

List of Due Dates – Your Only Safe Source of Dates – Change of Dates on 3/2 in light red

Dates Set by WCJC That Are Not Covered in the List of Due Dates:

- Last day for you to “Drop” the course with grade of “W”: 3/1/2019
- Holidays: TCCTA (3/1) and Spring Break (3/11-3/15 with classes resuming 3/18)

Information from the Syllabus or from Instructions with Assignments:

Passwords for Self-Tests and Unit Exams

- For self-tests for Learning Quizzes or Evidence Quizzes: selftest < no capitals, no spaces, and no punctuation
- For Unit Exams: onetimeonly < no capitals, no spaces, and no punctuation

2 Methods to Locate Work in the Course on Blackboard’s Course Menu

- Shortcut to All Graded Work—Provides **only** the Blackboard tools you use to submit work
- Learning Modules—Safer method—Provides **everything** you need: from study guides, instructions, lessons, to primaries—including **all** of the Blackboard tools you use from assignments to quizzes to discussions to exams

How to Use the List of Due Dates:

1. **This** document—the List of Due Dates—is available at the end of this syllabus and separately on the course menu and as a link at other locations in the course.
2. Some dates in the List of Due Dates overlap in order to give you flexibility during each unit. For example, notice how Unit 1’s Exam period overlaps with the start of Unit 2. If you finish Unit 1 early, you can start Unit 2 early.
3. The List of Due Dates tells you:
 - In Unit 1, **Tips** that apply to all 3 Units
 - An introduction to **what** you do—with the instructions provided with each assignment
 - **Where** to work in Blackboard to do all your graded work. For example,
 - To do the work listed under the **heading** Getting Started... (below)
 - You click 1st on Learning Modules on the Course Menu and then on the **folder** Getting Started...
 - **When** the work opens (is available to you to start preparing) and when work is due (must be submitted)
 - Work you do with Respondus or with writing that you do that overlaps with the Units:
 - Page 12 covers Getting Started, Unit 1, Respondus (1st week available), and writing
 - Page 13 covers Unit 2, Respondus (2nd week available), and writing
 - Page 14 covers Unit 3, Respondus (3rd week available), writing, and the Final Exam

Getting Started & Staying Successful All 8 Weeks (JAN 22-JAN 24)

Assignment	Open Date/Hour	Due Date/Hour
Complete tasks listed on the last page of the Course Orientation link. Caution: If you cannot do the tasks by 1/24, email your instructor a proposed date in Course Messages (the email on the course menu in this Blackboard course).	1/22–8:00 AM	1/24–11:59 PM

Unit 1: From New World to New Empires–16th Century to 1776 (JAN 24-FEB 9)

Unit 1 includes **Tips** to help you succeed from the beginning. The **Tips** apply not only to Unit 1 but all 3 Units.

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Use Unit 1's Study Guide with its Lessons and textbook chapters 1 to 6. Tip: Everything you need is in this Learning Module—except the textbook.	–	–
Take the Learning Quizzes in Unit 1. Tip: See tips at the top of its folder.	1/24–12:00 AM	2/9–11:59 PM
Post and/or reply in Unit 1 Learning Discussions. Tips: a) Use the Discussion Instructions in your instructor's 1 st post. b) Earn 10 extra credit points if you also make above 60 on the Unit Exam. c) For Unit 1, the 1 st 5 people to post earn 5 extra points and, if you need help, your instructor coaches you.	1/24–12:00 AM	2/5–11:59 PM Tip: It closes the day before the exam starts.
Take Unit 1 Exam. Tips: Complete Self-Tests or Full-Tests at 80 percent or more to earn a 1 point incentive for each quiz. (The incentive for each Lesson in the Unit ends on the date listed in an Announcement.)	2/7–12:00 AM	2/9–11:59 PM

Other Work Available or Starting During Unit 1 (JAN 24-FEB 9)

On Learning Modules, Respondus Requirement to Take the Final Exam (FEB 5-MAR 3)

You have 3-weeks to take the Sample Respondus Exam so you can see the Final Exam when it becomes available.

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
If you exactly follow Distance Education's requirements on the 1st try and in the 1st week , you earn the highest points (20) for this requirement.	2/5 -12:00 AM	Still open in Unit 2. Caution: Closes 3/3.

On Learning Modules, Evidence Quizzes & the 3-Part Writing (JAN 29-MAR 19)

Writing work is spread out over the dates of the 3 Units so you have time to **pace yourself and plan** to match your life.

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Complete at least the Self-Tests for Evidence Quizzes 1-4. Score at least 80%+ on each Self-Test or—if you did not—do its Full-Test to at least 80%. Use Course Messages to email your instructor that you have completed these Self-Tests, and she either confirms you can post or tells you what to do.	1/29-12:00 AM	2/4–11:59 PM
The 3-Part Writing opens with everything you need from instructions for all 3 parts to resources and to required primaries. It also contains the Discussion that is opened and closed for students to do all 3 parts of the writing.	2/4–12:00 AM	Still open in Unit 2

Unit 2: From Making a Revolution to Making a Nation – 1776 to 1830s (FEB 9-FEB 24)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Use Unit 2's Study Guide with its Lessons and textbook chapters 7 to 14.	–	–
Take all Learning Quizzes in Unit 2 (Tip: same instruction as Unit 1.)	2/9–12:00 AM	2/25 2/24–11:59 PM
Post and reply in Unit 2 Learning Discussions. (Tip: same instruction as Unit 1.)	2/9–12:00 AM	2/20–11:59 PM
Take Unit 2 Exam	2/22–12:00 AM	2/24–11:59 PM

Other Work Available or Continuing During Unit 2 (FEB 9-FEB 24)

On Learning Modules, Respondus Requirement to Take the Final Exam (FEB 5-MAR 3)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
If you exactly follow Distance Education's requirements on the 1st try and in the 2nd week , you earn the second highest points (15) for this requirement.	Still open	Caution: Closes 3/3–11:59 PM

On Learning Modules, Evidence Quizzes & the 3-Part Writing (JAN 29-MAR 19)

With the 3-Part Writing discussion, your instructor opens and closes the **same** discussion when **each** of 3 Parts stop and start according to the dates below and puts students back into the discussion after they reply to feedback. The instructions at the top of the 3-Part Writing tell you what to do with each Part.

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
The 3-Part Writing opens with everything you need for all 3 parts. It also contains the Discussion that is opened and closed for students to do all 3 parts of the writing. Caution: You must do the 1 st Part to do other parts.	2/4–12:00 AM	Still open
Post the 1 st Part (your paper) in the Discussion. Caution: Late papers are not accepted. After 2/20, you can read but not post.	2/11–12:00 AM	2/20–11:59 PM
The same discussion reopens for the 2 nd Part (2 peer reviews) and your instructor begins mailing feedback on the 1 st Part in Course Messages. Tip: The quicker you reply back, the quicker your instructor puts you back in the discussion so you can do the 2 nd Part. After 3/8, you can read but not post.	2/25-1:00 PM (after an on-campus class ends)	3/4 3/8–11:59 PM

Unit 3: Transforming the Nation–1830s to 1877 (FEB 24-MAR 18)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
Use Unit 3's Study Guide with its Lessons and textbook chapters 15 to 22.	–	–
Take all Learning Quizzes in Unit 3. (Tip: same instruction as Unit 1.)	2/24–12:00 AM	3/18–11:59 PM
Post and reply in Unit 3 Learning Discussions (Tip: same instruction as Unit 1.)	2/24–12:00 AM	3/6-3/8–11:59 PM

Take Unit 3 Exam - Tip: The extra days are to make Spring Break responsibilities more flexible.	3/8–12:00 AM	3/18–11:59 PM
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Other Work Available or Continuing During Unit 3 (FEB 24-MAR 18)

On Learning Modules, Respondus Requirement to Take the Final Exam (FEB 5-MAR 3)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
If you exactly follow Distance Education’s requirements on the 1st try and in the last week, you earn 10 points.	Still open	Caution: Closes 3/3–11:59 PM

On Learning Modules, Evidence Quizzes & the 3-Part Writing (JAN 29-MAR 19)

Assignment (Listed in the Order They Become Open Date/Hour)	Open Date/Hour	Due Date/Hour
On 3/7 3/11 (or earlier if possible), your instructor completes grading of the peer reviews, and the 3 rd Part (replies to peer reviewers) opens. Carefully examine the comments about evidence in your paper by the 2 students who peer reviewed it. Reply to their peer review according to the instructions. Your grade is determined by how you focus on evidence.	3/7 3/11 -12:00 AM If anyone has a conflict with the date, email me. We will find a solution.	3/19-11:59 PM

Final Exam: 16th Century to 1877 (MAR 10–MAR 20) – Opens Early for Review

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 .	--	3/17–11:59 PM
Take the Final Exam on either date. Cautions: The History Department requires History instructors to fail students for the whole Course if they do not take the Final Exam. I will apply the penalties (points deducted from your exam grade) if you do not follow Distance Education’s rules, especially if you followed them correctly in the sample exam. Watch for an email stating if there is a problem until you see your letter grade in Blackboard. Tip: Reviewing these videos is slow.	3/16–7:00 PM	3/17–11:59 PM
	3/19–7:00 PM	3/20–11:59 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.	--	3/22–12:00 PM (before Noon)

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