**Wayland 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.

**Contact Information**

**Course**

: POLS 2301 VC 02 – American Government

**Campus**

: WBUonline

**Term/Session**

**:** Summer 2025 (8-Week Term)

**Instructor**

**:** Professor Linda Powell

**Office Phone Number**

**:** (806) 410-0025 Text Only – Please provide your name, school and class enrolled in your text.

**WBU Email Address**

**:** E-mail communication between Student and Professor **MUST** take place within the Course Webpage on Blackboard using the ***MESSAGES* link on the Top Menu Tool bar** -- NOT via the standard Microsoft Outlook system. **E-mails sent** via the proper tool can expect a response, usually within 24-hours, but on occasion such as Holidays or weekends, may be slightly longer (48-72 hours). Prior to the course, students may contact the Professor at: linda.powell@wayland.wbu.edu ; however, Course-related messages sent during the Term to this address may experience a delayed response or no response due to the Spam filter. You have been WARNED!

**Office Hours, Building, and Location**

**:** Professor Powell **checks the Bb Course E-Mail daily and** will respond to any E-Mail within 48-72 hours.

**Class Meeting Time and Location**

**:** WBUOnline -- Students must have a textbook in whatever format on the first day of class – no exceptions. In addition, students need to log-in, on or before, the first day of class through the [WBUonline Campus (https://wbu.blackboard.com/webapps/login/)](https://wbu.blackboard.com/webapps/login/). This process will activate their Account within Blackboard in preparation for the First Day of Class.  This class is conducted completely online and does NOT require proctors for exams.  All Graded Quizzes and Assignments are submitted online through the course website.

**Course Information**

**Catalog Description**

**:** Survey of the American national government including such topics as the U.S. Constitution, institutional structures and processes, political parties, elections, civil liberties, and civil rights.

**There is no prerequisite for this course.**

**Textbook Information**

**Required Textbook(s) and/or Required Materials**

**:**Monroe and Kersh. *By the People: Debating American Government,* Brief 6th edition. 2023, Oxford University Press
**eTextook Edition**: ISBN 9780197661505

***Wayland’s Automatic eBook program:*** *The textbook for this course is part of the* ***Wayland’s Automatic eBook*** *program. You will have access to the eBook and interactive learning material on the first day of class through your Blackboard course site. The cost of this Automatic eBook will be billed directly to your student account when you register for the course. You will be notified via email with access instructions and additional information. If you do not wish to participate in the Automatic eBook program, you will have the first 12 days of class to opt-out of the program (additional details will be outlined in your email instructions). For more information on the Automatic eBook program, visit the Wayland Bookstore* [*Automatic eBook FAQ*](https://bookstore.wbu.edu/site_inclusive.asp) *page.*

**Course Outcome Competencies**

**:** Upon completion of this course, students will be able to demonstrate knowledge of:

* national constitutions,
* the major institutions of the national government,
* the national policymaking process,
* the electoral system, federalism, civil liberties and civil rights

**Attendance Requirements**

WBUonline

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 2 or more weeks of an 8-week session, 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 session 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.

**PLEASE PAY SPECIAL ATTENTION TO THIS PART!!!** Any student who has not actively participated in an online class prior to the Census Date for any given session 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 or complete other Assignments. **The student *MUST complete* the *“Required First Assignment”* located at the top of the Course Content page per WBU rules to be counted as actively attending**.

The Census Date is vital to you so be sure that you have not only logged-in but have actively participated in the *Required First Assignment* to avoid being Administratively DROPPED from the course. Attendance in Online classes REQUIRES the completion of *Required First Assignment* **NO Later than 6 June 2025 Before 2359/11:59p.m.** REMEMBER---Simply logging into Blackboard, WBUonline, the Course Webpage or any other contact such as an E-Mail to your Professor is NOT accepted by either the WBU Administration nor the State of Texas as “attendance,” and will not count as “participation.” You Have Been Warned!!

**University Policies**

[Link to Statement on Academic Integrity , and reference one of the following in regard to how generative artificial intelligence (GAI) such as ChatGPT may or may not be used in this course:](https://www.wbu.edu/academics/writing-center/Academic%20Integrity%20Statement%20Pol%208.4.1%20Attch%20Oct%2020222.pdf)

1. No use of any generative AI tools permitted.
	1. Students are required to create and produce all work themselves or with assigned group members. Any work submitted that has used an AI generative tool like Chat GPT will be in immediate violation of the academic integrity policies for the course and WBU.
	2. All assignments must be fully created, designed, and prepared by the student(s).
	3. Any work that uses generative AI will be treated as plagiarism.

**Disability Statement**

**:** 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 Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests (office (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Dr. Rick Hammer, hammerr@wbu.edu or call (806) 292-9150.

**Course Requirements and Grading Criteria**

**WARNING:** This class is conducted online in the fast-paced 8-week format. Thus, students must plan accordingly for Assignments to come regularly and quickly with heavier weekly reading loads. I hate to say this, but at times, it may seem like trying to drink water from a firehose or a speed dating event. For more information, see [WBU 8-Week FAQs](https://www.wbu.edu/about/administrative-offices/registrar-office/8-week-sessions-faqs.htm). All dates/times refer to the appropriate seasonal Central Time (CT) Zone.

The Course Assignments are composed of three (3) components:

1. **Graded Chapter Quizzes:**
Chapter Quizzes reveal the student’s factual knowledge from the assigned reading. Each chapter quiz will be composed of ten (10) questions in various formats including (but are not limited to) multiple choice, fill-in-the-blank, true/false, maps, and more.  For preparation and study, practice tests are available on the “*Content*” page.  No proctor is required -- all exams are completed online on the “*Content*” page under the appropriate week on the Course Website in Blackboard. Students will take fourteen (14) Chapter Quizzes within the eight (8) week Term with the ability to drop four (4) of the 14 Chapter Graded Quiz scores.  Students will complete two Chapter Quizzes per week and the Graded Quizzes are open Friday-to-Monday. Graded Chapter Quizzes begin at 12:00 a.m. CT on Fridays and close at 11:59 p.m. CT (just before Midnight) on Mondays per the Course Schedule (see below) with all times referring to the appropriate seasonal Central Time (CT) Zone/WBU Plainview Campus Time.  This gives the student **96 hours over a four (4) day window** to complete each quiz after it is posted. Graded Quizzes are **timed** with **twenty (20) minutes** to take and complete the quiz with **ONE** **attempt at the quiz ONLY.** **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 5.7% each and the student will be able to drop four (the 4 lowest scores) of the 14-Chapter Quizzes. The top ten (10) Quizzes comprise a total of 57% of your Class Average but remember there are other course requirements.  (Each Quiz is worth 5.7% or a total of 57% of the Final Course Grade.)
2. **Student Interaction/Participation:**
The second component of a student's course average are Discussions listed on the Course Schedule twice during the 8-week Term. These are designed to give students a better understanding of US Government events in exchanges with their classmates in a student-driven interactive environment. The Instructions for each Discussion will be posted on the *Discussion Board* Link and will require students to post their own Answer to one of the Professor's question by SATURDAY evening no later than 2359 CT (11:59 pm).

Next, each student must submit One (1) Commentary/Reply of a minimum of 100-words regarding a fellow classmates' answer which is due no later than MONDAY by 2359 CT (11:59 pm). These "Commentaries" can be in the form of agreements in which you *add* more information supporting the original author’s assertion or you may choose to disagree (with civility of course) with something a colleague posted---but it must be more than just an "I agree" sentence. The objective is for students to add substantially to the discussion of a topic; thus your commentaries must be a minimum of 100-words.

The Discussion Forums will open starting on Tuesdays at 08:00 CT (8 am) and remain open for posting of a student's Main Post/Answer to the Professor's question by SATURDAY as scheduled at 2359 CT (11:59 pm). The student's Commentary about one of their colleagues Answers can begin posting on Fridays and must be submitted no later than MONDAY at 2359 CT (11:59 pm) with all times referring to the appropriate seasonal Central Time (CT) Zone. So---Do Not Procrastinate. Get your Answers posted early and then move on to read and select a classmate's Answer post to assess and create your Commentary to submit at any time between Friday and when the Discussion closes on the Monday night. CAUTION---you may NOT submit your Commentary until you have posted your own Answer to the Professor's question.

**NOTE:** *Students will not be able to view or respond to any of your classmates' messages* ***until AFTER*** *you have posted your initial Answer Response by creating a new thread. Students who submit an Empty post or Commentary/Reply FIRST (rather than an Answer post) to gain access to the Discussion Forum and their classmates’ posts – by accident or intent – will lose 20 points for the first infraction. Additional violations of this rule will result in a zero (0) for that Discussion Forum.*To reiterate, there are 2-Parts to this assignment. The first is your own Main Post/Answer to the material posted by the Professor and selected by you and One (1) Commentary that you post regarding what One (1) of your classmates submitted. So, to be clear, there are two (2) separate due dates so Do Not Panic and remember that you have almost one full week to complete both (2) parts of this Assignment. Be certain to submit your Main Post/Answer No Later Than SATURDAY thus allowing for the Commentaries from your classmates to begin posting no earlier than Friday and no later than MONDAY ensuring each student will have time for thoughtful responses to the Answers being submitted. Waiting until the last minute is unfair to those who need time to compose/create in-depth Commentaries, so treat your classmates as you wish to be treated.

The Three (3) Discussions during the Course are each worth 100-points and students will be able to drop ONE (1) of these, obviously it will be the lowest scores. However, *be careful* and do not skip/miss more than allowable one (1) drop or use it early in the Term only to find you need those points later – as there are NO makeups for this Assignment. You have been warned. The points will be awarded as follows: Eighty (80) points for a quality Main Post/Answer to the Question/Assignment itself; and then Twenty (20) points for your one Comment/Reply to a classmate’s posts. Each Discussion Assignment is worth 15% of your class average---and the lowest one (1) score of the Three (3) Discussion Assignments will be automatically dropped. Your highest two (2) Discussion Assignments will thus total 30% toward your Course Grade.

**PENALTIES:**  Loss of points can occur (but are not limited to) postings submitted after the due date, postings that do not meet the stated requirements, minimum word length, numbers of posts, no or improper citations, or postings that use non-scholarly sources such as Wikipedia, History.com, and other popular History and/or Study Websites.
3. **Start HERE! -- Introduction Assignments (3-Parts)**

First, complete the “REQUIRED FIRST ASSIGNMENT” two-question Quiz by the date listed on the Course Schedule to avoid being Administratively DROPPED from the course. This is KEY to demonstrating you are actively participating in the class! The Quiz is worth 100 points or 1% of the Final Course Grade.

The Second part is the completion of a Course Syllabus Quiz by the date listed on the Course Schedule. The Syllabus Quiz is worth 100 points or 1% of the Final Course Grade.

The Third Assignment is an Introduction Post (separate from the Three (3) Discussion Forums listed directly above). Students are required to post a brief summary of a minimum of 150 words to earn credit by answering a few Questions about their goals, etc. by the date listed on the Course Schedule. NO Replies to fellow students are necessary. The Introduction Forum is worth 100 points or 1% of the Final Course Grade.

1. **Final Exam/Essay**
The remaining 10% of your Course Average will come from a mandated WBU POLS 2301 Gen Ed Core Assessment and thus there is **NO DROP option**. This is a “Critical Examination of Creation and Community: Learners will develop rational mindsets and logical processes for the examination of the natural and human realms”

Students will write a persuasive paper based on the instructions provided by the Professor for this assignment on the Blackboard course. Complete **Instructions and the SafeAssign upload link** **are available via the course webpage.** There is no "time limit" on the Final Exam other than uploading your Essay by the Due Date. The Assignment will be available beginning in Week 7 and you absolutely MUST submit your Essay via the Online SafeAssign Tool ONLY no later than **2355 (11:55 pm) on MONDAY 21 JULY 2025.**

Also recall that this Essay MUST be submitted via the SafeAssign link ONLY and will not be accepted in any other form as mandated by College rules---so DO NOT send it to me via any E-Mail tool. **Citations are required for all material consulted including your Textbook and any other scholarly sources used in your essay. All Citations -- quotations, paraphrased facts or information, and Works Cited/Bibliography -- MUST be in an accepted formal Citation style (Turabian, MLA, etc.).**

**Students must access the Complete** **Instructions along with the SafeAssign upload link and these** **are available on the Course Webpage in Week 7.** Your Essay must include a title and student name, be double-spaced, and written in normal Academic Third Person format. Students should provide the correct citations and the appropriate Works Cited/Bibliography at the end.

Additionally, all Writing Assignment will be submitted and checked by SafeAssign for plagiarism and illegal use of AI. **This course requires a SafeAssign score of 20% or less for any Writing Assignment.** A rating of 40% or greater means blatant plagiarism since students relied upon someone else for almost one-half of their work. The goal of this Assignment is to encourage critical thinking, communication, plus personal and social responsibility. **BE FOREWARNED** ---The current version of SafeAssign will only accept **.pdf or .docx files** -- **NO** Google or Apple documents are accepted by the Blackboard Tool. **Save your file as a .pdf or a docx.** The SafeAssign Link allows only **ONE upload attempt so your Essay must be ONE complete document (including the Cover Sheet, Essay & Works Cited/Bibliography all together) and please ensure you are uploading the correct version (not your Draft) using the SafeAssign Link!** REMEMBER, once you hit that "submit" button for the final time to upload and send your Essay, there is no going back -- so please, please double-check yourself and be certain you have selected the correct file! Students needing assistance saving or uploading their Essay on the SafeAssign Link, should visit the Help Desk PRIOR to making their one attempt and a Link is provided on the left-hand menu on the Course Webpage.
(Total 100 points or 10% of Final Course Grade.)

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| **Penalties Applied to Writing Assignments (Based on a 100-point Essay)** |
| Essay Not Submitted on SafeAssign Link | A 2-letter Grade Deduction (A minimum of 20 points) |
| Late(within 24 hours of the Final Due Date) | A letter Grade Deduction(A minimum of 10 Points) |
| Late(within 48 hours of the Final Due Date) | A 2-letter Grade Deduction(A minimum of 20 Points) |
| Late(More than 48 Hours past the Final Due Date) | Will not be AcceptedZERO |
| SafeAssign Plagiarism Score or illegal use of AI of 21-40% | A 2-letter Grade Deduction(A minimum of 20 Points) |
| SafeAssign Plagiarism Score or illegal use of AI of 41% or more. | Will not be AcceptedZERO |

***BE CERTAIN a message/receipt is received stating the Essay was Uploaded and CHECK it did so correctly!!*** Students are responsible for ensuring that their Essay uploads correctly (Cover Sheet, Essay, & Works Cited as ONE complete document) without a virus, in an accepted format that SafeAssign can open in Bb to receive a grade. Any Essay submission which cannot be scanned by SafeAssign or opened by SafeAssign and Bb will NOT be accepted for a grade.  If you experience any issues -- contact the Help Desk ASAP and your Professor.

**Method of determining course grade:**
Course grade will be determined by the student's total accumulated average. All Quizzes are worth 5.7% each for a total of 57% of your course grade. There are 14 Quizzes, but only 10 will be used to determine the Quiz average.  Students may drop FOUR (4) of the Chapter Quizzes. All Discussions are worth 15%. There are 3 Discussion Forums and students may drop ONE (1) with only Two (2) used to determine the Discussions average for a total of 30% of your course grade. The Final Exam/Essay makes up 10% of your course grade and there is NO DROP option available as the Assignment is mandated by WBU. The remaining 3% of your average comes from the Introduction Assignments.

Graded Chapter Quizzes (10 at 6.7% each) 57%
Discussions (2 at 15% each) 30%
Final Exam/Essay (Cannot be dropped) 10%
Introduction Assignments 3%

**Make-up, Resets, Early/Late, Extra Credit Policy:**
Since you are given the chance to drop several Assignments (see above), then **I DO NOT allow any Make-up, Resets, Early/Late 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, Resets, Early/Late** Quizzes or Assignments under any circumstances.  A missed Graded Quiz or other Assignment 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.

A grace period is available – with appropriate late penalties applied – on the Discussions and Final Exam/Essay ONLY allowing students to post until the forum/assignment closes on Tuesdays at midnight, BUT once closed – the NO make-up rule applies.

**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 Graded Quiz or other Assignment because of outside obligations.  So, there is no Make-up, Resets, Early/Late Assignments allowed.**

**\*\*\*DUE DATES:**

The weekly schedule for this class begins on Tuesdays and ends the following Monday. Due dates are the same each week:

All Main/Answer posts to Discussions must be completed by **SATURDAY** before 2359/11:59 p.m. CT.

All Discussion Replies and Quizzes must be completed by **MONDAY** before 2359/11:59 p.m. CT.

SO, THE DATES TO MARK IN YOUR CALENDARS ARE: SATURDAYS for Main Discussion Post that week and MONDAYS for Discussion Replies and Quizzes. All dates refer to the 2025 Calendar Year and all times refer to the appropriate seasonal Central Time Zone (CT)/WBU Plainview time.

**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, within the last week of an 8-week session, 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 16-week term or 8-week session, 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 are 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 Vice President of Academic Affairs 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.

**Tentative Schedule**

See Below.

**Additional Information**

**Instructor’s Policy on Attendance Requirements**

: Regular log-on is necessary for satisfactory achievement. Students must log into the course daily in this New fast-paced 8-week Term. 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, stay up-to-date on Due Dates for Assignments, 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 course. Experience has demonstrated the important role played by the Professor’s messages/postings in assisting students in successfully completing the class. So, remember to check the Course 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 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, in advance,* to have access to a back-up computer, tablet, or smart phone with the Blackboard App. If a technical problem does occur, students should immediately send an e-mail to the WBUOnline Help Desk, where specialists in this technology can aid.

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 term 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 interactions are found in the Course Participation 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 the Participation Assignments fully in order to give your Professor the best opportunity to assess your overall performance in the class.  Failure to do so can make the difference between a student earning an "A" instead of the "B" or passing versus failure of the class.

**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 Plagiarism Handout on the Course Webpage 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.
* using AI generated work of any kind.

A special note of a mistake mentioned above that is often made regarding plagiarism is what is known as "Cobbling." This is where someone strings together either the ideas of---or actual quotes from---another person's work. Even if you provide citations for all of it---the writer has still committed a form of plagiarism. It is very easy to do this---so be cautious. Your work needs to be original---not just a re-worded repetition of what is already out in the literature. Try reading your assignment out-loud prior to posting to avoid not only grammatical errors---but to find locate areas where you used the work of some other scholar without realizing that it crept into your writing.

Review the Plagiarism Handouts located on the “*Course Info*” link on the Course Webpage.

**AI Use is Prohibited -- Policy on CHATGPT or other A.I. created/A.I. Augmented work:**

Use of an AI Generator such as ChatGPT, iA Writer, MidJourney, DALL-E, etc. is explicitly prohibited by the instructor. The information derived from these tools is based on previously published materials. You are expected to generate your own work in this class. When you submit any kind of work, you are asserting that you have created it completely on your own unless you indicate otherwise -- using quotation marks and proper citation for the source(s) you used to help you. Therefore, using these tools without proper citation constitutes plagiarism. Additionally, be aware that the information derived from these tools is often inaccurate or incomplete. It’s imperative that all work submitted should be your own. Submitting content that has been plagiarized, generated by someone other than you, or that was created or assisted by an AI generative tool is cheating and constitutes a violation of the Student Code of Conduct and will be reported to the appropriate office. Any assignment that is found to have been plagiarized or to have used unauthorized tools will automatically receive a zero and you will not be given an opportunity to repeat the assignment for a passing grade. In addition, depending on the severity of the case, academic misconduct may result in a failing grade for the course or even expulsion from the school.

**Choosing Solid Scholarly 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 Graded 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 scholars and historians. Students are, however, STRONGLY cautioned to choose these extra sources, particularly Internet sites, with care.  Websites, such as Wikipedia, Yahoo, Encyclopedias, History.com, Study.com, Biography.com, social media posts, etc., DO NOT necessarily contain reliable facts, documentation, or interpretations, and therefore, should not be used in a college course. One should NEVER cite these websites as official documentation even if you use them for a “Quickie” look at what they say about some topic. Websites like Wikipedia even post disclaimers, informing users that their material may or may not be valid [Wikipedia Disclaimer (http://en.wikipedia.org/wiki/Wikipedia:Disclaimers)](http://en.wikipedia.org/wiki/Wikipedia%3ADisclaimers). Instead, students should choose sources from the WBU Library, such as JSTOR, or other refereed journals. For websites, learners should only select ones where an author is listed and can be identified as a scholar, historian, or other knowledgeable person.  Such examples would include websites ending in .edu or .org. **Use of Wikipedia, Yahoo, ANY Encyclopedias, Dictionaries, or general History websites (like History.com or the .net one) or any similar websites as sources for a college-level assignment will receive a minimum of a letter-grade deduction (generally this means a minimum of a 10-point loss). If you are in-doubt write to the Professor and ask for confirmation about the scholarly nature of the site/source in question.

Etiquette**

: The study of government is important and deserves respect from both the Professor and Students. Everyone has an obligation to cultivate an environment for learning that enhances the ability to pursue the shared interest in government. Respect for one another and for their ideas and values are essential for a strong community for the study of the politics and student should bring a **non-partisan** attitude to the class and all discussions. 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 or other interactive participation. 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](http://www.albion.com/netiquette/corerules.html) for more information

**Teaching and Learning Strategy**

: The class is approached as an on-line instruction tool to learn about government. The course was designed to be completed during the NEW fast-paced 8-week Terms.  Thus, students must schedule, on average, approximately 15-20 hours per week to accomplish the assignments required in a survey course of this complexity while reading material of 200-250 pages per week. It is recommended for the student to block out time in your day planner *daily* for completing reading, reviewing, 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 to support the political material.  Students should view and/or print off the Course Syllabus and Course Schedule regularly to keep track of posting dates for exams, and other graded assignments. 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 picture of the subject/topic 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.

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**Where do I Begin?**

**:** **Go to the Course Webpage on WBUonline (Blackboard) and select the "*Course Info/Syllabus*" Link:
--**Print out/or save a copy of the Course Syllabus for the Term to keep handy for referral.
--Print out the Course Schedule from the "*Course Schedule*" Link and post somewhere prominent. Put the dates in your smart phone calendar.
--Review and be familiar with ALL Course Policies and Graded Assignments.

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

**Are there Proctored Exams? Rules of the Graded Quizzes**

**:** No proctor is necessary as all Quizzes and other Assignments are completed online.  Quizzes are scheduled on the Calendar to begin at 12:00 a.m. on FRIDAYS and close at 11:59 p.m. Midnight on MONDAYS.  **Graded Quizzes are be timed** and you will only be able to **attempt the Graded Quiz only once** for Credit. You MUST complete the Graded 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 Graded Quiz during a thunderstorm, dust storm, snow storm, excessive wind, etc.!

 **Computer Requirements – Have a Back-up Plan**

**:** Regular log-on is required 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 Graded Exam or other assignment Due Date. Students should plan ahead to have all work submitted earlier than the last Due Date in the event of a computer malfunction or other disruption and everyone should also have access to a back-up -- a computer at a family member's home, friend's location, local school, local city library, tablet or smart phone with the Bb App -- to meet all assignment dates.  It is strongly recommended to download the [Student Blackboard Mobile App](https://help.blackboard.com/Mobile_Learn) for your Smart Phone or tablet to access the Course when Wi-fi is down, Internet is unavailable, a computer crashes, students are not a home, etc. Many learners use this App to successfully interact in the Course as well as upload and/or complete Assignments. This is one of the trade-offs for the convenience of a Virtual class. When technical problems occur, students need to contact the [**WBUonline Help Desk**](https://www.wbu.edu/wbu-online/current-students/staff.htm)for assistance immediately. They are open 24/7 via Chat, E-mail or by telephone.

**Submission of ALL Assignments**

**:** Students **MUST** submit ALL Assignments and Exams/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.

**Course Schedule for POLS 2301 – Summer 2025**

**:**

**Assignments:** Unless otherwise noted, all assignments are due before 11:59 p.m. (just prior to Midnight) Central Time (CT) as listed.  All dates refer to the 2025 Calendar Year and all times refer to the appropriate seasonal CT (Central Time)/WBU Plainview Time. Students **MUST** submit all Assignments electronically per the appropriate Instructions on the Course Syllabus/Website and no Assignments will be accepted in any other form as mandated by University and Course Syllabus rules.

**Computer Problems?** Contact the [**WBUonline Help Desk**](https://www.wbu.edu/wbu-online/current-students/staff.htm)immediately. They are open 24/7 via Chat, E-mail or by telephone. NOTE that technical problems are NOT an excuse to miss a posted Assignment Due Date. Turn in assignments early and have backup plan.

**\*\*\*DUE DATES:**

The weekly schedule for this class begins on Tuesdays and ends the following Monday. Due dates are the same each week:
--All Main/Answer posts to Discussions must be completed by **SATURDAY** before 2359/11:59 p.m. CT.

--All Discussion Replies, Quizzes and Final Exam/Essay must be completed by **MONDAY** before 2359/11:59 p.m. CT.

SO, THE DATES TO MARK IN YOUR CALENDARS ARE: SATURDAYS and MONDAYS. All dates refer to the 2025 Calendar Year and all times refer to the appropriate seasonal Central Time Zone (CT)/WBU Plainview time.

| **Modules/Dates** | **Topic/Readings** | **Assignments** |
| --- | --- | --- |
| **6/2 - Week 1** | Chapter 1Chapter 2  | Complete 3 Introduction Assignments – **DUE FRIDAY 6/6** Chapter 1 QuizChapter 2 Quiz |
| **6/10 - Week 2** | Chapter 3Chapter 4 | Chapter 3 QuizChapter 4 QuizDiscussion 1  |
| **6/17 - Week 3** | Chapter 5Chapter 6Chapter 7 | Chapter 5 QuizChapter 6 QuizChapter 7 Quiz |
| **6/24 – Week 4** | Chapter 8Chapter 9 | Chapter 8 QuizChapter 9 QuizDiscussion 2  |
| **7/1 – Week 5** | Chapter 10Chapter 11Chapter 12 | Chapter 10 QuizChapter 11 QuizChapter 12 Quiz**NOTE:** Quizzes will open EARLY on THURS. 7/3 because of the Independence Day Holiday. |
| **7/8 – Week 6** | Chapter 13Chapter 14 | Chapter 13 QuizChapter 14 QuizDiscussion 3 |
| **7/15 – Week 7** | Final Exam/Essay - CANNOT DROP | Final Exam/Essay - CANNOT DROPDUE Monday 7/21 |
| **7/18** | Last Day to Drop |   |
| **7/22 – Week 8** | Finish up class work |   |