

Your Emergency Contact Information and Your Plan for the Grade You Want to Earn Date / /

If you have questions, please ask. A careful plan, combined with following the Course Schedule at the end of the syllabus, can make success easier.

- PRINT carefully** your name in WCJC records, phone number, and email address so I can **reliably** reach you in an emergency.
Last Name: **1st Name** **Phone #** - - **WCJC Email:** @student.wcjc.edu
- Place a check (✓) in the to the left of EACH of the sections in the syllabus to confirm you understand and agree.**

<input type="checkbox"/>	Course Objectives for the History Department - Click here for explanations of historical concepts within those Course Objectives .
<input type="checkbox"/>	Academic and Personal Integrity, including the 0 for these assignments
<input type="checkbox"/>	Classroom Civility
<input type="checkbox"/>	Attendance Policy - including the Self-Management grade and what happens if you are unable to resist—for example—your cell phone
<input type="checkbox"/>	Attendance Policy and the Seating Chart and the Beginning of Class – including work being due at the beginning of class and including that your instructor is glad to help you, but ask early in the course. The earlier you ask, the greater your odds of success.
<input type="checkbox"/>	Due Dates, the Course Schedule, and Your Responsibilities – including no make-ups and having to have verifiable, written excuses
<input type="checkbox"/>	Six Course Drop Limit
<input type="checkbox"/>	Dropping a Course with a Grade of “W” – including how instructors in the History Department cannot drop students; students must do that.
- This is a 1000-point course. **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)
- Place a check (✓) to the left of EACH of the objective and written assignments you plan to do** so you have the grade that you plan.
Tip: If you want an A, you need to select them all and do them all.
 The objective work, Getting Started activities, or activities supporting objective work consists of **670 regular points** for these assignments.

Work You Do Before the Due Date Listed in the Course Schedule	Regular Points	Extra Credit Points
<input type="checkbox"/> When Blackboard is open, complete all listed tasks for Getting Started either with your instructor in a computer lab or sign that you know how to complete all tasks on your own by the Due Date in the Course Schedule.	40	20 ¹
<input type="checkbox"/> 8 Quizzes (Unit 1 and Unit 2 only) on requirements for evidence in this class (and on many jobs that pay well) @ 10 points each.	80 ²	30 ³ 16 ⁴
<input type="checkbox"/> 3 Unit Concepts Exams @ 50 points each – These include varied types of questions, including short answer.	150	0
<input type="checkbox"/> 3 Unit Objective Exams @ 100 points each	300	0
<input type="checkbox"/> Review for the Departmental Final (verified by taking a quiz on the day of the Final)	0	10
<input type="checkbox"/> Departmental Final Exam @ 100 points—Departmental policy is an F for the course if you do not take the Final.	100	0

The written work and participation consists of 330 points, with 220 of it being formal writing.

Work You Do Before the Due Date Listed in the Course Schedule	Regular Points	Extra Credit Points
<input type="checkbox"/> Paper on the Required Primary @ 10 points for content and 10 points for following all 5 Good Habits for Evidence. This is an introduction to all skills required for writing in history. It includes a class session.	20	20 ⁵ 40 ⁶
<input type="checkbox"/> 2 Unit Written Exams (Unit 1 and Unit 2 only) @ 50 points each. Your grade is @ 25 points for content and 25 points for following all 5 Good Habits for Evidence.	100	7
<input type="checkbox"/> Proposal for the Analysis of Primaries covering Unit 1 and Unit 2 @ 30 points for content and 30 for following all 5 Good Habits for Evidence. (The 5 Good Habits for Evidence grade for the proposal is determined by the 5 Good Habits for Evidence for the paper itself.) The proposal requires careful reading and selection of pages appropriate for your planned analysis.	60	5
<input type="checkbox"/> Analysis of Primaries @ 30 points for content and 30 points for following all 5 Good Habits for Evidence	60	5
<input type="checkbox"/> Self-Management and Participation for 3 Units @ 30 points each	90	0

- Place a check (✓) in the to the left of EACH of the statements to confirm you understand and agree.**

<input type="checkbox"/>	The Departmental Requirement is a minimum of 25% of your grade being written work. With 30% specific written work, you must do some written assignments—or—only want a C for the course and always make 100% on each objective assignment (a risky plan). If you don't understand, click here to see examples of the math .
<input type="checkbox"/>	On the other hand, 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. Click here for required Course Objectives, the separate Good Habits for Evidence grade, and how it can help you .
<input type="checkbox"/>	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 a job that does not require the 5 Good Habits for Evidence, try this link . Unfortunately, most students do not realize they are not being careful enough with evidence. For example, over 60% of students since 2011 usually did not know basics such as being factually accurate when writing about real things until this course. Click here to see what past students said they did not know before .
<input type="checkbox"/>	If there is a problem with following the Good Habits for Evidence or with anything incomplete about an assignment, your instructor enters 1.11 as a temporary placeholder for the grade and posts a comment with that grade telling you what you need to do.
- Check if you have limited computer/Internet access and cannot use WCJC's computer labs. See me immediately for alternatives.
- If there is something you want for me to know about you, please start it here:** (**Tip:** The endnotes will automatically move down as you type.)

¹ Extra credit for students who show self-management, focus on their own tasks and do not distract others, do not try to *help* others unless they are asked to do that by the instructor, and follow instructions so they complete all tasks correctly and quickly.

² If you miss question(s) on an Evidence Quiz, you may earn full points by talking to your instructor about the missed questions **a)** if you took the quiz by the recommended date in the Course Schedule **and b)** if you contact your instructor **within 1 week** of your taking that quiz. Talking to your instructor helps you get straight essential requirements for evidence so you are successful with evidence and increases your total score for the Unit.

³ If you make over 70% (28 points) on the 4 Evidence Quizzes for at least 1 Unit **and** if you successfully follow **all 5 Good Habits for Evidence** with a formal written assignment (a Written Exam or the Analysis of Primaries), you earn 10 extra credit points for each written assignment.

⁴ If you do an Evidence Quiz by the recommended date in the Course Schedule, you earn 2 points extra credit.

⁵ Extra credit for students who do the actions in endnote ¹.

⁶ If you follow **all** of the 5 Good Habits for Evidence with this **1st** assignment, you get 40 extra credit points. **Why this extra credit?** The sooner you figure out that a history class is about **verifiable** evidence from a **reliable** source (and not your—or my—opinions), the sooner you will be successful.

⁷ See the extra credit with endnote ³ about the Evidence Quizzes.