

**Fall 2018 (October 22, 2018 – December 7, 2018)**  
**Chicana/o Theatre Online Course – Topics in Chicano Studies**  
**(CHIC 3344 – 001 CRN 18019) Syllabus**  
**3 credits**  
**Formatted from the Carrizal-Dukes Spring 2018 Section**

The University of Texas at El Paso  
Chicano Studies Program  
500 W. University Ave.  
Graham Hall #104  
El Paso, Texas 79968

**Course Instructor:** Adriana Dominguez  
Mailbox: Department of Theatre and Dance, FOX FINE ARTS 371D  
TEXT NUMBER: 575-265-0687

E-mail: [adrianad@utep.edu](mailto:adrianad@utep.edu) (preferred method); I will be checking e-mail every day and will make every effort to get back to you as soon as I am able.  
Phone: You can TEXT me any immediate questions about the course Monday-Friday 9a.m.-5p.m. and 10a.m.-3p.m. Saturday and Sunday.  
VIOLATIONS of these time restrictions will result in reduced use of text.

**Content Introduction**

Chicano Theatre is designed to provide students with an overview of Chicano theatre history and the skills necessary to analyze and critique theatre. Students will learn about Chicano theatre theory, aesthetics, genres, and basic theatre criticism. Students will analyze theatre through an examination of playwriting, style, and genre to allow students to view theatre critically, to develop a systematic and convincing interpretation of the plays they read and watch, and to acquire the ability to analyze theatre in well-constructed and persuasive essays.

**Course Objective**

Chicano Theatre is designed to assist you in learning the aesthetic and technical fundamentals of Chicano theatre arts through lectures, readings, screenings, discussions and assignments. This class provides opportunities for you to develop your personal vision and expression.

**Course description**

Chicano Theatre is the examination of the Chicano and Chicanismo through drama and theatrical presentations. Chicano Theatre is studied as literature, as a political statement, and as a social and ethnic phenomenon.

**Course rationale**

This course is part of the interdisciplinary major in Chicano Studies (30 semester hours of core courses) and of the minor (18 hours): Social Science Option, Humanities Option, Fine Arts Option, and Interdisciplinary Option.

**Prerequisites: None****Learning Outcomes:**

At the successful completion of this course, you will understand:

- the past and present role of Chicanos and their impact on the American theatre industry;
- the concepts of race, culture, class and gender via the analysis of contemporary societal issues within the Chicano theatre genre;
- playwriting techniques that account for various theatre genres and styles;
- techniques used by Chicano playwrights tied to human rights, environment, and social-change movements;
- how stories, characters, and themes in Chicano plays address the needs of culturally diverse populations;
- the goals and characteristics of Chicano theatre.

**At the successful completion of this course, you will be able to:**

- use observational theatre arts techniques;
  - create and develop usable short plays;
- read and examine plays;
- analyze and discuss theatre in a group setting;
- explore issues in plays through the analysis of mise-en-scène and the fine arts;
- write and review short plays;
- analyze and discuss theatre in a group setting;
- research topics and apply critical thinking skills;
- use UTEP library materials, resources and services.

**Important dates**

|                     |             |
|---------------------|-------------|
| Classes begin:      | 10/22       |
| Census Date:        | 10/26       |
| Last Day for W:     | 11/30       |
| University Holiday: | 11/22-11/23 |
| Final Exam:         | 12/7        |

\*Final grades officially available to students via Touchtone, Online and UTEP e-mail.

**Course Policies and Procedures****Blackboard**

This course is 100% online. We will never meet face to face. Some class members may be out of town and it would be unfair for some students and not others to have access to the professor. Therefore, you must familiarize yourself with Blackboard.

Blackboard is a tool that allows faculty to add resources for students to access online. Powerpoint, Captivate, video, audio, animation, and other applications are created outside of Blackboard and added into Blackboard courses for students to enhance teaching and learning efforts. Assignment and schedule details as well as assignment grading can be found on Blackboard. If you need a hard copy of this syllabus, print it.

Your final grade is posted on **BLACKBOARD**.

Uploading and downloading assignments, syllabus and readings will be on **Blackboard**.

## How to Login to Blackboard

Blackboard is tied to my.utep.edu. If you are properly registered for the class, you are enrolled in Blackboard as well.

Go to: <https://my.utep.edu>

Log in with your UTEP Username and password. If you have trouble, email me as soon as possible. Blackboard Student Services provides 24/7 help desk and technical support to faculty and students in online courses.

Contacting Blackboard Student Services 24/7 Support

Toll free 1-877-382-0491

\*\*\* IMPORTANT: You must get into the habit of checking Blackboard EVERY DAY to make sure you do not miss any important announcements, which will be posted in the Announcement area.

## Required Materials

- Access to computer and internet.
- All readings and videos are posted on the Blackboard site located in the Learning Module for any particular week.
- A UTEP e-mail account; if you don't have one, GET ONE IMMEDIATELY.
- Go to <http://getmail.utep.edu>
- You may also call the HELP desk at (915) 747-4357 (on campus) or (915) 747-5257 (off-campus)

## Required Software

You will need the following software on your computer to efficiently work in this course. If you are using a lab on campus, they already have the necessary software. All the needed programs are free downloads and can be downloaded from the URLs I have provided here and on Blackboard, which are located in the Getting Started tab.

- **Adobe Acrobat Reader:** You can get the program by going to [www.adobe.com](http://www.adobe.com) and then clicking on the icon on the left side of the screen which says "Get Adobe Reader. Follow instructions to install the reader.
- **Macromedia Flash Player:** You can get the player by going to <http://www.macromedia.com> and then clicking on "Download Flash Player." Follow instructions to install the player.
- **Apple QuickTime Player:** You can get this player by going to <http://www.apple.com> Once there, click on the "QuickTime" tab on the top of the page and then click on "QuickTime Player FREE premier multimedia player," and follow instructions.
- **Microsoft Office:** I recommend buying this if you do not have any word processing software or presentation software. It is available at the UTEP bookstore to students at a discounted price. If you cannot purchase it you can access it at any of the computer labs on campus. All assignment documents must be submitted as Word .doc files. You can save the files as .doc files from most word processing programs. If I cannot open your documents, they WILL NOT be graded.

**Grading policy and evaluation procedures:**

Credit hours: 3

- Grading scale: SEE BELOW
- Requirements and assignments: SEE BELOW

**GRADUATE CREDIT FOR THIS COURSE:** In order to obtain graduate credit for this course, you must satisfactorily complete a graduate level project with a topic and parameters approved beforehand by the course instructor.

**ADDITIONAL CONSIDERATIONS**

This course requires online participation. Individual projects will present a number of creative problems. The originality with which you solve these problems and participate in this collective online learning experience will also be a factor in your grade. It is your responsibility to learn and improve each day.

**Please note: absolutely no grades of “I” (incomplete) will be given. Your final grade will be based on work completed during the semester.**

**Class Attendance**

<http://academics.utep.edu/Default.aspx?tabid=54418>

The student is expected to maintain a consistent online presence for this online course. The student is expected to participate in all class and group discussions and activities. It is the responsibility of the student to inform each instructor of extended absences. When, in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of “W” before the course drop deadline and with a grade of “F” after the course drop deadline.

**Class Requirements:** In order to pass this course, you must:

1. complete all assignments;
2. maintain satisfactory attendance as described above;
3. participate actively in forums and critiques,
4. upload all assignments to Blackboard on time.

**Assignment Procedures**

Grading guidelines will be provided on Blackboard for all assignments.

**Deadline Policy**

CHECK ASSIGNMENT TABLE for all due dates and deadlines as late submissions will not be graded. Please ensure that you carefully read all instructions. Reading the instructions is your responsibility and you should not assume due dates or times. Work can be submitted before the deadline time/date.

**Exams**

There will be no formal exams, but there will be: quizzes, an individual essay, an individual genre project, peer responses, discussion forums, video responses, and a final project the quality of which will determine your final grade.

**Quizzes: 13 POINTS**

You will have seven (7) quizzes throughout the course. They will be based on readings and lecture material and will consist of multiple choice, true/false, and/or short essay. It may be a combination of all three and is intended to assess your ability to keep up with the course materials. Quizzes will be available Mondays until the due date. The first quiz is worth one (1) point; all other quizzes are worth two (2) points.

**Essay: 18 POINTS**

There is (1) major essay assignment of at least 1,000 words where you will need to discuss the effect of political theatre on society, culture, and the Chicana and Chicano communities. You need to reference at least (3) readings from the course readings. A specific rubric will be provided.

**Upload Instructions**

Upload essay as either a **DOC** or **PDF** file. **Do not upload Text files.** Name them as follows: your last name\_essay1(no spaces)\_date(mmddyy)  
example: lopez\_essay1\_041518

**Genre Project: 16 POINTS**

You will be responsible for writing a four page paper that specifically connects your assigned genre with the readings for the weeks. Rubrics with details about the assignment and how it will be graded will be provided on Blackboard.

**Upload Instructions**

Upload essay as either a **DOC** or **PDF** file. **Do not upload Text files.** Name them as follows: your last name\_genreproject(no spaces)\_date(mmddyy)  
example: lopez\_genreproject\_041518

**Peer Responses (to others): 11 POINTS**

You will be responding to the work of your classmates often. You will do this on the Discussion Boards. These responses are informal and are to create a community through conversation. Although you must cite the reading material in your responses to classmates, these responses should be about 8-10 sentences. These responses are different from your Academic Discussion Forums.

**Academic Discussion Forums: 8 POINTS**

Class Discussion Board Forums are already created for you so please click on the appropriate forum and then create a new thread to post your initial response. Click Reply to respond to a classmate. Class Discussions will be based on readings and lectures therefore you should read all material before completing your assignments (each assignment will have a deadline listed).

**Peer Response and Academic Discussion Forum Considerations:**

Your grade is dependent on your initial post and responses to your classmates.

Deadlines are listed for each submission and are in the course calendar; please note that I do not accept late work, you need to keep track of the assignment schedule.

I have the ability to track your participation in Blackboard and I am able to see what date and time you accessed all links. Do not wait until the last minute to do your work. Technology has a way of tripping you up when you are racing against the clock.

You will receive full credit for your posts that are quality and consist of critical analysis and contribute to the discussion and that meet deadlines. You will need to use the course readings to support your arguments. In addition, you will need to review and comment on your peers' references. I do not want a summary (recap of the material) of the readings. I have read the material; I know what it is about. These are different from your Peer Responses and will have specific requirements listed.

**BEWARE:** Simply responding to a blog with "I agree" or "wow that's interesting" is not considered quality. The word "quality" carries a lot of weight!

### **Informal Responses: 14 POINTS**

You will be responsible for uploading a response to the material. Each response will have a specific prompt, deadline, and requirements.

### **Final Project: 20 POINTS**

The FINAL project requires you to write a 6-8 page (not including your sources page) theatre play script. You are required to use library materials, such as newspapers, documentaries, and real stories to find inspiration for a play they will write and base their story on. You will need to submit at least five (5) sources as the final page of the assignment. A specific rubric will be provided.

You will also need to submit 2 Peer Reviews. Grading Rubrics with descriptions and specific instructions for each component will be provided on Blackboard.

The Final play script is due **Dec. 5, 2018**.

Upload assignment as a **PDF** file. **Do not upload Text files**. For uploaded files name them as follows: your last name\_(name of assignment, no spaces)\_date(mmddyy)  
example: lopez\_finalproject\_050918

After submitting your assignment to the Final Play Responses, you must then read and review the work of two peers (with 1 or zero responses) by **Dec. 7, 2018 before 11pm**.

### **Grades**

Your final grade will reflect the instructor's evaluation of

1. the consistency of your effort and dedication to the learning process;
2. your contributions to online discussion and critiques;
3. your ongoing presence in online discussion and critiques;
4. your active participation in the learning process;
5. the quality of and approach to your work on all assignments;
6. how well assignments identify and incorporate the formal elements of filmmaking.

While Blackboard will give you a ballpark score, the final grade is given by the instructor and reflects some of the non-tangible items listed above.

### **Letter grade scale**

100 – 90 points = A  
 89 – 80 points = B  
 79 – 70 points = C  
 69 – 60 points = D  
 59 – 0 points = F

| <b>Assignment Table</b>        | <b>Points</b> | <b>Due Date</b>  |
|--------------------------------|---------------|------------------|
| Personal Introduction          | 2             | Oct. 24          |
| Quiz 1                         | 1             | Oct. 27          |
| Responses to Intros            | 1             | Oct. 27          |
| Ritual Response                | 4             | Nov. 1           |
| Quiz 2                         | 2             | Nov. 3           |
| Responses to Peers/Ritual      | 2             | Nov. 3           |
| Academic Discussion Post 1     | 2             | Nov. 7           |
| Realism Response               | 4             | Nov. 8           |
| Response to Peers/Realism      | 2             | Nov. 10          |
| Quiz 3                         | 2             | Nov. 10          |
| Academic Discussion 1 Response | 2             | Nov. 10          |
| Essay                          | 18            | Nov. 17          |
| Genre Project                  | 16            | Based on subject |
| Quiz 4                         | 2             | Nov. 17          |
| Quiz 5                         | 2             | Nov. 21          |
| Academic Discussion Post 2     | 2             | Nov. 24          |
| Academic Discussion 2 Response | 2             | Nov. 25          |
| Magical Realism Response       | 4             | Nov. 29          |
| Response to Peers/Magical      | 2             | Dec. 1           |
| Quiz 6                         | 2             | Dec. 1           |
| Final Project                  | 20            | Dec. 5           |
| Quiz 7                         | 2             | Dec. 7           |
| Responses to Peers' Final      | 4             | Dec. 7           |
| <b>100</b>                     |               |                  |

### **Modules**

Chicano Theatre is set up in modules with new content, discussions, and major assignments. The modular structure is meant to "package" the week(s) so that students know exactly what is expected for that time period. Weekly modules will be posted Mondays by 9 AM.

### **Course Calendar**

#### **Week One: October 22-October 27**

Week One is your opportunity to study the long and detailed syllabus and to familiarize yourself with the Blackboard System. This is the week to ask me any questions you have regarding the class content. Quiz 1 is due Saturday, October 27 by 11 PM and is based on the Syllabus and Class Policies and Procedures.

Although we do not meet face to face and have just a few weeks to work with each other, we should make the efforts to get to know one another. Post a 250-500 word introduction in the PERSONAL INTRODUCTION Discussion that addresses at least the following:

Name

What you prefer to be called in class; some people go by a middle name or nickname

Major

Classification (Junior/Senior)

What your initial thoughts are on theatre

What your initial thoughts are on Chicano Theatre

What your thoughts and experiences are with online classes

Information that you are willing to share to help us get to know each other

**Make sure that when posting you make your own THREAD for your introduction.**

Due October 24 by 11PM

You will also respond, in written form, (make sure to look at the requirements for submitting responses) to three (3) of your classmates in hopes of getting to know each other and making necessary connections in the course. Due October 27 by 11PM.

You can access my introduction on the About the Instructor link.

### **Assignments:**

Personal Introduction (due October 24 by 11PM)

Quiz 1 (due October 27 by 11PM)

Three responses (due October 27 by 11PM)

I highly suggest that you start on the reading for week two.

### **Week Two October 29 – November 3**

Ritual Theatre

This week we will read about ritual theatre. You will need to submit a 250-500 word response to the following prompt: How is ritual incorporated into theatre? Make sure that you cite three (3) sources. Your individual work is due November 1 by 11PM. Every individual must respond to at least three (3) other people by reviewing and commenting on their work by November 3 by 11PM. You also have a quiz over the reading material due by Nov. 3 at 11PM, and you will be assigned your individual Genre Project. Please read the Grading rubric in the Module for details and instructions.

### **Readings (in addition to the Lecture material):**

“Two Centuries of Hispanic Theatre in the Southwest” by Nicolas Kanellos

“Chicano Drama” by Jorge Huerta

“An Initiation into the Rituals of Social Protest Theater...” by Harry J. Elam Jr.

### **Plays:**

“Actos y El Teatro Campesino” by Luis Valdez

“Aztecs on Stage” by Louise M. Burkhart

### **Watch:**

*I am theatre* by Luis Valdez

### **Assignments:**

Rituals Response (due Nov. 1 by 11PM)

Quiz 2 (due Nov. 3 by 11PM)

Response to peers' Ritual work (due November 3 by 11PM)  
 Begin Working on your specific Genre Project (due dates based on assignments). Please note the specific dates for each genre.

**REALISM** - due NOV. 10 before 11pm  
**SURREALISM** - due NOV. 17 before 11pm  
**MUSICAL THEATRE** - due NOV. 21 before 11pm  
**MAGICAL REALISM** - due DEC. 1 before 11pm  
**POST-MODERNISM** - due DEC. 7 before 11pm

You can access the requirements of the Genre project on the Major Assignment Module of the course.

### **Week Three November 5 – November 10**

Realism

This week we will move our discussion to Realism. You have Quiz 3 (due on Nov. 9 at 11PM) over the reading material. You also have your individual 250-500 word response to the prompt: What was your initial personal response to ONE of the plays we read? (due Nov. 8 at 11PM). Make sure that you cite three (3) sources. Every individual must respond to at least three (3) other people by reviewing and commenting on their work by Nov. 10 by 11PM. You must also post in the Discussion Forum (due Nov. 7 by 11PM) and respond to your peers (due Nov. 10 by 11PM).

#### **Readings (in addition to the Lecture material):**

"Brecht and Chicano Theatre" by Barclay Goldsmith

#### **Plays:**

"Real Women Have Curves" by Josefina Lopez  
 "The Many Deaths of Danny Rosales" by Carlos Morton

#### **Watch:**

*Los Vendidos*  
*An Introduction to Brechtian Theatre*

#### **Assignments:**

Academic Discussion Forum Post (due November 7 by 11PM)  
 Realism Response (due Nov. 8 by 11PM)  
 Quiz 3 (due Nov. 10 by 11PM)  
 Response to peers' Realism work (due Nov. 10 by 11PM)  
 Academic Discussion Response (due November 10 by 11PM)

### **Week Four November 12 – November 17**

Surrealism

This week we will be dissecting surrealism and how it is used in the theatre. In addition to Quiz 4 (due Nov. 15 by 11PM), you have your individual Essay (due Nov. 17 by 11PM). There will be specific requirements on Blackboard for this assignment. You can access the requirements of the Essay on the Major Assignment Module of the course.

#### **Plays:**

"Dawn" by Alurista  
 "The Shrunken Head of Pancho Villa" by Luis Valdez

**Assignments:**

Quiz 4 (due Nov. 17 by 11PM)  
 Individual Essay (due Nov. 17 by 11PM)

**Week Five November 19 – November 25**

Musical Theatre

This week is an exception as we have the Thanksgiving holiday. You have Quiz 5 over the reading material (due Nov. 21 by 11PM). You will also have your Discussion Forum post (due Nov. 24 by 11PM) and your response (due Nov. 25 at 11PM)

**Readings (in addition to the Lecture material):**

“Zoot Suit” article by Jorge Huerta

**Watch:**

“Zoot Suit” film by Luis Valdez

**Assignments:**

Quiz 5 (due Nov. 21 by 11PM)  
 Discussion Forum Post (due Nov. 24 by 11PM)  
 Discussion Forum Response (due Nov. 25 by 11PM)

**Week Six November 26-December 1**

Magical Realism

During this week, we will investigate the genre of Magical Realism. You will need to submit a 250-500 word response addressing the following question: How do Surrealism and Magical Realism differ; how are they the same? (due Nov. 29 by 11PM). Make sure that you cite three (3) sources. Every individual must respond to at least three (3) other people by reviewing and commenting on their work by Dec. 1 by 11PM. I highly recommend that you begin (if you have not already) on your final project. You also have Quiz 6 due on Dec. 1 at 11PM

**Readings (in addition to the Lecture material):**

“Rediscovering Magical Realism in the Americas” by Shannin Schroeder  
 “Chicanas/Latinas in American Theatre” by Elizabeth Ramirez

**Plays:**

“Heroes and Saints” by Cherrie Moraga  
 “My Visits with MGM” by Edit Villareal

**Assignments:**

Quiz 6 (due Dec. 1)  
 Magical Realism Response (due Nov. 29 by 11PM)  
 Response to peers’ Magical Realism work (due Dec.1 by 11PM)

**Week Seven December 3-December 7**

Post-Modernism

This is it! Our final week together. You will have Quiz 7 (due Dec. 7 at 11PM) and your final project (due Dec. 5 by 11PM). You will also need to submit your responses to your peers' work (due Dec. 7 by 11PM).

**Readings (in addition to the Lecture material):**

“Under the Radar: Latin@/Hispanic Theatre in North Texas” by Teresa Marrero  
Additional Culture Clash readings

**Plays:**

“Lydia” by Octavio Solis  
“Zorro in Hell” by Culture Clash

**Assignments:**

Quiz 7 (due Dec. 7 by 11PM)  
Final Project: Political Theatre Script (due Dec. 5 by 11PM)  
Final Project: Political Theatre Two Peer Reviews (due Dec. 7 by 11PM)

**Additional Comments/Notices**

**Disclaimer Statement**

This syllabus may be amended as the course proceeds. You will be notified of all changes.

**Subject Matter:** The performing arts have a power to stir strong emotions, or possibly touch on subjects you might not feel comfortable reading. If you have concerns about reading or discussing specific subjects, please contact me soon as possible to discuss possible accommodations. I expect all our discussions—including any that may occur outside of class—to be conducted in a respectful and professional matter.

**The Center for Accommodations and Support Services**

If you have or believe you have a disability, you may wish to self-identify. You can do so by providing documentation to The Center for Accommodations and Support Services located at Union Building East Room 106 by phone (915) 747-5148 or email [cass@utep.edu](mailto:cass@utep.edu). If you have a condition that may affect your ability to exit safely from the premises in an emergency or that may cause an emergency during class, you are encouraged to discuss this in confidence with the instructor and/or the director of The Center for Accommodations and Support Services.

**The University Writing Center**

The University Writing Center offers free synchronous online one-on-one writing assistance for UTEP Connect students. Graduate and undergraduate consultants work with writers on projects for a wide variety of classes and provide assistance during all parts of the writing process, including: prewriting, drafting, revising, and editing. Online assistance is available by appointment through the UWC's website ([uwc.utep.edu](http://uwc.utep.edu)). Most UWC consultants are bilingual Spanish and English speakers. Consultants will not edit your paper for you, and you are the one ultimately responsible for the work you submit and the grade you earn. Instead, Writing Center consultants will guide you through the writing process and teach you valuable writing skills. Visit the UWC's website to learn more about the services they

provide, or make an appointment for an online consultation. Online consultations take place during regular business hours (see website) and must be made at least one day in advance.

### **Academic Integrity Statement**

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person's as ones' own. And, collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be taken seriously and will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions. Please consult the Handbook of Operating Procedures at <http://hoop.utep.edu> for the complete University policy on academic dishonesty. You may also consult with the Assistant Dean of Students at the Student Union Building West, Room 102, or by calling (915) 747-5648.

**I do expect all work to be original; I do read all of your work.**

### **Student Agreements**

Student agrees to treat fellow students, UTEP faculty and staff, with respect and collaborate with all group members in a professional manner.

Student understands that copyright laws protect the materials used in this class. Student will refrain from any public or private distribution of all materials provided and/or created in this course.

Student understands that any superimposed copyright on materials may not be "letterboxed" or covered over in any way. Student will not upload the aforementioned materials to Internet sites, whether public or private, such as YouTube, FaceBook, or any other Web Publishing System. Student will not exhibit any of the materials provided and student work created in this course and shared on Blackboard in any public venue without express and written permission of the copyright holder.

### **Student Responsibility**

You are responsible for seeing that all of your equipment and software are up to date or that you get yourself to a lab, library, etc. where you can meet the requirements of the class. Blackboard works best with Mozilla Firefox, Google Chrome, and Safari. Stay away from Internet Explorer! For some reason Blackboard does not communicate well with Internet Explorer so avoid it. Additionally, it is very important that your Adobe Reader and Java software be up to date. All of your readings, lectures, and assignment sheets are (.pdf) files and require the latest version of Adobe Reader.

It is very important that you follow directions carefully. You must submit all of your work correctly. If you fail to properly submit your work you will not receive credit for the assignment. Here is an example of improperly submitting work: Student opens assignment link, copies/pastes their critical response then fails to click the submit button. They then move into another part of Blackboard and the assignment is never submitted. Simple human error, but it will cost you a grade.

You must check Blackboard daily for announcements and course messages. If you fail to check Blackboard and you miss an important announcement or email you are responsible for the consequences.

You are provided with a course calendar that clearly defines all due dates and deadlines. Online learning is independent learning and you must be responsible enough to submit all work on time. I will not accept late work.

The only time that I will accept a late quiz or assignment is if the Blackboard System goes down. I have the ability to enter the system as both an administrator and as a student and I will know if there was a system failure. If there was a failure I am provided with a report stating so and then I can extend the deadline.

Your work schedule, military deployment, athletic events, travel, vacations, sick children, broken computer, lack of access to internet, employment at UTEP, etc. are not valid excuses for missing any work in this class. If you are sick and unable to submit an assignment you will be required to provide a doctor's note in order to submit a late assignment.

You will be penalized for poor writing skills. If you submit work that is riddled with spelling, grammar, and punctuation errors you will lose a significant number of points for that assignment. This could be the difference between a passing and failing grade so I strongly suggest that you utilize the spell check that is provided in all of your Blackboard links.

### **Respect**

All students are in this class to learn. Should a student disrupt that process, the instructor will take the appropriate steps to ensure that all students interact in a safe space that is conducive to the learning process.

Remember that your instructor is also a human being. She has many other responsibilities outside of this class, just as the student has several responsibilities outside of this one class. Read the syllabus, stick to class/university policies, utilize common etiquette and respect, and know that your instructor wants you to succeed in this course, but she is not responsible for that, you are.

I do not drop students from class; that is your choice and responsibility.

Work will be graded in a timely manner as listed in the explanation of assignments.

As this is an online classroom, it is essential that online communication is effective and reflects appropriate behavior. Netiquette, guidelines for online behavior and interaction, will serve as the standard for this course. Netiquette guidelines provided by UTEP Online Teaching Academy.

### **Security:**

Remember that your password is the only thing protecting you from pranks or more serious harm.

Don't share your password with anyone.

Change your password if you think someone else might know it.

Always logout when you are finished using the system.

### **Guidelines for communicating online:**

Treat instructor with respect, even in email or in any other online communication.

Use clear and concise language.

Remember that all college level communication should have correct spelling and grammar.

Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you”.  
Use standard fonts such as Times New Roman and use a size 12 or 14 pt. font.  
Avoid using the caps lock feature as it can be interpreted as yelling.  
Limit and possibly avoid the use of emoticons like :) or 9.  
Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or offensive.  
Be careful with personal information (both yours and other’s).  
Do not send confidential patient information via e-mail.

**Email Netiquette:**

When you send an email to your instructor, teaching assistant, or classmates, you should:  
Use a descriptive subject line.  
Be brief.  
Avoid attachments unless you are sure your recipients can open them.  
Avoid HTML in favor of plain text.  
Sign your message with your name and return e-mail address.  
Think before you send the e-mail to more than one person.

**Message Board Netiquette:**

When posting on the Discussion Board in your online class, you should:  
Make posts that are on topic and within the scope of the course material.  
Take your posts seriously and review and edit your posts before sending.  
Be as brief as possible while still making a thorough comment.  
Always give proper credit when referencing or quoting another source.  
Be sure to read all messages in a thread before replying.  
Don’t repeat someone else’s post without adding something of your own to it.  
Always be respectful of others’ opinions even when they differ from your own.  
When you disagree with someone, you should express your differing opinion in a respectful, non-critical way.  
Do not make personal or insulting remarks.  
Be open-minded.

Please note that aggressive and unprofessional behavior is not acceptable and will be dealt with immediately.