Course Description

BIS 310: Interdisciplinary Research and Applications

CRN:
Fall 45130/Spring 17100

Credits
3 credit hours

Prerequisites
BIS 300

Description
Critical analysis of quantitative and qualitative information. Emphasis will be placed on understanding and using methods of qualitative and quantitative analysis, including issues such as understanding variability in data and making decisions in the face of uncertainty. Multiple methods of presenting findings of such research to support an argument are also explored.

Department
Interdisciplinary Studies

College or School
College of Arts and Sciences

University Mission

As a regional Carnegie Master’s University located in Cleveland, Mississippi, Delta State University serves as an educational and cultural center for the Mississippi Delta, emphasizing service to the Northern Delta counties and its campus centers in Clarksdale and Greenville in traditional and distance education formats. The University offers undergraduate, graduate and continuing education programs of study leading to baccalaureate and master’s degrees in the Colleges of Arts and Sciences, Business, Education, and the School of Nursing, as well as the Educational Specialist degree and Doctorates in Education and Nursing Practice. Emphasis is placed on excellence in instruction, followed by service and research, in the creation of a community of scholars. With special attention to small classes, a friendly environment, and a broad liberal arts foundation, the University encourages significant student-faculty interactions. Delta State provides programs and services that promote intellectual, cultural, ethical, physical, and social development. Students from different cultural, socioeconomic, and ethnic backgrounds will develop the ability to respect and evaluate the thoughts of others; to develop, assess, and express their own thoughts effectively; and to use the techniques of research and performance associated with their disciplines.

Approved by IHL, June 18, 2013
Course Objectives

Goals
Students taking this course will:
- study various critical, analytical, and investigative methods of research
- practice both methods of research specific to disciplines and methods used across various disciplines; will investigate methods specific to their disciplinary choices
- demonstrate critical and analytical skills by producing reasoned and articulate written, visual, and oral arguments based on researched evidence
- develop individual and practical skills for research in their areas of concentration

Outcomes
Upon completion of this course, students will be able to:
- identify a research problem
- identify the pros and cons of individual disciplines and their methods
- do a literature search

DSU Grading System
Delta State University makes use of the following grading system:

<table>
<thead>
<tr>
<th>Letter</th>
<th>Quality Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>= Excellent</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>= Good</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>= Satisfactory</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>= Poor</td>
</tr>
<tr>
<td>F</td>
<td>= below 60</td>
<td>= Failure</td>
</tr>
</tbody>
</table>

The letter "I" (incomplete) may be awarded when, for reasons beyond a student's control, the course requirements cannot be completed during the enrollment period. "I" grades carry no quality points; the hours are included in calculation of the quality point average. An "I" must be removed within a period of twelve months. This twelve month requirement does not apply to theses, dissertations, and other research or practicum courses, which can award the grade of IP (in progress).

Grading Methodology and Opportunities
All assignments will be based on rubrics. Please familiarize yourself with them as they will guide you.

The course assignments will receive the following weights:

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Percentage of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>10</td>
</tr>
</tbody>
</table>
Assignment Descriptions

Coursework:

Assessments/Quizzes
Pre- and Post-Tests that are used for annual report purposes only. Other quizzes are based on the chapter readings and the syllabus.

Exploratory Chapter Readings

Objective: In these assignments you will answer questions about the chapter to demonstrate that you have read and have a basic understanding about the chapter. It is also an opportunity to pose questions about the chapter by detailing what you didn’t understand about the chapter in the “muddiest point” section.

Audience: Write for yourself as well as the instructor.

Main point and purpose: To answer basic questions about the chapter, pinpointing difficulties in reading comprehension before delving deeper into the chapter’s contents.

Pattern and procedures: Attach a file with the questions, which are listed below, and their answers in short answer form. Name your file like this: Last Name_ExCh6.doc or .docx

Standards and criteria: Your answers should demonstrate an understanding of the chapter’s content through correct answers. Your answers should also demonstrate an ability to write coherent, grammatically correct sentences in an academic tone. See the rubric below for more criteria.

Your submissions will be measured against the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Ratings</th>
<th>Pt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exceeds</td>
<td>Meets</td>
<td>Does Not Meet</td>
</tr>
<tr>
<td>Expectations</td>
<td>Expectations</td>
<td>Expectations</td>
</tr>
<tr>
<td>5 pts</td>
<td>4 pts</td>
<td>3 pts</td>
</tr>
<tr>
<td>5 pts</td>
<td>4 pts</td>
<td>3 pts</td>
</tr>
<tr>
<td>View longer description</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Criteria</td>
<td>Ratings</td>
<td>Pts</td>
</tr>
<tr>
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</tr>
<tr>
<td>Question 2</td>
<td>Exceeds Expectations: 5 pts</td>
<td>5 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations: 4 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations: 3 pts</td>
<td></td>
</tr>
<tr>
<td>Question 3</td>
<td>Exceeds Expectations: 5 pts</td>
<td>5 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations: 4 pts</td>
<td></td>
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<tr>
<td></td>
<td>Does Not Meet Expectations: 3 pts</td>
<td></td>
</tr>
<tr>
<td>Question 4</td>
<td>Exceeds Expectations: 5 pts</td>
<td>5 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations: 4 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations: 3 pts</td>
<td></td>
</tr>
<tr>
<td>Question 5</td>
<td>Exceeds Expectations: 5 pts</td>
<td>5 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations: 4 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations: 3 pts</td>
<td></td>
</tr>
<tr>
<td><strong>Total Points:</strong></td>
<td><strong>25</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Exceeds Expectations:** Student answers the question correctly in a full grammatically correct sentence.

**Meets Expectations:** Student answers the question correctly but not in a full grammatically correct sentence.

**Does Not Meet Expectations:** Students incorrectly answers question.

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**Capstone Project Proposal Discussion**

**Audience:** Your classmates and the instructor

**Main Point and Purpose:** To discuss and refine your Capstone Project Proposal based on anonymous feedback from your classmates. This discussion helps you guide your literature searches and write the paragraph to be submitted later in the semester.

**Pattern and Procedures:**

- Using the Capstone Project Proposal rubrics, craft a Capstone Project Proposal that identifies the disciplines you will use, your research question/problem (that is what do you plan on doing), the practical application (what will the individual disciplines' theories, assumptions, etc. and research serve to prove/create). Write a 250 word paragraph that addresses all of that and post it in the reply.
- Classmates will use the checklist I provide to analyze/evaluate your Capstone Project Proposal to see if you are on the right track and covering all the bases.
- Using the checklist I provide, are your classmates on the right track? Make sure to say why or why not.
Standards and Criteria: Use the checklist provided below. You will be graded on participation, not only as the student posting your Capstone Project Proposal, but also as the student providing feedback to your classmates. The rubric for that is below the checklist. Remember to be respectful in your posts (no foul language, no name calling, etc.)

Discussion Checklist

Is the research question/problem complex and require insights from more than one discipline?
Exceeds Expectations – The research question/problem is complex – 5 pts
Meets Expectations – The research question/problem is somewhat complex - 4 pts
Does Not Meet Expectations – The research question/problem is not at all complex (can be answered yes or no) - 3 pts

Is the interdisciplinary approach justified?
Exceeds Expectations – The interdisciplinary approach is clearly justified – 5 pts
Meets Expectations – The interdisciplinary approach is somewhat justified - 4 pts
Does Not Meet Expectations – The interdisciplinary approach is not justified - 3 pts

Are ALL relevant disciplines identified?
Exceeds Expectations – ALL relevant disciplines are identified – 5 pts
Meets Expectations – Most relevant disciplines are identified - 4 pts
Does Not Meet Expectations – No relevant or not enough relevant disciplines are identified - 3 pts

Capstone Project Proposal Post
Exceeds Expectations – the research question/problem is complex, the interdisciplinary approach is justified and all relevant disciplines are identified - 5 pts
Meets Expectations - The research question/problem is somewhat complex, the interdisciplinary approach is somewhat justified and most relevant disciplines are identified- 4 pts
Does Not Meet Expectations – The research problem/question is not complex, the interdisciplinary approach is not justified and not enough, or no, relevant disciplines are identified - 3 pts

Response to classmates’ Capstone Project Proposal Posts
Exceeds Expectations - Makes substantive (explains using evidence) comments on two classmates’ posts or responses - 5 pts
Meets Expectations - Makes some substantive comments on one classmates’ post or response - 4 pts
Does Not Meet Expectations - Does not make substantive comments or does not post at all - 3 pts
Initial Literature Search

Objective: The Initial Literature Search is designed to help you determine not only your research question/problem but also its scope.

Audience: The audience is very broad. Peers, community, instructor, academic community, prospective employers and/or professional schools.

Main Point and Purpose: The Initial Literature Search identifies literature and other materials that have dealt with the research question/problem that you are interested in.

Pattern and Procedures: Based on your research question/problem search academic literature regardless of discipline. Start with keywords/subject in the Database Ebscohost available through the Roberts-LaForge webpage. Please consult the Roberts-LaForge Library staff (even if you are off campus). The Reference Librarians are there to help you. Attach files (docx, doc)

Standards and Criteria: The Initial Literature Search will be evaluated based on the template provided (Initial Literature Search Template.docx), the scope of ALL disciplines and the rubric below.

Your submissions will be measured against the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Ratings</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevant peer-reviewed article or book citation has been documented in the Literature Search Template/Format/minimum of three per discipline</td>
<td>Exceeds Expectations</td>
<td>15 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations</td>
<td>10 pts</td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations</td>
<td>5 pts</td>
</tr>
<tr>
<td>For each article or book the Literature Search Template/Format has been filled in and submitted/minimum of three per discipline</td>
<td>Exceeds Expectations</td>
<td>15 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations</td>
<td>10 pts</td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations</td>
<td>5 pts</td>
</tr>
</tbody>
</table>

Total Points: 30

Relevant peer-reviewed article or book citation has been documented in the Literature Search Template/Format/minimum of three per discipline

Exceeds Expectations - Student has identified and included at least three peer-reviewed articles or book citations from ALL relevant disciplines

Meets Expectations - Student has has identified and included at least three peer-reviewed articles or book citations from most relevant disciplines

Does Not Meet Expectations - Student has identified and included peer-reviewed
articles or book citations from only his/her concentrations; Student has not submitted the minimum three peer-reviewed articles or book citations from each discipline

For each article or book the Literature Search Template/Format has been filled in and submitted/minimum of three per discipline

**Exceeds Expectations** - Student has filled in the template for all articles or book citations from ALL relevant disciplines

**Meets Expectations** - Student has filled in the template for all articles or book citations from most relevant disciplines

**Does Not Meet Expectations** - Student has filled in the template for all articles or book citations from only his/her concentrations; Student has not filled out the minimum three peer-reviewed articles or book citations from each discipline

Sample Set-up of how to provide the information (This information is also found in the Literature Review template.):

**Article 1**
- Source:
- Disciplinary Perspective:
- Thesis:
- Assumption(s):
- Theory(s):
- Key Concept(s):
  - Method(s):
- Phenomena Addressed:
- Results:
- Author’s Bias:

**Capstone Project Proposal**

**Objective:** The Research Question/Problem is designed for you to propose your Capstone Project. The Justification of the Interdisciplinary Approach is designed to help you articulate how the Capstone Project will be interdisciplinary. You will also need to identify ALL relevant disciplines (not just your concentrations).

**Audience:** The audience is very broad. Peers, community, instructor, academic community, prospective employers and/or professional schools. Keep in mind that the audience is not an expert in the disciplines used in Capstone Project.

**Main point and purpose:** What research question/problem are you seeking to answer and/or solve?

**Pattern and procedures:** In a paragraph identify your research question/problem, justify an interdisciplinary approach and identify ALL relevant disciplines (not just your concentrations). The final copy must be attached as a file (docx, doc format) and contain the following components:
Write a paragraph PLUS title page and References Section

- Title
- Paragraph (which has the research problem/question, justification for an interdisciplinary approach and identifies the ALL the disciplines drawn on)
- Reference Section (results of your Initial Literature Search in MLA or APA format)

Standards and criteria: In completing this assignment, identify a research question/problem. See the rubric below for more detailed standards and criteria.

Your submissions will be measured against the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Ratings</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Problem or research question defined.</td>
<td>Exceeds Expectations</td>
<td>Meets Expectations</td>
</tr>
<tr>
<td>Interdisciplinary approach justified.</td>
<td>Exceeds Expectations</td>
<td>Meets Expectations</td>
</tr>
<tr>
<td>Relevant disciplines identified</td>
<td>Exceeds Expectations</td>
<td>Meets Expectations</td>
</tr>
<tr>
<td>Resources listed in APA or MLA format.</td>
<td>Exceeds Expectations</td>
<td>Meets Expectations</td>
</tr>
<tr>
<td>Editing: Grammar, mechanics, and transitions</td>
<td>Exceeds Expectations</td>
<td>Meets Expectations</td>
</tr>
<tr>
<td>Total Points: 25</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Problem or research question defined.
Exceeds Expectations - Problem or research question thoroughly defined
Meets Expectations - Problem or research question adequately defined
Does Not Meet Expectations - Problem or research question vaguely defined or no problem or research question defined

Interdisciplinary approach justified.
Exceeds Expectations - Interdisciplinary approach thoroughly justified
Meets Expectations - Interdisciplinary approach adequately justified
Full-Scale Literature Search

**Objective:** The Full-Scale Literature Search is designed to help you gather appropriate material for your project and to narrow and focus your research question/problem and its scope.

**Audience:** The audience is very broad. Peers, community, instructor, academic community, prospective employers and/or professional schools.

**Main Point and Purpose:** The Full-Scale Literature Search identifies literature and other materials that have dealt with the research question/problem that you are interested in.

**Pattern and Procedures:** Based on your research question/problem search academic literature for disciplinary material most relevant to your work. Remember to use the Database Ebscohost available through the Roberts-LaForge webpage. Please consult the Roberts-LaForge Library staff (even if you are off campus). The Reference Librarians are there to help you. Attach the files (docx, doc)

**Standards and Criteria:** The Full-Scale Literature Search will be evaluated based on the Full-Scale Literature Search template, the scope of disciplines and the rubric below.

Your submissions will be measured against the following criteria:

**Does Not Meet Expectations** - Interdisciplinary approach vaguely justified or not justified

**Relevant disciplines identified**
**Exceeds Expectations** - All (student's concentrations and at least one other) relevant disciplines identified  
**Meets Expectations** - Concentration disciplines identified  
**Does Not Meet Expectations** - Concentrations/disciplines not identified; theory evaluated in each discipline vaguely or not at all

**Resources listed in APA or MLA format**
**Exceeds Expectations** - APA/MLA citation style used correctly and consistently  
**Meets Expectations** - APA/MLA citation style used mostly correctly and consistently  
**Does Not Meet Expectations** - APA/MLA citation style not used correctly and consistently

**Editing: Grammar, mechanics, and transitions**
**Exceeds Expectations** - Proposal is well-edited, free of spelling and grammar errors and reads well (flows, easy to follow)  
**Meets Expectations** - Proposal shows evidence of some editing, is mostly free of spelling and grammar errors and reads fairly well (flows, easy to follow)  
**Does Not Meet Expectations** - Proposal shows little evidence of editing, has many spelling and grammar errors and does not read well (choppy, grammar mistakes make proposal difficult or confusing to read)

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<table>
<thead>
<tr>
<th>Full-Scale Literature Search</th>
</tr>
</thead>
</table>

9
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Ratings</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevant peer-reviewed article or book citation has been documented in the Literature Search Template/Format/minimum of three per discipline</td>
<td>Exceeds Expectations 15 pts</td>
<td>15 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations 10 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations 5 pts</td>
<td></td>
</tr>
<tr>
<td>For each article or book the Literature Search Template/Format has been filled in and submitted/minimum of three per discipline</td>
<td>Exceeds Expectations 15 pts</td>
<td>15 pts</td>
</tr>
<tr>
<td></td>
<td>Meets Expectations 10 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Does Not Meet Expectations 5 pts</td>
<td></td>
</tr>
<tr>
<td>Total Points: 30</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Relevant peer-reviewed article or book citation has been documented in the Literature Search Template/Format/minimum of three per discipline

**Exceeds Expectations** - Student has identified and included at least three peer-reviewed articles or book citations from ALL relevant disciplines

**Meets Expectations** - Student has identified and included at least three peer-reviewed articles or book citations from most relevant disciplines

**Does Not Meet Expectations** - Student has identified and included peer-reviewed articles or book citations from only his/her concentrations; Student has not submitted the minimum three peer-reviewed articles or book citations from each discipline

For each article or book the Literature Search Template/Format has been filled in and submitted/minimum of three per discipline

**Exceeds Expectations** - Student has filled in the template for all articles or book citations from ALL relevant disciplines

**Meets Expectations** - Student has filled in the template for all articles or book citations from most relevant disciplines

**Does Not Meet Expectations** - Student has filled in the template for all articles or book citations from only his/her concentrations; Student has not filled out the minimum three peer-reviewed articles or book citations from each discipline

Sample Set-up of how to provide the information (This information is also found in the Literature Review template.):

**Article 1**
- Source:
- Disciplinary Perspective:
- Thesis:
- Assumption(s):
- Theory(s):
- Key Concept(s):
- Method(s):
• Phenomena Addressed:
• Results:
• Author’s Bias:

Capstone Project Proposal Revised and Expanded

Objective: To revise Research Problem 1 based on feedback from the instructor. All previous elements (research question/problem, justification of the interdisciplinary approach and identification of relevant disciplines) are still necessary.

Audience: The audience is very broad. Peers, community, instructor, academic community, prospective employers and/or professional schools. Keep in mind that the audience is not an expert in the disciplines used in Capstone Project.

Main point and purpose: To refine your previously stated research question/problem.

Pattern and procedures: Revise Research Problem 1. The final copy must be attached as a file (docx, doc format) and contain the following components:

The revised Research Problem 1 paragraph PLUS title page and References Section

• Title
• Revised Paragraph (which has the research problem/question, justification for an interdisciplinary approach and identifies the ALL the disciplines drawn on)
• Reference Section (results of your Full-Scale Literature Search in MLA or APA format)

Standards and criteria: In completing this assignment, identify and refine a research question/problem. See the rubric below for more detailed standards and criteria.

Your submissions will be measured against the following criteria:

<table>
<thead>
<tr>
<th>Capstone Project Proposal – Revised and Expanded</th>
<th>Criteria</th>
<th>Ratings</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Problem or research question defined.</td>
<td>Exceeds Expectations 5 pts</td>
<td>Meets Expectations 4 pts</td>
<td>Does Not Meet Expectations 3 pts</td>
</tr>
<tr>
<td>Interdisciplinary approach justified.</td>
<td>Exceeds Expectations 5 pts</td>
<td>Meets Expectations 4 pts</td>
<td>Does Not Meet Expectations 3 pts</td>
</tr>
<tr>
<td>Relevant disciplines identified</td>
<td>Exceeds Expectations 5 pts</td>
<td>Meets Expectations 4 pts</td>
<td>Does Not Meet Expectations 3 pts</td>
</tr>
</tbody>
</table>
Capstone Project Proposal – Revised and Expanded

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Ratings</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resources listed in APA or MLA format.</td>
<td>Exceeds Expectations</td>
<td>5 pts</td>
</tr>
<tr>
<td>Editing: Grammar, mechanics, and transitions</td>
<td>Exceeds Expectations</td>
<td>5 pts</td>
</tr>
<tr>
<td>Total Points: 25</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Problem or research question defined.**
*Exceeds Expectations* - Problem or research question thoroughly defined
*Meets Expectations* - Problem or research question adequately defined
*Does Not Meet Expectations* - Problem or research question vaguely defined or no problem or research question defined

**Interdisciplinary approach justified.**
*Exceeds Expectations* - Interdisciplinary approach thoroughly justified
*Meets Expectations* - Interdisciplinary approach adequately justified
*Does Not Meet Expectations* - Interdisciplinary approach vaguely justified or not justified

**Relevant disciplines identified**
*Exceeds Expectations* - All (student's concentrations and at least one other) relevant disciplines identified
*Meets Expectations* - Concentration disciplines identified
*Does Not Meet Expectations* - Concentrations/disciplines not identified

**Resources listed in APA or MLA format.**
*Exceeds Expectations* - APA/MLA citation style used correctly and consistently
*Meets Expectations* - APA/MLA citation style used mostly correctly and consistently
*Does Not Meet Expectations* - APA/MLA citation style not used correctly and consistently

**Editing: Grammar, mechanics, and transitions**
*Exceeds Expectations* - Proposal is well-edited, free of spelling and grammar errors and reads well (flows, easy to follow)
*Meets Expectations* - Proposal shows evidence of some editing, is mostly free of spelling and grammar errors and reads fairly well (flows, easy to follow)
*Does Not Meet Expectations* - Proposal shows little evidence of editing, has many spelling and grammar errors and does not read well (choppy, grammar mistakes make proposal difficult or confusing to read)
Instructor Policies
No make-up quizzes or extra-credit work if you miss any assignments or your grade is low.

Missed, incomplete, late assignments or those that do not follow the assignment instructions automatically receive a zero.

Canvas Course Management System
It is the student's responsibility to configure his/her computer to fully take advantage of Canvas. For instructions follow the guidelines on the opening page of Canvas. If the student is experiencing difficulties with the course management system, he/she must contact Canvas to resolve the issues. Issues with Canvas are not an excuse to hand in assignments late. The Canvas Helpdesk number is x4444 (on-campus), 662.846.4444 (local) and 1.866.264.1465 (toll free) and the email address is helpdesk@deltastate.edu.

Academic Policies
Students should familiarize themselves with university policies, and particularly those that govern academics and student affairs at Delta State. The policies that are likely to affect students in this course are listed below.

Attendance and Participation
Delta State University maintains standards for class attendance and absence. Students are responsible for adhering to the policy. Students must attend a minimum of 75 percent of all scheduled classes and activities.

Students taking fully online courses or online courses with minimized face-to-face meeting times or residencies will not attend a physical class regularly or at all. However, online students are required to check the course site regularly, participating in the daily work of the course. At a minimum, students should log in twice a week. Students demonstrating little or no activity within the first three weeks of the course may be dropped from the course as a No Show. Additionally, students who do not actively participate in class through discussions/forums and assignments will be "cut out" after three weeks of non-consecutive inactivity or missed activity

Absences and Excuses
Each student is directly responsible to the individual instructor for absences and to make up work missed. For additional information on absences generally excuse by the university, consult the official policy statement in the university policy manual.

Cheating and Plagiarism
Cheating and plagiarism are not tolerated. If it is established that a violation has occurred, instructors may determine the penalty, and should report the offense to the division/department chair, the student’s advisor, the dean, and the Office of Academic Affairs. The usual minimum penalty involves a grade of zero (0) on the test, examination, or paper in question. A second offense by any student will be reviewed for more stringent
action and will usually result in suspension. Any additional offenses will usually result in expulsion from the university.
Graduate students who cheat or plagiarize will receive a grade of zero (0) for the assignment and may receive a grade of "F" in the course. Instructors report the offense to the division/department chair, the student’s advisor and/or program coordinator, the Graduate Office and the Office of Academic Affairs. A second offense by any student will result in dismissal from the university. Plagiarism in a Delta State University graduate thesis/dissertation will result in denial or removal of the degree, and the person will be denied admission to or be expelled from subsequent degree programs at Delta State University.

Abuse of Computers and Network Systems
All members of the Delta State University community must use electronic communications in a responsible manner. The university may restrict the use of its computers and network systems for electronic communications, in response to complaints presenting evidence of violations of other university policies or codes, or state or federal laws. Specifically, the university reserves the right to limit access to its networks through university-owned or other computers, and to remove or limit access to material posted on university-owned computers. The university reserves the right to limit access to its networks through university-owned or other computers, and to remove or limit access to material posted on university-owned computers.

Americans with Disabilities Act (ADA)
Delta State University is committed to a policy of equal employment and educational opportunity. Delta State University does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, or veteran status. This policy extends to all programs and activities supported by the University. Contact the ADA Officer in the Counseling Center at the O.W. Reily Student Health Center for more information or accommodation.

College Identification
All full-time and part-time students enrolled in six or more hours are given a combination identification-activity card, also known as the Okra Kard, bearing their photograph and student identification number. These cards are important because they will identify a student when borrowing books from the library, making purchases in the bookstore, purchasing a parking decal, cashing authorized checks, gaining admittance to food services, meal plan tracking, a pre-paid debit account and all student activities and athletic events. The identification card has a monetary value because it is a prepaid ticket to all athletic events (other than GSC and NCAA tournaments where Delta State is a host site) and many social events.
Students on campus must carry their identification card at all times and produce them when requested by members of the University staff. These cards are not transferable. Students are liable for disciplinary action for misuse of identification-activity cards, for altering them in any way, for loaning them to another person, or for failing to have the card on his or her person when it is requested by a member of the university staff.
**Required Texts**

A copy of the text is available at the Reserve Desk of the Roberts-LaForge Library. Until purchased one you will be able to complete assignments.

**Recommended Texts**
A good dictionary and thesaurus.

Note: Students are encouraged to make textbook purchases at the [DSU Bookstore](#) in the H.L. Nowell Union Building on campus or online.

**Additional Materials**
A web camera and headset.

**Computing Requirements**
To access the online component of this course you should have--or have regular access to--an Internet-connected, multimedia-class computer that uses an up-to-date web browser with the [usual plug-ins and players](#). A web camera and headset.