# DIET 1000
# Intro to Diesel Tech, Tools, and Safety
# COURSE SYLLABUS
# Online
# Spring Semester 2021 (202114)

**COURSE INFORMATION**

Credit Hours/Minutes:  3 /3975
Campus/Class Location:  Georgia Virtual Technical Connection (GVTC)/Blackboard
Class Meets:  Via Internet for 15 weeks
Course Reference Number (CRN):  40085
Preferred Method of Contact:  College Email

**INSTRUCTOR CONTACT INFORMATION**

Instructor:  Jeffrey Wyatt
Office Hours:  Monday-Thursday (MTWR) 7:00-8:15 AM, 4:00-5:15 PM
Office Location: Building 2 Room 2139
Email Address: Jeffrey Wyatt (jwyatt@southeasterntech.edu)
Phone: 478-289-2218

**SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK**

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's Catalog and Handbook (https://catalog.southeasterntech.edu/college-catalog/downloads/current.pdf).

**REQUIRED TEXT**

MindTap Diesel Technology, Instant access Heavy Duty Truck Systems, ISBN-13: 978-133778717
Electude Heavy Vehicles Systems, 12 Month voucher, ISBN 97894-93163-75-1

**REQUIRED SUPPLIES & SOFTWARE**

**Software:**  MindTap and Electude are the software required for the course.  The **MindTap and Electude Access Codes** may be purchased from the bookstore.  See our Blackboard course and/or the instructor for more details.

**Supplies:**  Three ring binder notebook, computer access, loose-leaf paper, pencils, and highlighter. Daily, MTWR, access to a reliable internet connection for use with Blackboard, MindTap (Cengage), Electude, mySTC, and college email.

**Note:**  Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer.  Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

**Students should not share login credentials with others and should change passwords periodically to maintain security.**

## COURSE DESCRIPTION

This course introduces basic knowledge and skills the student must have to succeed in the Diesel Equipment Technology field. Topics include an overview of diesel powered vehicles, diesel technology safety skills, basic tools and equipment, reference materials, measure instruments, shop operation, mechanical fasteners, welding safety, and basic welding skills. Classroom and lab experiences on safety, precision measuring, and basic shop practices are highly emphasized.

## MAJOR COURSE COMPETENCIES / OUTLINE

1. Overview of Diesel Powered Vehicles
2. Diesel Technology Safety Skills
3. Basic Tools and Equipment
4. Reference Materials
5. Measuring Instruments
6. Shop Operation
7. Mechanical Fasteners
8. Welding Safety and Basic Skills

## PREREQUISITE(S)

Admission

## GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

## STUDENT REQUIREMENTS (ONLINE)

Students are expected to complete all work required by the instructor.  Students will have at least one week to complete tests and assignments.  - Most tests and assignments are due at midnight on Wednesday of each week.  Some are due on Monday as noted in the lesson plan.

Students are expected to prove weekly academic engagement by meeting assignment deadlines each week and spending a minimum of 66.25 hours during the semester doing the required homework, quizzes, and tests.  Students are expected to communicate frequently through college email and discussion boards. College email is accessed at https://portal.office.com, under Quick links on our webpage, or in the menu of your Blackboard course.

## COVID-19 MASK REQUIREMENT

Masks or face coverings must be worn at all times while on the campus of Southeastern Technical College. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process.  Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC).  A student's refusal to wear a mask or face covering will be considered a classroom disruption and the student may be asked to leave campus and/or receive further discipline.

## COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction.  Please notify your instructor(s) by email and do not come on campus for any reason.

| COVID-19 Key Symptoms |
|---|
| Fever or felt feverish |
| Cough: new or worsening, not attributed to another health condition |
| Shortness of breath, not attributed to another health condition |
| New loss of taste or smell |
| Chills; Repeated shaking with chills |
| Sore throat, not attributed to another health condition |
| Muscle pain, not attributed to another health condition or exercise |
| Headache, not attributed to another health condition |
| Diarrhea (unless due to known cause) |
| **In the past 14 days, if you:** |
| Have had close contact with or are caring for an individual diagnosed with COVD-19 at home (not in healthcare setting), please do not come on campus and contact your instructor (s). |

## COVID-19 SELF-REPORTING REQUIREMENT

Students, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using the COVID_19 Health Reporting Form https://bit.ly/2Xq4g0f.  Report all positive cases of COVID-19 to your instructor and Stephannie Waters, Exposure Control Coordinator, swaters@southeasterntech.edu, 912-538-3195.

## ONLINE ATTENDANCE

It is the student's responsibility to be academically engaged each week doing course related activities.  The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" (Failing 0-59) in a course.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Students will have at least one week to complete tests and assignments.  Most tests and assignments are due on Wednesday of each week. A few are due on Monday as detailed in the lesson plan at the end of this syllabus.  Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

## STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

**Swainsboro Campus**: Macy Gay, (mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210.
**Vidalia Campus**: Helen Thomas, (hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

Specific Absences
Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY
Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs.  Requests made after delivery **MAY NOT** be accommodated.  The coordinator will contact your instructor to discuss accommodations when all required documentation has been received.  The instructor will then discuss a plan with you to make up missed assignments.

**WITHDRAWAL PROCEDURE**
Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form.  A grade of "W" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.
Important – Student-initiated withdrawals are not allowed after the 65% point.  After the 65% point of the term in which student is enrolled, the student has earned the right to a letter grade and will receive a grade for the course. Please note: Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" (Failing 0-59) being assigned.
Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.
There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be accessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

**ONLINE PROCTORED EVENT WITHDRAWALS**
Students who do not complete the proctored exam for an online class on the scheduled date and do not present a valid excuse within three business days of the scheduled event will be withdrawn from the course with a "WF" (Withdrawn Failing) and will be disabled in their online class. If the proctored event is scheduled during final exams, any student who misses the proctored exam will receive an "F" for the course.

PROCTORED EVENT REQUIREMENT
In order to validate student identity for all online courses, students enrolled in online courses are **required** to complete one proctored event per online course.  The proctored event will be administered on separate days—once on the Vidalia campus and once on the Swainsboro campus.  Students must attend one of the proctored sessions as scheduled on the Lesson Plan/Course Calendar.  (The Diesel Technology Program and lab

is only housed on one campus.  Therefore, the proctored event / final exam will be given on the home campus of the program in Swainsboro, Georgia.) The event will be monitored by the instructor or by an approved proctor.  The proctored event may be a major exam, assignment, or presentation, etc. that will count a minimum of 20% of the course grade. Students must attend one of the scheduled proctored sessions and will need to make arrangements with work, childcare, etc.  The specific dates of the proctored event are scheduled on the Lesson Plan/Calendar for the online course.

Students living farther than 75 miles from either campus who cannot come to Southeastern Tech for the event must secure an approved proctoring site.  The site and the proctor must meet Southeastern Technical College's requirements (instructor will provide more information and necessary forms if this is the case). Note:  Students taking proctored events off campus will utilize the Proctor Scheduling and Approval Form found in Blackboard within the Getting Started/Start Here and Proctoring Event area.  The completed form should be submitted to the course instructor a minimum of two weeks prior to the proctored event.  If approved, the instructor will notify the proctor.

Students arranging off-campus proctoring must take the event on one of the originally scheduled days. Students who do not complete the proctored event as scheduled must submit a valid documented excuse within three business days after the scheduled event.  If the excuse is approved by the instructor of the course, students must make arrangements with the instructor to makeup/reschedule the missed event.  The penalty and makeup instructions will be at the instructor's discretion.  Proctored events will be given after the 65% point of the semester.  **Students who do not complete the proctored event on the scheduled date and do not present a valid documented excuse within three business days of the scheduled event will be withdrawn from the course with a "WF" (Withdrawn Failing).  If the proctored event is scheduled during final exams, any student who misses the proctored event will be issued an "F" (Failing) for the course.**

**PROCTORING FEES**

Students are not charged a proctoring fee when taking a proctored event at Southeastern Technical College or any other TCSG college.  Students who choose to use an off-campus proctor may be assessed a proctoring fee by the proctoring site.  In this instance, the student is responsible for payment.

**The required proctored event for this class is scheduled on the following date and time:  Swainsboro Campus, Monday, 05/03/2021, 8:00 a.m. – 12:00 p.m., Building 2, Room 2139.**

**WORK ETHICS**

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork.  Students will be required to take a work ethics exam as marked in the lesson plan.  A grade of 70 or better is required to complete the work ethics requirements for this class.

MAKEUP GUIDELINES **(TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)**

Extenuating circumstances are determined at the instructor's discretion.  Unless otherwise scheduled with the instructor, the student will be expected to take the test the next day, scheduled outside of regular class time. Failure to follow this procedure will result in a grade of zero.

Assignment due dates are listed on the attached lesson schedule.  Students will be expected to have the assignment completed at the beginning of class on the date that it is due.  It is within the instructor's discretion to accept or reject late assignments.  Any late assignments accepted will be subject to a ten-point penalty each day the assignment is late.  After three class meetings, no late assignments will be accepted; a zero will be recorded.

**ACADEMIC DISHONESTY POLICY**

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline.  The policy can also be found in the Southeastern Technical College Catalog and Handbook.

**PROCEDURE FOR ACADEMIC MISCONDUCT**

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. **First Offense**
   Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. **Second Offense**
   Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. **Third Offense**
   Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans, student life, and athletics. It also applies to the recruitment and employment of personnel and contracting for goods and services.

All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veterans Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

| American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer | Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer |
|---|---|
| Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas (hthomas@southeasterntech.edu) | Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas (ljonas@southeasterntech.edu) |

**ACCESSIBILITY STATEMENT**

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

**GRIEVANCE PROCEDURES**

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the Southeastern Technical College Website (www.southeasterntech.edu).

**TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT**

*The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

**GRADING POLICY**

| Assessment/Assignment | Percentage |
|---|---|
| Chapter Test | 30% |
| Final Exam | 20% |
| Work Ethics | 5% |
| Activities | 45% |

**GRADING SCALE**

| Letter Grade | Range |
|---|---|
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 0-59 |

**DISCLAIMER STATEMENTS**

- The instructor reserves the right to change the syllabus and/or lesson plan as necessary.
- The official copy of the syllabus is located inside the online Blackboard course shell or will be given to the student during face to face class time the first day of the semester. The syllabus displayed in advance of the semester, in a location other than the course a student is enrolled in, is for planning purposes only.

# CRN 40085

# Intro to Diesel Tech, Tools, and Safety

# Spring Semester 2021 (202114) Lesson Plan

| Date/Week | Chapter/Lesson | Content | Assignments & Tests Due Dates | Competency Area |
|---|---|---|---|---|
| Week One 01/11/2021 | Blackboard no show requirements.<br><br>Fire Safety in Electude | Log in to Blackboard and do the four no show requirements listed in the announcements to secure your seat in the course. These requirements include a Student Introduction Discussion Board.<br><br>Log in to Electude in Blackboard on left side of screen with the instant access code purchased from the library and do the Fire Safety Course and Quiz. | Due on 01/13/2021 By Midnight – Day 3. No show students will be turned in to the registrar by early Monday morning.<br><br>Start Week two as soon as you are ready. | 2,6,8 a,b,c, |
| Week Two 01/18/2021<br><br>No Class on 01/18/2021 MLK Holiday | Discussion Board #1 in Blackboard<br><br>Electude Globally Harmonized System | Complete the First Discussion Board. Follow directions in Blackboard.<br><br>Do the Globally Harmonized System in Electude Course and Quiz. Refer to the due date in the next column. | Due on 01/20/2021 By Midnight<br><br>All due are on Wednesday.<br><br>Exercises are not available after midnight. | 1,4,6, a,b,c |
| Week Three 01/25/2021 | Discussion Board #2 in Blackboard<br><br>Heavy Duty Truck Systems Chapter 1<br><br>Electude PPE | Second Discussion Board.<br><br>Log in to Cengage in Blackboard on the left side of the screen with the instant access code purchased from the library for Heavy Duty Truck Systems. Do all 12 Activities and test in chapter one.<br><br>Personal Protective Equipment in Electude, do Course and Quiz | Heavy Duty Truck Systems Chapter one Due on **MONDAY**, 01/25/2021, by Midnight<br><br>Electude PPE Due on 01/27/2021 by Midnight. | 1,2,4, a,b,c |
| Week Four 02/01/2021 | Electude Safety Signs And Hybrid Vehicles | Safety Signs And Hybrid Vehicles In Electude, do Course and Quiz | Due on 02/03/2021 By Midnight | 1,2,4 a,b,c |
| Week Five 02/08/2021 | Discussion Board #3 in Blackboard<br><br>Tool Basics #1 in Electude | Discussion Board #3<br><br>Tool Basics #1 in Electude, do Course and Quiz | Due on 02/10/2021 By Midnight | 1,3,5,6,7 a,b,c |

| Date/Week | Chapter/Lesson | Content | Assignments & Tests Due Dates | Competency Area |
|---|---|---|---|---|
| Week Six 02/15/2021 | Heavy Duty Truck Systems Chapter 2<br><br>Tool Basics #2 Electude | Log in to Heavy Duty Truck Systems. Do all 10 Activities and test in Chapter two.<br><br>Tool Basics #2 in Electude, do Course and Quiz | Due on 02/17/2021 By Midnight | 1,4,5,7,8 a,b.c |
| Week Seven 02/22/2021 | Tool Basics #3 Electude | Tool Basics #3 in Electude, do Course and Quiz | Due on 02/24/2021 By Midnight | 3,5,7,8 a,b,c |
| Week Eight 03/01/2021<br><br>Staff Development 03/04/2021 No Class | Electrical Electude | Electrical in Electude, do Course and Quiz | Due on 03/03/2021 By Midnight | 2,3,4 b,c |
| Week Nine 03/08/2021 | Heavy Duty Truck Systems Chapter 3 | Log in to Heavy Duty Truck Systems. Do all Activities and test in Chapter three. | Due on 03/10/2021 By Midnight | 3,4,5,7 a,b,c |
| Week Ten 03/15/2021 | Discussion Board #4 in Blackboard | Discussion Board #4 in Blackboard | Due on 03/17/2021 By Midnight | 1,2,4 a,b.c |
| Week Eleven 03/22/2021 | Jacks and Lifts Electude | Floor Jacks and Lifts in Electude, do Course and Quiz | Due on 03/24/2021 By Midnight | 3,6 a,c |
| Week Twelve 03/29/2021 | Liquid Testing Electude | Liquid Testing and Measurements in Electude, do Course and Quiz | Due on 03/31/2021 By Midnight | 2,3,4.5,6 a,b,c |
| Week Thirteen 04/05/2021<br><br>Spring Break 04/05/2021 04/06/2021 No Class | Electude Impact Wrenches | Pnumatic Impact Wrenches in Electude, do Course and Quiz | Due on 04/07/2021 By Midnight | 3 a,b |
| Week Fourteen 04/12/2021 | Discussion Board #5 in Blackboard | Discussion Board #5 in Blackboard | Due on 04/14/2021 By Midnight | 1,2,4 a,b.c |
| Week Fifteen 04/19/2021 | Electude Micrometer and Headlight Aimer | Micrometer and Headlight Aimer in Electude, do Course and Quiz | Due on 04/21/2021 By Midnight | 3,4,5 a,b,c |

| Date/Week | Chapter/Lesson | Content | Assignments & Tests Due Dates | Competency Area |
|---|---|---|---|---|
| Week Sixteen 04/26/2021 | Heavy Duty Truck Systems Chapter 4 | Log in to Heavy Duty Truck Systems. Do all Activities and test in Chapter four. | Due on 04/28/2021 By Midnight | 1,2,3,4,5,8 a,b,c |
| Week Seventeen 05/03/2021 | Work Ethics And Final Exam | Work Ethics and **Proctored** Final Exam in person at STC Swainsboro campus. 8:00 a.m. until 12:00 p.m. | Due on **MONDAY**, 05/03/2021 By 12:00 p.m., **NOON** | 1,2,3,4,5,6,7,8 a,b,c |

**MAJOR COURSE COMPETENCIES**

1. Overview of Diesel Powered Vehicles
2. Diesel Technology Safety Skills
3. Basic Tools and Equipment
4. Reference Materials
5. Measuring Instruments
6. Shop Operation
7. Mechanical Fasteners
8. Welding Safety and Basic Skills

**GENERAL CORE EDUCATIONAL COMPETENCIES**

a) The ability to utilize standard written English.
b) The ability to solve practical mathematical problems.
c) The ability to read, analyze, and interpret information.

**DISCUSSION BOARD RUBRIC ABBREVIATIONS AND EXPLANATIONS**

- SC/WC represents a category where the number of sentences or words written can be deducted for based on the instructions given with each discussion board in Blackboard.
- MP represents a category where missing posts will be deducted.

# Discussion Board Rubric – Discussion Board Grading

| Criteria & Achievement Level | 20 POINTS OUTSTANDING (100%) | 15 POINTS PROFICIENT (75%) | 10 POINTS BASIC (50%) | 5 POINTS BELOW EXPECTATIONS (25%) | 0 POINTS (0%) |
|---|---|---|---|---|---|
| **Critical Thinking and/or MP Criteria (20% Weighting)** | 20 POINTS Discussion is rich in content. Generates thought provoking questions. Shows signs of insight and analysis of subject. | 15 POINTS Discussion is substantial in content. Shows some insight and analysis has taken place. | 10 POINTS Discussion is generally competent. Information may be thin and commonplace. MP: One or more of the required postings are missing limiting the student's ability to meet the criteria. | 5 POINTS Discussion is rudimentary and superficial, no analysis or insight is displayed. MP: Two or more of the required postings are missing limiting the student's ability to meet the criteria. | 0 POINTS Did not meet the requirements. |
| **Connections (20% Weighting)** | 20 POINTS Clear connections to previous or current life situations. | 15 POINTS Connections are somewhat evident. Some connections to real life situations but not very clear or obvious. | 10 POINTS Limited connections. Vague generalities. | 5 POINTS No Connections. Off topic. | 0 POINTS Did not meet the requirements. |
| **Uniqueness and/or MP Criteria (20% Weighting)** | 20 POINTS New ideas. New connections. Discussions are filled with depth and detail. | 15 POINTS Contains new ideas, but discussions lack depth or detail. MP: One or more of the required postings are missing limiting the student's ability to meet the criteria. | 10 POINTS Few or no new ideas. Discussions rehash or summarize other postings. MP: Two or more of the required postings are missing limiting the student's ability to meet the criteria. | 5 POINTS No new ideas. "I agree with…" and "I like that concept…" types of statements given. | 0 POINTS Did not meet the requirements. |
| **Timeliness and/or MP Criteria (20% Weighting)** | 20 POINTS All required postings are completed in advance of the | 15 POINTS All required postings are completed by the deadline. | 10 POINTS All or some of the required posts are completed at the last minute | 5 POINTS MP: Some of the required postings are missing which | 0 POINTS Did not meet the requirements. |

| Criteria & Achievement Level | 20 POINTS OUTSTANDING (100%) | 15 POINTS PROFICIENT (75%) | 10 POINTS BASIC (50%) | 5 POINTS BELOW EXPECTATIONS (25%) | 0 POINTS (0%) |
|---|---|---|---|---|---|
| | deadline ensuring others have time to respond. | Some posts are not completed in time for others to read and respond. | without allowing time for others to respond. MP: One or more of the required postings are missing limiting the student's ability to meet the criteria. | limits the student's ability to meet the criteria. | |
| **Stylistics and/or SC/WC Criteria (20% Weighting)** | 20 POINTS 0, 1, or 2 grammatical or stylistic errors. | 15 POINTS 3-5 grammatical or stylistic errors. SC/WC: Sentence count or word count does not meet the criteria. | 10 POINTS 5 or more obvious grammatical errors. Errors interfere with discussion content. SC/WC: Sentence count or word count does not meet the criteria. | 5 POINTS Obvious grammatical or stylistic errors make understanding impossible. SC/WC: Sentence count or word count does not meet the criteria. | 0 POINTS Did not meet the requirements. |