

CJL 2100: Criminal Law
FLORIDA KEYS COMMUNITY COLLEGE

I. COURSE INFORMATION

CJL 2100: Criminal Law
3 credit hours
Prerequisites: CCJ 1020, CJE 2600

II. COURSE METHOD

This course is designed as an online course and therefore there are no on-campus meeting dates required. To access the course on the first day of class, log in at <http://online.fkcc.edu>. Your user name is your first name and last name separated by a period and your password is the last four digits of your social security number. If you have difficulty in logging in to the course or you do not see the course listed, contact the Office of Distance Learning helpline at 305-809-3177 for assistance.

Announcements - Weekly Announcements from your instructor will be posted on the announcements page. To access click on "Announcements" under Course Tools.

Classroom Email- All classroom email between students and faculty members should occur within the internal D2L email system. To access click on "Mail" under Course Tools.

III. INSTRUCTOR INFORMATION

Instructor: Amy Ray
Email: Amy.Ray@online.fkcc.edu
Office Hours: by appointment
Phone: (858)829-7110 – cell
(305)517-6948 - home

IV. DESCRIPTION

The course will be concerned with the sources and elements of criminal law, to include an historical background and the foundation of American criminal law, including the United States Constitutional requirements, federal and state jurisdictions, and rules of evidence and procedure. Emphasis will be placed on criminal law related to law enforcement with particular attention to rights given to officers and defendants in the course of the criminal justice process.

V. College-level Competencies

Florida Keys Community College graduates who complete the core curriculum possess the knowledge, skills and values associated with college-educated individuals. Our graduates demonstrate mastery of competencies integrated within the academic disciplines, such as the ability to effectively communicate, seek creative solutions to problems, exhibit cultural awareness, and command basic technological skills.

1. **Communication:** Comprehend and articulate effectively – written and oral communication
2. **Critical thinking:** Demonstrate mastery of problem-solving skills in the discipline
3. **Diversity:** Interpret and evaluate societal and ethical issues, problems and values
4. **Technology:** Utilize technology effectively

VI. COURSE CALENDAR

1. The Course Calendar lists the learning activities and assessment measures that comprise this course on a weekly basis. These activities and assessments are directly related to learning outcomes that support the overall course objectives. There are a total of 1000 points that can be achieved during this 15-week course. Students are able to gauge their performance according to this grading scale throughout the duration of the course. The “Student Assessment” column lists all of the assignments required by this course and their due dates. I strongly recommend you print this out and refer to it often.
2. Students are responsible for following the course calendar. Consult your calendar before you start a new chapter or section. (Note: Some sections may not be covered in the same order as in the text). If you ever have a question that begins with “When is ___”, the answer is probably already published in this Course Calendar. Looking here first will probably get you a quick answer to your question.

Competency	Module/Week	Learning Outcomes	Learning Activities	Student Assessments	Points
1, 2	<p><i>Week 1 :</i> January 10-15</p> <p>Objective: To understand a broad outline of the legal system of the US.</p>	<p>1. Trace the development of criminal law in Western society.</p> <p>2. Understand common law vs. modern law and procedural vs. substantive law.</p> <p>3. Explain due process in the “rule of law”.</p>	<p>1. Read chapter 1.</p> <p>2. Discussion forum #1 (re: <i>Payne v. Tennessee</i> and <i>stare decisis</i>)</p>	<p>1. Discussion forum #1 posts.</p> <p>Due: Sat. 1/15 11:59pm, EST</p>	20 points

1, 2	<p><i>Week 2:</i> January 16-22</p> <p>Objective: To understand the legal essence of criminal conduct including criminal liability.</p>	<ol style="list-style-type: none"> 1. Identify 3 fundamental aspects of crime. 2. Define <i>actus reus</i> and <i>mens rea</i>. 3. Understand strict liability. 	<ol style="list-style-type: none"> 1. Read chapter 2. 2. Discussion forum #2 (re: <i>United States v. Hanousek</i> and simple negligence) 	<ol style="list-style-type: none"> 1. Discussion forum #2 posts. <p>Due: Sat. 1/22 11:59pm, EST</p>	20 points
1, 2, 3	<p><i>Week 3:</i> January 23-29</p> <p>Objective: To understand corpus delicti and how it relates to establishing criminality.</p>	<ol style="list-style-type: none"> 1. Distinguish between causation in fact and proximate cause. 2. Describe victimless crimes and social order. 3. Illustrate the nature of <i>ex post facto</i> law. 	<ol style="list-style-type: none"> 1. Read chapter 3. 2. Discussion forum #3 (re: <i>State v. Reynolds</i> and <i>ex post facto</i>) 	<ol style="list-style-type: none"> 1. Discussion forum #3 posts. 2. Test I (on Chapter 1-3) <p>Due: Sat. 1/29 11:59pm, EST</p>	20 points 75 points
2, 3	<p><i>Week 4:</i> January 30 – February 5</p> <p>Objective: To understand criminal attempt, conspiracy and solicitation.</p>	<ol style="list-style-type: none"> 1. Explain what a “substantial step” is in relation to mere plans and criminal attempt. 2. Explain why courts hesitate to punish “evil thoughts”. 3. Distinguish between principals of 1st and 2nd degrees and accomplice. 	<ol style="list-style-type: none"> 1. Read chapter 3. 2. Discussion forum #4 (re: <i>Tennessee v. Reeves</i> and “substantial step”) 	<ol style="list-style-type: none"> 1. Discussion forum #4 posts. <p>Due: Sat. 2/5 11:59pm, EST</p>	20 points
2,3	<p><i>Week 5:</i> February 6-12</p> <p>Objective: To understand</p>	<ol style="list-style-type: none"> 1. Explain the purpose of a defense and the nature of affirmative charges. 	<ol style="list-style-type: none"> 1. Read chapter 4. 2. Discussion forum #5 (re: 	<ol style="list-style-type: none"> 1. Discussion forum #5 posts. <p>Due: Sat. 2/12</p>	20 points

	the types and nature of defenses.	2. Differentiate between justifications and excuses. 3. Explain the defense of necessity, self defense and public duty.	<i>United States v. Thomas</i> and self defense).	11:59pm, EST	
2, 3	<i>Week 6:</i> February 13 – 19 Objective: To understand the nature of excuses and misconceptions regarding insanity.	1. Describe defense of duress, mistake, and syndrome based defenses. 2. Explain legal “tests” for assessing insanity.	1. Read chapter 5. 2. Discussion forum #6 (re: <i>Miller v. State</i> and appreciating the nature of his acts)	1. Discussion forum #6 posts. TEST II (on Chapters 4-6) Due: Sat. 2/19 11:59pm, EST	20 points 75 points
2, 3	<i>Week 7:</i> February 20 - 26 Objective: To understand the dimensions of homicide.	1. Distinguish noncriminal homicide from the 3 types of criminal homicide. 2. Explain the <i>corpus delicti</i> as it relates to homicide. 3. Define malice aforethought and felony murder rule.	1. Read chapters 6 & 7. 2. Discussion forum #7 (re: <i>Vacco v. Quill</i> and assisted suicide).	1. Discussion forum #7 posts 2. MIDTERM on Chapters 1-6 (essay format) Due: Sat. 2/26 11:59pm, EST	20 points 100 points
1, 2	<i>Week 8:</i> February 27 – March 5 Objective: To understand the elements of assault and battery.	1. Explain the extent of injury required for battery. 2. Explain the differences between common law rape and statutes of sexual assault. 3. Differentiate between	1. Read chapter 8. 2. Discussion forum #8 (re: <i>Clements v. State</i> and stalking)	1. Discussion forum #8 posts 2. Submit preliminary topics for final paper to me for revisions/refinement Due: Sat. 3/5	20 points

		false imprisonment and kidnapping.		11:59pm, EST	
1, 2, 4	<p><i>Week 9:</i> March 6 - 12</p> <p>Objective: To understand the tenets of theft crimes.</p> <p>*** NO ASSIGNMENTS DURING SPRING BREAK MARCH 13-19***</p>	<p>1. Explain the differences between larceny and embezzlement and robbery and extortion.</p> <p>2. Summarize the advantages and disadvantages of consolidating wrongful acquisition crimes into a single crime of theft.</p> <p>3. Define the elements of arson.</p> <p>4. Identify 5 types of computer crime.</p>	<p>1. Read chapter 9.</p> <p>2. Discussion forum #9 (re: <i>Dowling v. United States</i> and “stolen”).</p>	<p>1. Discussion forum #9 posts</p> <p>2. Submit final paper topics and receive approval.</p> <p>3. TEST III (on Chapters 7-9)</p> <p>Due: Sat. 3/12 11:59pm, EST</p>	<p>20 points</p> <p>20 points</p> <p>75 points</p>
1, 2, 4	<p><i>Week 10:</i> March 20- 26</p> <p>Objective: To distinguish and identify various social-order crimes.</p>	<p>1. Explain the difference between fighting words and free speech.</p> <p>2. Explain the differences between rout, riot and unlawful assembly.</p> <p>3. Summarize the arguments for and against regulation of handguns.</p> <p>4. Explain treason vs. espionage and the differences between perjury, bribery, contempt.</p>	<p>1. Read chapter 10.</p> <p>2. Discussion forum #10 (re: <i>Rapanos v. United States</i> and EPA and CWA)</p>	<p>1. Discussion forum #10 posts.</p> <p>Due: Sat. 3/26 11:59pm, EST</p> <p>2. Continue working on final papers. (<i>Option: I will review, revise and make corrections on one rough draft.</i>)</p> <p>ROUGH DRAFT Option Due 4/16 11:59pm, EST <i>FINAL Due: Sat. 4/30 11:59pm, EST</i></p>	20 points
	<i>Week 11:</i>	1. Distinguish terrorism,	1. Read	1. Discussion #11	20

2, 4	<p>March 27- April 2</p> <p>Objective: To understand terrorism laws and related Constitutional issues.</p>	<p>treason and sedition.</p> <p>2. Identify the most significant federal terrorism laws and how recent acts have led to changes in surveillance, detection, detention and related constitutional issues.</p> <p>3. Distinguish human smuggling and trafficking.</p>	<p>chapter 11.</p> <p>2. Discussion forum #11 (re: <i>Boumediene v. Bush</i> and military affairs, war and “war on terror”).</p>	<p>forum posts</p> <p>Due: Sat. 4/2 11:59pm, EST</p> <p>2. Continue working on final papers.</p> <p>ROUGH DRAFT Option Due 4/16 11:59pm, EST <i>FINAL Due: Sat. 4/30 11:59pm, EST</i></p>	points
2, 3	<p><i>Week 12: April 3-9</i></p> <p>Objective: To understand the legal implications of crimes against morality.</p>	<p>1. Describe victimless crimes with examples.</p> <p>2. Define prostitution and assess its legal status.</p> <p>3. Identify conditions in which marijuana might be legalized or decriminalized.</p> <p>4. Describe the concept of “overcriminalization”.</p>	<p>1. Read chapter 12.</p> <p>2. Discussion forum #12 (re: <i>United States v. Williams</i> and <i>City of Erie v. Pap’s AM</i> and free speech and free expression)</p>	<p>1. Discussion #12 forum posts.</p> <p>Due: Sat. 4/9 11:59pm, EST</p> <p>2. Continue working on final papers.</p> <p>ROUGH DRAFT Option Due 4/16 11:59pm, EST - <i>FINAL Due: Sat. 4/30 11:59pm, EST</i></p>	20 points
2, 3	<p><i>Week 13: April 10- 16</i></p> <p>Objective: To understand the rights of victims.</p>	<p>1. Define victim and assess the limitations of this definition.</p> <p>2. Assess whether victims have sufficient rights.</p> <p>3. Describe worthwhile information in a victim-impact statement.</p>	<p>1. Read chapter 13.</p> <p>2. Discussion forum #13 (re: <i>Simon & Schuster, Inc. v. New York State Crime Victims Board</i> and notoriety-for-</p>	<p>1. Discussion forum #13 posts</p> <p>2. ROUGH DRAFT Option Due</p> <p>Due: Sat. 4/16 11:59pm, EST</p> <p><i>FINAL PAPER Due: Sat. 4/30 11:59pm, EST</i></p>	20 points

			profit laws)		
1, 2	<p><i>Week 14: April 17-23</i></p> <p>Objective: To understand sentencing rationales and options.</p>	<p>1. List and explain the purposes of sentencing and the strategies for each.</p> <p>2. Summarize the 3 strikes laws and expound on their effectiveness.</p> <p>3. Identify pros and cons for capital punishment.</p> <p>4. Explain how <i>habeus corpus</i> appeals are limited.</p>	<p>1. Read chapter 14.</p> <p>2. Discussion forum #14 (re: <i>Baze v. Rees</i> and cruel and unusual)</p>	<p>1. Discussion #14 forum posts</p> <p>2. TEST IV (on Chapters 10-14)</p> <p>Due: Sat. 4/23 11:59pm, EST</p> <p><i>FINAL PAPER Due: Sat. 4/30 11:59pm, EST</i></p>	<p>20 points</p> <p>75 points</p>
1, 2	<p><i>Week 15: April 25 -30</i></p> <p>Objective: To synthesize concepts acquired in this class into cohesive essays for the final exam.</p>	<p>1. Apply the material for this class into well constructed essays for the final exam.</p>	<p>1. Submit final paper.</p> <p>2. Complete final exam.</p>	<p>1. Final Paper</p> <p>2. TEST – FINAL (essay format)</p> <p>Due: Sat. 4/30 11:59pm, EST</p>	<p>200 points</p> <p>100 points</p>

VII. Materials

Required Textbook: Criminal Law Today (4th edition).

Author: Frank Schmalleger and Daniel E. Hall with John J. Dolatowski

Publisher: Prentice Hall

ISBN- 978-0-13-504261-8 or 0-13-504261-5

VIII. Grading Scale (This is Standard Through Out the College)

The following grade scale will apply to this class:

A: 90 % or above 900-1000 points

B: 80 - 89 % 800-899 points

C:	70 - 79 %	700-799 points
D:	60 - 69 %	600-699 points
F:	below 59 %	<599 points

IX. Class Policies

Communications: All class communications should be conducted via D2L. The online format of this class puts a premium on communications. The prime responsibility for timely communications rests with you - the student. We will use the following methods:

ANNOUNCEMENTS: There will often be important information published to the class via Class Announcements/News, such as changes in due dates, exam information, instructions etc. You are responsible for all information published here. I will publish news/announcements and email the same information weekly so as to remind everyone of what is due that week. However, this information is also available in your syllabus under the course calendar. More information and instructions will be given via the announcements and emails.

DISCUSSION FORUMS: Each week under the discussion tab, there will be a question to which you are to post one response during each week for each discussion prompt. When posting a discussion, make sure that you click on the “respond” button immediately after the question. You are to make appropriate comments; for maximum points you are also to respond to at least one other student’s response that week. You should also check to see who has responded to your comments and respond to this person if it is appropriate to do so. These responses are also to be thought revealing – they are more than “I agree” or “I disagree.” Discussions are to be approximately 150 words in length (maximally double spaced, 12 point font). You are expected to provide quality insight citing and documenting your references, in order to demonstrate an understanding of the weekly topic and provide original thought in the posts. Cutting and pasting from the text, websites, or providing a response with limited substance will receive a significantly reduced grade. As with all activities in this class, quality counts and your postings need to add value to the discussion. Weekly postings are worth 20 points.

Occasionally, time-sensitive announcements will be posted on Discussion Boards. You should log on to D2L 3-4 times each week to check for time-sensitive messages. Before you post a question, look through the Discussion Board. That same question may have already been asked and answered.

D2L EMAIL: The email utility within D2L should be used for personal items that are not appropriate to share with the entire class.

What you can expect from me:

I normally log into D2L and check for messages at least once per day, including weekends and holidays. If you have an urgent message for me, do not post the same message both on a Discussion Forum and in an email. Doing both will waste your time and will not result in my getting the message any faster. If I expect to be out of contact for more than a couple of days, I will inform the class.

Important Note: If I have not responded to your email or voicemail message by the end of the day after you left the message, you should assume that I did not receive it and leave another message.

Class Contract

1. The Class Contract assignment is my method of ensuring you know what you should expect from me, and what I expect from you. By returning the Class Contract to me, you are acknowledging that you:
 - a. Understand the policies detailed in this Syllabus.
 - b. Understand the expectations and due dates listed in the Course Calendar and Assessment Measures.
 - c. Understand that you will be held accountable to the standards published in this document.
 - d. The Class Contract must be submitted via the dropbox by the date published in the Course Calendar and Assessment Measures.

Logging Off From D2L

In order to better serve our faculty and students, all D2L users should use the logoff button when completing online course work. By logging off instead of just closing your internet browser window, D2L server space is freed and system performance is optimized. In addition, logging off will more accurately record each students' time logged into the online course.

Late Work

1. Any assignment not submitted by the date and time specified in the Schedule of Assignments is considered late, unless you have contacted me and I have approved an extension in advance.
2. Assignments (other than class participation) will be accepted up to 7 days late unless you have contacted me and we have mutually agreed on an alternate submission date before day that the assignment is due.
3. Late assignments (other than class participation) will be assessed a late penalty equal to 50% of the total point value of the assignment. The penalty will be based on the date that the assignment is actually submitted.
4. The above policy does not apply to the final exam, nor any other assignment that may be due during the Final Exam period. No assignments due during the last week of classes will be accepted late to allow me to submit the course grades to the college on time.
5. Class participation will not be accepted late unless you have contacted me and we have mutually agreed on an alternate submission date in advance. Posting class participation messages late will add little to the class discussion of those topics.
6. Internet connection problems are not an acceptable excuse for late work. You should have a plan in place for internet access in case your primary method is unavailable. I strongly recommend submitting assignments at least one full day early to allow time to recover from technical problems.
7. If you are unable to access the online classroom due to a College server outage on the date that an assignment is due, the following guidelines apply. If I have not heard from you before the deadline I will not waive the late penalty described above.

- a. Send me an internet email before the assignment is due and attach the assignment to the email if applicable.
 - b. If you don't have access to the internet, leave a message at the phone number listed at the top of the Syllabus.
 - c. If there is a problem with the D2L server that prevents completing an exam or quiz, I will make a reasonable accommodation and publish the information in the online classroom as soon as I am able to log on myself.
8. If you are out of contact and miss a deadline due to an extenuating circumstance, I expect you to contact me as soon as possible to discuss the situation. No exceptions will be made to the above policies unless you can provide documentation of the situation that I consider adequate.

Class Participation

Class participation is defined as posting a minimum number of substantial, separate, and distinct messages to the Discussion Forums. These discussion board messages must be posted before the deadlines in the Schedule of Assignments to count toward your participation grade.

For the purposes of this class, a substantial message must:

1. Provide a good explanation of a concept or concepts related to the material discussed in the forum, or give a good example of how a concept can be applied, or provide an insightful response to a previous post.
2. Be factually correct. The post should help your classmates, and yourself, learn the material.
3. **Be at least 150 words in length.** Messages that do not meet this length requirement will earn only a small amount of partial credit, even if they are only one word short.
4. Have acceptable spelling and grammar. Although this is not a writing class, this is College. Students should get into the habit of writing complete sentences that are grammatically correct ("chat room" or "text messaging" speak/abbreviations are not acceptable in this venue). I don't expect your grammar to be perfect, but it should be generally correct. Take advantage of the spell check feature in D2L.
5. Do your own work. Do not plagiarize from any source (internet, textbook, etc) as the body of your post. Study the concept, and then express it in your own words. Make certain to cite and document your references.

Other key points:

1. Only messages that meet all of the requirements of a substantial post listed above will earn full credit for participation.
2. It is acceptable (and encouraged!) for more than one student to respond to the same message. The best way to be sure you understand a topic is to try to explain it to someone else.
3. Please use the discussion forums to ask all of the questions you have about the class material. I want you to ask a lot of questions, and these questions will contribute to your class participation grade.
4. Off-topic messages will not count toward your participation grade.
5. If your final average is on the borderline between two letter grades, active participation (posting several messages to each forum, on average) will work to your advantage as I decide which of the two letter grades you have earned.

6. Messages must have content that contributes to the discussion. Messages that contain a few words and merely say “I agree with you” or something similar will not earn any credit.
7. These participation points are the easiest part of your grade to earn, and also the easiest to forget to do. Don't forget!
8. Copying and pasting from any source, even if you cite the source, is not acceptable. You should study the source document and paraphrase what you learned when typing a message.

To earn 100% for your class participation grade, you must do the following by the dates published in the Course Calendar:

1. Post an introductory message to the class in the Introductions forum.
2. Post one original message and at least one response in each discussion forum at any time during the week in which that forum is scheduled.
3. Some extra credit will be given for substantial messages that are posted no later than Wednesday of the week they are due. This is to encourage students to post early in the week, which will help generate a better class discussion within each forum.
4. If no substantial messages are posted on time in a forum, it will not be possible to earn 100% for that forum. A small number of messages that are not substantial but do say more than “I agree” or “Good Post!” and are more than 1 or 2 sentences in length will earn some part credit, but not very much (150 words is the minimum).

Withdrawal Policy

1. Students may withdraw without academic penalty from any course by the established deadline published in the College’s calendar. This will result in a grade of 'W' for the course and will not count against the student's GPA.
2. Students will be permitted a maximum of two withdrawals per course. Upon the third attempt, the student WILL NOT be permitted to withdraw in accordance with State of Florida regulations and will receive an earned grade for that course.
3. It is the responsibility of the student wishing to withdraw from the course to do so by the date published in the College Academic Calendar.
4. Students who abandon the course or do not withdraw themselves by the published deadline are subject to receiving a grade of F.

Exams and Quizzes

1. I recommend the following general process for studying each chapter:
 - a. Read each chapter once to get an idea of its contents.
 - b. Read the chapter carefully, ensuring you understand each concept.
 - c. If you can provide a detailed explanation for every item in the review section and you understand the reasons behind the all of the correct answers in the review games, you will be well prepared for the tests in this class.
 - d. Post any questions you have in the appropriate discussion forum or email questions. I, or a classmate, will be sure to help you.

2. Exams may be taken any time during the period listed in the Schedule of Assignments. They will be available beginning on the Sunday prior to the due date, unless otherwise specified. You have one week to take the quizzes/exams. NO EXTENSIONS WILL BE GIVEN.
3. All exams and quizzes will be given online via D2L. There is no requirement to take tests on campus.
4. All exams and quizzes are open book and open notes.
5. All exams and quizzes will have a time limit. They are to be taken in ONE SITTING! My goal is to test what you have learned, not what you can look up. Every test should automatically submit itself at the end of the scheduled time, but it is your responsibility to track the time you have spent and how much time you have remaining. Exams not submitted by the end of the scheduled time will be penalized.
6. The questions will be challenging. You should study as if the exams and quizzes were closed book, because you won't have time to look up every answer. **If you have to look up more than a few answers, you will run out of time.**
7. For regular quizzes, question types will be a combination of multiple choice, matching, true/false, fill in the blank (completed online). The midterm and final will be in essay format. Regular tests are worth 75 points each, and the midterm and final are each worth 100.
8. On occasion, computer problems will occur during an exam or quiz. If I have to reset your attempt to allow you to complete it, then I have lost control over the time allowed for the assignment. I may, at my discretion, have you take a makeup exam since the original exam environment will have been compromised. If I have to create a makeup exam, be advised that it will be more difficult than the original exam and will likely consist entirely of essay questions. So, you need to be very careful that you don't inadvertently cause any problems during the exam. If your regular internet access method is not reliable, you need to find a reliable access method for exams. The College has computer labs available for your use.

Final Paper

1. There will be a final paper due near the end of the semester (see course calendar for details) worth 200 points! Final papers will be an analysis of a particular court case or a comprehensive discussion of Supreme Court cases that have further clarified a particular amendment to the Constitution. Final paper topics will need to be submitted to me for approval. There will be the option to have me revise a rough draft (due 2 weeks prior to the final paper's due date) if you so choose. I highly recommend this option as the paper is worth 20% of your grade. Papers will need to be well thought out and researched, with references cited. Papers are to be approximately 5 pages in length (less than 4 pages is not acceptable), in 12 point font, no more than double spaced. More details will be given along with sample topics on the web interface.

Extra Credit Work

1. In general, I do not permit students to complete extra credit assignments to improve their grade. To earn the grade you desire, work hard all semester.

How Much Study Time You Should Expect To Devote To This Course

1. Most educators recommend that students spend 1-2 hours outside of class studying and completing assignments for every hour spent in class. For a typical 3 credit hour class, this translates into a total

of 6-9 hours every week per course. This same guideline applies to online courses. You should expect to spend a total of 6-9 hours each week studying and completing assignments for each course you take.

2. This is a guideline. Some classes will require more time and effort than this guideline and some will require less, and the time any individual student will need to spend will vary. You should expect that the study time needed in any class will be toward the high side of the guideline until at least after the first exam or quiz. Then you can compare the effort you expended with the results you earned and make any adjustments necessary.
3. This class covers a lot of material, and like most social science courses there are some concepts that may be difficult to grasp. Experience has shown that students who are successful in this class generally have study time totals on the higher of the scale.
4. Few students do well in this course if they are spending fewer than 5 or 6 hours studying every week. If you do not have a strong background in this subject, your study time will almost certainly need to be on the higher end of the scale if you want to earn a good grade.

Academic Honesty & Plagiarism

1. Students are expected to respect and uphold the standards of honesty in submitting written work to instructors. Though occurring in many forms, plagiarism in essence involves the presentation of another person's work as if it were the work of the presenter. Any cheating or plagiarism will result in disciplinary action to be determined by the instructor based on the severity and nature of the offense. It is the student's responsibility to review the College's policy on Academic Honesty.
2. Collaboration and discussion is encouraged in all course aspects other than actually completing the assigned work (quizzes, exams, homework, projects, etc). Indeed, collaboration often leads to increased understanding of the material being covered. If you have questions about an assignment, I encourage you to speak up and ask questions about it.
3. It should, but will not, go without saying that plagiarism is a form of fraud and will not be tolerated. You are expected to do your own work. Copying text or images from any source and claiming it as your own is considered plagiarism. Submitting copied text as most or all of your answer on a homework or project is also a form of dishonesty, even if you cite the source. I want to read YOUR words, not someone else's words. Using quoted text to support your answer will not usually be necessary in this class.
4. If I catch you in any form of academic dishonesty, you will receive a grade of zero for that assignment. If I catch you a second time, you will earn a failing grade for this class and be reported to the College.

Attendance Policy

1. I will monitor student attendance via participation in educational activities on a weekly basis. Students are required to participate in their online course each week as verified by activity within the D2L Learning Management System.
2. There will be at least one assignment in this course that is due every week of the semester, unless the College is officially closed for the entire week. These may include discussion forum posts for class participation, exams and quizzes, homework, projects, or a combination of these. I will take attendance each week based on your submission of the assignments that are due that week, so it is

important that you submit every assignment on time. If you submit all of the week's assignments late, you will be marked as absent from class for that week. If at least one assignment is submitted on time each week, you will be marked as present.

3. Simply logging into the online classroom without submitting any of the assignments due is not sufficient to count for attendance purposes.
4. Students who do not regularly participate in class by submitting the assignments that are due each week, or are considered absent for more than two weeks during the semester, are subject to administrative withdrawal at any time without notice.

Delays in Getting the Textbook

Having regular access to the textbook is a requirement for this class. Whenever possible students should have the text in hand before the first day of class each semester, but there will be times that students are unable to get the text until after the class begins. If you are in this situation, follow the guidelines below. These guidelines are intended to be general enough to apply to all classes you take, and they may not all apply to this class. Not having the text is not an acceptable excuse for doing no work at all in this class.

1. During the first week of the semester, complete all of the administrative items. This includes printing the Syllabus and the Course Calendar and Assessment Measures, posting an introduction to the class, and returning the Class Contract. The text is not needed for any of these tasks.
2. Print out the course calendar prepared for this class. This will give you a good idea what topics are covered in each chapter. You should do some internet or library research on some of these topics to minimize how far you get behind. This research should also help you learn enough to participate in the class discussions.
3. Use any resources that are available in the online classroom. This includes links to web sites, review activities, handouts, PowerPoint slide shows, and anything else that may be available.
4. Reading all messages posted in the discussion forums may be the best way to keep up until you have the book in hand.
5. Look at the publisher's web site for the text. Most publisher text sites have student resources that can help you, and many of these are available even if you do not have the text. As a minimum, the web sites usually have a Table of Contents, which can also help you get an idea what topics we will cover.
6. Please let me know if you don't have the text by the end of the first week of class. I will not be sympathetic if you wait until after the first week of the semester to tell me you don't have the text.

The above guidelines will probably not be enough to replace the text entirely, but they will allow you to learn enough to participate in the discussion forums each week. This participation is critical to your grade and also for attendance purposes.

Sources of Technical Assistance

If you are having any technical difficulties (e.g., logging in, accessing the discussion board, etc.) please contact the Office of Distance Learning helpline at 305-809-3177 Monday—Friday 8:00AM to 4:00PM or email your question to FKCC.helpdesk@online.fkcc.edu.

Special Needs

If you have any special needs or requirements pertaining to this course, please discuss them with the instructor early in the term. If you have special needs as addressed by the Americans with Disabilities Act (ADA) and need assistance, please notify the Office for Students with Disabilities at 305-809-3504 via email at: joanne.dinkel@fkcc.edu or the course instructor immediately. Reasonable efforts will be made to accommodate your special needs.

Community Decorum

A positive learning experience depends upon respect among all members of this classroom community. Disregard or disrespect for the process, the group or toward any individual will result in removal from the class and may result in you being dropped from the course. Respectful discourse in discussion and email areas is expected and anonymous posting will not be tolerated.

Sexual Predators

Federal and State law requires a person designated as a “sexual predator or offender” to register with the Florida Department of Law Enforcement (FDLE). The FDLE then is required to notify the local law enforcement agency where the registrant resides, attends or is employed by an institution of higher learning. Information regarding sexual predators or offenders attending or employed by an institution of higher learning may be obtained from the local law enforcement agency with jurisdiction for the particular campus, by calling the FDLE hotline (1-888-FL-PREDATOR) or (1-888-357-7332), or by visiting the FDLE website at www.fdle.state.fl.us/sexual_predators. If there are questions or concerns regarding personal safety, please contact the Campus Security Officer on your campus.

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