SOCI 1301 Course Syllabus

Introduction to SociologySummer Session I 2013

Associate Professor: **Jane Hellinghausen, MA, MS, CFLE**

Title: SOCI 1301: Principles of Sociology
Course Dates: June 10 – July 11, 2011
Course Credits: 3 hours
Location: Course is a full Web course and is conducted in Blackboard
Prerequisites: None

Course Overview:

Introduction to Sociology– Is thescientific study of human society, including ways in which groups, social institutions, andindividuals affect each other. Causes of social stability and social change are explored throughthe application of various theoretical perspectives, key concepts, and related research methodsof sociology. Analysis of social issues in their institutional context may include topics such associal stratification, gender, race/ethnicity, and deviance.

Course Objectives:

After completing this course, the student will be able to:

1. Compare, contrast and apply the basic theoretical perspectives of sociology;
2. Identify the various methodological approaches to the collection and analysis of data in Sociology;
3. Describe and apply key concepts in sociology;
4. Describe and communicate the empirical findings of various subfields of sociology;
5. Explain the complex links between individual experiences and broader institutional forces.
6. Understand the concept of globalization and its implications for individuals, society and the world;
7. Be familiar with numerous organizations and websites that are relevant to the field of sociology.
8. Report having improved Internet research skills, data analysis, and academic writing skills.

Required Material/Must must purchase access code for text and materials:

The etext book for the course is <u>Society: the Basics (12th ed.)</u> by John Maciones. Here is purchasing information. ISBN: 9780205899883 for MY SOC LAB with text/Pearson. Course ID information will be available on the first day of class.

Important Dates:

See SOCI 1301 WB Blackboard > Syllabus, etc. forSyllabus and Course Schedule. Also see weekly emails, posts on the GeneralBoard and Announcementspage for dates and assignments.

See http://www.odessa.edu/college-calendar13.pdf

Computer skills:

Students should be able to navigate the Internet and conduct required research, create word processing documents and navigate the course web site. Students must also be able to use email, attach files and use various features of Blackboard. Use of OC email is required.

Course Evaluation:

Your final grade is determined by the following:

1. Orientation   100 points

2. Multiple choice quizzes (5 at 40 points each)   200 points

3. Written assignments/essays (4 at 100 points each)   400 points

4.Small group discussions, INCLUDING introduction post   300 points
(5 discussions at 60 points each).

<div align="center">1000 points</div>

The course is set up in a modular format; a Module for each week clearly gives instructions and identifies assignments for that week. All assignments must be submitted through Blackboard – work is not accepted by email.

All assignments, including small group discussions, are due by midnight Sunday, unless otherwise indicated.

NOTE ABOUT FINAL EXAM - Module 5serves as your final exam in this course. All of it must be completed even if you are satisfied with your points. If you do not complete EACH, ALL of these (Discussion and Writing Assignment 4 and Quiz 5), you will fail the course as per the OC policy that any student who does not take the final exam fails the course.

Grading Scale:

880 - 1000 points =   A
780 - 879 points =   B
680 - 779 points =   C
580 - 679 points =   D
Under 579 points =   F

Attendance policy:

Please note that if you fail to check into the course AND check your email at least every other day, 10 points will be deducted from your final grade!

Communication Policies:

Each Sunday students receive an email for the week about what is due that week. The same information can be found in Announcements and on the General Discussion board.

Students should use the General Discussion board for all communication related to the course. This includes questions, comments, and requests for clarification. Please note, however, if the answer to a student question is to be found within the course web site, she will be returned to the site to continue to look for the answer to the question.

Students must put their names on all emails and assignments. If an email with no name is sent, it is returned to the sender. You should also identify the course in which you are enrolled.

If you email the instructor, she will respond in a very timely manner. You are expected to acknowledge her reply and indicate that she has addressed your concern. You should therefore check email for a response if you sent the instructor an email.

TEXTING. Do not use texting style communication in small discussion groups, on the General Board or on any submitted written assignments. Discussion and written assignment grades are penalized for this incorrect spelling, punctuation, and improper grammar. This is a college course!

Late Submission Policy:

Late work is not accepted accept under special circumstances. Acceptance of late work is up to the instructor's discretion. If you feel you have a unique situation/circumstance that prohibits your meeting a deadline, you should communicate it to me privately by email. Students are strongly encouraged to communicate any problems to the instructor in a timely manner.

Incomplete Policy:

A grade of "Incomplete" may be given only if (1) the student has passed all work completed, and (2) he/she has completed a minimum of 75% of the required coursework. A grade of "I"

will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student. A contract between student and instructor must be signed.

Instructor Response Time:

The instructor will respond to emails and bulletin board posts with 24 hours of receiving them. If she will be unavailable for any length of time for any reason, she will post such a message in the Announcements area and on the General Discussion Board.

Statement of Academic Dishonesty:

Ethics, Cheating and Plagiarism "Using someone else's ideas or phrasing and representing those ideas or phrasing as our own, either on purpose or through carelessness, is a serious offense known as plagiarism. "Ideas or phrasing" includes written or spoken material, of course, from whole papers and paragraphs to sentences, and, indeed, phrases. but it also includes statistics, lab results, art work, etc. "Someone else" can mean a professional source, such as a published writer or critic in a book, magazine, encyclopedia, or journal; an electronic resource such as material we discover on the World Wide Web; another student at our school or anywhere else; a paper-writing "service" (online or otherwise), which offers to sell written papers for a fee." (statement taken from http://webster.commnet.edu/mla/plagiarism.shtml)

I do not tolerate cheating in any form. If you plagiarize on an essay, copy from another student or cheat on an exam once, that assignment will receive a "0." If you plagiarize copy or cheat the second time, you will receive an "F" in the course.

Cutting and pasting any information from any Internet source is considered cyber plagiarism and will result on a 0 for the first offense and an F in the course for any subsequent offenses.

See the section on "Scholastic Dishonesty" in the updated Odessa College *Student Handbook.*

See: http://www.riosalado.edu/library/tutorials/Pages/avoidingPlagiarism.aspxfor plagiarism and citation information.

Statement of Special Accommodations:

In accordance with federal and state laws and regulations, Odessa College does not discriminate on the basis of disability in the recruitment and admission of students, the employment of faculty and staff, and the operation of any of its programs and activities. Students with a disability should contact *ADA Accommodation/Support personnel* Becky Rivera-Weiss @ 432-335-6861 or brivera@odessa.edu

Preparation for Computer Emergencies

Computer Crash

Do not procrastinate in getting your work done. Not having a working computer or a crashed computer will NOT be considered as an acceptable reason for late work. Difficulty accessing or finding a site or conducting research is not an excuse for late work either. A week is sufficient time to complete everything.

NOTE: Identify a second computer that you can use when/if your personal computer crashes.

Server problems

When the Blackboard server needs downtime for maintenance, the Blackboard administrator will post an announcement in your course informing of the time and the date. If the server experiences unforeseen problems your course instructor will send an email or text.

Complete Loss of Contact

If you lose contact with me completely (i.e. you cannot contact me via Blackboard or email), you need to call me at 432-413-4612 or 335-6555.

Lost/Corrupt/Disappeared files

You must keep/save a copy of every project/assignment on an external disk or personal computer. In the event of any kind of failure (e.g., Blackboard server crash or virus infection, students own computer crashes, loss of files in cyberspace, etc.) or any contradictions/problems, I may/will request you to resubmit the files. In other words, if you submit a document to me, and I either do not receive it (lost in cyberspace) or it is corrupted when I open it, it is incumbent upon you to resend it to me, corrected, with little or no "downtime" in regard to the timeline for submission.

Hardware/Software Requirements

Computer:

A minimum of 64 MB RAM, 1 G of free disk space, 150 MHz or higher recommended, a monitor capable of at least 800 x 600 resolution

Peripherals: Speakers to be able to listen to audio files.

Software:

Anti-virus software is highly recommended for students and instructors. Online courses involve much file sharing, which increases your risk of computer virus infection. Anti-virus software will help protect your computer in case of exposure to a computer virus.

Other software:

You are required to submit assignments typed in Microsoft Word documents, and I will ask you to view course content that is in the form of Microsoft Word. In this case, you must have access to Microsoft Word (2003), and documents must be sent in that format.

There will be audio/video files in the course for which you will need Windows Media Player or QuickTime or Real Player.

Internet connection: 56 K modem or better

Browser and settings:

Microsoft Internet Explorer 6" (IE 6) works best with Blackboard on computers running the Microsoft Windows operating system.

Java and Cookies must be enabled. To enable Java:

1. In Internet Explorer 6, go to the "Tools" menu and choose "Internet Options".

2. Choose the "Privacy" tab and move the slider to "Medium" (which is the default setting) to enable Cookies.

3. To enable Java (if not installed, first see next item "Java Plug-in for Windows…" or Java Plug-in for Macintosh" below), while remaining in the "Internet Options" window choose the "Advanced" tab.

4. Scroll down until you see the "Java (Sun)" item and check the box beside "Use Java…"

5. Click "OK".

6. You may need to close your browser and all other applications and restart your computer before this setting takes effect.

Email: Students enrolled in Odessa College courses must use Odessa College email. Please go to http://www.odessa.edu/gmail/ to set up your email accountif you have not already done so.

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SOCI 1301 Summer 1, 2013 Schedule

Week of	Module	Reading Chapters	Quiz	Discussion	Writing Assignment/Other
June 10 – June 15	1	1 – 3	1	Introductions Posted through week	Orientation (due Thursday, June 13, midnight)
June 16-22	2	4 – 6	2	Small Group Topic 1	Writing Assignment 1 (due 6/23)
June 23 - 29	3	7 – 9	3	Small Group Topic 2	Writing Assignment 2 (due 6/30)
June 30 – July 6	4	10, 11, 13	4	Small Group Topic 3	Writing Assignment 3 (due 7/7)
July 7 - 11	5	14 – 16	5	Small Group Topic 4	Writing Assignment 4 (due 7/10)

NOTES:

The Orientation assignment is due by midnight, Thursday, June 13.

Writing Assignments 1, 2, and 3 are due on Sundays at midnight, 1 week after posted. For example, Writing Assignment 1 is due by June 23, midnight.

Writing Assignment 4 is due Wednesday, July 10, midnight.

Small group discussions end on Sundays, midnight, except for Topic 4, which ends on Wednesday, July 10, midnight.

Quizzes are due on Sundays at midnight, except for Quiz 5, which is due Wednesday, July 10.