

Your Information and Your Plan - Course _____ Class Days _____ Class Hours _____ Date _____

1. **PRINT** your complete name in WCJC records, phone number, and **WCJC** email address so I can **reliably** reach you in an emergency.

WCJC Name: _____ **Phone #** ____ - ____ - _____ **WCJC Email:** _____ @student.wcjc.edu

2. **Write the word Yes in the _____ to the left of EACH of the 3 statements** to confirm that you understand EACH statement:

	For every 1 credit hour in class, you need 2 to 3 hours outside of class in preparation. If you are taking 12 credit hours , you need a MINIMUM of 36 hours a week (12 in class + 24 in preparation outside of class) .
	Write the Course Due Dates and what you plan to do on a calendar that you use each day. Use a month-in-view , not a daily view.
	This course provides online resources to save you time and match how you learn. I will show you how to use them even if you have limited Internet access and limited computer access. If you have neither, see me for alternatives.

3. **Write the word Yes in the _____ to the left of EACH of the 4 statements** to confirm that you understand these policies on page 2 of the syllabus:

	Academic and Personal Integrity
	Classroom Civility
	Attendance Policy – including on cell phones and computers
	Attendance Policy and Due Dates and Your Responsibilities – including no make-ups and having to have verifiable, written excuses

4. **Place a check to the left of YOUR planned grade.** Notice the difference in 895 points and 894 points.
 _ an A (895-1000 points) _ a B (795-894 points) _ a C (695-794 points) _ D (595-694 points) _ F (594 or less)

5. This is a 1000-point course. **Place a check to the left of EACH of the assignment you plan to do** so you have the grade that you plan
 The objective work consists of these assignments:

	4 tasks at Getting Started: 1) Turn in this form (9 points) today and answered correctly and completely. Ask if questions. 2) Login to Blackboard (1 point + 5 extra credit if by the due date). If you have problems, ask that day. 3) a) Complete registration in InQuizitive (10 points if by the due date). b) To complete registration, start InQuizitive for Chapter 1. 4) Submit the Good Habits for Evidence Personal Responsibility Form a) in Turnitin and b) place a print of it on the instructor's desk before she completes the seating chart (5 points and 30 extra credit points if by the due date). Total 25
	Caution: If you do not follow all 5 Good Habits for Evidence, your 30 points could temporarily become 1.11. Total 35 extra credit
	15 InQuizitive sessions to help you read and figure out each chapter @ a maximum of 15 points each (For example, if you score 100% on InQuizitive for Chapter 1 by the end of the Unit, you earn 15 points; if 80%, 12.) Total 225 Opportunity: On the DUE date in the Course Schedule for each Chapter, I enter 1 extra credit point if you have started to work with InQuizitive or the instructor's quizzes. Self-management helps learning and points. Total 15 extra credit
	16 Instructor's Quizzes to help you read and figure out each chapter @ a maximum of 5 points each Total 80 Opportunity: On the DUE date in the Course Schedule for each Chapter, I enter 1 extra credit point if you have started to work with InQuizitive or the instructor's quizzes. Self-management helps learning and points. Total 16 extra credit
	3 Unit Objective Exams @ 100 points each Total 300 Challenge: Memorization starts to fail with the quantity of questions and as you add facts in different Units. Opportunity: Where do those questions come from?
	Departmental Final Exam @ 100 points – Departmental policy is an F for the course if you do not take the Final. Total 100

The written work consists of both in- and out-of-class writing assignments and self-management is key:

	Out of class (Turnitin): Introductory Comparison @ 10 points and 10 points for following all 5 Good Habits for Evidence Total 20 Requirement: You must do the Introductory Comparison to do the Peer Reviews.
	Out of class (Turnitin): 2 Anonymous Peer Reviews @ 20 points and 20 points for following all 5 Good Habits for Evidence Total 40
	In class: Unit 1 Written Answer @ 20 points and 20 points for following all 5 Good Habits for Evidence Total 40
	In class: Unit 2 Written Answer @ 20 points and 20 points for following all 5 Good Habits for Evidence Total 40
	Out of class (Turnitin): Proposal for the Major Comparison covering Unit 1 and Unit 2 @ 10 points and 10 for following all 5 Good Habits for Evidence - Requirement: You must submit the proposal to be able to do the comparison itself. Total 20
	Out of class (Turnitin): Major Comparison @ 20 points and 20 points for following all 5 Good Habits for Evidence Total 40
	In class: Unit 3 Written Answer @ 20 points and 20 points for following all 5 Good Habits for Evidence Total 40
	In-class self-management for 3 Units (See the syllabus for the explanation). Total 30

Caution: If you do not follow all 5 Good Habits for Evidence with any written assignment, your 30 points extra credit temporarily becomes 1.11. You can earn those points back by following all 5 Good Habits for Evidence with the **next** writing assignment.

6. **Write the word Yes in the _____ to the left of EACH of the 3 statements** to confirm that you understand how you **must** plan.

	With 73% objective and 27% written work, you must do some written assignments—or always make 100% on every objective assignment. If you don't understand, try this link with an example
	If you follow the 5 Good Habits for Evidence, you can make a decent grade even if you are not skilled or comfortable with writing. If you don't understand how this helps you, try this link with an example or here for the whole link
	The separate grade for the 5 Good Habits for Evidence also means you also don't have to try every written assignment to make a decent grade. You could try hard with the objective and try hard to do well with first writing assignments and you would not only start to develop the 5 Good Habits for Evidence, but also not always have to make 100% on every objective assignment. Caution: If you want an A, you may have to do every writing assignment.

7. Do you know any job that pays well that doesn't require these habits or any decision you could make safely without these habits?
 If you think you do, [try this link](#). What did my past students say [they did not know before](#)? The 5 Good Habits for Evidence are:

1. Reliable Sources Only
2. Factual Accuracy That You Verify with the Reliable Source Before You Write
3. Factual Accuracy That Is Verifiable for Every Statement You Make
4. No "Half-Copy" Plagiarism or "Patchwriting"
5. Quotation Changes Revealed Clearly

8. If there is something you would like for me to know about you, please write it below or on the back. If you put it on the back, draw a big arrow here so I know to look.

WCJC Department:
Contact Information:
WCJC Home:

History – Dr. Bibus
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<http://www.wcjc.edu/>