

# NORTH CENTRAL TEXAS COLLEGE

## COURSE SYLLABUS

<i>Course Title:</i>	<b>Texas Government</b>				
<i>Course Prefix &amp; Number:</i>	<b>GOVT2306</b>	<i>Section Number:</i>	0320	<i>Semester/Year:</i>	Summer II 2020
<i>Semester Credit Hours:</i>	3	<i>Lecture Hours:</i>	3	<i>Lab Hours:</i>	0
<i>Course Description (NCTC Catalog):</i> Origin and Development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy and the political culture of Texas.					
<i>Course Prerequisite(s):</i> None					
<i>Required Course Materials:</i> Mora, Sherri. <i>The State of Texas</i> . 4th edition. (Connect)(NCTC Custom). McGraw-Hill. ISBN: 9781264031689					
<i>Recommended Course Materials:</i> Mora, Sherri. <i>The State of Texas</i> . 4th edition. (LL & Connect Access Card). McGraw-Hill. ISBN: 9781260525342					
<p>Make sure your Sherri Mora 4<sup>th</sup> Edition came with an access code to Connect. My recommendation is that you purchase the printed copy of the textbook with the required Connect access code. I permit the class to use the printed copy of the textbook during the quizzes and exams. You will NOT be permitted to use the e-book version of the textbook during the exams and quizzes.</p>					

### INSTRUCTOR INFORMATION

<i>Name of Instructor:</i>	<b>Peter G. Doas, B.S., I-M.B.A., M.A., Ed. D (ABD)</b>
<i>Campus/Office Location:</i>	Corinth Campus
<i>Telephone Number:</i>	
<i>E-mail Address:</i>	pdoas@nctc.edu

### OFFICE HOURS

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
<b><u>Online</u></b>	<b><u>Online</u></b>	<b><u>Online</u></b>	<b><u>Online</u></b>	<b><u>Online</u></b>
<b>9:00 PM-10:00 PM (Online)</b>	<b>9:00 PM-10:00 PM (Online)</b>	<b>9:00 PM-10:00 PM (Online)</b>	<b>9:00 PM-10:00 PM (Online)</b>	<b>9:00 PM-10:00 PM (Online)</b>

## Course Information:

1. Texas Government

2. GOVT 2306-0320

3. Days/Time of Class: Sunday-Saturday 24/7

## COLLEGE COURSE

This is a college course. You made a decision to register for the class. NCTC requirements take precedence. Any work schedules, extracurricular activities, etc. do not take precedence or priority in the class; this course's requirements take precedence. You will need to make decisions that meet your goals and take responsibility for those decisions.

## ATTENDANCE POLICY:

**Every Connect Chapter Assignment, Chapter Quiz, Chapter Review Quiz, Discussion Topic, Practice Quiz, Practice Essay, Final Exam, and Essay #1 Assignment was opened on the first day of the semester for students to complete. This required work will shut down at a specific day and time during the semester. Do not wait to complete the required work. If you are participating in any personal, work, or college activity, make sure you complete the course work prior to that activity to avoid any issues. The Pre-Test and Post-Test due dates were set by the college.**

Attendance is mandatory. You should access your course on a daily basis. **Although we are not in a classroom environment, by completing all required course work, you will fulfill the attendance requirements. Attendance is based on the completion of this work. By not completing the work you will be recorded as not attending for the day that work was required.** We will use Canvas as the primary site for the course to communicate with each other, to house the course, to have class discussions, to check for due dates, to complete course work, for evaluation purposes, and to check grades in the grade book.

Each student is expected to **individually** complete the assigned readings and **the required work that corresponds with each reading**. I reserve the right to require exams and assignments to be completed at specific locations on campus. If I discover information that questions the academic integrity of the course, that student(s) will be required to complete the work at a proctored room at the campus.

## **Required Course Work**

(Due dates for all course work can be found in the Course Outline section of the syllabus; please scroll down this syllabus to view the Course Outline section)

You will gain access to the Connect Chapter Assignments from the “Connect Chapter Assignments” link on the Homepage that takes you to the publisher’s Connect system.

You will gain access to the Final Exam from the "Final Exam" link on the Course Home Page.

You will gain access to the resources for the required Essay #1 Assignment from the "Essay #1 Assignment” link on the Course Home Page.

You will gain access to the resources for the required Practice Quiz and required Practice Essay from the "Practice Quiz and Practice Essay” link on the Course Home Page.

You will gain access to the required Discussion Topics from the "Discussion Topics” link on the Course Home Page.

You will gain access to the required course Chapter Quizzes from the “Course Chapter Quizzes” link on the Course Home Page.

You will gain access to the required Pre-Test and Post-Test from the "Pre-Test and Post-Test” on the Course Home Page.

## **Required Graded Course Work**

**Pre-test and Post-Test, Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, Quiz #6, Essay #1 Assignment OR Final Exam, Practice Quiz, Practice Essay, four (4) Discussion Topics, and fourteen (14) Connect Chapter Assignments**

**CAUTION:** You are not permitted to collaborate with anyone in any way in reference to the required course work. Again, the graded course work will be completed on an individual basis. You are not to partner with anyone when it comes to the completion of the graded course work. These are not group projects. Your grade must be based on your individual performance. Any type of collaboration will lead to failing grades.

(Due dates for all course work can be found in the Course Outline section of the syllabus; please scroll down this syllabus to view the Course Outline section)

The Pre-test and Post-Test, Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, Quiz #6, Essay #1 Assignment OR Final Exam, Practice Quiz, Practice Essay, the fourteen (14) Connect Chapter Assignments, and the four (4) Discussion Topics must be completed by their due date and time. I have made the material available on the first day of the semester for those who want to complete their exams and assignments early. The Pre-Test and Post-Test dates were set by the college.

I also provide review quizzes for Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, and Quiz #6. The review quizzes are not required to be completed, but they are used as extra credit. It is to your benefit to complete the review quizzes and to use them as study tools for the graded exams.

## **Exam and Quiz Policy**

Students are required to use Respondus Lockdown Browser with a webcam when completing the Quizzes, Practice Quiz, Review Quizzes, and the Final Exam if they are completing the Final Exam rather than writing Essay #1 Assignment. When completing the Practice Quiz, Final Exam, Quizzes, and Review Quizzes, you are permitted to use your paperback (printed) copy of the textbook or any notes that you have written on paper. You are NOT permitted to use anything else. You are not permitted to use the e-book version of the textbook. You are not permitted to access any other websites when completing this work. If you use any other resource or if you access any other Internet page while completing the work, it will lead to a failing grade, No Exceptions.

**Respondus Lockdown Browser with webcam monitors and records the actions of students.**

- You must show a valid photo ID.
- You are not permitted to have other electronic devices near you when taking the quizzes, exams, tests, etc.
- You are not permitted to have access to your phone.
- You are not permitted to talk to anyone.
- You are not permitted to be view content anywhere else in the room.
- You ARE permitted to use your paperback (printed) copy of the required textbook.
- You are permitted to use any notes written on paper.
- The work must be completed in one sitting session.
- The webcam must be on at all times.  
If the webcam is turned off or blocked, it will lead to a failing grade
- **You must use the webcam on your device to show a 360-degree view of your surroundings around your position to verify that there aren't any other electronic devices near your position. Do this very slowly so that the monitor can view the area clearly and make sure it shows the desk or area where you will be sitting and where your laptop will be placed.**

**If any of these guidelines are violated, it will lead to a failing grade.**

## **Evaluation:**

- A. **Practice Quiz (10 Points):** This practice quiz consists of five questions based on material written in the course outline; each question is worth two points. Make sure you carefully read the syllabus and make sure you understand all requirements related to the course before attempting the practice quiz. You cannot open up the practice quiz and then decide to take it later. You can only take the practice quiz once. There are no retakes with the practice quiz. **Do Not Open The Practice Quiz Until You Are Ready To Take The Quiz.** Once you open the practice quiz, it must be completed. Students have six minutes to complete the quiz once it is opened.

You will find the Practice Quiz within your course in Canvas. Access the Home Page of your Canvas course and click the icon link titled “Practice Quiz and Practice Essay”. On the page that you are directed, you will find the link to the practice quiz.

- **The Practice Quiz** must be completed and submitted by 11:00 PM on 7/17/2020. The Practice Quiz will shut down at 11:00 PM on 7/17/2020. Any work not completed and saved and submitted by 11:00 PM on 7/17/2020 will be lost. You will not be able to take the practice quiz after 11:00 PM on 7/17/2020. The questions are

based on the requirements for the course. Make sure you carefully read the syllabus and make sure you understand all requirements related to the course before attempting the practice quiz. **Students are required to complete the practice quiz using Respondus Lockdown Browser; No Exceptions.**

**To gain access to the Practice Quiz:** You will gain access to the practice quiz from the link titled “Practice Quiz and Practice Essay” link located on the Course Home Page in your Canvas course.

**B. Practice Essay Assignment (10 Points):** You will find the practice essay assignment within your course in Canvas. Access the Home Page of your Canvas course and click the icon link titled “Practice Quiz and Practice Essay”. On the page that you are directed, you will find the upload link for the practice essay and the Instruction Page and the Format Page for the essay. The Practice Essay Assignment is worth 10 points. The number of points you will earn is based on completing the essay as required in the Format Page and Instruction Page.

When you are ready to upload and submit the Practice Essay, go to your Canvas Home Page and click the icon link titled “Required Practice Quiz and Practice Essay”. On the page that you are directed, click “Practice Essay Assignment Upload Link” to upload and submit your essay. Please remember that the Practice Essay must be written within a Microsoft Word file.

#### **APPLE Devices**

If you are using an Apple device, save the Practice Essay as a PDF file and upload the PDF file as required

- 1) **Practice Essay Assignment** is due by **11:00 PM on 7/17/2020**. You must **upload and submit your essay before 11:00 PM on 7/17/2020** within Canvas for the Practice Essay Assignment.

Please make sure that you upload and submit the Practice Essay Assignment within your course in Canvas. **If I do not receive your Practice Essay Assignment Word file within Canvas by the required date and time, you will receive zero points on the assignment. No Excuses and No Exceptions. It will not matter if you are one, two, three, or thirty minutes late; zero points**

will be earned if I do not receive your Practice Essay Assignment Word file by the required date and time.

- If the Word file of the Practice Essay Assignment is attached within a mail tool and you submit the essay within a mail tool instead of your Canvas link as required, 10 points will be deducted for this error. If I receive your essay as a mail attachment after the due date and time, it will not be accepted and zero points will be earned.

**To gain access to the Practice Essay:** You will gain access to the practice essay from the link titled “Practice Quiz and Practice Essay” link located on the Course Home Page in your Canvas course.

### **C. Fourteen Connect Chapter Assignments (20 Points per chapter for a total of 280 Points:**

I created chapter assignments within the McGraw-Hill Connect system. You are required to complete these fourteen (14) Connect Chapter Assignments. The course consists of 14 required chapters and each required chapter has a Connect Chapter Assignment. The Connect Chapter Assignments for each chapter are worth a total of 20 points for each chapter. Since you must complete the Connect Chapter Assignments for the required chapters in the course, these Connect Chapter Assignments will be worth a total of 280 points (14 x 20=280).

The fourteen (14) Connect Chapter Assignments will be completed within McGraw-Hill Connect. You will use the access code that came with the purchase of the new textbook to register with the publisher’s Connect system.

The Connect Chapter Assignment for each chapter must be completed by the required due date/time for each of the Connect Chapter Assignment and they can ONLY be completed within McGraw-Hill Connect. The number of points earned for the Connect Chapter Assignment for each chapter will depend on the number of questions answered correctly for each Connect Chapter Assignment.

**Some of the questions in the Connect Chapter Assignments have many components. All aspects of each question must be answered correctly to receive those points. Partial credit for a question is not provided. You must complete/submit all parts of each Connect Chapter Assignment before its due date/time to earn credit for that chapter assignment; no exceptions.**

- **Connect Chapter 1 Assignment** must be completed in full by 11:00 PM on 7/19/2020 to earn any points.

- **Connect Chapter 2 Assignment** must be completed in full by 11:00 PM on 7/19/2020 to earn any points.
- **Connect Chapter 3 Assignment** must be completed in full by 11:00 PM on 7/23/2020 to earn any points to earn any points.
- **Connect Chapter 4 Assignment** must be completed in full by 11:00 PM on 7/23/2020 to earn any points.
- **Connect Chapter 5 Assignment** must be completed in full by 11:00 PM on 7/30/2020 to earn any points.
- **Connect Chapter 6 Assignment** must be completed in full by 11:00 PM on 7/30/2020 to earn any points.
- **Connect Chapter 8 Assignment** must be completed in full by 11:00 PM on 8/3/2020 to earn any points.
- **Connect Chapter 11 Assignment** must be completed in full by 11:00 PM on 8/3/2020 to earn any points.
- **Connect Chapter 9 Assignment** must be completed in full by 11:00 PM on 8/9/2020 to earn any points.
- **Connect Chapter 10 Assignment** must be completed in full by 11:00 PM on 8/9/2020 to earn any points.
- **Connect Chapter 12 Assignment** must be completed in full by 11:00 PM on 8/9/2020 to earn any points.
- **Connect Chapter 7 Assignment** must be completed in full by 11:00 PM on 8/15/2020 to earn any points.
- **Connect Chapter 13 Assignment** must be completed in full by 11:00 PM on 8/15/2020 to earn any points.
- **Connect Chapter 14 Assignment** must be completed in full by 11:00 PM on 8/15/2020 to earn any points.

**To gain access to the Connect Chapter Assignments:** You will gain access to the Connect Chapter Assignments from the link titled “Connect Chapter Assignments” link located on the Course Home Page in your Canvas course.

D. **Six Course Chapter Quizzes (80 Points Each):** All six quizzes are open; however, they shut down on different dates/times in the semester; review



the Tentative Schedule Section of the syllabus for all due dates. You are required to complete six quizzes during their availability period specified in the Tentative Schedule section of the syllabus. Each quiz will consist of 40 questions. Each quiz is worth 80 points. You have 50 minutes to complete and submit a quiz. Each quiz shuts down at 11:00 PM on the last day that it is due. You cannot open up a quiz and then decide to take it later. You can only take each quiz once. There are no retakes on any of the quizzes. **Students are required to complete the quizzes using Respondus Lockdown Browser; No Exceptions.**

The quiz questions were created from material in the chapters within the required textbook.

You are permitted to use the paperback copy of the textbook to complete the chapter quizzes; only the paperback copy of the textbook. You are not permitted to access any websites or anything online while taking the chapter quizzes.

Do Not Open a Quiz Until You Are Ready To Take That Quiz. Once you open a quiz, it must be completed.

Due dates for each quiz can be found in the Tentative Schedule section of the syllabus. The textbook chapters for each quiz can be found in the Tentative Schedule section of the Course Outline (scroll down to the bottom of this Course Outline to view the Tentative Schedule section). This information is also provided below.

- **Quiz #1** must be completed and submitted by 11:00 PM on 7/21/2020. Quiz #1 will shut down at 11:00 PM on 7/21/2020. Any work not completed and saved and submitted by 11:00 PM on 7/21/2020 will be lost. Quiz #1 will consist of questions from chapter 1 and chapter 2. **Students are required to complete Quiz 1 using Respondus Lockdown Browser; No Exceptions.**
- **Quiz #2** must be completed and submitted by 11:00 PM on 7/25/2020. Quiz #2 will shut down at 11:00 PM on 7/25/2020. Any work not completed and saved and submitted by 11:00 PM on 7/25/2020 will be lost. Quiz #2 will consist of questions from chapter 3 and chapter 4. **Students are required to complete Quiz 2 using Respondus Lockdown Browser; No Exceptions.**
- **Quiz #3** must be completed and submitted by 11:00 PM on 7/31/2020. Quiz #3 will shut down at 11:00 PM on 7/31/2020.

Any work not completed and saved and submitted by 11:00 PM on 7/31/2020 will be lost. Quiz #3 will consist of questions from chapter 5 and chapter 6. **Students are required to complete Quiz 3 using Respondus Lockdown Browser; No Exceptions.**

- **Quiz #4** must be completed and submitted by 11:00 PM on 8/4/2020. Quiz #4 will shut down at 11:00 PM on 8/4/2020. Any work not completed and saved and submitted by 11:00 PM on 8/4/2020 will be lost. Quiz #4 will consist of questions from chapter 8 and chapter 11. **Students are required to complete Quiz 4 using Respondus Lockdown Browser; No Exceptions.**
- **Quiz #5** must be completed and submitted by 11:00 PM on 8/11/2020. Quiz #5 will shut down at 11:00 PM on 8/11/2020. Any work not completed and saved and submitted by 11:00 PM on 8/11/2020 will be lost. Quiz #5 will consist of questions from chapter 9, chapter 10, and chapter 12. **Students are required to complete Quiz 5 using Respondus Lockdown Browser; No Exceptions.**
- **Quiz #6** must be completed and submitted by 11:00 PM on 8/17/2020. Quiz #6 will shut down at 11:00 PM on 8/17/2020. Any work not completed and saved and submitted by 11:00 PM on 8/17/2020 will be lost. Quiz #6 will consist of questions from chapter 7, chapter 13, and chapter 14. **Students are required to complete Quiz 6 using Respondus Lockdown Browser; No Exceptions.**

**You are permitted to use the paperback copy of the textbook or printed notes to complete the chapter quizzes; only the paperback copy of the textbook. You are not permitted to access any other pages, websites or anything online while taking the chapter quizzes.**

Be aware that you are not permitted to access any websites when completing the quizzes. Anyone that attempts to access resources while completing the quizzes will earn a failing grade; only the paperback copy of the textbook is permitted or any printed notes. Collaboration is not permitted when completing the quizzes. Anyone sharing information with others related to the quiz questions will earn failing grades for everyone involved.

**To gain access to the Quizzes:** You will gain access to these quizzes from the link titled “Course Chapter Quizzes” link located on the Course Home Page in your Canvas course.

## **Grace Period Policy for Quizzes**

- **This Grace Period Policy applies only to Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, and Quiz #6**
- If a student does not complete Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, or Quiz #6 by the required due date and time, I will open these Quizzes up once again at 12:30 AM on 8/19/2020 and you will have until 11:00 PM on 8/19/2020 to complete a Quiz that you did not complete by its required due date and time. This Grace Period Policy ONLY applies to Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, and Quiz #6.
- **If you start a quiz close to the due date and time and Canvas shuts you off at 11:00 PM of that due date and time, you will not be provided access to that quiz during this grace period**
- There will be a penalty of **20 points** for taking a Quiz during this grace period. This means that if you do not complete a Quiz by its required due date and time and you complete it during this grace period, your grade on the Quiz completed during the grace period will be reduced by 20 points. Let's assume you did not take Quiz #1 by the required due date and time and you completed it during this grace period and earned a grade of 70. This grade will be changed to a 50; No Exceptions to this penalty.
- The best thing for you to do is to make sure you complete Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, and Quiz #6 by their required due date and time.
- **If you complete a Quiz on its due date and time and earn a low grade, do not ask if you can retake the Quiz during this Grace Period.**
- **A GRACE PERIOD IS NOT PROVIDED FOR ANY OTHER WORK IN THE CLASS. THE GRACE PERIOD IS ONLY PROVIDED FOR QUIZ #1, QUIZ #2, QUIZ #3, QUIZ #4, QUIZ #5, AND QUIZ #6; NO**

**EXCEPTIONS. ALL OTHER WORK MUST BE COMPLETED BY THE REQUIRED DUE DATE AND TIME; NO EXCEPTIONS.**

**E. Four Discussion Topics (30 Points Each):** You are required to provide responses to four discussion topics during their availability period specified in the syllabus. Each discussion topic is worth 30 points. The number of points earned per discussion topic will depend on the quality of the responses you provide.

For each discussion topic, you must provide a response to the topic **AND** a response/feedback to the response of one other student. **Before you can respond to someone else's feedback, you must first post your own thread within the discussion topic.** If you only submit a response to the topic without providing feedback to what was written by one other student, the most that you will be able to earn for that topic will be twenty (20) points.

Your responses in the discussion topics should exhibit careful thought and logical reasoning and provide evidence for your position. Each response should be at least three to four well-developed paragraphs (approximately 20 sentences or more). Use correct spelling, punctuation, and grammar. The discussions must be completed by the due dates and time specified in the course outline.

Your follow-up response to the other student (also approximately 20 sentences or more) should offer new substantiated ideas or thoughtful questions. I encourage friendly debate and disagreement, but ask that it be courteous and respectful. Do not be afraid to speak your mind, but remember that yours is only one opinion.

- Your response to each discussion topic must be thorough and must add to the discussion of that topic. Do not just repeat what was written by others or what you wrote in your original post.
- Your feedback to your classmate for each discussion topic must expand the debate. Do not just write down "...good comment..." or "...I agree/disagree to what you said...". This type of feedback will earn zero points.
- If you plagiarize what was written by others, it will lead to zero points. Any form of plagiarism will lead to zero points.
- The discussion topics are your opportunity to deliberate ideas; however, be respectful of what you write.
- **Any material that you use from the book or other sources must be properly cited and referenced.**
- **Discussion Topic #1:** You must complete and submit your responses to Discussion Topic #1 before 11:00 PM on 7/20/2020. Read the following

chapters from the textbook to complete this Discussion; Chapter 1 and Chapter 2.

- **Discussion Topic #2:** You must complete and submit your responses to Discussion Topic #2 before 11:00 PM on 7/24/2020. Read the following chapter from the textbook to complete this Discussion; Chapter 3
- **Discussion Topic #3:** You must complete and submit your responses to Discussion Topic #3 before 11:00 PM on 8/10/2020. Read the following chapter from the textbook to complete this Discussion; Chapter 9 and Chapter 10
- **Discussion Topic #4:** You must complete and submit your responses to Discussion Topic #4 before 11:00 PM on 8/16/2020. Read the following chapter from the textbook to complete this Discussion; Chapter 13 and Chapter 14

Late Discussion Posts will not be accepted. If you submit your Discussion Topic response within the wrong Topic folder, zero points will be earned. For example, if you provide your response to Discussion Topic #1 within the folder of Discussion Topic #2, zero points will be earned for Topic #1.

**To gain access to the Discussions:** You will gain access to the Discussions from the link titled “Discussion Topics” link located on the Course Home Page in your Canvas course.

**F. Pre-Test (5 Points):** This test is worth 5 points. You can access the test from the “Pre-Test and Post-Test” link located on the Course Home Page of your Canvas class. The test consists of 10 questions. Makeups will not be provided if you miss the Pre-Test, no exceptions.

The Pre-test is available on 7/15/2020 and must be completed and submitted by 11:00 PM on 7/19/2020. Any work not completed and saved and submitted by 11:00 PM on 7/19/2020 will be lost. You will not be able to take the pre-test after 11:00 PM on 7/19/2020.

**To gain access to the Pre-Test:** You will gain access to this test from the link titled “Pre-Test and Post-Test” link located on the Course Home Page in your Canvas course.

G. **Post-Test (5 Points):** This test is worth 5 points. You can access the test from the “Pre-Test and Post-Test Link” located on the Course Home Page of your Canvas class. The test consists of 10 questions. Makeups will not be provided if you miss the Post-Test, no exceptions.

The Post-test is available starting on 8/15/2020 must be completed and submitted by 11:00 PM on 8/19/2020. Any work not completed and saved and submitted by 11:00 PM on 8/19/2020 will be lost. You will not be able to take the post-test after 11:00 PM on 8/19/2020.

**To gain access to the Post-Test:** You will gain access to this test from the link titled “Pre-Test and Post-Test” link located on the Course Home Page in your Canvas course.

H. **Essay #1 Assignment(90 Points) OR Final Exam (90 Points)**

- You have the option of completing a comprehensive final exam **OR** Essay #1 Assignment.
  - You **MUST** complete one of the two; you must complete the final exam **OR** Essay #1 Assignment.
  - If you choose to complete Essay #1 Assignment, you will not be permitted to complete the final exam. If you do not complete Essay #1 Assignment, you must complete the final exam. You will need to decide between the two.
  - I set the Gradebook in Canvas to use one of the two (Final Exam or Essay #1 Assignment) towards the calculation of the course grade.
  - If you decide not to complete Essay #1 Assignment, I will input a zero in the Gradebook for the essay. This zero will indicate that Essay #1 Assignment was not completed. The zero will not impact the course grade.

- If you complete Essay #1 Assignment, I will input a grade for the essay in the gradebook which will be used in the calculation of the course grade. If you do not complete Essay #1 Assignment, you will not be permitted to complete the final exam. Since a grade will be inputted with Essay #1 Assignment, a zero will be inputted for the final exam in the gradebook. In this scenario, the zero that I input for the final exam will not impact the course grade because a grade for Essay #1 Assignment was inputted.
  - You must complete one OR the other; Essay #1 Assignment or the Final Exam. If you skip both, your decision to skip both will have a significant impact on the course grade and a zero grade will be inputted for both.
  - Do not ask if you can complete both. It will be one or the other. No exceptions to this requirement. Do not ask for any other options related to the Final Exam and Essay #1.
- **In reference to Essay #1 Assignment and the Final Exam, I am letting you make the choice. You must either complete Essay #1 Assignment OR the Final Exam. This is the only area where you can choose. Do not ask to substitute Essay #1 Assignment or the Final Exam for any other missed work in the class or for any other grade in the class.**

## **Below are your Options for Essay #1 Assignment and the Final Exam:**

1. **Option 1: ESSAY #1 ASSIGNMENTS (90 Points):** You can choose to complete Essay #1 Assignment. If you do not choose to complete Essay #1 Assignment, you must complete the Final Exam.

You will find the Essay #1 Assignment within your course in Canvas. Access the essay by selecting the “Essay #1 Assignment” link on the Homepage of your course in Canvas and find the Essay #1 Assignment Folder. The Essay #1 Assignment Folder includes the upload link for the essay, the Essay #1 Assignment Format Page, Essay #1 Assignment Instruction Page, and the PDF article titled *The Presidency* that is associated with Essay #1 Assignment. The essay assignment will be worth a maximum of 90 points. Please review the [Essay #1 Assignment Format Page](#) and the [Essay #1 Assignment Instruction Page](#) before completing Essay #1 Assignment. Your response must be equivalent to a minimum 5 pages in

Microsoft Word; you can write more than the 5 pages and a thorough essay should be more than 5 pages. The heading is not calculated as part of the 5-page minimum requirement. Review what a five-page paper in Microsoft Word file encompasses. The essay assignment requires a detailed response. The essay assignment must be in an essay/paragraph format and must include an introduction before answering what has been asked (Please review Essay #1 Assignment Format Page and Essay #1 Assignment Instruction Page). Essay #1 Assignment is worth 90 points; you cannot expect to earn ANY POINTS if you provide a one-page response, etc. If you choose this option, students must provide their response to the essay assignment before its due date and time expires. Students must thoroughly answer all aspects of the essay assignment to receive the maximum amount of points. You have until 11:00 PM of the last day of the essay's availability period to upload and submit a response. Essay #1 Assignment will shut down at 11:00 PM on the last day of its availability period. If I do not receive your essay response within Canvas by 11:00 PM of the essay's availability period, you will be required to take the Final Exam. No Excuses and No Exceptions. It will not matter if you are one, two, three, or thirty minutes late; if I do not receive your essay response by 11:00 PM of the essay's availability period, I will not be able to accept the essay and you must complete the Final Exam. If you chose to complete Essay #1 Assignment, you are provided plenty of time to complete Essay #1 Assignment. Do not wait until the last few days. If you wait until the last few days to submit your response, it will not allow you to deal with emergencies.

- Essay #1 Assignment is due by 11:00 PM on 8/18/2020. You must upload and submit your essay before 11:00 PM on 8/18/2020.
  - To be able to successfully complete Essay #1 Assignment, make sure you read the PDF file titled *The Presidency* located within the “Essay #1 Assignment” link that can be accessed from the Course Home Page in your Canvas class. You should also have read Chapter 1, Chapter 2, Chapter 3, Chapter 4, and Chapter 13 from the Textbook and the PDF file I provided titled *The Presidency*. **These are the only resources you are permitted to use to complete Essay #1 Assignment.**

**Please make sure that you upload and submit the essay within the "Essay #1 Assignment Upload Link" tool in our course in Canvas. From the Home Page of the Canvas class, click “Essay #1 Assignment” and you will be taken to the Upload Link.**

IF YOU CHOOSE TO COMPLETE ESSAY #1 INSTEAD OF THE FINAL EXAM, LATE WORK WILL NOT BE ACCEPTED WITH THE ESSAY ASSIGNMENT. Make sure you attached the actual file and not shortcuts/links to the file. Periodically, students attach a shortcut/link to a file instead of the actual file.



You must show originality when providing your responses to the essay assignment. You cannot just paraphrase what is in the book or in any other source. I read every essay thoroughly.

**COMPLETE ESSAY #1 ASSIGNMENT USING INFORMATION FROM THE TEXTBOOK AND THE ARTICLE ON THE PRESIDENCY YOU ARE REQUIRED TO READ. DO NOT USE OTHER ARTICLES, ENCYCLOPEDIAS OR OTHER SUCH SOURCES. If you use anything more than the required TEXTBOOK and the PRESIDENCY file I provided you, zero points will be earned.**

You must show originality when providing your responses to the essay assignment. You cannot just paraphrase what is in the book or in the *Presidency* article. I read every essay thoroughly.

The Plagiarism program in Canvas will provide me what is known as an originality score. This originality score measures how much of the essay came from references and sources and how much is your own individual content within the essay. For example, if the score is 20%, it means that 80% of what was submitted was the student's individual content and understanding and 20% came from sources/references.

Your essay must be primarily your understanding of the material and your own work. The content of your essay must be 80% or more of your individual work and 20% or less material from the textbook and the article titled *The Presidency*. The material from the Presidency Article and textbook is intended to support your positions. Essays that consist of material from sources that is greater than 20% from those sources will lose a significant amount of the essay points.

**IMPORTANT: You are not permitted to use other resources in completing Essay #1. You can only use information from the TEXTBOOK and the PDF file titled *The Presidency*. This is an analysis paper not a research paper.**

### **APPLE Devices**

**If you are using an Apple device, save the essay as a PDF file and upload the PDF file as required. Google Docs or Pages files will not be accepted and will lead to zero points.**

- If your file is a Google Docs file or Pages file, I will not be able to open the file and a zero will be recorded for the assignment.

•If the Word or PDF file is attached within the Mail tool and you submit an essay within the Mail tool instead of the "Essay #1 Assignment" tool, 25 points will be deducted for this error. If I receive your essay as a mail attachment after the due date and time, it will not be accepted and zero points will be earned.

**MLA Format:** When citing the textbook and required article that I provided, please use MLA. I provide a link on the Course Resource Page of your course in Canvas titled “MLA Format Instructions” for assistance. Please review the provided information.

**To gain access to the Essay #1 Assignment:** You will gain access to Essay #1 from the link titled “Essay #1 Assignment” link located on the Course Home Page in your Canvas course. Use that link to go to the folder with the necessary resources. Once you have completed the essay, you will use the “Essay #1 Assignment Upload Link” to upload and submit your Essay #1 Assignment.

**2. Option 2: Final Exam (90 Points):** If you choose not to complete Essay #1 Assignment, you MUST complete the Final Exam. If you do complete Essay #1 Assignment, you cannot complete the Final Exam.

**If you choose to complete the Final Exam rather than complete Essay #1 Assignment,** you must complete the Final Exam during its availability period specified in the Course Outline section of the syllabus. The Final Exam will consist of 60 multiple choice and/or true-false and/or short answer questions. The Final Exam is worth 90 points. Once you open up the Final Exam, it must be completed within 90 minutes and each answer SAVED before submitting the Exam. You cannot open up the Final Exam and then decide to take it later. If the 90 minutes expire before you complete the Exam, Canvas will terminate the Exam. **IF YOU GO BEYOND THE 90 MINUTES AND CANVAS TERMINATES THE EXAM, ANY QUESTIONS THAT WERE NOT COMPLETED AND SAVED WILL BE LOST.** Make sure you are ready to take the Final Exam when you open the Final Exam and complete it within the 90 minutes allowed. You can only take the Final Exam once. There are no retakes with the Final Exam.

The Final Exam questions were created from material in the chapters within the required textbook. The PowerPoints are outlines of the chapters; exam questions were not created from the PowerPoints.

Do Not Open the Final Exam Until You Are Ready To Take That Exam. Once you open the Final Exam, it must be completed. I cannot reopen the exam for you so be very careful as you navigate the course.

- **The Final Exam** must be completed and submitted before 11:00 PM on 8/20/2020. The Final Exam will shut down at 11:00 PM on 8/20/2020. Any work not completed and saved and submitted by 11:00 PM on 8/20/2020 will be lost. You will not be able to take the Final Exam after 11:00 PM on 8/20/2020. The Final Exam will consist of questions from chapter 1, chapter 2, chapter 3, chapter 4, chapter 5, chapter 6, chapter 7, chapter 8, chapter 9, chapter 10, chapter 11, chapter 12, chapter 13, and chapter 14. Thoroughly read the chapters. **Students are required to complete the Final Exam using Respondus Lockdown Browser; No Exceptions.**

- **Again, in reference to Essay #1 and the Final Exam, I am letting you make the choice. You must either complete Essay #1 OR the Final Exam. This is the only area where you have the ability to choose. You will either choose to complete Essay #1 Assignment OR the Final Exam. Do not ask to substitute Essay #1 or the Final Exam for any other missed work in the class**

**A good source to review before taking the Final Exam is the completed Quizzes and Review Quizzes. You cannot access these quizzes and you cannot use them while completing the exam. Only the paperback (printed) textbook or notes written on paper can be used.**

- I. Review Quizzes (Extra Credit):** I provide review quizzes for Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, and Quiz #6. The review quizzes are NOT required to be completed. It is to your benefit to complete the review quizzes and to use them as study tools for the required Quizzes. Many of the questions in the review quizzes are also in the required Quizzes. Although the review quizzes are NOT required to be completed, they are used as extra credit.

Each review quiz will consist of 40 multiple choice and/or true-false and/or short answer questions. Each review exam is worth 8 points. The number of points earned will depend on the number of questions you answered correctly. Once you open up a review quiz, it must be completed within 50 minutes and each answer SAVED before submitting the review quiz.

You cannot open a review quiz and then decide to take it later. If the 50 minutes expire before you complete the review quiz, Canvas will shut down the review exam. IF YOU GO BEYOND THE 50 MINUTES AND CANVAS SHUTS DOWN THE REVIEW QUIZ, ANY QUESTIONS THAT WERE NOT ANSWERED AND SAVED WILL BE LOST. Make sure you are ready to take each review quiz when you open that review quiz and complete it within the 50 minutes allowed. You can only take each review quiz once. There are no retakes on any of the review exams.

**To gain access to the Review Quizzes:** You will gain access to these review quizzes from the link titled “Optional Course Review Quizzes” link located on the Course Home Page in your Canvas course.

- **Review Quiz #1** must be completed and submitted by 11:00 PM on 7/20/2020. Review Quiz 1 will shut down at 11:00 PM on 7/20/2020. Any work not completed and saved and submitted by 11:00 PM on 7/20/2020 will be lost. You will not be able to take the Quiz after 11:00 PM on 7/20/2020. Review Quiz 1 will consist of questions from chapter 1 and chapter 2. Thoroughly read all these chapters. **Students are required to complete Review Quiz #1 using Respondus Lockdown Browser; No Exceptions.**
- **Review Quiz #2** must be completed and submitted by 11:00 PM on 7/24/2020. Review Quiz 2 will shut down at 11:00 PM on 7/24/2020. Any work not completed and saved and submitted by 11:00 PM on 7/24/2020 will be lost. You will not be able to take the Quiz after 11:00 PM on 7/24/2020. Review Exam 2 will consist of questions from chapter 3 and chapter 4. Thoroughly read all these chapters. **Students are required to complete Review Quiz #2 using Respondus Lockdown Browser; No Exceptions.**
- **Review Quiz #3** must be completed and submitted by 11:00 PM on 7/30/2020. Review Quiz 3 will shut down at 11:00 PM on 7/30/2020. Any work not completed and saved and submitted by 11:00 PM on 7/30/2020 will be lost. You will not be able to take the Quiz after 11:00 PM on 7/30/2020. Review Quiz 3 will consist of questions from chapter 5 and chapter 6. Thoroughly read all these chapters. **Students are required to complete Review Quiz #3 using Respondus Lockdown Browser; No Exceptions.**
- **Review Quiz #4** must be completed and submitted by 11:00 PM on 8/3/2020. Review Quiz 4 will shut down at 11:00 PM on 8/3/2020. Any work not completed and saved and submitted by 11:00 PM on 8/3/2020 will be lost. You will not be able to take the Quiz after 11:00 PM on 8/3/2020. Review Quiz 4 will consist of questions from chapter 8 and chapter 11. Thoroughly read all these chapters. **Students are required to complete Review Quiz #4 using Respondus Lockdown Browser; No Exceptions.**

- **Review Quiz #5** must be completed and submitted by 11:00 PM on 8/10/2020. Review Quiz 5 will shut down at 11:00 PM on 8/10/2020. Any work not completed and saved and submitted by 11:00 PM on 8/10/2020 will be lost. You will not be able to take the Quiz after 11:00 PM on 8/10/2020. Review Quiz 5 will consist of questions from chapter 9, chapter 10, chapter 12. Thoroughly read all these chapters. **Students are required to complete Review Quiz #5 using Respondus Lockdown Browser; No Exceptions.**
- **Review Quiz #6** must be completed and submitted by 11:00 PM on 8/16/2020. Review Quiz 6 will shut down at 11:00 PM on 8/16/2020. Any work not completed and saved and submitted by 11:00 PM on 8/16/2020 will be lost. You will not be able to take the Quiz after 11:00 PM on 8/16/2020. Review Quiz 6 will consist of questions from chapter 7, chapter 13, and chapter 14. Thoroughly read all these chapters. **Students are required to complete Review Quiz #6 using Respondus Lockdown Browser; No Exceptions.**

**If you complete a review quiz, any points earned will be added to its corresponding exam. For example, let's assume you completed Quiz #1 and earned 60 points and you also completed Review Quiz #1 and earned 6 points. Shortly after the due date and time ends for Quiz #1, I will go into the system and add the points earned on Review Quiz #1 to the points earned on Quiz #1.**

The review quiz questions were created from material in the chapters within the required textbook. The PowerPoints are outlines of the chapters; the review quiz questions were not created from the PowerPoints.

Do not open a review quiz until you are ready to take that review quiz. Once you open a review quiz, it must be completed. I cannot reopen the review quiz for you so be very careful as you navigate the course.

You will have access to the results of the review quizzes immediately after it is submitted.

# Grading:

## ALWAYS FOLLOW THE DUE DATES/TIMES AND GUIDELINES IN THE SYLLABUS.

You are provided a number of days to complete the course work. The way I view this is as follows: You need to complete your course work early. Do not wait until the last few days of their availability period. Waiting to complete the course work does not allow any leeway to deal with personal, work, family, technology, Canvas going down for a day, or any other potential emergencies.

### Availability of Grades for the Required Course Work:

Quizzes-Students will have access to their results after the availability period of the quiz ends.

Connect Chapter Assignments-Grades are provided after completion of the assignment and due date/time expires.

Essay #1 Assignment Grade-If you choose to complete Essay #1 Assignment rather than the Final Exam, it will take me a few days to verify and grade the essay assignment. Students will have access to their essay assignment grade about two days after the availability period for the assignment ends.

Final Exam-If you choose to complete the Final Exam rather than Essay #1 Assignment, students will have access to their results after the availability period of the exam ends.

Discussion Topic Grade-It will take me a few days to verify and grade each discussion topic. Students will have access to their discussion topic grades about two days after the availability period ends for each discussion topic.

Practice Quiz and Practice Essay-Students will have access to their results after the availability period of the practice quiz ends and about two days after the availability period for the practice essay ends.

## The graded course work that is required to be completed in the class is as follows:

Quiz #1, Quiz #2, Quiz #3, Quiz #4, Quiz #5, Quiz #6, Essay #1 Assignment OR the Final Exam, the Pre-test and the Post-test, Practice Quiz, Practice Essay, fourteen (14) Connect Chapter Assignments, and the four (4) Discussion Topics are required to be completed. The maximum possible points that you can receive in the course are 1,000 points. This number is based on the following:

Practice Quiz-----	10 Points
Practice Essay-----	10 Points
Pre-test-----	5 Points
Post-test-----	5 Points
Fourteen Connect Chapter Assignments (14 X 20 points per assignment) -----	280 Points
Essay #1 Assignment OR Final Exam-----	90 Points
Four Discussion Topics (4 X 30 points per topic) -----	120 Points
Six Quizzes (6 X 80 points per Quiz) -----	480 Points
<b>Maximum Possible Points-----</b>	<b>1,000 Points</b>

## **Final Course Letter Grade**

Your letter grade for the course will be based on the following point breakdown:

<b><u>Course Grade</u></b>
<b>(90% to 100%) = A</b>
<b>(80% to 89.9999%) = B</b>
<b>(70% to 79.9999%) = C</b>
<b>(60% to 69.9999%) = D</b>
<b>Anything below 60% =F</b>

**Practice Quiz and Practice Essay=2% of course grade.**

**Pre-Test and Post-Post Test=1% of course grade.**

**Connect Chapter Assignments=28% of course grade.**

**Essay #1 OR Final Exam=9% of course grade.**

**Discussion Topics=12% of course grade**

**Course Quizzes= 48%**

Canvas will provide you a percentage grade as work is being completed during the semester. You can keep track of your progress during the semester by viewing the provided percentage grade in Canvas.

Due dates for all required graded course work can also be found in the Course Outline section of the syllabus; please scroll down this syllabus to view the Course Outline section.

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**Other assignments:** During the semester, depending on current events in government, I will give other brief assignments. These assignments will not be graded and will not be worth any points; however, they **MUST BE COMPLETED TO RECEIVE CREDIT FOR THE COURSE.**

## WITHDRAWAL POLICY

It is the student's responsibility to be aware of the last day permitted to drop. The last day to drop this course is 8/6/2020. If a student wants to drop from the course, it is the student's responsibility to follow through with the proper procedures. Do not ask the instructor to "take care of this" for you. Please contact NCTC to verify when the last day to drop is for this semester.

## CENTRAL STANDARD TIME

**The time requirement for coursework is Central Standard Time. If you are living in other time zones or traveling in other time zones, it is your responsibility to be aware that the work must be completed by the required date and time associated with Central Standard Time.**

### FRIENDLY ADVICE:

- "Attend" class regularly.
- Keep up with the reading assignments.
- Pay close attention to the DUE DATES/TIMES.
- ASK QUESTIONS!

### Policy on Academic Dishonesty

Academic dishonesty in any form will not be tolerated. Please make certain that all assignments and examinations are completed individually. If I find evidence of academic dishonesty, students will be given a failing grade. Collaboration with others in the class is not permitted. If a student works with others in the completion of the coursework, a failing grade will be given to all those that collaborated. Plagiarism is also considered academic dishonesty.

### Changes to the Syllabus

Although I will do my best to keep to the schedule, changes in the syllabus and/or schedule may be made at any time during the term. A revised syllabus may be issued at my discretion.

### TECHNOLOGY ISSUES

Make sure that you have contingency plans for completing your work in case you develop problems with your technology.

### Canvas Clock

Go by the clock in Canvas. All timed coursework follows the time within Canvas. Please take this into consideration in dealing with any time constraints. Do not go by the time on your cell phones or watches. Do not wait until the last day to complete exams and assignments.

**IF YOU ARE COMPLETING THE WORK OUT OF STATE, MAKE SURE YOU ARE AWARE OF THE FACT THAT EVERYTHING IS BASED ON CENTRAL STANDARD TIME.**



**STUDENT LEARNING OUTCOMES** (From Academic Course Guide Manual/Workforce Education Course Manual/NCTC Catalog)

<i>At the successful completion of this course the student will be able to:</i>	
	Explain the origin and development of the Texas Constitution.
	Demonstrate an understanding of state and local political systems and their relationship with the federal government.
	Describe separation of powers and checks and balances in both theory and practice in Texas.
	Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government.
	Evaluate the role of public opinion, interest groups, and political parties in Texas.
	Analyze the state and local election process.
	Identify the rights and responsibilities of citizens
	Analyze issues, policies, and political culture of Texas.
	Research and compose an essay assignment/argument using proper grammar/English and basic computer skills.

**DISABILITY SERVICES** (Office for Students with Disabilities)

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The Office for Students with Disabilities (OSD) provides support services for students with disabilities, students enrolled in technical areas of study, and students who are classified as special populations (i.e. single parents).

Support services for students with disabilities might include appropriate and reasonable accommodations, or they may be in the form of personal counseling, academic counseling, career counseling, etc. Furthermore, OSD Counselors work with students to encourage self-advocacy and promote empowerment. The Counselors also provides resource information, disability-related information, and adaptive technology for students who qualify.

For support, please contact the counselors at (940) 498-6207 or (940) 668-4321. Alternatively, students may stop by Room 170 in Corinth or Room 110 in Gainesville.

**CORE CURRICULUM FOUNDATIONAL COMPONENT AREA** (For classes in the Core)

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- |   |  |
|---|--|
| <input type="checkbox"/> Communication                  | <input checked="" type="checkbox"/> Government/Political Science |
| <input type="checkbox"/> Mathematics                    | <input type="checkbox"/> Social and Behavioral Sciences          |
| <input type="checkbox"/> Life and Physical Science      | <input type="checkbox"/> Component Area Option                   |
| <input type="checkbox"/> Language, Philosophy & Culture | <input type="checkbox"/> American History                        |
| <input type="checkbox"/> Creative Arts                  |  |

**REQUIRED CORE OBJECTIVES** (For classes in the Core)

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- |   |                                   |
|---|-----------------------------------|
| X Critical Thinking                                 | <input type="checkbox"/> Teamwork |
| X Communication                                     | x Personal Responsibility         |
| <input type="checkbox"/> Empirical and Quantitative | x Social Responsibility           |

## COURSE TYPE

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- Academic General Education Course (from ACGM but not in NCTC Core)
- Academic NCTC Core Curriculum Course
- WECM Course

## STUDENT HANDBOOK

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Students are expected to follow all rules and regulations found in the student handbook and published online.

## ACADEMIC DISHONESTY

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Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation and collusion. Faculty members may document and bring charges against a student who is engaged in or is suspected to be engaged in academic dishonesty. See Student Handbook, "Student Rights & Responsibilities: Student Conduct ([FLB(LOCAL)])".

## QUESTIONS, CONCERNS, or COMPLAINTS

Name of Chair/Coordinator:	Crystal R.M. Wright
Office Location:	Gainesville Campus, Room 824
Telephone Number:	940-668-7731, ext. 4320
E-mail Address:	cwright@nctc.edu
Name of Instructional Dean:	Dr. Bruce King
Office Location:	1500 North Corinth St, Corinth, TX 76208-5408
Telephone Number:	940-498-6464
E-mail Address:	bking@nctc.edu

Please be aware: Pages 27 - 31 of this course syllabus provide the projected Course Outline dates of the course work.

**I periodically will send reminders by e-mail or post an Announcement in Canvas related to the completion of the required work. Please do not always expect such reminders. Keep track of the due dates/time on your own.**

## GOVT 2306: TENTATIVE COURSE OUTLINE

(All dates are tentative and subject to change)

<u>DATE</u>	<u>Required Course Work</u>	<u>READING ASSIGNMENTS</u>
7/15/2020 To 7/17/2020	<b>Practice Quiz</b> Please remember that the Practice Quiz will shut down at 11:00 PM on 7/17/2020.	Reading Assignment for Practice Quiz: this Course Outline/syllabus.
7/15/2020 To 7/17/2020	<b>Practice Essay Assignment</b> I must receive your Practice Essay Assignment before 11:00 PM on 7/17/2020. Please review the requirements and submit your practice essay assignment as required.	Reading Assignment for Practice Essay Assignment: Format Page and Instruction Page for the Practice Essay.
7/15/2020 To 7/19/2020	<b>Pre-Test</b> Please remember that the Pre-Test will shut down at 11:00 PM on 7/19/2020.	This is a general knowledge test.
7/15/2020 to 7/19/2020	<b>Connect Chapter 1 Assignment</b> must be completed in full by 11:00 PM on 7/19/2020 to earn any points.	Reading Assignment for Connect Chapter 1 Assignment: Read the following chapter from the textbook; Chapter 1
7/15/2020 to 7/19/2020	<b>Connect Chapter 2 Assignment</b> must be completed in full by 11:00 PM on 7/19/2020 to earn any points.	Reading Assignment for Connect Chapter 2 Assignment: Read the following chapter from the textbook; Chapter 2
7/15/2020 To 7/20/2020	<b>Discussion Topic #1</b> You must complete and submit your responses to Discussion Topic #1 before 11:00 PM on 7/20/2020.	Reading Assignment for Discussion Topic #1: Read the following chapter from the textbook; Chapter 1 and Chapter 2
7/15/2020 To 7/21/2020	<b>Quiz #1</b> Please remember that Quiz #1 will shut down at 11:00 PM on 7/21/2020.	Reading Assignments for Quiz #1: Read the following chapters from the textbook: Chapter 1 and Chapter 2
7/15/2020 to 7/23/2020	<b>Connect Chapter 3 Assignment</b> must be completed in full by 11:00 PM on 7/23/2020 to earn any points.	Reading Assignment for Connect Chapter 3 Assignment: Read the following chapter from the textbook; Chapter 3

7/15/2020 to 7/23/2020	<b>Connect Chapter 4 Assignment</b> must be completed in full by 11:00 PM on 7/23/2020 to earn any points.	Reading Assignment for Connect Chapter 4 Assignment: Read the following chapter from the textbook; Chapter 4
7/15/2020 To 7/24/2020	<b>Discussion Topic #2</b> You must complete and submit your responses to Discussion Topic #2 before 11:00 PM 7/24/2020.	Reading Assignment for Discussion Topic #2: Read the following chapters from the textbook; Chapter 3
7/15/2020 To 7/25/2020	<b>Quiz #2</b> Please remember that Quiz #2 will shut down at 11:00 PM on 7/25/2020.	Reading Assignments for Quiz #2: Read the following chapters from the textbook: Chapter 3 and Chapter 4
7/15/2020 to 7/30/2020	<b>Connect Chapter 5 Assignment</b> must be completed in full by 11:00 PM on 7/30/2020 to earn any points.	Reading Assignment for Connect Chapter 5 Assignment: Read the following chapter from the textbook; Chapter 5
7/15/2020 to 7/30/2020	<b>Connect Chapter 6 Assignment</b> must be completed in full by 11:00 PM on 7/30/2020 to earn any points.	Reading Assignment for Connect Chapter 6 Assignment: Read the following chapter from the textbook; Chapter 6
7/15/2020 To 7/31/2020	<b>Quiz #3</b> Please remember that Quiz #3 will shut down at 11:00 PM on 7/31/2020.	Reading Assignments for Quiz #3: Read the following chapters from the textbook: Chapter 5 and Chapter 6
7/15/2020 to 8/3/2020	<b>Connect Chapter 8 Assignment</b> must be completed in full by 11:00 PM on 8/3/2020 to earn any points.	Reading Assignment for Connect Chapter 8 Assignment: Read the following chapter from the textbook; Chapter 8
7/15/2020 to 8/3/2020	<b>Connect Chapter 11 Assignment</b> must be completed in full by 11:00 PM on 8/3/2020 to earn any points.	Reading Assignment for Connect Chapter 11 Assignment: Read the following chapter from the textbook; Chapter 11
7/15/2020 To 8/4/2020	<b>Quiz #4</b> Please remember that Quiz #4 will shut down at 11:00 PM on 8/4/2020.	Reading Assignments for Quiz #4: Read the following chapters from the textbook: Chapter 8 and Chapter 11

7/15/2020 to 8/9/2020	<b>Connect Chapter 9 Assignment</b> must be completed in full by 11:00 PM on 8/9/2020 to earn any points.	Reading Assignment for Connect Chapter 9 Assignment: Read the following chapter from the textbook; Chapter 9
7/15/2020 to 8/9/2020	<b>Connect Chapter 10 Assignment</b> must be completed in full by 11:00 PM on 8/9/2020 to earn any points.	Reading Assignment for Connect Chapter 10 Assignment: Read the following chapter from the textbook; Chapter 10
7/15/2020 to 8/9/2020	<b>Connect Chapter 12 Assignment</b> must be completed in full by 11:00 PM on 8/9/2020 to earn any points.	Reading Assignment for Connect Chapter 12 Assignment: Read the following chapter from the textbook; Chapter 12
7/15/2020 To 8/10/2020	<b>Discussion Topic #3</b> You must complete and submit your responses to Discussion Topic #3 before 11:00 PM on 8/10/2020.	Reading Assignment for Discussion Topic #3: Read the following chapters from the textbook; Chapter 9 and Chapter 10
7/15/2020 To 8/11/2020	<b>Quiz #5</b> Please remember that Quiz #5 will shut down at 11:00 PM on 8/11/2020.	Reading Assignments for Quiz #5: Read the following chapters from the textbook: Chapter 9, Chapter 10, and Chapter 12
7/15/2020 to 8/15/2020	<b>Connect Chapter 7 Assignment</b> must be completed in full by 11:00 PM on 8/15/2020 to earn any points.	Reading Assignment for Connect Chapter 7 Assignment: Read the following chapter from the textbook; Chapter 7
7/15/2020 to 8/15/2020	<b>Connect Chapter 13 Assignment</b> must be completed in full by 11:00 PM on 8/15/2020 to earn any points.	Reading Assignment for Connect Chapter 13 Assignment: Read the following chapter from the textbook; Chapter 13
7/15/2020 to 8/15/2020	<b>Connect Chapter 14 Assignment</b> must be completed in full by 11:00 PM on 8/15/2020 to earn any points.	Reading Assignment for Connect Chapter 14 Assignment: Read the following chapter from the textbook; Chapter 14
7/15/2020 To 8/16/2020	<b>Discussion Topic #4</b> You must complete and submit your responses to Discussion Topic #4 before 11:00 PM on 8/16/2020.	Reading Assignment for Discussion Topic #4: Read the following chapters from the textbook; Chapter 13 and Chapter 14

<p>7/15/2020 To 8/17/2020</p>	<p><b>Quiz #6</b> Please remember that Quiz #6 will shut down at 11:00 PM on 8/17/2020.</p>	<p>Reading Assignments for Quiz #6: Read the following chapters from the textbook: Chapter 7, Chapter 13, and Chapter 14</p>
<p>7/15/2020 To 8/18/2020</p>	<p><b>Essay #1 Assignment</b> If you choose to complete Essay #1 rather than the Final Exam, I must receive your Essay #1 Assignment before 11:00 PM on 8/18/2020. You must attach and submit Essay #1 Assignment within the "Essay Assignment Upload" link in Canvas before 11:00 PM on 8/18/2020.</p>	<p>Reading Assignment for Essay #1 Assignment: The PDF article titled <i>The Presidency</i> I provided the class within the Essay #1 Assignment folder in Canvas. You should also have read Chapter 1, Chapter 2, Chapter 3, Chapter 4, and Chapter 13 from the textbook.</p>
<p>8/15/2020 To 8/19/2020</p>	<p><b>Post-Test</b> Please remember that the Post-Test will shut down at 11:00 PM on 8/20/2020.</p>	<p>This is a general knowledge test.</p>
<p>7/15/2020 To 8/20/2020</p>	<p><b>Final Exam</b> If you chose not to complete Essay #1 Assignment, you must complete the Final Exam by its due date and time. Please remember that the Final Exam will shut down at 11:00 PM on 8/20/2020.</p>	<p>Chapter 1, Chapter 2, Chapter 3, Chapter 4, Chapter 5, Chapter 6, Chapter 7, Chapter 8, Chapter 9, Chapter 10, Chapter 11, Chapter 12, Chapter 13, and Chapter 14,</p>

**I reserve the right to make changes to the syllabus to deal with any issues that could develop during the semester.**

<u>DATE</u>	<p style="text-align: center;"><b><u>Review Quizzes</u></b></p> <p>The review quizzes are optional; however, they will be used towards extra credit.</p>	<p style="text-align: center;"><b><u>READING ASSIGNMENTS</u></b></p>
7/15/2020 To 7/20/2020	<p><b>Review Quiz #1</b></p> <p>Please remember that Review Quiz #1 will shut down at 11:00 PM on 7/20/2020.</p>	Reading Assignments for Review Quiz #1: Read the following chapters from the textbook: Chapter 1 and Chapter 2
7/15/2020 To 7/24/2020	<p><b>Review Quiz #2</b></p> <p>Please remember that Review Quiz #2 will shut down at 11:00 PM on 7/24/2020.</p>	Reading Assignments for Review Quiz #2: Read the following chapters from the textbook: Chapter 3 and Chapter 4
7/15/2020 To 7/30/2020	<p><b>Review Quiz #3</b></p> <p>Please remember that Review Quiz #3 will shut down at 11:00 PM on 7/30/2020.</p>	Reading Assignments for Quiz #3: Read the following chapters from the textbook: Chapter 5 and Chapter 6
7/15/2020 To 8/3/2020	<p><b>Review Quiz #4</b></p> <p>Please remember that Review Quiz #4 will shut down at 11:00 PM on 8/3/2020.</p>	Reading Assignments for Quiz #4: Read the following chapters from the textbook: Chapter 8 and Chapter 11
7/15/2020 To 8/10/2020	<p><b>Review Quiz #5</b></p> <p>Please remember that Review Quiz #5 will shut down at 11:00 PM on 8/10/2020.</p>	Reading Assignments for Quiz #5: Read the following chapters from the textbook: Chapter 9, Chapter 10, and Chapter 12
7/15/2020 To 8/16/2020	<p><b>Review Quiz #6</b></p> <p>Please remember that Review Quiz #6 will shut down at 11:00 PM on 8/16/2020.</p>	Reading Assignments for Quiz #6: Read the following chapters from the textbook: Chapter 7, Chapter 13, and Chapter 14

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