



### Methods of Evaluation:

Grading is based on cumulative points of all assignments.

Final Exam	350 pts
5 Weekly Discussions @ 60 pts ea	300 pts
5 Assignments @ 70 pts ea.	350 pts
<b>Total Points</b>	<b>1000 pts</b>

### Explanation of Assignments:

**Final:** Tests will be a combination of objective, short answer, application of terminology and formula, and answering calculations. The final exam will be comprehensive. You can use your notes & calculator. You will print the exam and take it by hand. You will need to find a way to scan your written responses and upload them to the final Exam assignment tab in a word attachment (so I can see all of your work...show your work). You can begin working on the exam anytime and do bits and pieces of it as we learn. Final exam will be available in course materials Due midnight 12/12/2018.

**Discussion questions:** Each week there will be a discussion question posted under the discussion tab for you to respond to by **Midnight Friday night**. To respond to the discussion you click on the hyperlink to the discussion and then click on create new thread. Put your last name and the week in the subject line (eg. LathamWeek1). You can respond directly in the message area, however, I suggest you type your response in a word document, spell check, then copy and paste it into the message area. You can upload your response as an attachment, but please **ALSO** copy and paste it into the message area so we do not have to open an attachment to read your post. Each discussion post is worth 40 points. 10 points will be deducted for each day it is late. 10 points will be deducted for not following the instructions above, do follow all instructions in the directions of the discussion.

**Responses to others:** Under each discussion post you must respond to another classmate's original discussion post. The response is worth 20 points (so a total of 60 points for class discussion is available for you to earn each week) and is due by **Sunday Midnight** each week. The response must be more than "good job", "I like what you said", etc., it must be a substantial response that would be as if you were having a discussion on the topic in class. A substantial response would include, but not limited to: adding to the discussion with further information you find (cite your source), asking relevant questions, as well as critiquing in a positive way the post. **ALWAYS** spell check and edit your responses. These should be academic responses and not chat room or informal language. Do be respectful of others, do use proper language – do **NOT** hurt others feelings. To respond to another's post, click on their post and reply. Title the subject of your response with your last name and "response to \_\_\_\_\_ week 1 post" (eg. Latham's response to Henderson's Week 1 post).

**Homework Assignments:** Click on the hyperlink (title of the assignment) in the assignment tab, read the directions completely, you will do the assignment in a Word (MUST BE MICROSOFT WORD...no other format is accepted) document and attach

the file in the assignment submission section, then click submit. Follow all instructions and mind the due dates. I will accept late work with 10 point deductions for each day past the due date.

**Students with Disabilities:**

*Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Mary Schwartz, M. Ed., L.P.C., in Counseling and Accessibility Services, Ferguson Hall, Room 112. The mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8691. E-mail: [mschwartz@sulross.edu](mailto:mschwartz@sulross.edu) .*

***Distance Education Statement:***

Students enrolled in distance education courses have equal access to the university's academic support services, such as Smarthinking, library resources, such as online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login information to verify students' identities and to protect students' information. The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.