



HIST 3310 VC01 (POLS 3310) United States Diplomatic History Syllabus Summer 2017

Wayland Baptist University
School of Behavioral and Social Sciences
Virtual Campus

Course Syllabus:

WBU Mission Statement:

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind.

Course Title, Number, and Section: HIST/POLS 3310 VC01 United States Diplomatic History
Term: Summer 2017

Instructor: Doctor Jim Powell

Office Phone Number & WBU Email Address: 806-352-5207 (WBU Amarillo Campus) by pre-set appointment since in the Virtual World, Adjunct Faculty have no "office." james.powell@wayland.wbu.edu

Office Hours and Location: Doctor Powell checks the BB Course E-mail daily and will respond to any E-mail within 48-72 hours. Phone calls are only accepted at pre-arranged appointments since these must be pre-arranged at the Amarillo WBU Campus at the convenience of the Professor, Student, and the Campus open hours. Other virtual contact means can also be arranged by appointment such as Virtual Chat or Skype which may be better suited for student and Professor whose time zones and work hours make synchronizing times difficult.

Preferred Email for Course Communication: The BB Course E-mail TAB is located on the Left-Hand Menu/Toolbar

ALL communication between Student and Professor MUST take place within the **Course Homepage E-Mail TAB on the Left-Hand Toolbar within BB** NOT via the Microsoft Outlook system, because the standard Outlook programs can/do filter out what it may determine is Spam. This could lead to a student's attempt to contact Doctor Powell to disappear into the void. More importantly, BB automatically keeps a permanent record of our exchanges, thus protecting both the Professor and Student if there is any question about something. Finally, given the huge volume of E-Mails that we all receive each day, and with the Filtering system used, it is highly likely that your effort to contact Doctor Powell may never be seen, or not viewed until it is too late to help you with whatever problem you wrote about in the first place. The risks associated with trying to send any messages that are Course/Grade related via the Internet Outlook system is just not worth it. That Program also keeps a record of all exchanges, but the problem with Spam Filters and the likelihood of a message being invisible to Doctor Powell due to the overwhelming number of E-Mails received daily means that the student will suffer if this system is used for important communication. So Please take this seriously and write only via the Course Homepage E-mail system on BB to guarantee a response from the Professor.

Remember that this is an Online course, and traditional telephone messages may take longer to be returned since they are outside of the normal communication chain. If you reach your Professor's voice-mail, leave a message explaining the trouble and contact information where you can be reached. Expect an e-mail

response via the Course Homepage as the primary means of return contact, not a telephone call, since students are enrolled from around the world, and may, in fact, be on Active Duty in a military combat zone, or live in Alaska or Hawaii and so on. This makes telephone communication problematic to say the least. If necessary, a Chat Room can be created as a temporary method to discuss material that is too complex for a standard e-mail.

CONTACT Time Frame: Ordinarily, your Instructor will respond to any E-mail within 48-72 hours. If you need immediate assistance, or do not receive a response within 3 days, send a follow-up e-mail. Be sure to check your Course Homepage and its e-mail often for messages from the Professor. It is also a good habit to send a Blind Copy of your message to yourself to confirm that the message did indeed go through the system. You can then just delete it after confirming that it is enroute to the Professor.

Class Meeting Time and Location (Necessary Log-on and Meeting Times):

Students should purchase textbooks and receive them **prior** to the first day of class. In addition, students need to log in, on, or before, the first day of class through the [WBU Virtual Campus \(http://virtualcampus.wbu.edu/\)](http://virtualcampus.wbu.edu/) to activate the course. This class is conducted completely online and does NOT require proctors for exams. All quizzes and assignments are submitted online through the course website. (See more details under "Attendance" requirements.)

Catalog Description: American foreign relations and diplomacy from the colonial period to the present.

Prerequisites: HIST 2301 and 2302, POLS 2301, or consent of instructor.

Required Textbooks:

Herring, George C., *From Colony to Superpower: U.S. Foreign Relations since 1776*. Oxford University Press; 2008.

ISBN13: 9780199765539 (Paperback)

Where to Purchase Textbooks:

Students are **STRONGLY** encouraged to purchase the textbooks from WBU Virtual campus where the books are in stock. Internet bookstores and other places may claim have these books but they are often on backorder which can cause a significant delay of up to 3-4 weeks. This delay is unacceptable in a 12-week class because it places students too far behind to realistically keep up in the class.

Course outcome competencies: Upon completion of this course, students will be able to understand and describe:

- The persons and events involved in the diplomacy of the American Revolutionary era, 1763-1815
- The issues and events in American territorial expansion, 1800-1848
- The diplomacy of the Civil War era
- America's rise as a world power, 1865-1900
- Causes, courses and consequences of World War I and World War II
- The origins, development and end of the Cold War, 1945-1991
- Post Cold War developments in American foreign policy

Course requirements:

Quizzes:	Students may drop four (4) of the ten (10) quizzes. No proctor required -- all exams are completed online.
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	<p>Weekly reading quizzes with questions in any format (multiple-choice, fill-in-the-blank, matching, maps, etc.) For preparation and study, practice exams will be provided. Students may drop 4 of the 10 weekly quizzes. No proctor required -- all exams are completed online.</p> <p>Students must take the ten (10) graded quizzes within the ten (10) weeks. Each quiz will be composed of ten (10) questions in various formats. Question formats include (but are not limited to) multiple choice, fill-in-the-blank, true/false, maps, and more. Quizzes are normally scheduled from Friday beginning at 12:00 p.m. Noon to Monday until 11:55 p.m. (just before Midnight) Central Time. This allows students an 84-hour window over a four (4) day period in which to take each quiz after it is posted and the quiz will be timed. You will only be able to attempt the quiz ONCE and you will have twenty-five (25) minutes to take and complete the quiz. Once you open the Exam, you must complete it within the time limit as the Blackboard Program allows for only ONE (1) Test attempt and all are timed. There are NO make-ups. Each quiz is worth 11% each and the student will be able to drop four (the 4 lowest scores) of the 10 weekly quizzes. The top six (6) Quizzes comprise a total of 66% of your Class Average, but remember there are other graded course requirements. (Each Quiz is worth 11% or a total of 66% of the Final Course Grade.)</p>
<p>Student Participation:</p>	<p>Students are expected to participate in the course interactively. Each student will answer the discussion question posted on the Discussion Forum TAB in approximately 250-500 words in length. Students must respond in a thoughtful and in-depth way. Rules for answering discussion questions are located in the Discussion Rules (see the under the Course Information TAB then look under Course Policies). Discussion questions are normally scheduled from Friday to the next Friday until 11:59 p.m. Midnight. You will have approximately one week in which to answer the question(s), however there are two (2) due dates. Answers are due 24 hours prior to the replies to ensure thoughtful responses from students for others to respond to. To reiterate, you will have 6-Days in which to first, post your answer the question you selected (a minimum of 250-500 words in length), then each student must post two, shorter Commentaries (a minimum of 100-150 words in length) on the answers that two (2) of their classmates have posted to the Question they opted to write about. So be clear, there are actually 3-Parts to this assignment. The first is your own answer to a question posted by the Professor and selected by you, totaling about 500 words, then two (2) shorter responses or commentaries totaling about 150 words each that you post regarding what two of your classmates had to say about the Question they chose to write upon. However, there are two (2) separate due dates so Do Not Panic, and remember that you have almost one week to complete all three (3) parts of this Assignment. Be careful, however, to be sure that you submit your Answer to the Question you opted to write about No Later Than the First Due Date on the Course Schedule thus allowing at least 24 hours for the Replies from your classmates ensuring each student will have time for thoughtful responses to what others wrote, and to what you posted as your answer. Waiting until the last minute is unfair to those who need time to compose in-depth postings, so treat your classmates as you wish to be treated.</p> <p>There are four (4) Discussion Forums and students will be able to drop one (the lowest score) of the 4 Discussions comprising 33% of your Course Grade. The points will be awarded with seventy (70) points for a quality answer to the posted Discussion Question(s) and fifteen (15) points for each reply for a total of thirty (30) points for replying twice to your fellow students' answers with insightful comments. Students may drop 1 of the 4 student interactions. Details provided later. Your highest three (3) Discussion Forum scores will thus total 33% towards your Course Grade. (Each Discussion Forum is worth</p>

	11% or total of 33% of the Final Course Grade.)
Introduction Forum	The last Assignment is the Introduction Post (separate from the 4 Discussion Forums/Student Interactions listed directly above). Students are required to post a short summary of about 150-200 words by answering a few posted Questions about their goals and more by the listed due date on the Course Calendar. NO Replies to fellow students are necessary. (Introduction Forum is worth 1% of the Final Course Grade.)

Method of determining course grade:

Course grade will be determined by the student's total accumulated average. All Quizzes are worth 11% each for a total of 66% of your course grade. There are 10 Quizzes, but only 6 will be used to determine the Quiz average. Students may drop FOUR (4) of the Weekly Quizzes. All Discussions are worth 11% for a total of 33% of your course grade. There are 4 Discussions, but only 3 will be used to determine the Discussion average. Students may drop ONE (1) of the Discussion Forums. The Final Assignment is an Introduction Post worth 1% of your Course Grade.

There is NO extra credit offered--so Please Do Not Ask. This Syllabus is much like a Contract between the student and professor and alterations are not allowed. Experience has demonstrated that Make-Up work is often just more to do for an already swamped student, so I have chosen to use the Drop score option to relieve the pressure and prevent students from trying to do extra work while still keeping up with up-coming work that is still due on time. Remember, each student is being allowed to Drop Four (4) Quizzes and One (1) Discussion score to assist those who must miss a Quiz or Discussion due to outside obligations. So there is no Extra Credit allowed.

To view your Grades, click on the "My Grades" TAB within the Virtual Campus Course Webpage. Manually calculate your Grade or Current Average using the Course Syllabus and/or see the "Need Your Average?" TAB for assistance.

Graded Chapter Quizzes (6 at 10% each)	66%
Discussion Forums (3 at 13% each)	33%
Introduction Post	1%

Course Outline:
(Details provided below.)

Make-up Policy:

Since you are given the chance to drop several grades (see above), then **I DO NOT allow any Make-Up assignments -- for any reason so do not ask.** The second reason for not granting Make-Ups is that they tend to be more work for an already over-stressed student, and by allowing the Drop option instead, I feel that everyone benefits while still protecting your opportunity to succeed in this class. So, the rule is -- there are **NO** make-up exams or assignments under any circumstances. A missed quiz or discussion will simply become a dropped score -- no exceptions and there is NO extra credit offered. Therefore, it is imperative that students keep track of due dates for assignments.

Again, there is NO extra credit offered--so Please Do Not Ask. This Syllabus is much like a Contract between the student and professor and alterations are not allowed. Experience has demonstrated that Make-Up work is often just more to do for an already swamped student, so I have chosen to use the Drop score option to relieve the pressure and prevent students from trying to do extra work while

still keeping up with up-coming work that is still due on time. Remember, each student is being allowed several drop scores to assist those who must miss a Quiz or Discussion because of outside obligations. So there is no Extra Credit allowed.

The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student's control. A grade of "incomplete" is changed if the work required is completed prior to the last day of the next long (10 to 15 weeks) term, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

Student grade appeals:

Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

Attendance:

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student "attendance" in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 3 or more weeks of an 11 week term, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given term is considered a "no-show" and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university's attendance policy.

Regular log-on is necessary for satisfactory achievement. Students must log into the course daily, or at minimum of every 48 hours. This requirement is based upon the student's need to be informed on many issues that can arise, including changes in their course, any WBU announcement posted for the entire class, and in order to stay in contact with their Professor, who may feel that important information is not being understood by the students enrolled in the Virtual Campus, or WBU. Experience has demonstrated the important role played by the Professor's Blog postings in assisting students in successfully completing the class. So, remember to check the Homepage on a regular basis.

It is the responsibility of each student to keep track of their assignments. Students must have daily access to a computer and a reliable Internet connection to enroll in, and to succeed in this course. Technical problems with a Student's computer or Internet provider are not valid excuses to miss Assignments, Exams, or other Due Dates. Students should plan ahead to have access to a back-up computer at a family member's home, friend's location, local school, or local city library. If a technical problem does occur, students should immediately send an e-mail to the Virtual Campus Help Desk, where specialists in this technology can provide assistance. You must also send a note to your Professor via the Course Homepage explaining the difficulty and the Date, Time and Steps taken to solve the issue. Should the problem not be addressed by the Help Desk, they will provide the Professor with a detailed report of ALL actions taken and the Professor will then decide if the Student can be allowed to complete the work in another fashion. If you cannot use e-mail, telephone your Professor as a last resort to explain the problem. Remember, however, that this is an Online course, and traditional telephone messages may take longer to be returned since they are outside of the normal communication chain. If you reach your Professor's voice-mail, leave a message explaining the trouble and contact information where you can be reached. Expect an e-mail response via the Course Homepage as the primary means of return contact, not a telephone call, since students are enrolled from around the world, and may, in fact, be on Active Duty in a military combat zone, or live in Alaska or Hawaii and so on. This makes telephone communication problematic to say the least. If necessary, a Chat Room can be created as a temporary method to discuss material that is too complex for a standard e-mail.

Online students play by a slightly different set of rules than classroom based students. Because your Professors have no opportunity to meet you face-to-face, or to conduct any real discussions with the class as a group, you pay a penalty when it comes to the final class averages. Unlike those who are in a regular course, day-in and day-out for 15 weeks and who can participate in the give-and-take of the academic process, there is no room for leeway when it comes to averaging a student's grade. The nearest thing to classroom participation/discussions are found in the Discussion postings that are done by each student posted on the Calendar of Assignments. These are student led learning tools, but they also give your Professor a glimpse into how well you are learning the material, and substitute for the in-class debates found in the normal lecture format. So the Trade-Off for flexibility and not driving to class each week is that you must participate in these Discussions in order to give your Professor the best opportunity to assess your overall performance in the class. Failure to do these has often made the difference between a student earning an "A" instead of the "B" they got, and did not want. So please remember to take full advantage of both the learning process and the assessment tool provided by these Participation posts.

NOTE: Contact the Professor immediately if you have a family emergency such as an unexpected major illness or family death, are on Active Duty serving in a war zone and must be offline temporarily, or have any other justifiable reason why you are unable to meet the Due Dates. However, change of military assignments or TDYs, changing work schedules, or other occurrences caused by a busy life are not acceptable excuses for missing the assignments. Plan ahead.

Statement on Plagiarism and Academic Dishonesty:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

Instructor's Policy on Academic Dishonesty:

Occasionally a few students will attempt to cheat or plagiarize. Students caught will receive a grade of F (0 points) for that assignment. Additionally, such students may receive a grade of F for the Course and may be suspended from the College (penalties which become a permanent part of a penalized student's record and cannot be eliminated by the repeat-option). If you are unsure about the definition of plagiarism, see the links available to Students or visit with your Professor.

Plagiarism includes, but is not limited to:

- downloading a free or purchased paper
- copying an article from the web or electronic database
- translating a foreign web article into English
- copy a paper from a local source
- cobbling -- cutting and pasting to create a paper from several sources (including web sites) even if properly cited
- excessive quoting (more than 20% even if properly cited)
- quoting less than all the words copied
- changing some words but copying whole phrases
- paraphrasing without attribution
- summarizing without attribution
- faking a citation
- recycling work from a previous or current course, whether your own work or another student's work.

Review the Plagiarism Handouts located on the "Course Information" TAB on the Course Webpage.

Choosing Good Sources for Historical Research:

Students often search for additional information about historical events to supplement their understanding of the material in preparation for essays, discussions, and even quizzes. To correctly interpret historical issues requires an accurate knowledge of the facts, so you can also consult secondary sources such as the work of other historians. Students are, however, **STRONGLY** cautioned to choose these extra sources, particularly Internet sites, with care. Websites, such as Wikipedia or Yahoo, **DO NOT** necessarily contain reliable facts, documentation, or interpretations, and therefore, should not be used in a college course, without other means of corroboration. **NEVER**, cite these websites as official documentation even if you use them for a "Quickie" look at what they say about some topic. Remember that websites like Wikipedia even post disclaimers, informing users that their material may or may not be valid

(<http://en.wikipedia.org/wiki/Wikipedia:Disclaimers>). Students should, instead, choose sources from the WBU Virtual Library such a History Cooperative, JSTOR, or other refereed journals. For websites, learners should select places where the author can be identified as a scholar, historian, or other knowledgeable person. Such examples would include websites ending in .edu or .org. Websites helpful to students in this course already examined by the Professor are available via the "Web Resources" link through the Course Homepage. Encyclopedias and general "History" websites also fall into this category because they are too superficial to use as "source material" for research necessary for in any College Course.

Service for the Disabled:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.

Etiquette:

The study of history is important and deserves respect from both the Professor and from Students. Everyone has an obligation to cultivate an environment for learning that enhances the ability to pursue the shared interest in history. Respect for one another and for their ideas and values are essential for a strong community for the study of the Human Story that is history. Respectful students bring a strong work ethic to the course and are expected to log-on to the class regularly, be prepared for each class, and be attentive to discussions and online chats. A shared respect for one another is essential to the academic integrity and a comfortable learning environment. Everyone must do their part to maintain a climate of openness and civility

that encourages and honors intellectual achievement. If you need to review the standard for Net Etiquette rules, see the [Netiquette Rules](#) for more information.

Students should address all communication to the Professor using the proper title such as Doctor Powell, unless told otherwise. The same holds true, when communicating with each other, by use of full or proper names, and always with civility. The world is rude enough as it is, we do not need to add any more attitude.

Go to the Course Webpage on WBU Virtual Campus and select the "Course Information" TAB:

- Print out and keep a copy of the Course Syllabus for the Quarter handy.
- Print out the Course Schedule on the "Course Schedule" TAB and post somewhere prominent.
- Review and be familiar with ALL Course Policies.

****Changes or adjustments in Course Material, Course Schedule, or other parts of this Course Syllabus may be made during the semester if circumstances warrant.**

BACKGROUND READINGS:

Students need a solid background on the major events of American history. If you need to acquire, brush-up on your American history, or delve into the political and foreign policy developments in any era in American history, then consult the following:

Suggested General American history survey textbooks (may be available at a local Library):

John Faragher, et al., *Out of Many: A History of the American People*.

Alan Brinkley, *American History: A Survey*.

George Brown Tindall & David Emeory Shi, *America: A Narrative History*.

Robert A. Divine, et al, *America, Past and Present*.

And the following Reference Works:

Alexander DeConde, *Encyclopedia of American Foreign Policy*, 3 vols. (1978).

Jack P. Greene, ed., *The Encyclopedia of American Political History*, 3 vols. (1984).

Arthur M. Schlesinger, Jr., ed., *History of American Presidential Elections*, 4 vols. (1971)

Arthur M. Schlesinger, Jr., ed., *History of U. S. Political Parties*, 4 vols. (1973).

Teaching & Learning Strategy:

The class is approached as an on-line instruction tool to learn about US Diplomatic history. The course was designed to be completed during a regular 11-week quarter. Thus students must schedule, on average, approximately 10-15 hours per week to accomplish the assignments required in an Upper-Level course of this complexity while reading material of 150-300 pages per week. It is recommended for the student to block out time in your day planner three times a week for completing reading, reviewing Internet sources, and course work, just as you would if you were on campus.

This course stresses interaction between the students emphasizing their ability to engage in what is known as "Active Learning" a form of the Socratic Method. The goal is to avoid the drudgery of traditional lecture formats and uses textbook chapters and supportive readings, mixed with primary documents usually found on Internet sites to support the historical material. Students should view and/or print off the class Syllabus and Calendar regularly to keep track of posting dates for exams, discussion questions, and other graded projects. In addition, regularly check the Course Homepage and Course e-mail for notices about any changes in the class or content materials. Participation in this course is crucial to success in any student driven learning process.

Since this course is offered as an online class, individualized learning is the key. Your ability to read the textbook and additional material and learn on your own to identify major theses and link material together into a complete history of US Diplomacy is crucial. The Professor is, however, available by via email to discuss in-depth any material you do not understand. Never hesitate to write me and ask questions, even if they are only for your edification and not tied directly to an assignment. But the burden of learning falls upon the individual student.

Copyright of Course:

Courses and course presentations/materials shall not be reproduced, distributed, re-used, or revised without prior knowledge and consent of the Professor. Copyright of courses and course presentations are owned by the Professor just as in the case of traditional materials such as books or articles.

Computer Requirements:

Regular log-on is necessary for satisfactory achievement. Therefore, it is the responsibility of the student to keep track of their assignments. Students must have regular access to a computer and a reliable Internet connection to enroll in this course. I repeat, these are minimum requirements for all students in every online course. Technical problems are not an excuse to miss a posted Quiz or other Due Date. Students should plan ahead to have all work submitted earlier than the last Due Date in the event of a computer malfunction, and everyone should also have access to a back-up computer at a family member's home, friend's location, local school, or local city library so they may still meet all assignment dates. This is one of the trade-offs for the convenience of a Virtual class. When technical problems occur, students need to send an e-mail to the WBU Help Desk explaining the difficulty, and copy your Professor as well. If you cannot use e-mail, call the Help Line and not your Instructor to explain the difficulty. You should only then leave a summary of your trouble and response on your Professor's e-mail. I will then contact the Help Desk for a summary of their efforts to diagnose and fix the issue.

WANT TO AVOID PROBLEMS WITH GRADED QUIZZES ON BLACKBOARD (Virtual Campus)? GETTING KNOCKED OFF of GRADED QUIZZES?

READ THESE SUGGESTIONS!

Since some of you are new to the Virtual Campus and Blackboard online environment, here are some helpful hints to consider before taking the Graded Quizzes. Remember, that each Quiz must be **completed and submitted** prior to the 2355/11:55 p.m. deadline. If you begin your Quiz at 2350/11:50 p.m. on the final due date, you will have only 5 minutes to complete the assignment before the test is automatically submitted by the Blackboard Program. All Quizzes are set to close at 2355 (11:55 pm) local time (Central Time), so if your location is in a different time zone or even date/time zone, be sure you make the appropriate adjustment. For best results and to guard against any unforeseen Internet difficulties, begin your Quiz at the earliest date/time available for best results. **Once you open the Exam, you must complete it as the Blackboard Program allows for only ONE (1) Test attempt and all are timed.** Pick a quiet place with adequate time and a reliable, preferably a **Wired** fast Internet connection for best results. So do not answer your door, or the telephone if it rings, banish your spouse, children or significant other while testing, and be aware of weather related issues that may develop, meaning do not start a Quiz during a thunderstorm or when one is anywhere near! **The Graded Quizzes have a time limit** so remember to watch your time because when the time limit runs out, **the Quiz will automatically close and submit.** If you are "knocked out" of the quiz, students can immediately log back in and the test can be resumed until time has expired. However, note that the timer will continue to run if you leave the test! Again, to reiterate, once the time limit on the one-time attempt quiz has run out, the Quiz will automatically close and submit.

Blackboard is restrictive about the environment in which a student takes the Exam. To avoid any problems such as time-outs or losing access in the middle of a Quiz, note these suggestions:

- Check out some common problems on the FAQs page.

- Using a **wireless or satellite internet** service provider may cause problems with a continuous connection, causing a student to be booted from a test. Both typically have drops in signal strength known as Micro Power Blips, which we may not "see" visually but the program is so sensitive it will detect them as an indication that you have finished and will close and submit your Test. A student booted from the exam will be unable to complete it, or will not be able to submit the exam once completed. Consider using a **WIRED** connection for all graded quizzes!
- Do not double click any button (save, next, submit). Because the Quizzes are set to present the questions one at a time pulling from a pool of questions, double-clicking is DEADLY. When a student clicks to move on, and the computer runs an algorithm to pull the question for the student it often appears that the computer is frozen.... so the student clicks again (do not do this... wait!). This interrupts the computer and it ultimately shuts down. It just takes a few seconds (or what to a student seems forever), to locate the next question and move on. So be Patient!
- Be sure your computer is NOT set to do automatic updates! Many of these require a restart of your machine and it will do so no matter how hard you try to halt the process. Once it begins, you are done with that Test.
- Do NOT skip a question and try to return (It is a one at a time test, answer the questions in the order presented).
- Do NOT click SAVE after every question. It is a one at a time test, do not worry about saving answers, moving to the next question will automatically save the question for you.
- If you do accidentally click the Save button, do not click any other button or move to the next question until the "Answer Saved" box has appeared.
- Do NOT click the Back Button on your browser, (not the same as a Backspace Button).
- Be careful when using the Backspace button on the keyboard. Pressing too many times may cause the browser to move back a page, thus booting a student from their Exam.
- Close ALL windows, including pop-up blockers and virus scan programs.
- Use ONLY the buttons (such as back, forward, submit) located within the Exam itself, never those from your Browser.
- Each Quiz must be **completed and submitted** prior to the time/date deadline or when the time limit runs out, or the Quiz will automatically close and submit.
- Read the Instructions carefully before taking the Exam (particularly if you are new to Blackboard). If you are unsure, check out the tutorials first or contact the WBU Help Desk for additional assistance PRIOR to opening your Test.
- **NOTE:** Students are not allowed to print and reproduce any question from this Quiz in any manner.
- Students may use their notes and/or textbook during the Exam but MAY NOT access the Internet, copy/print the Quiz, share the Test or other information about it with other students, etc. Violations, as recorded by Blackboard protocols, will result in a zero or worse.
- Keep a timer handy that ticks down your available time.
- In Blackboard, your answer is automatically saved as you move to the next question.
- A one-minute warning will be given by Blackboard. Keep track of your time and use it wisely.
- The Professor reserves the right to assign a grade for an Incomplete Exam as circumstances warrant.

NOTE the importance of a WIRED Connection cannot be Emphasized Strongly Enough: A Message from a Blackboard IT Expert -- "If a students' Internet connection is interrupted anytime during a test, Blackboard regards that break as an ending of the test. WiFi connections are the worst because they often have micro-short blips in connections (as they process the signal from the source). Usually we do not even notice it...but Blackboard does. So a student might open a test, start the questions, and notice that nothing is saving or moving along – this is because the connection has been broken. Blackboard simply continues running the timer on the Quiz, and when the time runs out it "submits" the test on the next cycle – usually 2-7 minutes after the timer ends citing 'abandonment' by the student as the explanation. In the end, a student may get to answer either none or only a few questions."

When this problem occurs, students will need to visit with the WBU Help Desk prior to the next Quiz to confirm that this was, in fact, the issue. Remember, however, that "Once in - Never out" is the Rule to keep in mind because the program is set to allow for student attempt only once. However, the Professor has built into the Course Average a solution called the Drop Option for Graded Quizzes. It allows for students to avoid spending large blocks of time and effort tracking down an obscure technical

problem, and encourages them to move forward with the Learning Process by protecting your Class GPA and giving you the time to prepare for the upcoming Quiz which is often scheduled for the next weekend. Technical failures that occur during Quizzes should be documented via the WBU Help Desk, but there is no way to re-enter a Quiz already submitted. If you are “knocked out” of the quiz without hitting the submit button and realize it, students can immediately log back in and the test can be resumed until time has expired. However, note that the timer will continue to run if you leave the test! Again, to reiterate, once the time limit on the one-time attempt quiz has run out, the Quiz will automatically close and submit.

The Drop Option prevents either option harming anyone, and has proven to be far superior to Make-Ups on material that has already been covered by the class. Experience has shown that trying to retake Exams while simultaneously preparing for the next Block of Material often prohibits a student from focusing upon the more significant issue of what is due next. The result is frequently a poor performance on both Tests, rather than an improved grade for either. So remember those Drop Scores are there to protect you from any consequence from problematic or missed Exams, but still requires that you confirm the reason for any technical problem that prevented you from completing a Test.

The WBU Help Desk is available by e-mail, telephone, or Chat 24/7 should students run into any technical difficulties. If a technical problem occurs, particularly getting knocked off during a Quiz, students should immediately contact the WBU Help Desk where specialists in this technology can provide assistance in determining which of the above issues or other problem may have caused the break in the connection. (WBU Help Desk Contact Information and Hours: (866)-547-9192 or <http://BBhelp.wbu.edu> Additionally, contact your Professor to notify them of what happened and the steps taken to understand and prevent a future occurrence of the issue prior to the upcoming testing schedule bringing yet another possible headache for you. However, the Professor reserves the right to decide what action to take regarding any missed Quizzes as long as the solution fits within the stated Course Rules as found in the Syllabus.

Quizzes:

No proctor is necessary as all exams are completed online. Exams are scheduled on the calendar to begin at 12:00 p.m. Noon on the date listed (usually Friday) and ending at 11:55 p.m. Midnight (usually Monday) per the calendar. The **quiz will be timed**. You will only be able to **attempt the quiz once** for Credit and you **MUST** complete the quiz once the timer begins. **You cannot view the exam and then return later to complete**. So do not answer your door, or the telephone if it rings, banish your spouse, children or significant other while testing, and be aware of weather related issues that may develop, meaning do not start a Quiz during a thunderstorm!

Students **MUST** submit ALL Assignments and Quizzes electronically per the appropriate Instructions on the Course Website and no Assignments will be accepted in any other form as mandated by University and Course Syllabus rules.

HIST 3310 -- Course Schedule -- Summer 2017

Assignments/Graded Quizzes: Unless otherwise noted, all assignments are due before 11:55 p.m. (just prior to Midnight) Central Time (CT) on the final date listed. All dates refer to the 2017 calendar year and all times refer to the appropriate seasonal CT (Central Time).

Discussion Board: Unless otherwise noted, all discussions are due before 11:55 p.m. (just prior to Midnight) Central Time (CT) on the date listed. For rules governing late postings, see the Discussion Rules and/or FAQs.

NOTE: Students **MUST** submit all Assignments and Graded Quizzes electronically per the appropriate Instructions on the Course Website and no Assignments will be accepted in any other form as mandated by University and Course Syllabus rules.

Computer Problems and Assignments: Students must have regular access to a computer and a reliable Internet connection to enroll in this course. I repeat, these are minimum requirements for all students in every Online course. Technical problems are not an excuse to miss a posted Graded Quiz or other Due Date. Students should plan ahead to have all work submitted earlier than the last Due Date in the event of a computer malfunction. Students should then have access to a back-up computer at a family member's home, friend's location, local school, or local city library so they may still meet all assignment dates. This is one of the trade-offs for the convenience of a Virtual class. When technical problems occur, students need to send an e-mail to the Help Desk explaining the difficulty, and copy the Professor as well---but understand that Professors are not computer experts and do not have access to the Programs or Servers to repair any technical problems that may arise. Any message to me about a technical crisis is for Information Purposes only and not for me to attempt any repair. If you cannot use e-mail, call the Help Line and not your Professor to explain the difficulty.

Date	Week	Reading Assignment	Graded Quiz(zes)	Discussion Board
5/29/17	Week 1	Purchase Book. Familiarize yourself with the Course Syllabus, Course Policies, "Course Information" TAB, and other areas of the Course Web Page. Begin Reading Immediately.	Graded Quizzes Available on the "Graded Quizzes" TAB Practice Quizzes and Other Study Materials Available on the "Course Content" TAB	Locate Questions & Post Entries on the "Discussion Forum" TAB NOTE the TWO Separate Due Dates Below on Discussion Boards.
5/29/17	Week 1 Foreign Policy & Birth of the Republic	Intro. and Chapter 1	6/2 - 6/5 Graded Quiz #1	Post Intro by 6/5
6/4	Week 2 The New Republic, 1789-1801; Republicanism, 1801-1815	Chapters 2 & 3	6/9 - 6/12 Graded Quiz #2	Disc. 1 Opens 6/9 Answers DUE 6/15 Replies DUE 6/16
6/11	Week 3 The Assertive Republic, 1815-1837; Road to Disunion, 1837-1861	Chapters 4 & 5	6/16 - 6/19 Graded Quiz #3	Disc. 2 Opens 6/16 Answers DUE 6/22 Replies DUE 6/23
6/18	Week 4 Civil War Diplomacy, 1861-1877; Gilded Age, 1877-1893	Chapter 6 & 7	6/23 - 6/26 Graded Quiz #4	
6/25	Week 5 New Empire, 1893-1901; US in World Affairs, 1901-1913	Chapters 8 & 9	6/30 - 7/3 Graded Quiz #5	
7/2	Week 6 The Great War, 1913-1921; Involvement without Commitment, 1921-1931	Chapters 10 & 11	7/7 - 7/10 Graded Quiz #6	Disc. 3 Opens 7/7 Answers DUE 7/13 Replies DUE 7/14

7/9	Week 7 Depression, 1931-1941; WWII, 1941-1945	Chapters 12 & 13	7/14 - 7/17 Graded Quiz #7	
7/16	Week 8 Cold War, 1945-1953; Crises, 1953-1961	Chapters 14 & 15	7/21 - 7/24 Graded Quiz #8	Disc. 4 Opens 7/21 Answers DUE 7/27 Replies DUE 7/28
7/23	Week 9 Gulliver's Troubles, 1961-1968; End of Postwar Era, 1969-1974; Age of Dissonance, 1974-1981	Chapters 16-18	7/28 - 7/31 Graded Quiz #9	
7/28	Last Day to Drop	Please visit with adviser before dropping course.		
7/30	Week 10 End of Cold War, 1981-1991; America as Hyperpower, 1992-2007	Chapters 19 & 20	8/4 - 8/7 Graded Quiz #10	
8/6	Week 11	You have completed the course. Congratulations!	Complete Week 10 Graded Quiz #10 DUE 8/7	