

**South Plains College**  
**Common Course Syllabus**  
**SOCI 2336 - Criminology**  
**Revised: August 2022**

**Department:** Behavioral Science

**Discipline:** Sociology

**Course Number:** SOCI 2336

**Course Title:** Criminology

**Available Format:** Conventional and Internet

**Campuses:** May include Levelland, Plainview, Lubbock Downtown Center, and Dual-Credit

**Course Description:** The course surveys various theories of crime, with an emphasis on understanding the social causes of criminal behavior. The techniques for measuring crime as a social phenomenon and the characteristics of criminals are examined. This course addresses crime types (such as consensual or white-collar crimes), the criminal justice system, and other social responses to crime.

**Prerequisite:** None

**Credit:** 3 **Lecture:** 3 **Lab:** 0

**Textbook:** Frank E. Hagan and Leah E. Daigle, *Introduction to Criminology: Theories, Methods, and Criminal Behavior*, 10th Edition, Sage Publications

**Supplies:** Computer and Internet access for all course formats and campuses.

**TexBook Program (Inclusive Access):**

Some of the faculty that teach this course have chosen to use inclusive access for the textbook for Criminology.

**Inclusive Access information:**

- What is TexBook? The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.
- How do I access my TexBook? Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher's) ebook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.
- Help with TexBook issues and support: check with your professor or visit: <https://support.vitalsource.com/hc/en-us/requests/new> (available 24/7 via chat, email, phone, and text)
- Opting out of TexBook: Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If

you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the twelfth class day. The opt-out deadline for shorter terms varies between the second and third class day.

\*Please consult with your professor before deciding to opt-out. If you still feel that you should purchase the course textbook/materials on your own, send an opt-out email to [tfewell4texasbookcompany@gmail.com](mailto:tfewell4texasbookcompany@gmail.com). Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

Email: [tfewell@texasbook.com](mailto:tfewell@texasbook.com) / Phone: 806-716-2399

Email: [agamble@texasbook.com](mailto:agamble@texasbook.com) / Phone: 806-716-4610

**This course partially satisfies a Core Curriculum Requirement:** Social and Behavioral Science Foundational Component Area (080)

**Core Curriculum Objectives addressed:**

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Empirical and quantitative competency skills**—to manipulate and analyze numerical data or observable facts resulting in informed conclusions
- **Social Responsibility**—to include the demonstrated knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

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**Student Learning Outcomes:**

- Define key concepts associated with criminology.
- Identify major criminological theories.
- Describe the major categories of crime.
- Explain the various methodological approaches used to research crime and criminal behavior.
- Describe the components and explain the dynamics of the criminal justice system.

**Student Learning Outcomes Assessment:** See instructor's course information sheet for information on assessment that may include the following: pretests and posttests, quizzes, discussions, essays and/or other types of assessment tools.

**Course Evaluation:** Refer to instructor's course information sheet for specifics on coursework and grading.

**Attendance Policy:** As per the *SPC General Catalog*:

Students are expected to attend all classes to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment,

absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have never attended by the official census date, as reported by the faculty member, will be administratively dropped by the Admissions and Records Office. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester may be administratively withdrawn from that course and receive a grade of "X" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through Texan Connect. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate, and the student will owe any balance resulting from the adjustment.

See instructor's course information sheet for additions to the attendance policy.

**Academic Integrity:** As per the *SPC General Catalog*:

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating.

Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

**Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of fellow student, is guilty of plagiarism.

**More on Plagiarism and Cheating:** Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation; Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
3. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

**Student Code of Conduct Policy:** As per the *SPC General Catalog*:

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development.

A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom.

Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students.

Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

**Diversity Statement**

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Disabilities Statement**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student

Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

### **Non-Discrimination Statement**

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

### **Title IX Pregnancy Accommodations Statement**

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email [dburleson@southplainscollege.edu](mailto:dburleson@southplainscollege.edu) for assistance.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**Note:** The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

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First, I would like to say **THANK YOU!** I consider it an honor that you have chosen to be in my course. I want to thank you in advance for the time and hard work that you will put into this learning experience. One of the keys to being successful in college is to maintain communication with your instructor. Feel free to call, e-mail, or to make an appointment if I can help you be successful in this course. I hope that your grade in this course will reflect the effort you put into it. – Brant Farrar

## **Course Information Sheet for Criminology - SOCI 2336**

**Professor: Brant Farrar**

***Note: All deadlines are on Tuesdays. Late work is not accepted for grading.***

***All deadlines are at noon. The deadlines are the DUE dates but you need to set your DO date ahead of the official DUE date.***

**Office Hours:** Listed on Blackboard

**Office Location:** Lubbock Downtown Center, room 2003

**Email Address:** [bfarrar@southplainscollege.edu](mailto:bfarrar@southplainscollege.edu) (preferred method of contact)

**Office Telephone:** (806) 716-4657 → If you leave a message speak clearly, include your name, class you are in, phone number, and a short message. I have several courses and sections that I teach so it is important that you include your class information in the message.

### **Covid Syllabus Statement**

The following statement should be included in all course syllabi for face-to-face and hybrid instruction options:

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

**Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.**

**Textbook:** Siegel, Larry J. Criminology: The Core, 7th edition, Cengage. You may purchase a used book as this course does not require access to the publisher's on-line content.

### **Mental Health Services:**

**Free** counseling services are available through the Student Health and Wellness office in building 8 on the Reese campus. Counseling is available for ANY issues students may be experiencing. If you have any questions do not hesitate to speak to me. I have interest in your success as a student AND an individual!

([http://catalog.southplainscollege.edu/content.php?catoid=46&navoid=1130#Health\\_and\\_Wellness](http://catalog.southplainscollege.edu/content.php?catoid=46&navoid=1130#Health_and_Wellness))

### **Attendance Policy:**

Since this course is a virtual classroom, attendance will be taken per the following:

- Participating in class discussion by posting to the discussion board.

- Submitting chapter quizzes on or before the noon due dates.

**Requirements for participation/attendance: a student who fails to submit 6 quizzes or fails to participate in 3 grading periods for discussions or fails to participate by submitting course work in the course for 14 consecutive days during the session may be dropped with a grade of "X" from the course.** Note: **Logging into the course does NOT count as attendance in this course.** If you miss course work after the final drop date the grade earned will be the final grade. If you have already met your drop limit "X" grades become "F" grades, which is a state level policy.

### **Late work:**

All deadlines are Tuesdays at **noon**. **Note: Deadlines are DUE dates but you need to set your DO date ahead of the official DUE date. If you have to work in the mornings or have classes, set your personal DO date Monday at midnight or even earlier so if you have questions or technical issues, you will have time to address those before the deadline. It is a best practice to work ahead of the deadline.**

**No work will be accepted for grading after the deadline.** Excuses such as "The network was down," or "I could not figure out how to send the assignment through the assignments function" or "I got really sick and had to go to the ER last night" are not acceptable. In short, plan ahead, work ahead of the deadline, and do not wait until the last minute to submit your assignments. It is best practice to turn in assignments, submit quizzes and post discussion messages early.

### **Course Technology:**

Since this course are entirely online, participants are expected to have at least an elementary knowledge of their microcomputer operating system and basic knowledge of software and tools such as a word processor, e-mail, an Internet browser, and search engines.

#### **Required hardware:**

- Computer available for download/installation of software and plug ins
- Speakers / Sound card

#### **Required software:**

- Microsoft Office (Word) – **Acceptable files are .docx, .rtf or .pdf. Do NOT submit .pages, google docs or other types of files. Points will be deducted if you use a file that is not on the acceptable file list.**
- Blackboard (see note below)
- Internet access – regular, dependable, fast enough to watch videos
- Web browser – a **current** version of one of the following – Internet Explorer, Mozilla Firefox, Safari, or Google Chrome. Downloads for the newest browser versions are available free of charge from their websites.
- Virus protection
- Latest version of Java [Available here](#)

#### **Blackboard:**

Blackboard is an electronic learning resource that is designed to provide students with information requirements related to the courses. This includes up-to-date announcements, course information, assessment, assignments, deadlines, and the like. For this resource to function to its full potential, it is important that students log in multiple times during the week. **Students will post their responses to discussion prompts on the Discussion Forums through Blackboard.** Students can also monitor their progress in the course by using the “My grades” link on the left-hand side of the course page.

**Blackboard can be accessed via an Internet link:**

<https://southplainscollege.blackboard.com/>

You may also use the link to Blackboard in the upper right-hand side of the SPC Homepage. It is recommended that you bookmark the Blackboard page. Your log-in is the same as you MySPC log-in.

**Technical support:**

If you have any questions or need assistance, you are to contact Blackboard technical support at [blackboard@southplainscollege.edu](mailto:blackboard@southplainscollege.edu) or call 806-716-2180. A note, contact your instructor for any questions you have about course content as technical support is only for issues concerning computers or Blackboard performance.

**What to do if you experience technical problems:**

If you are unable to submit an assignment, complete a quiz, or otherwise participate in our course because of an issue with Blackboard, it is YOUR responsibility to notify me via email when the problem occurs. It is also YOUR responsibility to notify technical support (contact information is in the box above) for assistance and to document your attempts to resolve the problem. In addition, take a screenshot to document your problem and submit this with your email to me and to technical support. If Blackboard outage is verified by the Division of Instructional Technology staff, I will work with you to make alternative arrangements. However, you are responsible for your technology and ability to submit work (including your access to an Internet connection). I strongly recommend that you submit your work early to avoid last minute problems. I also strongly recommend that you save a copy of your discussions and/or assignments to the course in case of technology disruption. Also, I strongly recommend that you have a back-up plan in case you have technical issues.

Open Computer Lab: There is an Open Computer Lab located on the Levelland campus in the Technology Center. It is available to all students, with priority given to those students enrolled in computer classes. Computers are also available on the Reese Center, Lubbock, and Plainview campuses. Check with libraries and labs for hours.

I recommend that you **DO NOT WAIT UNTIL THE LAST MINUTE TO TURN ASSIGNMENTS IN OR YOU MAY HAVE PROBLEMS!** Remember the saying "TECHNOLOGY HAPPENS" and as stated above, late work is not accepted.

Anti-virus Software: Please make sure that your computer has an up-to-date antivirus software program installed.

## Course work:

**See the course calendar for deadlines. All deadlines are every Tuesday. All deadlines are by noon.** If you work or have class in the morning, I recommend that you set your personal deadline at midnight the night before the deadline. Better yet, work a day or two ahead of the deadline and avoid the stresses and risks that may come with working close to the deadline. The deadline listed on the calendar/checklist is the FINAL time that course work can be submitted but you can ALWAYS submit ahead of the deadline. I don't accept late work for grading. **The choice is yours when it comes to how close you work to a deadline.**

Pay attention to your grades as the course goes along and use this option for emergency situations such as illness, technology problems, accidents, deaths in the family etc.

**All course work is in your Learning Modules in the Blackboard course.**

## **COURSE WORK**

**All course work is in Course Content in the Blackboard course.**

- **1-Online Participation Agreement Quiz (10 points)**
  - The purpose of this quiz is to ensure you have received and understand what is required of you in this course.
- **1-Introduction Discussion set (40 points)**
  - This is where students will become familiar, if they aren't already, with the online discussion format which we will use in this course. This is also a way to get to know your fellow classmates and professor.
- **1-Introduction Email assignment (10 points)**
  - This assignment helps to ensure that students are able to utilize the communication system for this course and to provide contact information for the professor in case of emergency.
- **1-Letters FROM Former Students assignment (40 points)**
  - Students will read letters from former students then create a plan for success in this course. DO NOT write a letter TO future students...that will happen at the end of the semester.
- **10-Chapter Quizzes (30 points each, 300 points total)**
  - Then, there is a ten question multiple choice and true/false quiz for each of the chapters of the textbook that the course will cover. The chapter quizzes are 45 minute timed quizzes and will close at the deadline. These are "open book" quizzes but you will probably not have enough time to look up all the answers without reading and studying the material prior to taking the quiz. Do not click on the link until you are ready to take the test as once you enter the quiz and get out of it, you cannot re-enter the quiz. Quizzes will not be accepted after you surpass the time limit or after the deadline so plan ahead. Late quizzes aren't accepted. Practice quizzes are available to use as a study tool and are taken from the same test bank as the chapter quizzes. If you fail to submit 6 quizzes you may be

dropped from the course. **Your TOP 10 quiz grades will count towards your grade for this portion of the class.**

- **4-Crime Journal (50 points each, 200 points total):**
  - You will have a Semester Long Crime Journal Project assignment. It is detailed in a separate handout available on Blackboard. This handout is currently available and will remain so for the entire semester.
- **4-Discussion sets (50 points each, 200 points total)**
  - 20 points for your original post. 15 points for each of two reply posts to classmates (two different threads). See below for detailed instructions.
- **1-Essay (100 points)**
  - Additional details regarding this assignment will be posted in Blackboard under “Course Content”.
- **Letter to Future Students (50 points)**
  - Students will have the opportunity at the end of the semester to write a letter that will advise future students

**All written assignments should be presented using the conventions of Standard Written English. (This means no "texting" abbreviations or shortcuts!) This includes discussions.**

**\*\*\*Class Participation/Discussion Board postings\*\*\***

**Discussion Board information and grading rubric**

*Note: You MUST post your original message before you will be able to view the posts of other students.*

This course includes an Introduction Discussion that will help us get to know a little about each other and Discussions for each module that will include a video, article, or other material related to information that is covered in that section of the textbook.

Each Substantive Discussion (Disc) is worth 50 points and includes one Original Discussion and at last two Reply Discussions. Each Original Discussion is worth 20 points and the Reply Discussions are worth 15 points each. For each Disc, you will be graded on (1) your original post and (2) your replies to classmates’ discussion of that same discussion topic.

The Online Discussion component of this course is comprised of weekly Discussion topics and is an important part of the class. Each week there will be discussion related to the course material. The faculty member posts weekly main discussion prompts that may include questions, videos, articles, or other resources related to a topic that is being covered for that week. Students are expected to respond to ALL Discussions.

Online discussion is a very important part of online learning. Through your responses to weekly discussions, you will learn to integrate class material into your thoughts and learn more about how others view the topics that are covered in the course. Additional discussion with classmates

and the professor help us all learn more about the material. As such, each week you are also expected to make at least two thoughtful and substantial responses to classmates.

I suggest that members participate at least two times per week. It is a good idea to check in early in the deadline period and again closer to the final day of the deadline period. This assures that you are an active member of the class throughout the week and have ample opportunity to interact with other members. Discussions will be due at 12:00 p.m. (NOON), so if you work or have classes in the mornings, you may need to set your personal deadline at midnight the night before the noon deadline. See the course calendar/checklist for deadlines.

Discussion posts are not accepted for grading after the deadline. Drop policy is if you fail to participate in 3 discussion grading periods you may be dropped from the course.

**Online Discussions will be graded as follows:**

Discussion Grading Rubrics are posted in Blackboard.

### **ONLINE ETIQUETTE:**

A few words about communication and online discussion are in order. As you imagine, some conversations easily become emotional, especially if we touch on deeply held beliefs of others. Unfortunately, online postings can mislead one into thinking that cyberspace is an "anything goes" kind of forum. This isn't the case. Civil interaction is as much expected here as in the "traditional" classroom. Below I provide some guidelines for communicating more effectively online. I will deduct points from posts that violate the spirit of these suggestions.

Keep in mind:

- There may be disagreement and this is okay, otherwise we will be bored.
- Disagreement can be very constructive; it encourages us to reconsider our own positions and either recommit, expand, or discard them.
- I must at all times hear/see you debating the IDEA and not making a personal attack on an individual. Note that this is a skill to learn like any other so learn how to debate and get your point heard.
- Personal insults and attacks impede the development of critical thought. Avoid "you" statements, which can be more easily interpreted as accusations ("you don't know what you're talking about", "the problem is people like you," etc., etc.). Try, instead, to use "I" statements ("I disagree with your position on "X" and then explain your viewpoint using course material to validate that viewpoint or "I find that Durkheim was actually saying ...").
- In addition, people have to be given the benefit of the doubt on occasion. Because this is an online class and we cannot see each other's facial expressions or hear the tone in our voices, it is important to clarify issues that are confusing. Before jumping to a conclusion and putting words in someone's mouth, ask them to clarify their point. And if someone asks you to restate your opinion, do not be afraid to restate it.
- Finally, I will be most impressed with individuals who can incorporate course materials into their posts. A key skill you should leave college with is the ability to support your

positions; this online forum is an appropriate place to hone this skill. Refer to readings and module material to support your points.

\*Adapted from Soc 101: Introduction to Sociology An Online Course, by Professor Marisol Clark-Ibanez, Ph.D.

**All written assignments should be presented using the conventions of Standard Written English. (This means no "texting" abbreviations or shortcuts!) This includes discussions.**

**Writing Tips for all written work in the course:**

1. All written work should be typed or computer generated, double spaced, with one inch margins in a standard 12 pt. font. Acceptable files are .docx, .rtf or .pdf. Do NOT submit .pages, google docs or other types of files. Points will be deducted if you use a file that is not on the acceptable file list.
2. Any references used should be listed at the end of the paper using APA style and within the body of the text according to APA procedure. Using reference material without proper documentation constitutes plagiarism which is a serious academic offense. Wikipedia is not considered a valid academic source. Do not use it!
3. For the assignments in this class, it is better to write using first or third person pronouns. Therefore, it is appropriate to use "I, me, mine" or "he, she, his, her, we." It is not appropriate to use "you" or "your." Please avoid writing in 2nd person.
4. Be sure to proofread your work for grammatical and spelling errors. Use the "enable html" button within the email, assignments, and discussion functions to run a spell check. Also remember that "healthy" paragraphs are usually comprised of at least three sentences organized around a central idea.

**Academic Integrity:** See Common Course Syllabus. Students found guilty of plagiarism in this course will receive a grade of zero (0) for the work in question for the first offense and will be dropped from the course with an "F" should a second offense occur.

- This course requires students to submit only their OWN WORDS for all parts of the assignments and discussion. Give proper citation for any information taken from any source including the textbook, Internet sites or any other source. For this course, the main source of information is your textbook and you are to cite the page number where you found the information that you use.
- I know students want to help each other but when another student provides you with past questions and/or answers, that is a violation of academic integrity and could result in failure for the class. The same is true if you provide another student with questions and/or answers.
- Using on-line websites that provide questions and/or answers is also a violation of academic integrity and could result in failure for the class.

- For further information and examples please see <http://www.southplainscollege.edu/information-for/current-spc-students/library/cslibrarylvl/plagiarism.php> or <http://tlt.its.psu.edu/plagiarism/tutorial> .

**Student Appeals:** See *SPC Student Guide* and/or *SPC General Catalog*.

**Student Conduct:** See Common Course Syllabus section. Also, please note that this is an online environment and others will see your comments posted to the discussion board area and/or in e-mail communications. Do not post any pictures, comments or data that others may find offensive. Since this is an on-line classroom, any e-mails or correspondence sent by the instructor to a student or students are considered lawful directions.

**Equal Opportunity:** See Common Course Syllabus section. In addition, in this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability or age. In addition, this instructor will not tolerate remarks nor gestures that can be construed to be sexist, racist, heterosexist or in any way disparaging to another person in this classroom. Students who exhibit such behavior will be dropped from the class with a semester grade of "F" regardless of race, ethnicity, sex, religion, or sexual orientation. . In short, "Bigotry will not be tolerated."

**Sociological perspective:** Students will use what is termed the Sociological Perspective since you are now students of Sociology. This perspective stresses the social context in which people live and steps away from what is termed "person blaming." Sociologists look beyond individuals and individual experiences. This perspective strives to understand human behavior by placing it within its broader social context. Depending on a person's characteristics such as gender, age, race, sexual orientation and religion among others, we each have different experiences. Sociologists using this perspective (and that includes you, the student) evaluate people and behaviors in terms of what is typical or atypical (or not typical) by studying society and finding general patterns of behavior. They do NOT judge others or their behaviors with terms such as good/bad, moral/immoral or right/wrong. Do NOT use these terms in your assignments or discussion posts or you will lose points.

**Accommodations:** See Common Course Syllabus section. Please note: Instructors are not allowed to provide classroom accommodations to a student until appropriate verification from Student Disability Services has been provided.

## Grading criteria for student's final grade in the course:

Grades are NOT automatically rounded up.

### Point Distribution:

Online Participation Agreement Quiz	10 points
Introduction Discussion	40 points
E-mail assignment	10 points
Letter from Former Students	40 points
Quizzes 10 chapters @ 30 each	300 points
6 Discussion postings (1 original and 2 replies each) @ 50 points	300 points
4 Crime Journals	200 points
Essay	100 points
Letter to Future Students	50 points
Total points possible	1050 points

**Your grade will be based upon the accumulation of points. The grading breakdown is as follows:**

945 to 1050	A
840 to 944.9	B
735 to 839.9	C
630 to 734.9	D
629.9 and below	F

**Calendar and Checklist:** See the “Start here” area of the course for the full course calendar with checklist.

**Deadlines are EVERY Tuesday at NOON.** Remember that the official deadlines are when the work is DUE but I recommend that you set your personal deadlines for when you DO your work a couple of days before the official deadline. The policy for this course is that late work is not accepted.