

Instructor: Tom Heiting

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Textbook: Dye, Thomas R. and Sparrow, Bartholomew H., *Politics in America*, 8th ed.

Assignments: During the course of the semester there will be an exam posted every other day beginning with Chapter Three on Tuesday June 07, 2011 at 1:00 pm. Once the exam opens, it will remain available until 1:00 pm the following day. You may take your exam at any time during that window, but once the exam closes, it will not be re-opened. These assignments will consist of some type of multiple choice questions, true/false, or possibly an a combination of these formats. The Chapters to be covered will be 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15,16, 17, and 18.

All course work will be submitted through the blackboard system and each assignment will be announced through the announcement icon on the course website. Your last exam will be made available at 1:00 pm on Tuesday, July 05, 2011, and will remain open until 1:00 pm July 06, 2011.

Grading Policy: All assignments weigh equally . General Guidelines: As with any "cyber-space class" there can be glitches in the system. Power failures, storms, viruses, spilled drinks, personal emergencies can all interfere with our success. Please note that iPhones, iPads, EVOs, etc. are not supported by Blackboard and tend to result in people being kicked off before the completion of exams. Plan to take your exams via a secure internet system. Hopefully, none of these things will occur, but if they do, simply contact me through one of the contact points provided in this syllabus and we will attempt to fix the problem. It is always my intention to respond to you within 24 hours of your contact, but emergencies happen for me as well and I will respond to your contact as soon as possible.

SPECIAL NEEDS: Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability Services at 335-6861 to request assistance and accommodations.