

Learning on-line requires active participation in the course. In addition to text, postings, pod casts there will be additional quizzes, projects and assignments. Some of these will involve interactive discussions with others in the class. You are all expected to keep up with the assignments and to contribute to and participate in discussions.

In addition, there will be a mid term exam, a research/writing project and a final exam. All exams **MUST** be taken when scheduled. ***Failure to take an exam at its scheduled time will result in a grade of zero, unless Professor Ettman approves other arrangements, in advance. Exams will only be delayed for a proven family or health exigency.***

ASSESSMENT

Your grade will be derived as follows:

Mid term exam	30%
Research/Writing Project	30
Final Exam	30
Participation in on line discussions and exercises	<u>10</u>
	100%

Please note: I do not like the “grade book” feature of the software, so I do not use it. I keep accurate records of your grades and your progress on assignments on my own spreadsheet. If you would like to know how you are doing, send me an email at any time and I will give you an update.