “free time.” Feel free to follow up with me if you have not received a response after this window of time. I get a lot of email and sometimes a message can get buried in the larger pile.

Course Activities

Required Assignments

- **Discussions (Participation and Engagement) 20%**

This course is structured as primarily an active learning experience. This means what you bring to class in terms of preparation affects your overall experience in the course. Discussion posts and responses are also the online course equivalent to active participation in a live class. Thus a good portion of your course grade will reflect the quantity and quality of your efforts to engage with your peers in informed and intellectually interesting discussions about the cultural productions as explored in our course materials. These discussions will take place in smaller discussion groups to which you are randomly assigned. You will complete five discussions: 3 will be related to the learning unit materials and graded using a specific rubric attached to each assignment; the other 2, the icebreaker and the final thoughts discussion, will be graded on completion with full credit offered if all requirements are met. Deadlines are on the course

schedule. You will be evaluated on the quantity and quality of your participation, as well as your professionalism (e.g., your ability to meet deadlines, proofread your work, etc.)

- **Syllabus Quiz (Academic Activity)**

The Syllabus Quiz counts as part of your quiz grade and is to be completed online during the first week of classes. In order to document that you began this course, please complete the Syllabus Quiz no later than the first Friday after classes start. The sooner, the better. Failure to do so will result in a delay in the disbursement of your financial aid.

- **Short Unit Quizzes 30%**

Students will take 6 short quizzes at the end of each learning unit consisting of multiple-choice, matching, and true/false questions based on the unit learning materials (questions can come from the assigned readings and lectures). They are brief, around 5-15 questions, to assess your understanding of the learning materials and to prepare you for the larger semester exams.

- **Close Reading Quizzes 15%**

Students will take 5 short quizzes consisting of multiple-choice, matching, and true/false questions based on the assigned readings. They are brief, 5-10 questions and are meant to assess whether or not you have closely read the assigned readings.

- **Midterm 15%**

Like the short quizzes, the midterm exam will consist of multiple-choice, matching, and true/false questions based on the readings and lectures. It will also include a few short answer/paragraph questions. The midterm exam will test students' knowledge of all material covered throughout the first half of the course. The exam will be proctored for academic integrity.

- **Final Exam 20%**

Like the short quizzes, the final exam will consist of multiple-choice, matching, and true/false questions based on the readings and lectures. The final exam will test students' knowledge of all material covered throughout the course from start to finish. The exam will be proctored for academic integrity.

IMPORTANT NOTE ABOUT TEST/EXAM FORMAT

ALL short quizzes and exams will be taken **ONLINE** via Webcourses. The quizzes/exams will be open for a limited window of time, so it is important to be mindful of their availability. While they are open note, make sure that you complete the module assignments prior to taking the quiz/exam since quizzes/exams are timed and you are only given one opportunity. **Make-ups are rarely permitted** and are only allowed under the most severe, well-documented scenarios. If you anticipate a scheduling conflict for an examination, you must consult the instructor at least

two weeks prior to the quiz/exam. Prior to beginning a test/exam, ensure that you have access to reliable and steady internet access. UCF has ample access in the library and numerous computer labs.

The Midterm and Final exams will be proctored by ProctorHub.

ProctorHub is a UCF test monitoring system that utilizes a webcam to monitor test-taking activity during online testing. Videos are only accessible to your instructor and are stored in a secure environment. If you do not have a webcam, there are computers with webcams in the UCF library, or you can visit the [LibTech desk](#) at the library to check out one. LibTech can also direct you to a computer in the library with a webcam. Please note that these computers cannot be reserved ahead of time. It is your responsibility to ensure that you will have access to a computer with a webcam and know how to log into and use ProctorHub, prior to the time that the exam starts. Currently, ProctorHub is not yet compatible with Apple iOS (iPhone, iPod Touch, iPad) or Android smartphones.

For more information about ProctorHub or to trouble-shoot any technical issues, visit the [ProctorHub FAQ page](#). For assistance with setup, contact Webcourses@UCF Support at 407-823-0407.

Quiz Audit Log

For each quiz, test, or exam, you are expected to remain on the testing screen for the duration. You should only use your own notes in an open-note quiz/exam (a hard copy preferred). You may not visit other sections of the course, other websites, or communication tools for assistance. I will access the Webcourses@UCF quiz audit log for compliance if necessary. Failure to only access the quiz, test, or exam during testing will result in an academic integrity violation.

- **F2F Class Sessions**

As stated above, the in-person component of this course accounts for about 30% of class time. During the first week of classes, we will meet on the scheduled Monday and Wednesday (at the location and time above). You should plan to attend to orient yourself with the class. After that, we will meet throughout the semester on the scheduled dates listed on the [course schedule](#). We will use class time for you to ask questions and deepen your study of the course content.

Attendance for in-class sessions will be documented with the UCF Here mobile app (see information below).

Reading:

Your reading load will vary depending on what we're reading but expect to read every week; sometimes 20-50 pages. You are expected to read what is assigned to you before completing assignments. Your notes and annotations will help you with discussion.

More about Assignments and Class Preparedness:

All assignments should be submitted by the due date. No assignments will be accepted late. Keep in mind:

- Your lowest quiz score (not including the syllabus quiz) will be dropped.
- Your lowest close reading score will be dropped.
- No exams or discussions will be dropped.

To be fair to everyone, I apply the same policy to everyone. No exception on deadlines.

I will not accept assignments via e-mail unless you have **prior approval** from me. There is a specific submission box in Webcourses for each one of your assignments. You will upload them into the designated area as attachments on time. If you choose to turn in an assignment outside of Webcourses or after it's due, IT IS LATE, no exceptions.

Technology problems are not an excuse for lateness. **Anticipate any technical glitches and give yourself plenty of time to submit your work.** Do not wait until the last minute. I cannot be held responsible for lost emails, attachments that won't open, Webcourses being down, unreliable internet connections, etc. Save your assignments in the proper, readable format (.doc, .docx, .rtf, .pdf), clearly label your files, and save often. I will not be responsible for catching up students who have fallen behind in the class. I have outlined the entire course for you week-by-week with all due dates so that you know what is coming ahead of time. Do not rely solely on the calendar function on Webcourses since it is limited. **Follow the dates listed in the course schedule and learning modules.**

Extra Credit

There is no extra credit in my classes, so please do not ask. Do your best throughout the class and you will not need it. If, on the rare occasion, I decide a substantial portion of the class would benefit from an additional opportunity, it will be offered to everyone. I will not select you out for special treatment.

Also be aware, there are NO opportunities for extra assignments at the end of the semester when all assignments are complete.

Time Commitment

You should log into this course at least three times a week (at a minimum) and have access to steady, reliable internet. For most students striving for B grades or higher, I recommend that you schedule about 6-9 hours per week for engaging with this course. Your background knowledge/experience and other variables may require you to spend additional time. Please plan accordingly by scheduling time on your calendar now. Several factors influence student academic performance and long-term learning. Active engagement in all course activities (e.g., class participation, readings, homework, assignments, projects, studying, etc.) will contribute to your learning and to success in this course. UCF offers a wide range of free academic resources to support student success, including services offered by [KARS](#) (Knights Academic Resource

Services), [SARC](#) (Student Academic Resource Center), [UCF Libraries](#), the [University Writing Center](#), the [Math Success Center](#), the [Chemistry Tutoring Center](#), and [VARC](#) (Veterans Academic Resource Center).

About Discussions

Since this is mainly an online course, the discussion forums are intended to foster mainly student-to-student collaboration. Although the instructor will be grading the discussion forums, expect to provide each other feedback on questions. **For this reason, the instructor will not respond to student postings for at least the first 24 hours and then only as needed.** This is to allow your classmates time to respond to your questions and in this way, we all gain from our diverse perspectives on the readings and discussion scenarios. Be sure to follow discussion netiquette guidelines and act in an appropriate, professional manner in all interactions with your classmates. Remember, everything you put online remains online in some fashion, so if you wouldn't want something inappropriate appearing in a place for everyone to see, **don't post it.**

"Netiquette" (The Internet Code of Conduct)

The UCF Student Code of Conduct also extends to the development of responsible personal and social conduct on the Internet - "Netiquette" - the etiquette of online behavior. Consider the Internet as your classroom! Act politely, courteously, and respectfully. Since your instructor can see just about everything you write or send, **be careful and respectful** and realize that it is easy to offend people without intending to do so. For example, by WRITING IN ALL UPPERCASE IT APPEARS THAT I AM YELLING AT YOU! So, most importantly, behave as you would in the "real" classroom, try to "look good," be respectful of the opinions of others (even if you strongly disagree with them - you can say so, but do not be nasty), and be forgiving of others!

Academic Writing Only

Remember that the rules of academic writing apply in this online environment. This means proofreading your work, using academic (not conversational or texting) language, and paying attention to the formatting of your work. When posting a discussion, for instance, remember to **break up paragraphs and/or indent** so that we can easily read your work. You will be penalized for improper use of grammar and academic writing conventions.

Essay Assignments (if applicable)

Make sure that every formal writing assignment includes your name, my name, course title, date, page numbers and a title. Note that your title is centered, but not in bold, underlined, or italicized. **Papers should be no shorter than the length assigned and do not experiment with fonts and page layout to get the required length.** As a trained manuscript editor, I'll notice. Use 12 point font (Times New Roman or Calibri preferred) with 1-inch margins on all sides. This is MLA format (consult the [Purdue MLA Style Guide](#)).

Attendance/Participation

Since this is mainly an online class, attendance is measured and assessed by frequent and timely participation in class discussions and successful submission of assignments by their due dates unless extreme and unavoidable circumstances (as determined by instructors' judgment, including, for instance, hospitalization, military deployment, religious observances, and jury duty) prevent you from engaging with the learning materials. If you fall behind on more than one assignment/post/quiz (that is, you haven't submitted two items in a row by their due dates), you will likely be contacted by me. The first week's attendance will be measured by your promptness in completing the first discussion post and syllabus quiz.

If you believe an extenuating circumstance is keeping (or will keep) you from engaging in the class and/or submitting work on time (such as for a university authorized event or activity), contact me **before** the due date of the assignment. Keep the lines of communication open.

Deployed Active Duty Military Students

Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.

Religious Observances

Students must notify their instructor in advance if they intend to miss class for a religious observance. For more information, review the UCF [policy](#).

Attendance for F2F Sessions:

The UCF Here mobile app will be used to check-in for attendance using your smartphone. The app is available for iOS and Android smartphones.

iPhone:

<https://itunes.apple.com/us/app/ucf-here/id1450015124>

Android Smartphone:

https://play.google.com/store/apps/details?id=edu.ucf.ucfhere&hl=en_US

Learn more about setting up and using UCF Here at the following student guide:

<https://cdl.ucf.edu/support/webcourses/guides/ucf-here-student-guide/>

If you have any questions or problems downloading the app, please contact [Webcourses@UCF Support](#) or visit the student guide.

Classroom Decorum and Electronic Devices

The following applies to our in-person class sessions: As a courtesy to your professor and fellow classmates & to remain engaged in the learning process, all cellphones and other electronic

devices must be put away and placed on silent mode during class. (One exception: you can use your phone to check-in as present. See "Attendance for F2F Sessions" above.) If you need to text or make a call (because it is an emergency or something that absolutely cannot wait until a 50-minute class is over), excuse yourself from the classroom, then come back to class focused, present, and ready to learn. Note-taking is indeed a good idea, but you should use paper and a writing utensil. Occasionally, electronic devices may be used to look up information during in-class activities, but please refrain from looking at incessantly it throughout class. Bottom line: texting, web surfing, wearing headphones, sleeping, working on assignments for other classes, and other non-related classroom activities show a lack of respect for the learning environment and will negatively impact your success in the course. It's noticeable, so please just don't do it.

The study of the humanities often requires the discussion of mature, sensitive, and controversial ideas. Everyone should feel comfortable voicing their reasoned assessments of these ideas. Therefore, it's essential that we maintain a respectful academic environment in the classroom. No derogatory or discriminatory speech acts will be permitted.

Make-up Exams and Assignments

Per university policy, you are allowed to submit make-up work (or an equivalent, alternate assignment) for authorized university-sponsored activities, religious observances, or legal obligations (such as jury duty). If this participation conflicts with your course assignments, I will offer a reasonable opportunity for you to complete missed assignments and/or exams. The make-up assignment and grading scale will be equivalent to the missed assignment and its grading scale. In the case of an authorized university activity, it is your responsibility to show me a signed copy of the Program Verification Form for which you will be absent, prior to the class in which the absence occurs. In any of these cases, please contact me ahead of time to notify me of upcoming needs.

IMPORTANT: Because considerable flexibility is already built into this online class, please do not contact me for make-up work unless you can document that it was, in fact, impossible for you to do the required assignment during the entire time it was available to you.

If, due to an extreme, extenuating circumstance described above (e.g. severe illness or hospitalization), you cannot notify the instructor before a missed assignment is due, then you must notify the instructor **within two days** after the missed deadline to have her consider whether the assignment can be made up. **After two days without any notification the assignment cannot be made up.**

COVID-19

I recognize and understand the difficult times we are all in. The COVID-19 pandemic impacts us all in many ways, including physically, mentally, emotionally, financially, academically, and professionally. I will work with you on challenges you may be encountering and to provide support to help you succeed. However, please keep in mind that I will hold you accountable, especially in terms of class attendance, participation, and contributions.

UCF expects that all members of our campus community who are able to do so get vaccinated, and we expect all members of our campus community to wear masks indoors, [in line with the latest CDC guidelines](#). Masks are required in approved clinical or health care settings.

Students who believe they may have been exposed to COVID-19 or who test positive must contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place. Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19 or have tested positive for COVID-19.

Students should contact their instructor(s) as soon as possible if they miss class for any illness to discuss reasonable adjustments that might need to be made. When possible, students should contact their instructor(s) before missing class.

If the course modality or schedule should temporarily change due to the instructor falling ill, please look for announcements or mail in Webcourses@UCF or Knights email for any temporary alterations to this course.

Assessment and Grading Procedures

Assignment Weights	
Assignment	Percentage of Grade
Unit Quizzes	30%
Close Reading Quizzes	15%
Discussions	20%
Midterm Exam	15%
Final Exam	20%
Total	100%

Grading scale

Letter Grade	Points
A	90-100
B	80-89
C	70-79
D	60-69
F	59 or below

Consult the latest Undergraduate or Graduate [catalog](#) for regulations and procedures regarding grading such as Incomplete grades, grade changes, and grade forgiveness.

Final Grades and Incompletes

All grades are final. There is no rounding of grades in this class.

Incompletes and instructor withdrawals are given solely at the instructor's discretion and are **extremely rare**. Students who have not attended the majority of courses or not completed the vast majority of coursework will not be considered for an "incomplete." Instructor withdrawals are reserved for very unique circumstances. Even medical reasons may not be enough - medical withdrawal from the course is a preferable option in many cases, but if medical withdrawal is to be taken, it needs to be taken from all courses in a given term. So, please do not take on too much in a term, thinking that it will be easy to get an incomplete and then finish the work later. Incompletes will require documented evidence from the student. Under no circumstances will students be granted incompletes or withdrawals at or near the end of the semester because they do not like the final grade they expect to earn.

Course Schedule

The [course schedule](#) provides you with all topics, assignments, and due dates for the entire semester. Although there might be changes which will be communicated to you ahead of time, plan to follow this schedule for the duration of the semester.

University Services and Resources

Academic Services and Resources

A list of available academic support and learning services is available at [UCF Student Services](#). Click on "Academic Support and Learning Services" on the right-hand side to filter.

Non-Academic Services and Resources

A list of non-academic support and services is also available at [UCF Student Services](#). Click on "Support" on the right-hand side to filter.

If you are a UCF Online student, please consult the [UCF Online Student Guidelines](#) for more information about your access to non-academic services.

Policy Statements

Academic Integrity

Students should familiarize themselves with [UCF's Rules of Conduct](#). According to Section 1, "Academic Misconduct," students are prohibited from engaging in:

- *Unauthorized assistance*: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
- *Communication to another through written, visual, electronic, or oral means*: The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project.
- *Commercial Use of Academic Material*: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.
- *Falsifying or misrepresenting* the student's own academic work.
- *Plagiarism*: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
- *Multiple Submissions*: Submitting the same academic work for credit more than once without the express written permission of the instructor.
- *Helping another violate* academic behavior standards.

For more information about Academic Integrity, students may consult [The Center for Academic Integrity](#).

For more information about plagiarism and misuse of sources, see "[Defining and Avoiding Plagiarism: The WPA Statement on Best Practices](#)".

More about Plagiarism:

Students have the responsibility to fully understand what plagiarism is and to ensure they do not commit it. Consequently, the following forms of "accidental" plagiarism are not excusable:

- "Forgetting" or "not knowing" that you must provide in-text citations and works cited information indicating the source of a work you consulted and are paraphrasing or summing up ideas in your paper.

- “Forgetting” or “not knowing” that you have to place “quotation marks” around the ideas of another when you are quoting their exact wording and provide relevant citation information about the work from which you are quoting.
- Handing in work that you previously submitted for a grade in another class, or are simultaneously submitting to another class, without discussing it first with the professor.

Students who make formatting errors as they seek to accurately and honestly distinguish between their work and the work of others, will *not* be deemed to have committed plagiarism. When significant portions of your work originate in an uncited and unacknowledged author you have committed a serious act of plagiarism, whatever your explanation. All serious or egregious acts of plagiarism receive a minimum of a “0” on the plagiarized assignment with no opportunity to resubmit a new attempt.

Plagiarism and/or cheating of any kind is unethical and honesty is expected out of you. All assignments are designed for you to provide your OWN thoughts. Submit your own work—this means do not collaborate with other classmates on assignments unless you are specifically asked to do so. When in doubt, cite all sources and ideas that are not your own (correctly) and do not rely on the works of others to substitute for your own efforts. If you are unclear how to cite, see me, consult a writing handbook, or someone at the writing center.

WARNING: You may be tempted to use internet sites such as Google, Wikipedia, About.com, SparkNotes, Cliffs Notes, Schmoop, etc. to help you find the answers to some of the discussion questions for the readings, but this is considered CHEATING. If you do not quite understand a reading, answer the prompts to the best of your ability. **THIS IS HOW YOU WILL LEARN.** Also, don’t just copy someone else’s answers and say, “I agree!” You will need to answer each prompt with your own thoughts and your own words.

Unauthorized Use of Technology for Graded Work

If you were in a classroom setting taking a quiz, would you ask the student sitting next to you for an answer to a quiz or test question? The answer should be no. This also applies to graded homework, quizzes, tests, etc.

Students are not allowed to use GroupMe, WhatsApp, or any other form of technology to exchange course material associated with a graded assignment, quiz, test, etc. when opened on Webcourses.

The completion of graded work in an online course should be considered a formal process: Just because you are not in a formal classroom setting being proctored while taking a quiz or test does not mean that the completion of graded work in an online course should not be treated with integrity.

The following is not all inclusive of what is considered academic misconduct. These examples show how the use of technology can be considered academic misconduct and could result in the same penalties as cheating in a face-to-face class:

- Taking a screen shot of an online quiz or test question, posting it to GroupMe or WhatsApp, and asking for assistance is considered academic misconduct.
- Answering an online quiz or test question posted to GroupMe or WhatsApp is considered academic misconduct. Giving advice, assistance, or suggestions on how to complete a question associated with an online assignment, quiz, or test is considered academic misconduct.
- The use of outside assistance from another student or by searching the internet, Googling for answers, use of websites such as Quizlet, Course Hero, Chegg Study, etc. is considered academic misconduct.
- Gathering to take an online quiz or test with others and sharing answers in the process is considered academic misconduct.

If a student or group of students are found to be exchanging material associated with a graded assignment, quiz, or test through any form of technology (GroupMe, WhatsApp, etc.), or use outside assistance (Googling answers, use of websites such as Quizlet, Course Hero, Chegg Study, etc.), they could receive anywhere from a zero grade on the exercise to an “F” in the course depending on the act.

Turnitin:

In this course we will utilize turnitin.com, an automated system which instructors can use to quickly and easily compare each student's assignment with billions of web sites, as well as an enormous database of student papers that grows with each submission. Accordingly, you will be expected to submit all assignments in electronic format. After the assignment is processed, as an instructor I receive a report from turnitin.com that states if and how another author's work was used in the assignment. For a more detailed look at this process, visit www.turnitin.com.

Responses to Academic Dishonesty, Plagiarism, or Cheating

Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, [The Golden Rule](#). UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see <http://goldenrule.sdes.ucf.edu/zgrade>.

Course Accessibility Statement

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need disability-related access in this course should contact the professor as soon as possible. Students should also connect with [Student Accessibility Services](#) (Ferrell Commons 185, sas@ucf.edu, phone (407) 823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be

reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student.

Campus Safety Statement

Fully online course sections (W)

Though most emergency situations are primarily relevant to courses that meet in person, such incidents can also impact online students, either when they are on or near campus to participate in other courses or activities or when their course work is affected by off-campus emergencies. The following policies apply to courses in online modalities.

- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to <<https://my.ucf.edu>> and logging in. Click on “Student Self Service” located on the left side of the screen in the toolbar, scroll down to the blue “Personal Information” heading on the Student Center screen, click on “UCF Alert”, fill out the information, including e-mail address, cell phone number, and cell phone provider, click “Apply” to save the changes, and then click “OK.”
- Students with special needs related to emergency situations should speak with their instructors outside of class.

When on Campus (P, M)

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Students should make a note of the guide’s physical location and review the online version at <http://emergency.ucf.edu/emergency_guide.html>.
- Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency.
- If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see <<https://ehs.ucf.edu/automated-external-defibrillator-aed-locations>>.
- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to <<https://my.ucf.edu>> and logging in. Click on “Student Self Service” located on the left side of the screen in the toolbar, scroll down to the blue “Personal Information” heading on the Student Center screen, click on “UCF Alert”, fill out the information, including e-mail address, cell phone number, and cell phone provider, click “Apply” to save the changes, and then click “OK.”
- Students with special needs related to emergency situations should speak with their instructors outside of class.

- To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video (<<https://youtu.be/NIKYajEx4pk>>).

Deployed Active Duty Military Students

Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.

Copyright

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. **Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only.** All copyright materials are credited to the copyright holder.

In-Class Recording

Students may, without prior notice, record video or audio of a class lecture for a class in which the student is enrolled for their own personal educational use. A class lecture is defined as a formal or methodical oral presentation as part of a university course intended to present information or teach students about a particular subject. Recording classroom activities other than class lectures, including but not limited to lab sessions, student presentations (whether individually or part of a group), class discussion (except when incidental to and incorporated within a class lecture), clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, and private conversations, and invited guest speakers is prohibited. Recordings may not include the image or voice of other students in the class, may not be used as a substitute for class participation and class attendance, and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the University's Student Code of Conduct as described in the Golden Rule.

Third-Party Software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

Diversity and Inclusion

The University of Central Florida, as well as your professor, considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. UCF expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events. Dimensions of diversity can include sex, race, age, national origin, ethnicity, gender identity and expression, intellectual and physical ability, sexual orientation, income, faith and non-faith perspectives, socio-economic class, political ideology, education, primary language, family status, military experience, cognitive style, and communication style. The individual intersection of these experiences and characteristics must be valued in our community.