

SOCI 1301 Course Syllabus

Introduction to Sociology Summer Session I 2012

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

Title: SOCI 1301: Principles of Sociology
Course Dates: June 4 – July 5, 2011
Course Credits: 3 hours
Location: Course is a full Web course and is conducted in Blackboard
Prerequisites: None

Course Overview:

Introduction to Sociology introduces the student to sociological concepts, theories and new ways of thinking about social issues such as poverty, inequality and deviance. It allows the student to examine various social institutions and their contributions to social life; identifies the social groups that make up society; and explores the significance of culture and social structure for understanding human behavior. Internet course is also available. (SCANS 6,9)

Course Objectives:

After completing this course, the student will:

1. Understand the sociological perspective and the scientific method;
2. Understand the nature of society and culture and their role in shaping human thought and behavior;
3. Understand the socialization process of humans from birth to death;
4. Understand the nature of social groups and organizations and their importance for individuals and society;
5. Understand the nature of deviance and social control;
6. Be able to explain stratification as a characteristic of all societies and the bases for stratification, including economics, race/ethnicity, gender and age;
7. Be able to identify and understand the functions of the major societal institutions;
8. Have knowledge of Demography and the consequences of human population growth;
9. Understand the dynamics of social change;
10. Understand the concept of globalization and its implications for individuals, society and the world;
11. Be familiar with numerous organizations and websites that are relevant to the field of sociology.
12. Have enhanced Information and Communication Technology skills.

See the Course Schedule (and Weekly Modules, weekly emails and Announcements) page for dates and assignments.

Required Material/Must must purchase text:

ISBN-13: 9781256415985 for Maciones, Society: The Basics, 11e Books A la Carte + NEW MySocLab Making the Grade. This provides students with a 3 ring binder and access code which include many study resources as well as an audio and e book to accommodate your different learning styles. **Course ID information will be available on the first day of class.**

Important Dates:

http://www.odessa.edu/catalog/schedule/SP12/academic_college_calendar.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.

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 (5 discussions at 60 points each). | 300 points |

1000 points

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.

All work in Module 8 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.

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.comnet.edu/mla/plagiarism.shtml>)

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

Cutting and pasting any information from any Internet source is considered cyberplagiarism 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.aspx> for 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 the time and the date. If the server experiences unforeseen problems your course instructor will send an email.

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 document, 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 account if you have not already done so.

SOC1 1301 Summer 2, 2012 Schedule

Week of	Module	Reading Chapters	Quiz	Discussion	Writing Assignment/Other
July 9 – 15	1	1 – 3	1	Introductions	Orientation
July 15 – 22	2	4 – 6	2	Small Group Topic 1	Writing Assignment 1
July 22 – 29	3	7 – 9	3	Small Group Topic 2	Writing Assignment 2
July 29 – August 5	4	10, 11, 13	4	Small Group Topic 3	Writing Assignment 3
August 5 – 9	5	14 – 16	5	Small Group Topic 4	Writing Assignment 4

NOTES:

The Orientation assignment is due by midnight, Wednesday, July 11;

Writing Assignments 1, 2, and 3 are due on Sundays at midnight, 1 week after posted. For example, Writing Assignment 1 is due July 22, midnight.

Writing Assignment 4 is due Wednesday, August 8, midnight.

Small group discussions end on Sundays, midnight, except for Topic 4, which ends on Thursday, August 9, at noon.

Quizzes are due on Sundays at midnight, except for Quiz 5, which is due Thursday, August 9.