**UNIVERSITY OF RHODE ISLAND**

**COURSE TITLE AND NUMBER**

**Instructor:**

**Office Location:**

**Telephone:**

**Email:**

**Office Hours:**

**Cass Days/Times:**

**Credits:**

**Prerequisites:**

**COURSE DESCRIPTION:**

**COURSE GOALS:**

**PROGRAM OUTCOMES AND COURSE OBJECTIVES:**

**REQUIRED TEXTBOOK:**

**TECHNOLOGY REQUIREMENTS:**

Computer access to the internet is required in order to successfully navigate this course. Firefox is the recommended browser for Sakai compatibility and can be downloaded free from [www.mozilla.com/firefox](http://www.mozilla.com/firefox). You will require additional plug-ins (Adobe Reader, Adobe Flash, Real Player, Quicktime). These are all free downloads. Internet Explorer for Windows, version 6 or higher is also an option. Be sure to turn off pop-up blocker.

**SAKAI HELP:**

Here is the link for Sakai help: <https://sakai.uri.edu/portal/help/main>.

In the Sakai menu on the left you will see Sakai Documentation at the bottom of the menu. If you click on it, it will take you to the help pages. You can also call the Help Desk at 401-874-4357.

**CLASSROOM PROTOCOL:**

For this online course, Sakai is our “classroom.” Please refer to the Sakai tutorial video embedded on our course homepage (**START HERE)** for a detailed screencast on how this course will run via Sakai, which tools you will need, and how to use those tools.

In the online learning environment, “attendance” is measured by your PRESENCE in the site as well as your CONTRIBUTIONS to the site. The importance of regular log-ins and active participation cannot be overstated.

**ONLINE LEARNING:**

As stated above, the best way to begin this course is to view the **START HERE** video, read the syllabus, and complete the Online Learning Orientation. In addition, you can find more helpful information at this site: <http://web.uri.edu/online/online-learning-orientation/>. Finally, the syllabus is your map to this online course.

**ASSIGNMENTS AND GRADING POLICY**

**EVALUATION METHODS:**

**DESCRIPTION OF ASSIGNMENTS:**

**GRADING SCALE:**

**ACADEMIC SUPPORT SERIVCES**

**Office of Disability Services**

1. Any student with a documented disability is welcome to contact me early in the semester so that we may work out reasonable accommodations to support your success in this course. Students should also contact Disability Services for Students, Office of Student Life, 330 Memorial Union, 401-874-2098.

2. From the University Manual: **6.40.10 and 6.40.11 Accommodations for Qualified Students With Disabilities.**

Students are expected to notify faculty at the onset of the semester if any special considerations are required in the classroom. If any special considerations are required for examinations, it is expected the student will notify the faculty a week before the examination with the appropriate paperwork.

**PROFESSIONAL CONDUCT**

Cheating and plagiarism are serious academic offenses, which are deal with firmly by the College and University. Scholastic integrity presumes that students are honest in all academic work. **Cheating** is the failure to give credit for work not done independently (i.e., submitting a paper written by someone other than yourself), unauthorized communication during an examination, or the claiming of credit for work not done (i.e., falsifying information). **Plagiarism** is the failure to give credit for another person’s written or oral statement, thereby falsely presuming that such work is originally and solely your own.

If you have any doubt about what constitutes plagiarism, visit the following website: <https://honorcouncil.georgetown.edu/whatisplagiarism>, the URI Student Handbook, and University Manual sections on plagiarism and cheating at <http://web.uri.edu/studentconduct/student-handbook/>.

Students are expected to be honest in all academic work. A student’s name on any written work, quiz or exam shall be regarded as assurance that the work is the result of the student’s own independent thought and study. Work should be stated in the student’s own words, properly attributed to its source. Students have an obligation to know how to quote, paraphrase, summarize, cite and reference the work of others with integrity. The following are examples of academic dishonesty.

* Using material, directly or paraphrasing, from published sources (print or electronic) without appropriate citation;
* Claiming disproportionate credit for work not done independently;
* Unauthorized possession or access to exams;
* Unauthorized communication during exams;
* Unauthorized use of another’s work or preparing work for another student;
* Taking an exam for another student;
* Altering or attempting to alter grades;
* The use of notes or electronic devices to gain an unauthorized advantage during exams;
* Fabricating or falsifying facts, data or references;
* Facilitating or aiding another’s academic dishonesty;
* Submitting the same paper for more than one course without prior approval from the Instructor.

Please note the following section from the **University Manual:**

**8.27.17.** Instructors shall have the explicit duty to take action in known cases of cheating or plagiarism. The instructor shall have the right to fail a student on the assignment on which the instructor has determined that a student has cheated or plagiarized. The circumstances of this failure shall be reported to the student’s academic dean, the instructor’s dean, and the Office of Student Life. The student may appeal the matter to the instructor’s dean, and the decision by the dean shall be expeditious and final.

 Such action will be initiated by the instructor if it is determined that any written assignment is copied or falsified or inappropriately referenced.

Any good writer’s handbook as well as reputable online resources will offer help on matters of plagiarism and instruct you on how to acknowledge source material. If you need more help understanding when to cite something or how to indicate your references, PLEASE ASK.

**Please note:**  Students are responsible for being familiar with and adhering to the published “**Community Standards of Behavior: University Policies and Regulations”** which can be accessed in the **University Student Handbook.**