

List of Due Dates - Revised 9/25 in lavender (FYI: I do **not** change the dates in the Syllabus.)

General Information:

Dates	Some dates overlap in order to give students maximum flexibility during each unit. Last day for you to “Drop” the course with grade of “W” – October 5, 2018 Holidays during the 1st 8-week class – Labor Day (September 3, 2018).
Due Dates and Dates for Incentives	All assignments are due at the time in the column Due Date/Hour. There is however a small incentive for completing all quizzes 2 days before the start of each Unit Exam. Those Incentive Dates are listed below. (For details in this Syllabus, click Ctrl-F and type the words About Incentive.)
Password You Enter for Self-Tests	Learning Quizzes and Evidence Quizzes have this password: selftest < no capitals, no spaces, and no punctuation Why that password? You measure what you know and do not know (thus the name Self-Test). Once you take it, Blackboard automatically displays its Full-Test and sometimes resources.
Password You Enter for Unit 2 Exam and Unit 3 Exam	Unit 2 and Unit 3 do not use Respondus Monitor but have this password: onetimeonly < no capitals, no spaces, and no punctuation Why that password? Typing that password means you know you can take it one time only.
The List of Due Dates and Where You Do Your Work	The List of Due Dates below have the same headings as the names on Learning Modules. For example, the first heading below—Getting Started (AUG 27-AUG 28...—is also the name of the 1 st Learning Module that you use When writing work occurs within the time period of a Unit, the row in the Unit includes the phrase <u>Required Writing and Evidence Requirements</u> so you know where you do that work.

Getting Started (AUG 27-AUG 28 with Respondus through SEP 9) & Staying Successful All 8 Weeks

Assignment	Open Date/Hour	Due Date/Hour
Complete tasks listed on the last page of the Course Orientation link. Caution: If you cannot do those tasks by 8/28, email your instructor a proposed date immediately either as a Reply to my email to you in WCJC email on 8/25 or as a new message in Course Messages (the email in this Blackboard course).	8/27–8:00 AM	9/6–11:59 PM
Complete Distance Education’s Sample Respondus Exam exactly as they require or complete the Respondus Acknowledgement quiz. Caution: You cannot take the three Unit Exams or the Final Exam without successfully doing one of these.	8/30-8:00 AM	9/17-11:59 PM

Unit 1: From New World to New Empires – 16th Century to 1776 (AUG 29-SEP 16)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Use the Lessons in Unit 1 and its Study Guide (Textbook chapters: 1 to 6)	–	–
Take the Learning Quizzes in Unit 1. Tip: See instructions at the top of its folder.	8/29–12:00 AM	9/19–11:59 PM
Post and/or reply in Unit 1 Learning Discussions. Tip: See instructions in the 1st post or in Discussion Instructions on the Course Menu for how you use current content and how you post. These Discussions end one day before the exam starts so others have a chance to use your work.	8/29–12:00 AM	9/17–12:00 AM (Ends 1 day before the exam starts)
In <u>Required Writing and Evidence Requirements</u> , begin Evidence Quizzes. Tip: See instructions at the top of the folder for how to work efficiently.	9/2–12:00 AM	Continues in Unit 2.
Take Unit 1 Exam (Incentive Date for all quizzes: 9/12-12:00 AM, ends 2 days before the exam starts)	9/14–12:00 AM	9/19–11:59 PM

Unit 2: From Making a Revolution to Making a Nation – 1776 to 1830s (SEP 16-OCT 1)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Use the Lessons in Unit 2 and its Study Guide (Textbook chapters: 7 to 14.)	–	–
Take all Learning Quizzes in Unit 2 (Tip: same instruction as Unit 1.)	9/16–12:00 AM	10/1–11:59 PM
Post and reply in Unit 2 Learning Discussions. (Tip: same instruction as Unit 1.)	9/16–12:00 AM	9/28–12:00 AM
In <u>Required Writing and Evidence Requirements</u> , complete Evidence Quizzes. You must complete the Self-Tests for Evidence Quiz 1, 2, 3, and 4 to see the instructions for the 3-Part Writing Assignment (9/11) and to post (9/18-9/25). Tip: Before 9/18, either 100% on Self-Tests or high scores on Full-Tests	Continues from Unit 1	10/1–11:59 PM
In <u>Required Writing and Evidence Requirements</u> , post your paper in the 3-Part Writing discussion. Caution: You must post before 9/25 11:59 PM to do the other 2 parts of the 3-Part Writing Assignment. Late papers are not accepted.	9/18–12:00 AM (Instructions are available 9/11)	9/27–12:30 PM– right after 12 Noon
Take Unit 2 Exam (Incentive Date for all quizzes: 9/27-12:00 AM)	9/29–12:00 AM	10/1–11:59 PM

Unit 3: Transforming the Nation–1830s to 1877 (SEP 30-OCT 16)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Use the Lessons in Unit 3 and its Study Guide (Textbook chapters: 15 to 22.)	–	–
Take all Learning Quizzes in Unit 3. (Tip: same instruction as Unit 1.)	9/30–12:00 AM	10/16–11:59 PM
Post and reply in Unit 3 Learning Discussions (Tip: same instruction as Unit 1.)	9/30–12:00 AM	10/13–12:00 AM
In <u>Required Writing and Evidence Requirements</u> when the 3-Part Writing reopens, peer review 2 other students' papers on evidence (not grammar). Caution: I will provide you with feedback by email in Blackboard Messages. You will not be able to post until you follow the directions to respond to that feedback. Tip: I am also glad to talk with you by phone or face to face.	10/3–12:00 AM (Feedback provided before end of day 10/2.)	10/10–1:00 PM (Notice extra time to post.)
In <u>Required Writing</u> , when the 3-Part Writing reopens again, carefully examine the comments about evidence by the 2 students who peer reviewed your paper. Reply to their peer review according to the instructions.	10/12-12:00 AM	10/17–1:00 PM (Notice extra time to post.)
Take Unit 3 Exam (Incentive Date for all quizzes: 10/12-12:00 AM)	10/14–12:00 AM	10/16–11:59 PM

Final Exam: 16th Century to 1877 (Opens early for those taking it early, OCT 8 –OCT 18)

Caution: You must successfully take the Sample Respondus Exam (Getting Started) before you can take the Final Exam.

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Check all existing grades. If you think there is an error, email the specifics .	--	10/14–11:59 PM
Take the Final Exam on either date. Caution: History instructors are required to fail students for the course if they do not take this exam.	10/13–7:00 PM	10/14–11:59 PM
	10/17–7:00 PM	10/18–11:59 PM
Check all new grades. If you think there is an error, email in Blackboard Messages the exact name of the grade and your phone # before NOON. Caution: I will be completing the review of the Respondus videos of the Final Exam over the weekend. Those grades are not final until I announce that I have checked all videos and deducted, if necessary, the penalty	--	10/19 12:00 PM

I reserve the right to modify the syllabus during the semester.