TENTATIVE—SUBJECT TO CHANGE

CRJU 2090 Criminal Justice Practicum (Out of Field)

COURSE SYLLABUS
Online
Spring Semester 2021 (202114)

COURSE INFORMATION

Credit Hours/Minutes: 3/6750
Campus/Class Location: Georgia Virtual Technical Connection (GVTC)/Blackboard
Class Meets: Via Internet for 15 weeks
Course Reference Number (CRN): 40147
Preferred Method of Contact: Email

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Karann Raines
Email Address: Karann Raines (kraines@southeasterntech.edu)
Campus/Office Location: Vidalia/Room #828, Gillis Medical Building
Office Hours: by appointment **(Due to the uncertainties of COVID-19, contact instructor by phone or email to make an appointment.)**
Phone: 912-538-3219
Fax Number: 912-538-3106

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

Students must purchase or rent four movies for required assignments. No textbook required.

REQUIRED SUPPLIES & SOFTWARE

Microsoft Office and Internet access (Chrome, Mozilla Firefox, Internet Explorer 7 or higher) is also required for this course.
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

Provides experiences necessary for further professional development and exposure to related agencies in the criminal justice field. The student will pursue a professional research project supervised by the instructor.

MAJOR COURSE COMPETENCIES

Criminal Justice Theory Application

PREREQUISITE(S)

Program Admission

COURSE OUTLINE

1. Criminal Justice Theory Application

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 and to attend the required proctored campus exam. Students will have at least one week to complete tests and assignments. **All assignments (movie essays and discussion board topics) are due no later than (11:59 p.m.) on Monday of their respective due date, but can be submitted earlier. Exit Exam (proctored event) is scheduled on other specific date(s) at the end of the semester.**

- Students are expected to prove weekly academic engagement by meeting assignment deadlines each week and spending a minimum of 112.5 hours during the semester doing assignments. 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.

- Independent Study Project (Essays): Students must select and watch four of the six films below and write a comparative essay summary of each film. Due dates are provided in the lesson plan below. Movie essays must be submitted in the appropriate essay drop-box folder located in the Blackboard course. (NOTE: Plagiarism is presenting the work of another person as your own without giving proper credit to the author. Plagiarism does not just apply to direct quotes but also applies to paraphrasing the words of another or using the concept of another without giving proper credit to the source. Plagiarism is cheating which will require that a grade of "F" (Failing 0-59) be given for that work.)

- Movie Essay Requirements: (See grading rubric for more information.)
    - Identify the major themes or segments of the movie that correspond with what you learned in the various criminal justice classes.
    - Describe and compare the major themes or segments of the movie to illustrate a point regarding information you learned in your classes. *(The most important aspect of your essay will be the connection that you make between what you learned in classes and the themes of the movie. Make specific reference to Criminal Justice (CRJU) classes you took that apply to the particular movie themes you decide to describe.)*

- Give your personal opinion about whether or not the movie gave a true or fictional portrayal of real-world criminal justice issues.
- **NOTE:** Obviously all movies are created for one reason; to make money. They are not always intended as a pure depiction of true life. However, the movies listed below offer perspectives or challenges that exist in all of the components of the criminal justice system. In fact, they present so many perspectives you may find it difficult to limit your discussion. *(For example: "The Shawshank Redemption" includes depictions of: prisonization of inmates; corruption of officers; wrongful prosecution; challenges offenders face after release; and even the architectural styles and designs of prisons. Instead of covering all of the themes in a particular movie, select 1-3 three themes to write about.)*

- Movie Essay Paper Setup:
  - Typed on a Microsoft Word document (.doc or .docx)
  - At least four (4) pages in length
  - Double spaced lines
  - 12" font (Arial or Calibri font style)
  - 1" margins (top, bottom, left, right)
  - Number each page on bottom right-hand corner
  - Include a cover letter with your name, course title and number, name of the movie, and the date (centered). (Cover letter does not count toward the length of the essay.)
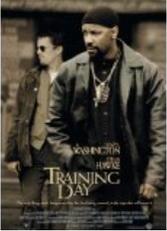
Movie Selection	Title, Date, and Actors
	Training Day (2001) Starring Denzel Washington and Ethan Hawke
	Law Abiding Citizen (2009) Starring Jamie Foxx and Gerard Butler
	The Shawshank Redemption (1994) Starring Tim Robbins and Morgan Freeman
	Dead Man Walking (1995) Starring Susan Sarandon and Sean Penn

Movie Selection	Title, Date, and Actors
	Traffic (2000) Starring Michael Douglas, Benicio Del Toro and Jacob Vargas
	Runaway Jury (2003) Starring John Cusack, Gene Hackman, Dustin Holffman, Rachel Weisz

- Students are required to participate in Discussion Topic assignments. Students are required to respond to the Discussion Topic and are also required to reply to one other student's post in order to get full credit for the assignment. (*See the Discussion Board Grading Rubric on last page of the syllabus*) Failure to post your response and reply by that week's due date will result in a grade of zero. Students are allowed to post discussion topics early so no posts or replies will be accepted late. Discussion Board posts and replies must be at least 4-5 sentences. Comments must be written in complete sentences using correct spelling and grammar. Simply stating "yes or no" or "agree or disagree" is not sufficient and will not be accepted. Do not copy any other students' post/reply. It is considered plagiarism and will not be accepted.

- EXIT EXAM (Proctored Event): All Criminal Justice diploma and Criminal Justice degree students are required to take the Criminal Justice Exit Exam toward the end of the semester the student is enrolled in CRJU 2090. The exam will be administered by the Criminal Justice Instructor and taken as a traditional timed exam. The exam will assess knowledge and skills in all major course requirement areas such as: introduction to criminal justice, law enforcement, corrections, criminal procedure, constitutional law, juvenile justice, ethics/cultural perspectives, and criminal law. Students are required to score a minimum of 70% on the exam to pass the CRJU 2090 course. This exam must be taken in person and can only be taken once. If a student does not pass the exam with a minimum of 70%, the student will receive a D in the course and will be required to retake CRJU 2090.

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 taking classes on campus, 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. 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. **All assignments are due at 11:59 p.m. on Monday of each week, but can be submitted earlier.** 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.

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

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 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 (Exit Exam) is scheduled on the following dates and times: Vidalia Campus, Gillis Building, Room 830 on Wednesday April 28 anytime between 8:30 a.m. – 1:00 p.m. and Swainsboro Campus, Building 2, Room 2159 on Thursday April 29 anytime between 9:00 a.m. – 1:00 p.m. Email the instructor to inform which day/location and time you will come to take the proctored exit exam.

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

No make-ups will be allowed for any missed essays. A grade of zero will be given for any essay not completed by the respective due date. The proctored exit exam must be taken on either of the dates indicated in the syllabus/lesson plan and no make-ups are allowed unless a valid documented excuse is approved by the instructor.

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
Movie Essays (4 Essays)	50%
Discussion Topics (5 Topics)	10%
Exit Exam (Proctored)	40%

GRADING SCALE

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

CRJU 2090 Criminal Justice Practicum
Spring Semester 2021 (202114) Lesson Plan

Date	Week	Content/Assignments/Test/Due Dates	Competency Area
January 11-17	Week 1	• Read and print the syllabus/lesson plan. • Make arrangements to rent or purchase the movie selections noted in the syllabus. (Netflix, Hulu, Roku, or Amazon are suggested sites to rent/watch movies) • See Study Guide and Study Websites in the online class to prepare for the Exit Exam Assignments: due no later than Wednesday January 13, 11:59 p.m. • Post Pledge (Located under "Getting Started" link) • Post Student Introduction (Located under "Getting Started" link) • View the COVID 19 Presentation and complete the COVID 19 Presentation Acknowledgment (located in the COVID 19 link) Assignment: due no later than Monday January 18, 11:59 p.m. • Select a movie from the list above and begin working on Movie Essay #1; email instructor what movie has been selected	1 a, c
January 18-24	Week 2	Assignment: due no later than Monday January 25, 11:59 p.m. • Post response & reply to Discussion Topic #1 • Continue to work on Movie Essay #1 • Study for Exit Exam	1 a, c
January 25-31	Week 3	Assignment: due no later than Monday February 1, 11:59 p.m. • Submit Movie Essay #1 in dropbox	1 a, c
February 1-7	Week 4	Assignment: due no later than Monday February 8, 11:59 p.m. • Post response & reply to Discussion Topic #2 • Select a movie from the list above and begin working on Movie Essay #2; email instructor what movie has been selected	1 a, c
February 8-14	Week 5	Assignment: due no later than Monday February 15, 11:59 p.m. • Continue to work on Movie Essay #2 • Study for Exit Exam	1 a, c

Date	Week	Content/Assignments/Test/Due Dates	Competency Area
February 15-21	Week 6	Assignment: due no later than Monday February 22, 11:59 p.m. • Submit Movie Essay #2 in dropbox • Study for Exit Exam	1 a, c
February 22-28	Week 7	Assignment: due no later than Monday March 1, 11:59 p.m. • Post response & reply to Discussion Topic #3 • Select a movie from the list above and begin working on Movie Essay #3; email instructor what movie has been selected	1 a, c
March 1-7	Week 8	Assignment: due no later than Monday March 8, 11:59 p.m. • Continue to work on Movie Essay #3 • Study for Exit Exam	1 a, c
March 8-14	Week 9	Assignment: due no later than Monday March 15, 11:59 p.m. • Submit Movie Essay #3 in dropbox • Study for Exit Exam	1 a, c
March 15-21	Week 10	Assignment: due no later than Monday March 22, 11:59 p.m. • Post response & reply to Discussion Topic #4 • Select another movie from the list and begin working on Movie Essay #4; email instructor what movie has been selected • Study for Exit Exam	1 a, c
March 22-28	Week 11	Assignment: due no later than Monday March 29, 11:59 p.m. • Continue to work on Movie Essay #4 • Study for Exit Exam	1 a, c
March 29 – April 4	Week 12	Assignment: due no later than Monday April 5, 11:59 p.m. • Post response & reply to Discussion Topic #5 • Continue to work on Movie Essay #4 • Study for Exit Exam	1 a, c
April 5-11		**SPRING BREAK – NO CLASS – No Assignments this week**	
April 12-18	Week 13	Assignments: No assignments due Monday April 19, 11:59 p.m. • Submit Movie Essay #4 in dropbox • Study for Exit Exam	1 a, c

Date	Week	Content/Assignments/Test/Due Dates	Competency Area
April 19-25	Week 14	No assignments due this week. • Study for Proctored Exit Exam	1 a, c

April 26-29	Week 15	Proctored Final Test Information:
		
		• Take the Proctored Exit Exam on either of the two test dates below. Students must come to STC campus to take the test in person. Make sure to bring picture identification. Email the instructor to inform which day/location and time you will come to take the proctored final test.
		  • Vidalia campus: Wednesday April 28, anytime between 8:30a.m. - 1:00p.m., Gillis Building B, classroom 830.
		  • Swainsboro campus: Thursday April 29, anytime between 9:00a.m. – 1:00p.m., building 2, classroom 2159.
			1
			a, c

COMPETENCY AREAS:

1. Criminal Justice Theory Application

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.

NEED ASSISTANCE IN PREPARING A RESUME OR INFORMATION ON CURRENT JOB OPENINGS? PLEASE CONTACT:

Lance Helms (lhems@southeasterntech.edu)
Director of Career Services
Office 105, Main Building, Vidalia campus
912-538-3207

GRADING RUBRIC FOR MOVIE ESSAYS

	"A" Paper	"B" Paper	"C" Paper	"D" Paper	"F" Paper	Points
	30	24	18	12	6	
Organization (30%)	Good organization; events are logically ordered, sharp sense of beginning and end. Details are placed in a logical order and presented effectively to keep the interest of the reader.	Organized; details are properly provided but events are somewhat jumpy.	Some organization; events jump around; start and end of ideas are unclear.	Very little organization; events jump around; details are not in a logical order, and this distracts the reader.	No organization; lacks transition; makes no sense.	
	50	40	30	20	10	
Content (50%)	All required and relevant information (key issues) listed in the syllabus were sufficiently identified and supported.	Most of the required and relevant information (key issues) listed in the syllabus were sufficiently identified and supported.	Information regarding several key issues were not supported or provided.	Information regarding most key issues were not supported or provided.	No key issues were provided or supported in the essay.	
	10	8	6	4	2	
Grammar/Spelling/ punctuation (mechanics) (10%)	Almost entirely free of spelling, punctuation, and grammatical errors (0-4 errors).	Contained only a few errors, which may annoy the reader but not interfere with understanding (5-8 errors).	Contained several mechanical errors, which may temporarily confuse the reader but not interfere with the overall understanding (9-12 errors).	Contained either many mechanical errors or a few important errors that block the reader's understanding and ability to see connections between thoughts (13-15 errors).	Usually contains so many mechanical errors that it is impossible for the reader to follow the thinking from sentence to sentence (More than 15 errors).	
	10	8	6	4	2	
Paper Setup (10%)	Writer followed all paper setup instructions completely.	Writer makes 1-2 errors in paper setup.	Writer makes 3-4 errors in paper setup.	Writer makes more than 4 errors in paper setup.	Writer did not follow any of the paper setup instructions.	

GRADING RUBIC FOR DISCUSSION BOARD TOPICS

# of discussion posts	# of discussion replies	Grade	Due Date, Length, Grammar and Spelling Requirements
1	1	100	Students who post their initial discussion board response to the discussion board topic and reply to at least one other students' post will be given a 100 on the assignment if the post is turned in by the due date, contain 4-5 sentences and free of grammatical and spelling errors. The student will receive a one-point deduction for each grammatical and spelling error in both their response and reply. A 10-point deduction will be given for any response or reply that is not 4-5 sentences in length. No credit will be given for any response or reply that is an answer of "yes/no" or "I agree/disagree."
1	0	70	Any student that does not respond to at least one other students' post will not receive a grade above 70. The grade of 70 will be the highest grade that the student will be able to receive on the discussion post if the post is turned in by the due date, contain 4-5 sentences and free of grammatical errors and spelling errors. The student will receive a one-point deduction for each grammatical and spelling error in their response. A 10-point deduction will be given for any response that is not 4-5 sentences in length.
0	1	50	Students who only respond to a classmate's discussion post will not receive a grade above 50. The grade of 50 will be the highest grade that the student will be able to receive on the discussion response if the response is turned in by the due date, contain 4-5 sentences and free of grammatical errors and spelling errors. The student will receive a one-point deduction for each grammatical and spelling error in their reply. A 10-point deduction will be given for any reply that is not 4-5 sentences in length.
0	0	0	Students will receive a 0 on the discussion topic if the student does not post an answer or response to one other students' post by the due date.