

History 101, World History to 1500 [CE]

(Spring 2019). Section 4. MTR 3:00-3:50 CAC 333

Professor E. Francis. E-mail: <efrancis@uwsp.edu>. Office: CCC 463. Phone: (715) 346-3289
Office Hours: Mondays 12:45-1:45, Tuesdays 9:45-10:45, Thursdays 9:45-10:45
and by appointment.

NOTE: This syllabus, like all learning, is a work in progress and subject to change. As your instructor, I will take responsibility for informing you of these changes in person and through Canvas. I expect that you, as a student, will take responsibility for keeping updated about these changes.

Intended Learning Outcomes

After completing this class, students should be able to:

- identify, interpret, and assess historical arguments. Such arguments will be presented in secondary and tertiary sources such as textbooks, lectures, films, and scholarly articles.
- identify, summarize, and interpret primary sources.
- identify and explain various components of cultures distinct from the culture of the twenty-first century United States (and distinct from one another).
- describe the interactions of distinct cultures, societies, or political groups with one another in the era before 1500 CE.

Required Books And Other Expenses

All students will need access to the following materials and will need to bring them to class on the dates assigned.

- Tignor, Robert et al. *Worlds Together, Worlds Apart*. Fourth Edition. New York: W. W. Norton, 2014. (Abbreviated WTWA) **This book is available through Textbook Rental.** We will address readings from this text almost every class session.
- No other books are required for purchase.
- Additional readings will be distributed in class, posted on e-Reserves, or posted on Canvas. You will need to print out E-Reserve readings and bring hard copies to class on the date assigned. Printing is available to students at all UWSP computer labs for \$0.10/page.

Schedule of Topics and Assignments

A schedule of topics and assignments, including textbook readings and other readings, will be distributed separately.

ASSESSMENT AND GRADING

Final course grades will be assigned on a percentage basis:

A	93.0%+	A-	90.0%+	Exceptional or exemplary work.
B+	87.0%+	B	83.0%+	Very good work. Above average.
C+	77.0%+	C	73.0%+	Acceptable work. Meets minimum requirements.
D+	67.0%+	D	63.0%+	Does not meet minimum requirements.
		F	0-62.9%	

The university does not recognize a grade of D-, so any grade of less than 63.0% will result in a grade of F for the course. Grades will be based on completion of the following assignments:

These grades will be based on students' performance on quizzes, short assignments, and exams as described below:

Item	Points	Percent	Deadline
OBJECTIVE EXAMS (Online)			
Objective Exam 1	100	17%	Thursday, (Week 5), 11:30 PM
Objective Exam 2	100	17%	Thursday, ____ (Week 10), 11:30 PM
Objective Exam 3	100	17%	Wednesday, May 17, 11:30 PM
WRITTEN EXAMS (In Class)			
Written Exam 1	125	25%	Tuesday, March 12 (Week 8)
Written Exam 2	125	25%	Wednesday, May 17, 2:45-4:45 PM, CAC 333 (Final Exam period).
Sub-Total	600	100%	
OTHER ASSIGNMENTS:			
Short Assignments	12*	Max. 10%	As assigned
Professionalism	See Below		Ongoing

Objective Examinations.

Objective exams will be administered through Canvas. Each exam will be available for 24 hours, ending at the time stated. The questions may be True/False, multiple-choice, or fill-in-the-blank. These will be comprehensive—covering readings, lectures, and primary source interpretation. The second and third exams will not be cumulative as such. However, everything you have learned in class will be valuable for future exams.

Written Exams.

You will be assigned two in-class written exams based on primary sources and other questions.

Short Assignments

Up to 10% of your grade may be based on a variety of short assignments administered throughout the semester. Short assignments may be graded or pass/fail. Short assignments may include:

- Writing assignments due at the start of class. (These will be very brief--less than 250 words.)
- In-class writing assignments.
- In-class “pop quizzes” (including “attendance quizzes”)
(Hint: Quizzes will often be open-book quizzes on the day’s reading. Always be sure to have a copy of the day’s reading with you!)

Professionalism.

College is your gateway into the working world. Therefore, in my classes, I address overall “professionalism” rather than simple attendance or participation. In this class I will follow practices of common courtesy and professionalism expected in the workplace. I expect that you do the same.

Attendance, participation, and overall professionalism are not graded as such in this class. However:

- Students who regularly exhibit disrespectful or disruptive behaviors (e.g., distracted behavior like talking, texting, etc.) may be subject to grade penalties of 3% or more.
- Students who stop attending may be dropped from the class, in accordance with UWSP’s policies on attendance.
- At the instructor’s discretion, students who exemplify professional student behavior may earn up to 1% of extra credit. For example:
 - Some students might regularly advance class discussions by answering the instructor’s questions or posing their own.
 - Other students might demonstrate their engagement with the material through online discussions or one-on-one meetings with the instructor.

Communication

Office Hours (Face-to-Face and “Virtual”).

Please visit me in my office (463 CCC), especially if you have questions about the class. I hold regular office hours every week at times listed on the first page of the syllabus. At those times I am always available to students.

I am always happy to schedule an appointment outside my office hours, either in person, or through “virtual office hours” by phone or by electronic conferencing software.

Discussion Boards.

I also encourage you to contact me on the Canvas Discussion Boards for any question that is not strictly personal. If you have a question, there’s a good chance several other students have it too! I check the Discussion Boards at least once a day, Monday through Friday. I will usually respond to any question within “one business day,” even if I do not have a definitive answer.

Email.

Regularly check your university provided email account (e.g., spointer@uwsp.edu). This is the account I will use for any formal communication related to this class. As with the Discussion Boards, I will check my campus email account (efrancis@uwsp.edu) at least once a day, Monday through Friday. While the Discussion Boards are the best place for most questions, email is a better medium for questions that apply only to you (e.g., requests for extensions). To preserve student privacy, I will not discuss grades over email, as a rule.

Email “Netiquette”

In addition to common courtesy, I ask that all students follow some basic principles of “netiquette” in email exchanges. I recommend these principles in all your academic emails.

- Briefly identify yourself. Give your name and mention the class you have with the professor. We professors receive numerous emails every day and may have hundreds of students. This makes it difficult to identify emails simply signed “Dave” or “Sally.”
- Always use appropriate terms of address. I prefer to be addressed as “Dr. Francis” or “Professor Francis.” I recommend you follow this pattern with your other professors, unless they tell you otherwise.
- Always include a relevant subject heading, such as a brief summary of your concern or even the course number or course name.

Course Policies

These policies cover any issues not addressed above. Course policies are listed in alphabetical order.

Academic Honesty.

I expect all students to uphold principles of academic honesty in this classroom. Students who commit any form of academic dishonesty in this class will be given a **"0" (zero)** grade for the relevant assignment. Further penalties can range from a lowered grade in the class (up to and including failing the class) to suspension or expulsion from the University.

- Academic dishonesty includes (but is not limited to):
 - plagiarism.
 - cheating on exams
 - providing false information on official documentation (e.g., signing others in for attendance, or giving false excuses to make up work)
 - presenting the same piece of work for credit in two different classes without prior permission
- Regarding plagiarism, I find the following statement from Cambridge University very helpful: "Plagiarism is defined as submitting as one's own work, irrespective of intent to deceive, that which derives in part or in its entirety from the work of others without due acknowledgement. It is both poor scholarship and a breach of academic integrity." *
- Review your rights and responsibilities as outlined on the web page for the Office of the Dean of Students: (<http://www.uwsp.edu/dos/>):
 - "Academic Integrity: A Guide for Students." *UWSP Dean of Students.*
<<http://www.uwsp.edu/dos/Documents/AcademicIntegrityBrochure.pdf>>
 - "Academic Misconduct" *UWSP Dean of Students.*
< <http://www.uwsp.edu/dos/Pages/Academic-Misconduct.aspx>>
 - "Chapter UWSP 14: Student Academic Disciplinary Procedures." *UWSP Dean of Students.*
< <https://www.uwsp.edu/dos/Documents/UWS%2014-1.pdf>>

Add/Drop Period

It is your responsibility to understand when you need to consider disenrolling from a course. Refer to the UWSP [Academic Calendar](#) for dates and deadlines for registration. Please note that these are the deadlines for all paperwork to be turned in. You may need signatures from different faculty or staff, and they may not all be waiting around for you on the very last day. Plan ahead!

By the same token, if you enroll in the course after the first day of classes, contact me to inform me that you have added the course. Even when you add a course late, you are responsible for all the material presented before you enrolled--just like the rest of the class.

Equity of Educational Access

UWSP is committed to providing reasonable and appropriate accommodations to students with disabilities and temporary impairments. If you have a disability or acquire a condition during the semester where you need assistance, please contact the Disability and Assistive Technology Center (DATC) on the 6th floor of Albertson Hall (the University Library) as soon as possible. DATC can be reached at 715-346-3365 or DATC@uwsp.edu. See also: Religious Beliefs

* University of Cambridge., "University-Wide Statement on Plagiarism," <http://www.admin.cam.ac.uk/univ/plagiarism/students/statement.html> (published June 2011, accessed January 19, 2014.)

Extensions

I am willing to discuss extending deadlines for individual students if the student approaches me beforehand. Such extensions will only be granted in cases where unusual circumstances prevent the student from completing the work on time. As a rule, I will only grant extensions after the fact under truly exceptional circumstances, such as a personal or family emergency. I may also assign an alternate makeup assignment for an assignment you missed. In all such cases, I may assess a penalty for completing the assignment after the rest of the class. See also: **Late Work, Religious Beliefs, Equity of Educational Access**

Extra Credit

As a rule, I do not grant extra credit in my classes. I definitely do not create special extra credit assignments for individual students. Any extra credit assignment will be publicly offered to the entire class with plenty of time for students to participate.

Incomplete Policy

Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned if the student has completed two-thirds of all coursework. All incomplete course assignments must be completed within one semester.

Late Work.

There are different policies for late work, depending on the assignment involved:

- As a rule, all quizzes, exams, and forum discussions must be completed by the assigned deadline. Such work may not be submitted late. Any such work not completed by the deadline will result in zero credit.
- Written Assignments will be penalized if submitted late:
 - Any work submitted after the deadline will be subject to a -5% penalty for each 24 hours (or portion thereof) it is late.
 - No written assignment may be submitted more than one week after the deadline.
- Ungraded assignments may be turned in up to two weeks after the deadline for half credit.

See also: **Extensions**

Missed Assignments. See: Extensions, Late Work.

Religious Beliefs.

If you think you may need academic accommodations in this class due to your religious beliefs (for instance, if you cannot complete an assignment due to a religious holiday), please let me know **within the first three weeks of class**. I will work with all such students to provide reasonable accommodations for religious beliefs, in accordance with UWS 22.03.