

Welcome to History 7, The World's Great Religions
LAVC Spring 2012, Professor Michelle Lewis

Please read this entire document carefully. Enrolled students are responsible for all information contained in this document.

**Make sure to complete the Introductory Tasks
(beginning on page 4 of this document) by Tuesday, February 7 at 9pm.
Students who do not complete them by the due date may be dropped from the course.**

Suggestions for a positive and successful experience:

1) Time commitment

When this course is offered as a traditional, face-to-face class, it meets for approximately 3.5 hours per week. That does not include time spent on the coursework outside of the classroom, such as reading the textbook, studying and writing. Therefore, you should expect to spend the same amount of time for an online class as for a face-to-face class. Expect to log on to the class website at least 3 times per week, and to be spending a significant amount of time online.

2) Read and follow all directions carefully

This is so crucial for success in an online course. I have found that some students don't do well in my online courses simply because they have failed to read and follow directions. Ensure a good start by reading this document carefully. Throughout the course, make sure to read all directions for the various assignments carefully and read all announcements.

3) Procrastination...don't do it!

Do not wait until the last minute to complete the assignments. Just because an assignment is due on a particular day, does not mean that you should wait until that day to work on it. In fact, you should always try to work ahead of the due dates. ***Excuses for missing deadlines, including technical difficulties and personal problems, will not be accepted.*** Slightly late work will be accepted in some cases, however points will always be deducted.

4) Stay connected

Every time you log on to Etudes, check the Announcements, your Private Messages and the Discussion Board for new entries. Check the calendar in the Schedule section to make sure you are on track with progress on all of your assignments.

5) Have fun!

Hopefully you are taking this class, at least in part, because you have an interest in the subject. Enjoy the videos, readings and discussions. Be respectful of your classmates' opinions as they are expressed in the Discussion Forums.

Course Objectives:

- A. Compare and contrast the beliefs and sacred texts of the world's major religions.
- B. Describe the origins and historical development of the world's major religious institutions.
- C. Evaluate the impact of religious belief on human behavior throughout history.
- D. Analyze the impact of the spread of the major religions throughout the various parts of the world.
- E. Describe how the political, social and cultural institutions of the various peoples have been influenced by their religious concepts.

Course Student Learning Objective (SLO):

Analyze the impact and development and transmission of world religions on historical and current events.

Instructor Contact Information:

- 1) Private Message within Etudes, 2) Email: lewismv@lavc.edu

I will respond to email and private messages within 24 hours Monday-Thursday. Responses are likely over the weekend as well, but not guaranteed. The preferred method of communication is by private message within the Etudes system.

- 3) In person office hours, CC 241: Campus Center 241: Monday, Tuesday, Wednesday 10am-1pm

In-Person Meetings

There are no in-person meetings for this course.

Required Text: Noss, *The History of the World's Religions* 13th edition (Pearson).

The textbook is necessary for this course. You will need it from the very beginning of the course. If you order it online, and the book does not arrive on time, this will not be a valid excuse for not being able to complete your work to the level expected. There are copies available at the LAVC Bookstore.

Grading: It is possible to earn a total of 200 points in this class.

A= 180 or more points

B= 160-179 points

C= 140-159 points

D= 120-139 points

F= 119 or less points

Introductory Tasks = 5 points total

5 Assignments = 75 points total (15 points each)

5 Discussion Topics = 60 points total (12 points each)

1 Project = 20 points total

5 Quizzes = 40 points total (8 points each)

Grading timeline: All work will be graded within two weeks of the due date.

Gradebook:

You are encouraged to check your grade progress regularly in the "Gradebook" section of the Etudes website.

Assignments:

Posted in the “Assignments, Tests, Surveys” section of the Etudes website. The assignments usually will consist of reading particular sections of the textbook and answering questions based on what you have learned.

It is possible to submit assignments up to 2 days past the due date. Points will be deducted for late submissions. Once the 2 day grace period passes and the assignment closes, there will be absolutely no more submissions for that assignment accepted. Once an assignment is graded you may read any comments or feedback from me.

Discussions:

Posted in the “Discussion and Private Messages” section of the Etudes website. The Discussion Topics will have two parts and two separate due dates. For each discussion topic, you will be posting an initial response as part one, and you will be responding to your classmates as part two.

You will be placed in small groups for each Discussion Topic. The groups will rotate, so you will be placed with different classmates for each topic. Once a Discussion forum closes, no more submissions will be accepted.

Quizzes:

There will be five quizzes throughout this course. The questions will be multiple choice or true/false and timed. The quizzes will cover the vocabulary terms that are posted in the Module for each of the five Units. You may not make up any of the quizzes if you do not take them by the date that they are to close.

Schedule:

Although the due date will be listed with each individual task, you may also access a calendar with the open and due dates for every task in the "Schedule" section of the Etudes website. I recommend that you view the calendar “by month” to get a good overview of the course schedule.

Notice that this course is not self-paced. The Assignments, Quizzes and Discussions are all set to open and close on specific dates. This is so the class may move along at the same pace. It is your responsibility to check the Schedule often and be aware of when tasks are opening and when they are due.

Student Lounge Discussion Forum and Chat Room

A Student Lounge Discussion Forum has been created to enable students to carry on conversations with each other on any topics of interest (related or unrelated to the course material). In addition, a Chat Room will be open at the bottom right corner of the Etudes course site. When you enter the chat area, there will be a blue dot next to your name in the "users present" box. Feel free to use them to communicate with your classmates. Please do not address questions to the professor in the Student Lounge or Chat Room. Always send your questions to the professor by private message.

Technical Help

The LAVC Virtual Valley Help Desk is there for you. If you have any technical difficulties, please contact the Help Desk.

Contact: etudeshelp@lavc.edu or (818) 778-5834
<http://www.lavc.edu/virtualvalley/help.html>

Student Access

If you are a student with a disability requiring accommodations, and have not contacted SSD, do so in a timely manner. SSD is located in the Student Services Annex, Room 175 or call SSD at (818) 947-2681 or TTD (818) 947-2628.

Plagiarism

Plagiarism is the use of others' words and/or ideas without clearly acknowledging their source. When you incorporate those words and ideas into your own work, you must give credit where credit is due. Plagiarism, intentional or unintentional, is considered academic dishonesty and is not tolerated. For further information on plagiarism, go to the Writing Center website (www.lavc.edu/WCweb/plagiarism/html) and refer to the Standards of Student Conduct and Disciplinary Action in the current Schedule of Classes and Catalog.

Logging On to the Class

Enrolled students will be able to log on to the course site beginning three days before the semester officially begins. At that point, you may get started by going to the LAVC Virtual Valley site and following the directions carefully. <http://www.lavc.edu/virtualvalley/help.html>

Once you have logged in to Etudes, you will automatically be in the “My Workspace” section. Click on the LAVC HIS 007 tab to the right of My Workspace. This will place you in the History 7 class site.

Introductory Tasks

To get started, you are responsible for completing several introductory tasks. These tasks are designed to help you become acquainted with the Etudes operating system, and for us to become acquainted with each other. The intention is for you to become comfortable with Etudes, so that throughout the rest of the course, you can focus all of your efforts toward mastering the actual course material, as opposed to dealing with technical issues. You must be logged on to the Etudes class site to complete these tasks.

The due date is 9pm on Tuesday, February 7. If you have not completed these tasks by the due date, you may be dropped from the course.

Introductory Tasks: Follow the directions carefully. I highly recommend printing this document and using it as a checklist as you move through each task.

- 1) Introduce yourself in the Discussion Forum and respond to at least one of your classmate’s introductions.
Here’s how...
 - a. Click “Discussion and Private Messages” from the left side menu.
 - b. Once there, click on “Introductions”.
 - c. Under Topic, click on “Introductions”.
 - d. Read my post. Then click “Post Reply”. Write your own introduction.
 - e. Read other students’ introduction and reply to at least one of them within the discussion forum.

** Optional but recommended: within the Discussion and Private Messages section, click the “My Profile” option toward the top. Here you can upload a picture (avatar) which will appear with all of your Discussion posts. Please note: all avatars must be "rated G". If your avatar contains questionable content, I will remove your posts and you won't get credit for those posts.

Keep going...

2) View the course Schedule. Here's how...

- a. Click "Schedule" from the left side menu.
- b. Near the top left, you will see "View Calendar by Week". Click on the drop down menu and select "Calendar by Month".
- c. Find the date April 19. Write down the name of the item that is due on that date. (You will use this info. when completing Intro. Task 4.) Hint: On the calendar, there will be little red exclamation marks next to items that are due.

3) View a document posted in the Resources section. Here's how...

- a. Click "Resources" from the left side menu.
- b. Click on the file titled "Discussion 1"
- c. Open the pdf document contained in the file. Write down the title of the document once opened. (You will use this info. when completing Intro. Task 4)

4) Send me a private message. Here's how...

- a. Click on "Discussion and Private Messages" from the left side menu.
- b. Click the "Private Messages" option toward the top.
- c. Click on "newpm" (stands for new private message)
- d. Select my name (Lewis, Michelle) from the "To User" list
- e. In the subject line, type "test".
- f. In the message body, type in the name of the item due from Task 3 and the title of the document from Task 4.
- g. Click "Submit"
- h. I will reply to your test private message. Make sure to check your Inbox to read my reply.

5) Submit a practice assignment. Here's how...

- a. Click "Assignments, Tests, Surveys" from the left side menu.
- b. Click "Begin" which is located beneath the Practice Assignment.
- c. Click "Begin" (for a second time).
- d. Type in the responses to the questions where it says "Answer" or attach a document with your answer
- e. Click "Continue Later"
- f. Click "Continue" which is located beneath Practice Assignment.
- g. Make any modifications to your answer if needed. Then click "Finish". Click "Finish" again in the pop up window to confirm.
- h. Click "Return"
- i. You should see a green check with the word "Finished" to the right of the Practice Assignment listing. This means that your work was successfully submitted.

** Although the Continue Later step is not absolutely necessary, it is recommended to periodically save as you go, to avoid losing any work if your internet connection is disrupted. Also, you will always have the option of attaching a document instead of typing directly into the Answer space. I highly recommend this. That way, you will have all of your work saved independently of the Etudes site.

Keep going....

6) Take the practice quiz. Here's how...

- a. Click "Assignments, Tests, Surveys" from the left side menu.
- b. Click "Begin" which is located beneath the Practice Quiz.
- c. Click "Begin" (for a second time).
- d. Select the responses to the two questions. (I suggest that you ignore the Review checkboxes)
- e. Click "Finish"
- f. Click "Finish" again from the window that will pop open.
- g. Click "Return"
- h. You should see the date and time that you submitted the quiz along with your score (out of 2 points). This means that your quiz was successfully completed.

7) Confirm your contact email address. This is very important because it ensures that you will receive my announcements by email. Here's how...

- a. In Etudes, click on the "My Workspace" tab in the top left corner of the screen.
- b. Click on "Account" from the left side menu.
- c. You should see an email address listed under your name. If this is the email address you would like to use, you are done. If you would like to change this email address, click "Modify Details" and type in your preferred email address.
- d. Click "Update Details" when finished modifying your information.

***** Congratulations! You have completed the Introductory Tasks! *****