



## **PSCI 2302 01W: United States and Texas Government: Institutions and Polices**

COURSE SYLLABUS: Fall 2016

### **INSTRUCTOR INFORMATION**

**Instructor:** Dr. Chad M. King

**Office Location:** SS-162

**Office Hours:** T/Th 12-1:30, W 10-12

**Office Phone:** (903) 886-5343

**Office Fax:** (903)-886-5318

**University Email Address:** [chad.king@tamuc.edu](mailto:chad.king@tamuc.edu)

**Preferred Form of Communication:** E-mail

**Communication Response Time:** 24 hours (possibly 48 hours during weekends)

### **COURSE INFORMATION**

#### ***Materials – Textbooks, Readings, Supplementary Readings***

We the People, Texas Edition

Authors: Lowi, Ginsberg, Weir, Tolbert, Harpham, and Champagne

Publisher: W.W. Norton

Edition: 9th Texas Edition

ISBN: ISBN Hardcover 978-0-393-12438-5 or Paperback 978-0-393-92111-3

You should be able to purchase this book from the bookstore or your favorite on-line merchant. Please note there is also an on-line version of the text available from the publishers that is significantly cheaper.

*The syllabus/schedule are subject to change.*

## ***Course Description***

An examination of the United States and Texas political systems with emphasis on both formal and informal institutions and the roles they play in the creation and implementation of public policy. Topics considered include the legislative, executive, and judicial branches, bureaucracies and public policies (formulation and implementation).

## ***Student Learning Outcomes***

1. Understand and employ significant theoretical and analytical approaches to explain the political institutions and policy development and implementation of the government of the United States.
2. Understand and employ significant theoretical and analytical approaches to explain the political institutions and state policy development and implementation of the state of Texas.
3. Students will be able to differentiate between fact and opinion. Core Objective: Critical Thinking
4. In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure. Core Objective: Communication
5. Students will be able to understand their role in their own education. Core Objective: Personal Responsibility
6. Students will demonstrate awareness of societal and/or civic issues. Core Objective: Social Responsibility

## **COURSE REQUIREMENTS**

### ***Minimal Technical Skills Needed***

Students will need to be familiar with the University learning management system, know how to use a personal computer, navigate the World Wide Web/Internet, use basic word processing software such as Microsoft Word and Power Point.

### ***Instructional Methods***

The primary method of instruction in this class will be student self-directed readings supplemented with interaction with classmates in discussion assignments as well as the instructor when needed.

### ***Student Responsibilities for the Course***

All students are expected to comply with the following requirements.

- Students are expected to regularly check the course site for announcement and updates.

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- Students are expected to complete all course readings for each section of the course.
- Students are expected to take each of the scheduled exams.
- Students are expected to participate fully in the class discussion assignments.
- Students are expected to take each of the quizzes. Failure to complete more than 3 discussion assignments will be considered "excessive" absenteeism and the student will be administratively dropped from the class.
- Students are expected to respect their fellow classmates and the instructor. This includes treating everyone with courtesy and esteem in any and all correspondence for the course. For more information on this subject, please see the Student Guidebook.
- Texas A&M University-Commerce does not tolerate academic dishonesty. Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments or taking exams), and abuse (destruction, defacing, or removal) of resource material. For this class, academic dishonesty includes cheating, plagiarism, collusion and/or falsifying academic work. In particular, passing off work as your own that was written by someone else, without proper citation or attribution, on either exams or discussion assignments will be considered an act of plagiarism. This holds true whether material comes from the textbook, another publication, an Internet source, or another student. Any act of academic dishonesty on an exam or quiz will result in a score of 0 for the exam or quiz. Any act of academic dishonesty on a discussion assignment will result in a 0 for the entire semester's discussion assignment grade. Instances of academic dishonesty may also be referred to the appropriate offices on campus and may result in significant administrative penalties.
- Students will comply with any and all eCollege technical requirements in terms of training, computer access, & Internet access.

## **GRADING**

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 65%-69%

F = 64% or Below

Course grades will be based upon the following weights.

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Exam One	23%
Exam Two	23%
Exam Three	23%
Discussion Average	20%
Quizzes	11%
<b>Final Grade</b>	<b>100%</b>

## **Assessments**

### **Exams**

Students will take three exams. All exams will include material from the textbook and the scheduled dates for the exams are listed below. These exams will feature 50 multiple choice questions and students will have 60 minutes to take the exam.

### **Discussion Assignments**

This graded component of the course will consist of weekly discussions (except for the first week of the semester/Thanksgiving week) completed via the eCollege platform. Topics for the discussion assignments will be posted on Sunday each week at 9 AM. Each discussion thread will close at 11:30 PM on Friday that week. Regardless of the reason, there will be no make-up opportunities for discussion assignments and students will not receive any credit for posts made after the deadline.

Each student will be assigned to a discussion group for the duration of the course. The instructor will create a discussion thread topic for each discussion group to which students are expected to compile responses. While students may post to other groups, they should concentrate most of their participation to their assigned group.

Students will be graded upon multiple criteria and receive a score between 0 and 5.

- Students are expected to submit an original response to the topic posted, answering all parts of the topic. This post should be 300 words minimum. At the end of this post, students should pose a question to other students that would extend discussion of the original topic.
- Students are expected to respond to the posts and questions posed by other students in their discussion group. Each of these posts should be at least 150 words. Students should include a word count in parentheses at the end of all of their posts. Students should engage in conversation with their group members in a thoughtful discussion about the topic as well as their individual responses to the topic.

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- Students will be graded on both the quality of the content of their original posts, as well as their engagement with other students in their response posts. Students should use theories and concepts introduced in the assigned readings, be analytical, and use real world examples.
- Students can make as many or as few posts as they want, however, a student who makes only 2 total posts will receive a grade of no higher than a 2.5.
- Students will also meet specific posting deadlines. Students must make at least one post by 11:59 AM on Wednesday each week and should avoid making all of their posts on the same day or during the final hours of the assignment time line. Students who do not make at least one post by 11:59 AM on Wednesday will receive a 50% penalty.

All content submitted for Discussion Assignments must be a student's original submission. Any material taken from another source, including the textbook, should include a proper citation. Material which is copied or pasted from any source will be considered plagiarism as discussed above in the Course Policies and Procedures section. Effectively, students who do not follow the proper citation/attribution requirements listed above will receive a 0 for all of the discussion assignments.

### **Quizzes**

Students will take weekly quizzes (except for the first week of the semester/weeks of exams/Thanksgiving week) throughout the semester via the eCollege platform. These quizzes will feature 6-8 multiple choice and/or True/False questions and students will have 10 minutes to complete them. These quizzes will always open on Fridays at 11:59 AM and remain open for 48 hours. Missed quizzes cannot be made up regardless of the reason. When the quiz average is computed at the end of the semester, the student's lowest individual quiz score will be dropped

### **Extra Credit "Syllabus "Quiz"**

Students can earn up to a 3 bonus points toward their final average by taking a syllabus quiz. This quiz is designed to ensure that students familiarize themselves with the requirements and expectations of the syllabus. This quiz is cannot be made up.

## **TECHNOLOGY REQUIREMENTS**

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.
- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

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- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - \*For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)
- Current anti-virus software must be installed and kept up to date.
- Run a browser check through the Pearson LearningStudio Technical Requirements website. [Browser Check http://help.ecollege.com/LS\\_Tech\\_Req\\_WebHelp/en-us/#LS\\_Technical\\_Requirements.htm#Browsset](http://help.ecollege.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browsset)

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/)
  - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/)
  - [Adobe Shockwave Player https://get.adobe.com/shockwave/](https://get.adobe.com/shockwave/)
  - [Apple Quick Time http://www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.
- For additional information about system requirements, please see: [System Requirements for LearningStudio https://secure.ecollege.com/tamuc/index.learn?action=technical](https://secure.ecollege.com/tamuc/index.learn?action=technical)

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## ACCESS AND NAVIGATION

### ***Pearson LearningStudio (eCollege) Access and Log in Information***

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to [myLeo](http://www.tamuc.edu/myleo) and from the top menu ribbon select eCollege. Then on the upper left side of the screen click on the My Courses tab. <http://www.tamuc.edu/myleo.aspx>

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** It is strongly recommended you perform a “Browser Test” prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

### **Pearson LearningStudio Student Technical Support**

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit [Pearson 24/7 Customer Support Site](http://247support.custhelp.com/) <http://247support.custhelp.com/>

The student help desk may be reached in the following ways:

- **Chat Support:** Click on '*Live Support*' on the tool bar within your course to chat with a Pearson LearningStudio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

**Accessing Help from within Your Course:** Click on the '*Tech Support*' icon on the upper left side of the screen inside the course. Then you will be able to get assistance via online chat or by phone.

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary

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use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

### ***Policy for Reporting Problems with Pearson LearningStudio***

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.
2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.
4. I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE:** Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk. Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.

You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

#### **myLeo Support**

Your myLeo email address is required to send and receive all student correspondence. Please email [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu) or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu).  
<https://leo.tamuc.edu>

#### **Learner Support**

The [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/) was created to serve you by providing as many resources as possible in one location. <http://www.tamuc.edu/admissions/onestopshop/>

The [Academic Success Center](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/) provides academic resources to help you achieve academic success.

<http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/>


### **FREE Mobile APPS**

The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device. Due to the smaller screen size course content is not presented.

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The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

	<b>App Title:</b>	<b>iPhone</b> – Pearson LearningStudio Courses for iPhone <b>Android</b> – LearningStudio Courses - Phone
	<b>Operating System:</b>	<b>iPhone</b> - OS 6 and above <b>Android</b> – Jelly Bean, Kitkat, and Lollipop OS
	<b>iPhone App URL:</b>	<a href="https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8">https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8</a>
	<b>Android App URL:</b>	<a href="https://play.google.com/store/apps/details?id=com.pearson.lsphone">https://play.google.com/store/apps/details?id=com.pearson.lsphone</a>

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

- View titles/code/Instructor of all Courses enrolled in online
- View and respond to all discussions in individual Courses
- View Instructor Announcements in individual Courses
- View Graded items, Grades and comments in individual Courses
- Grade to Date
- View Events (assignments) and Calendar in individual Courses
- View Activity Feed for all courses
- View course filters on activities
- View link to Privacy Policy
- Ability to Sign out
- Send Feedback

## LearningStudio Notifications

Students can be alerted to course activities via text on their mobile phones or up to two email addresses.

Based on their preferences, students can automatically receive a push notification with every new: course announcement, threaded discussion post, grade, and/or assignment without having to login to the course. Enrolled students will automatically receive email notifications for announcements and can opt out of this feature. To receive text notifications, students must opt in.

To begin setting up notifications, go into your course in LearningStudio and click on the bell-shaped Notifications icon on the main menu ribbon.

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By default the student's university email address will appear. This cannot be changed in LearningStudio. Additional email addresses may be added by clicking the Add button. After all of the other selections are completed be sure to click the Save and Finish button.

## **COMMUNICATION AND SUPPORT**

### ***Interaction with Instructor Statement***

Students should rely upon e-mail and office hours (either in person or by phone) as well as e-mails and class announcements as the primary means of communication with me. I will use all of these to announce any changes to the course syllabus or other relevant information. Also, please note that the system will only send e-mail to your official University Email address, so you will need to check that account regularly. I will always try to e-mail you as soon as I can. From M-F you can expect a reply, at the latest, within 24 hours. On the weekends, I may take 48 hours to respond.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### ***Course Specific Procedures/Policies***

- Make-up exams: If a student misses an exam, that student will receive a grade of 0 for the exam. Make-up exams will only be granted at the discretion of the instructor. Any request for a make-up exam must be made in writing and include documentation explaining why the absence was legitimate. Such a request must be received within 3 calendar days of the missed exam date, unless the student is physically unable to submit such a request. Legitimate reasons may include illness severe enough to require professional treatment, death of an immediate family member, participation in University activities, and legal obligations. Technical problems with accessing the course will not be considered a valid excuse for missing an exam unless it can be shown that the problem is the fault of the eCollege platform. Students who miss any exam because they forgot about the exam dates/times or because they did not have access to a computer/Internet will not receive a make-up exam. Please note, these reasons do not guarantee that a make-up exam will be given. Make-up exams will be exclusively essay format.
- Incompletes will be granted completely at the discretion of the instructor and only be granted in the case of serious medical illness or other serious, unavoidable circumstances and only if the students has completed at least 70% of the course work. Incompletes must be made up within two weeks of the end of the semester as students only have access to their eCollege course for two weeks following the final day of the term.
- Students who miss more than 3 discussion assignments will be administratively dropped from the course for excessive absenteeism.
- Students must sign and agree to the Personal Responsibility Statement form available on the class site. Students who fail to do so will be administratively

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dropped from the class. Students who fail to do so by the time the first exam is graded will be administratively dropped from the class.

## **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

## **University Specific Procedures**

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf).  
<http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](http://www.albion.com/netiquette/corerules.html)  
<http://www.albion.com/netiquette/corerules.html>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx) webpage and [Procedure 13.99.99.R0.01](http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx).  
<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

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## ***ADA Statement***

### **Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Gee Library- Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [Rebecca.Tuerk@tamuc.edu](mailto:Rebecca.Tuerk@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### ***Nondiscrimination Notice***

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### ***Campus Concealed Carry Statement***

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

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Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## **COURSE OUTLINE / CALENDAR**

Below are readings assignments and exam schedule. In addition to the readings from the textbook, students should also keep abreast of the news and current events.

<b>Date</b>	<b>Topic</b>	<b>Reading Assignment</b>
Week starting 8/28	American Political Culture	Chapter 1
Week starting 9/4	US Constitution	Chapter 2, Appendix A
Week starting 9/11	The Congress	Chapter 12
Week starting 9/18	The Presidency	Chapter 13
Week starting 9/25	The Bureaucracy	Chapter 14
Week starting 10/2	The Judiciary	Chapter 15
Week starting 10/9	Economic Policy	Chapter 16
Week starting 10/16	Social Policy	Chapter 17
Week starting 10/23	Foreign Policy	Chapter 18
Week starting 10/30	Texas Constitution	Chapter 20
Week starting 11/6	Texas Legislature	Chapter 23
Week starting 11/13	Texas Executive	Chapter 24
Week starting 11/20	Texas Judiciary	Chapter 25
Week starting 11/27	Local Government in Texas	Chapter 26
Week starting 12/4	Public Policy in Texas	Chapter 27

### **Exam Schedule**

Exams will be taken on-line and are scheduled on the dates listed below. Each exam begins at 11:59 AM and closes 48 hours later.

Exam One: Available 9/30 @ 11:59 AM. Covers Chapters 1, 2, 12, 13, 14 and Appendix Readings.

Exam Two: Available 10/28 @ 11:59 AM. Covers Chapter 15, 16, 17 & 18

Exam Three: Available 12/9 @ 11:59 AM. Covers Chapters 20, 23, 24, 25, 26, & 27.

### **Extra Credit Syllabus Quiz Schedule**

The quiz will open at 11:59 AM on 9/17 and close at 11:59 AM on 9/19.

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