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| **My information**  **https://media.licdn.com/mpr/mpr/shrinknp_400_400/p/2/000/208/25a/35707be.jpg** | **Ancient and Medieval Western Civilization**  **EUH 2000 CRN 17873**  **Professor Pam Forsythe**  **Office phone: 407-582-1203**  **Email: pforsythe1@valenciacollege.edu**  **Office Hours: Online by appointment**  **Skype: pamforsythe** |
| **Office Hours** | Please email me to make an appointment to meet online or on the phone. |
| **Course Description** | **EUH 2000; Fall 2017; Three credit hours**  **Prerequisite: Minimum grade of C in ENC 1101 or ENC 1101H.**  **Survey of ancient, medieval and early modern Western civilization with emphasis on political, social, and economic development. Examines the ancient world, classical antiquity, the Middle Ages, the Renaissance, the Reformation and the age of religious wars, the origins of the modern state, and other topics. Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple writing assignments. Minimum grade C required if EUH2000 is used to satisfy Gordon Rule requirements.** |
| **Course Objectives** | **Objectives:**  ***1. Students will be able* *to recall the principal persons, places, and events from the chronological framework of this course.***  ***2. Students will be able to synthesize the thematic historical influences that shaped the early history of Western Civilization.***  ***3. Students will be able to explain the impact of the individual, regardless of societal rank, as participants in the making of history.***  ***4. Students will be able to assess the role that diversity plays in the shaping of the early history of Western Civilization.***  ***5. Students will be able to detect the lessons, patterns or characteristics from historical events to better understand present day happenings.***  ***6. Students will be able to interpret historical events by using appropriate historical methods.***  ***7. Students will be able to demonstrate college-level writing skills.*** |
| **Valencia Competencies** | Valencia faculty have defined four interrelating competencies (**Think, Value, Communicate, Act**) that prepare students to succeed in the world community. Our class will help you to learn information literacy and written communication. All of the competencies are outlined in the College Catalog. In this course, through discussion, assignments, and other learning activities, you will further your mastery of those core competencies. Additional information is available in the College Catalog (<http://valenciacollege.edu/competencies/>). |
| **Core competencies** | This course is designed to meet Valencia College’s core competencies of written communication and information literacy. |
| **Course Materials** | **1. Western Civilizations, Volume 1, Brief 4th Edition. Joshua Cole and Carol Symes. W.W. Norton, 2017. ISBN: 978-0393265330. This book is available for purchase in the West Campus Bookstore.**  **2. Access to Blackboard.**  This entire course will take place on Blackboard. It is important that you have a strong internet connection and that you are using Firefox as your web browser. Some Blackboard functions will not work properly with other browsers. Some students have had success with Chrome. If you do not have Firefox, you can download it from <http://www.mozilla.org/en-US/firefox/new/>. |
| **Grading scale used in this course** | |  |  |  |  | | --- | --- | --- | --- | | **Grading Scale used in this course:** | 90 – 100  80 – 89.99  70 – 79.99  60 – 69.99  59.99 and below | A  B  C  D  F | “mastery of content”  “above average”  “average”  “marginal – yet passing”  Failing | |
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| **How your grade will be determined** | |  |  | | --- | --- | | Discussion Boards | 15% | | Short Essays | 15% | | Unit Assignments | 30% | | Chapter Quizzes | 10% | | Midterm | 15% | | Final Exam | 15% | | Total | 100% | |
| **Discussion Boards (15%)** | * Discussion Boards are required for Modules 1, 2, 5, 6 * **Discussion Board answers on due on Friday by midnight and two responses due Sunday by midnight.** Follow your course schedule for specific due dates. Please review the module for specific requirements. * Review the textbook, module materials, and learning activities to complete the discussion boards. * Discussion turned in late will not be accepted. * Make up work is not accepted. |
| **Short Essays (15%)** | * Short Essays are required for Modules 3, 7 * **Short essays are due Sunday by midnight**. Follow your course schedule for specific due dates and assignment instructions. * Review the textbook, module materials, and learning activities to complete the short essays. |
| **Exams (15%)** | * You will take two exams during the course of this semester. **All two exams must be taken to pass this class.** If you do not take an exam – including the final - a zero will be given as a grade for that exam and averaged into your overall grade. Exams may be combination of essay, short answer, and/or multiple choice. * You have three days to take the exam. If you know in advance that you cannot take a scheduled exam, you may make arrangements with me to take the exam on a different date if I deem circumstances warrant this allowance. * All exams will be taken online, including the final. You do NOT need to come to campus. |
| **Unit Assignments (30%)** | A Course Project is due on 11/21. As this is a Gordon Rule course, you will have several substantive writing assignments.  Your assignment includes research using both primary and secondary sources. The assignment can be completed as website, PowerPoint or Prezi. More information on your assignments can be found in Blackboard. |
| **Chapter Quizzes (10%)** | There were will a short quiz assigned for each chapter in our textbook. These are in the modules and must be completed by Sunday at midnight. |
| **Withdrawal Policy (Please read carefully)** | Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the withdrawal deadline (Dec. 1, 2017) will receive a grade of “W.” **A student is not permitted to withdraw after the withdrawal deadline. Students who stay in the class after this deadline are responsible to complete all work required for the course; e.g., homework, projects, tests, etc. If you choose to stop attending (this includes virtual attendance) the class after the withdrawal deadline, you will be held responsible for all work missed, including the final. Any work that is not completed by the appropriate deadline will receive a zero. Hence, the final grade for the course will be determined by taking into consideration the percentages obtained by work that was turned in and the zeros given to work that was not turned in on time.** Students can still be withdrawn by the college for violations of the college’s code of conduct policies. Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.” For a complete policy and procedure overview on Valencia Policy 4-07 please go to: <http://valenciacc.edu/generalcounsel/proceduredetail.cfm?RecordID=75>.  **If you miss three modules in a row, this is considered three absences which may result in your withdrawal from the course. This policy applies only to absences before December 1, 2017. Missed modules after this deadline will be given a grade of zero and applied toward your final grade in the class.** |
| **Incompletes** | As per college policy, an incomplete may be assigned if you are progressing satisfactorily and, for valid, well documented, reasons (emergencies such as serious illness requiring hospitalization), cannot complete the work of a course within the term. You should be aware that I rarely give incompletes; they are reserved for only the most exceptional circumstances. Proper documentation must be provided upon request. <http://valenciacc.edu/catalog/16-17/default.htm.> Pg. 90 |
| **Students with Physical or Learning Disabilities** | Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. Contact information: West Campus SSB, Rm. 102 Ph.: 407-582-1523 Fax: 407-582-1326.   [http://valenciacc.edu/catalog/16-17/default.htm. Pg. 47](http://valenciacc.edu/catalog/16-17/default.htm. Pg.%2047) |
| **Acquainting yourself with Blackboard for EUH2000** | Most classes at Valencia implement Blackboard in unique ways. Here is some of the terminology you will see in our classroom:  **Start Here:** Click on the Start Here to access Announcements, Modules, Research Toolkit, and Assignments. Check your announcements each day.  **Coursework Due Dates:** This includes all of scheduled coursework and the corresponding due dates.  **Learning Modules** You will find your weekly learning modules here.  View the Learning Plan in each to complete all of the activities.  **Syllabus:** A description of the course, expectations, grading, and class policies. You are expected to be well acquainted with the information in this document.  **Exams and Quizzes:** You will take a short quiz for each chapter, a midterm and a final exam during the course of this semester. They will be released at least three days before the exam is due. I will send an announcement to let you know they are available as well. These exams are worth 15% of your grade and quizzes 10% your grade. It is very important that you take these and prepare well for them. This link will not be visible to you up unless there is an exam posted. I will post a study guide of terms for you to review.  **Announcements:**To communicate with the entire class, I will post announcements at least once a week. These announcements may include such things as updates or changes to the schedule or reminders about the exam or clarification on points the entire class seems to be struggling with. It is your responsibility to check these announcements. The announcements can be found when you open your course.  **Blackboard Messages:** You can use this link to message me through blackboard. If you use the Blackboard Messages, you do not have to type an address in the bar; simply search for my name (or the name of another student if you wish to email someone in the class), select it, compose your email, and send. Any replies will be in your Blackboard messages. You may also use Atlas email.  **Email Ms. Forsythe through Webmail:** You can also email me at [pforsythe1@valenciacollege.edu](mailto:pforsythe1@valenciacollege.edu). I check my email regularly and generally return emails within 6 hours.  **My grades:** Your grades. Check your progress here regularly. Be sure to view the grading scale on the syllabus.  **Student Feedback on Instruction (SFI):** Please check the grade book for my feedback on your work. I welcome email questions at any time to discuss your progress.  **Technical Support**: If you have any problems with Blackboard, please contact tech support via this link or call 407-582-5555. |
| **How to use the “discussion forum”** | **To create a discussion post:**  1. Click on the “Discussion Board” in the given module. Links will be provided in the weekly folders. **Remember answers are due Friday and responses on Sunday.**  2. Click on the appropriate “forum”. For example, you have a discussion for module one due this week so you will click on “Week One: Discussion”.  3. To make your own original post, click “create thread”. **The subject of your thread should be your name**. In most modules you will have to make an original post in order to see postings from other group members.  4. To reply to another group member, simply click on their name and a reply option will be available at the bottom of the box. |
| **Discussion Board Protocols** | **What to do to receive a good grade in your discussion groups:**   * Make sure you post on time. Include source materials to provide support for your statements. You should also include a reference list. * Post should be meaningful and answer all parts of the questions. * Avoid responses that do not contribute to the conversation. “I agree” or “I think the same as so and so” do not contribute. Back up your ideas with substance. * Avoid making declarative statements. If something is your opinion – and it is pertinent to the discussion – state that it is your opinion. * Acknowledge the validity of posts of other students. Even if you disagree for the most part, try to find an area of agreement. Perhaps you have to think about the post for a while before responding. Even if you still do not find any common ground, treat their thoughts as valid while respectfully disagreeing. * Avoid statements that read simply “I agree” or “yep” - if you want points for them anyway. If you have already earned your points and are just chiming in, fine. * Avoid all caps. This is considered shouting. Remember as well that sarcasm and humor can sometimes be difficult to detect in messages. Think about how others will receive your post. * Please do not use text/chat language. I am fine with an lol or smiley face, but no cuz, gr8, or hashtags. Do not use swear words or hate speech. * Follow the instructions in your modules for the discussions posts to earn points. Longer is not always better. You will have specific questions to answer. Make sure that question is answered. Clear and concise is fine as long as the question is answered well. * Interact often with your group. Be courteous. Good group interaction will be duly rewarded. |
| **What I expect of the students** | * You are expected to log into Blackboard at least three times a week. * You are expected to read the announcements posted in the course. * You are expected to read your Blackboard and Webmail. * You are expected to read the modules in the course content in their entirety. * You are expected to keep track of release dates and deadlines through the course calendar. * You are expected to show initiative regarding your learning. * You are expected to complete one module per week (this can vary). * You are expected to spend anywhere from five to ten hours a week on the course. This course is worth three credit hours; I assume you spend three times that per week on the course. To be fully prepared for the exam, more time will be needed to fully understand the all parts of the sections. |
| **What you can expect from me** | * I will usually check email messages throughout the workday (9am – 5pm, Monday through Friday) and respond to your emails sent during that time within 8 hours. * On weekends, I may or may not check my email. If I do, I will reply. * I will not accept late work. It is important to stay current with assignments. However if you find yourself falling behind, please contact me as soon as possible. * Tests will be posted for at least a three-day period. You will have a study guide of topics, not actual questions. * I tend not to participate in the student discussions in the discussion boards. I will observe and guide, if needed, but students are expected to take leadership and collaborate. I will offer insight as I see fit, but in general, do not expect me to respond regularly to your posts. It is your forum. I will wait until the end. * I will do my best to keep up with grading. It may take as long as two weeks after an assignment was submitted to receive a grade. I take the time to grade assignments carefully and appreciate your patience. * If at any time you have a question on an ungraded assignment, I will answer your query via email. Please do not feel you have to wait for me to grade it if you are confused on a particular point. |
| **Course Schedule** | **Module 1: 10/2-10/8: Quiz and Discussion Board.**  **Module 2: 10/9-10/15: Quiz and Discussion Board.**  **Module 3: 10/16-10/22: Quiz and Short Assignment.**  **Module 4: 10/23-10/29: Quiz and Prepare for Midterm .**  **Midterm: Available 10/27-10/29**  **Module 5: 10/30-11/5: Quiz and Discussion Board.**  **Module 6: 11/6-11/12: Quiz and Short Assignment**  **Module 7: 11/13-11/21: Quiz and Course Project Due.**  **Thanksgiving Break – 11/22-11/26**  **Module 8: 11/27-12/3: Quiz and Discussion Board**  **Module 9: 12/4-12/10: Quiz and Short Assignment**  **Module 10: 12/11-12/17: Quiz and Short Unit Assignment.**  **Final Exam: Available from 12/16-12/18** |
| **Personal Conduct** | I will uphold all of Valencia College’s policies regarding academic dishonesty and classroom conduct as per the Valencia College catalog section 6HX28:10-16 and 6HX28:10-18 and violation of Student Code of Classroom Conduct shall result in disciplinary action as prescribed in section 6HX28:10-04.  All material related to cheating or plagiarism will be given a grade of zero and will possibly be referred to the dean for further action including possible withdrawal from the course as well as other legal/college penalties. |
| **Disclaimer** | This syllabus is subject to change. Due notice will be provided to students via announcement |