# Syllabus

**Welcome to BYU Online!**

This course is part of a small pilot of online courses at BYU. This course is a highly structured learning experience that meets the university’s general education requirements and will mirror the intensity of the on-campus course. This course differs from on-campus courses and other online courses in the following ways:

1. **Course Content** – Aside from your textbook, all of the course content is contained online. You will also submit all your assignments and complete all your course quizzes online.
2. **Course Completion** – You can complete the course early, the only restriction is you cannot complete it before February 26th, 2015. There are due dates in the course, but the due dates are designed to give you far more flexibility than you would have in a traditional course.
3. **Orientation Meeting** – You are required to attend an initial class meeting. At this meeting, you will meet your instructor, course TAs and other members of the class. You will also have the opportunity to ask any questions you have about the class and how it operates. Before you come to this orientation meeting, it is important that you read through the syllabus and become familiar with BrainHoney so that you are prepared to ask any questions you may have.
4. **Course TAs** – This course has two TAs that you can contact with questions about the course or course content. The TAs will also assist you in creating a course completion schedule and meet with you for the course checkpoints.
5. **Checkpoints** – Throughout the course you will be required to meet with one of the course TAs 4 times. These meetings will take place in Adobe Connect. These checkpoints will allow you to discuss your progress in the course and help you follow your course completion plan.
6. **Webinars** – There will be at least three prerecorded webinars for this course. These are recorded videos that will help with your understanding of some of the course topics and requirements.
7. **Discussion Board** – This course contains a monitored course discussion board. This discussion board will allow you to post, respond to and evaluate various topics related to the course material. The discussion board will be a great place for you to ask any questions that you have about the webinars or any other topic in the course.

As part of the pilot, we will be asking you to help assess the success and effectiveness of this course, the faculty member, the course delivery and the course support. Your participation in this assessment effort will be critical to future opportunities for online learning at BYU. Please be prepared to provide meaningful feedback about your experience.

## Course TA Information

Your TAs for this course are **Jason Searle** and **Brinlie Clark** Please contact them if you have any questions, run into difficulties with the course, and to schedule checkpoints.

* [ta\_soc111@byu.edu](mailto:ta_soc111@byu.edu)
* 801-422-6238

Remember, the TAs are your first line of contact, and will be able to help you with any issues that come up. Please contact them before you contact the instructor. They are looking forward to getting to know you!

You can also contact your instructor by sending email to [alice.lapray@gmail.com](mailto:alice.lapray@gmail.com).

## Course Prerequisites

This is an introductory course and thus there are no prerequisite courses. A student should be able to succeed in this class without any sociology or social science background.

## Teacher Expectations

Your TAs and myself will answer your questions and provide you with timely and helpful feedback on your assignments. In return, we expect you to read the syllabus carefully and refer to it for the reading and assignment schedule. It will answer most of your questions concerning the course.

It is really important that you read the chapter in the text and the lesson material I prepared and understand the main points.

This is a college-level course and will require a reasonable level of effort. I encourage you to work on this course at a fairly steady pace. The work will go easier if you regularly submit assignments. It is best not to try to do a semester’s work in two or three weeks.

## Course Learning Outcomes

This course has three main objectives to guide your study of sociology.

1. Enhance your understanding of how social forces influence your everyday life. The course is designed to help you have greater insights into why individuals, groups and organizations behave as they do.
2. Expose you to an overview of several substantive areas in sociology such as the family, crime, religion, education, and social class. The course will give those students pursuing sociology an overview of several important specialties in the discipline.
3. Further develop your critical thinking ability and your writing skills. The written assignments will foster analytic thinking and strengthen writing skills.

## ****Required Textbook****

* John J. Macionis Sociology,15th edition, New Jersey: Prentice-Hall, Inc. 2010.

Macionis’s Sociology is one of the leading texts in the field. It has gone through fifteen editions. The text is clearly written and contains many illustrations and examples. Note that you may also use the thirteenth edition if you prefer. The thirteenth edition is out of print, and so I was unable to submit it to the department as the required text, but this edition is practically the same as the fifteenth edition.

At the end of each chapter is a “Making the Grade” section. It includes a summary of the material in the chapter and defines key concepts. This section really will help you make sure you understand the material.  
At the end of the book, starting on page 650 are sample test questions. These are very valuable in helping prepare you for the exams in the class.

## ****Required Materials****

In addition to the textbook and website access, you will need these items to complete the checkpoints:

* Webcam – Any webcam will work. We recommend using the “Logitec HD Webcam C270” (it’s available from [*Amazon.com*](http://www.amazon.com/Logitech-Widescreen-Calling-Recording-960-000694/dp/B004FHO5Y6/ref=sr_1_1?ie=UTF8&qid=1354287710&sr=8-1&keywords=Logitec+HD+Webcam+C270)).
* Microphone Headset – Any microphone headset will work. We recommend using the “Cyber Acoustics Universal Stereo Headset AC-204” (again, it’s available from [*Amazon.com*](http://www.amazon.com/Cyber-Acoustics-AC-204-Headset-Y-Adapter/dp/B0055CR9M0/ref=sr_1_1?s=electronics&ie=UTF8&qid=1354287751&sr=1-1&keywords=Cyber+Acoustics+Universal+Stereo+Headset+AC-204)).

## ****Course Structure****

The first requirement of the course is to read the text. You have the obligation to purchase the text and read the chapter assigned to each lesson. Since you are not attending class and listening to lectures from a professor, it is absolutely necessary that you carefully read the text so that you understand the material. In addition, the multiple-choice questions contained in the three examinations were prepared by Professor Macionis, the author of the text, and represent material presented in it.

The next requirement is to read the supplemental material prepared by Dr. Bruce A. Chadwick, the author of this course. The material he presents overlaps a little with the text on important points. The purpose of the supplemental material is to introduce you to important material that is missing or not fully discussed in the text, or to reinforce important ideas. The class manual takes the place of the in-class instruction in a traditional course. Some chapters have much more supplemental material than others. It is important to note that just because a topic is not discussed in the manual does not mean that it is not important. It only means that Dr. Chadwick had nothing to add on the topic. You will be responsible to know the information in the textbook whether or not it is also discussed in the course.

## Assignments

You will complete both computer-graded and written assignments during the course.

#### Short Writing Assignments

There will be six short writing assignments in the course. Each of these assignments will be one page, double- spaced. They will give you a chance to apply the things you have learned to real world experiences. These assignments can be turned in anytime, but it is suggested that they be completed when they are presented in the course.

#### Individual Problem or a Social Issue 1

This assignment will require you to identify a problem in society today (crime, obesity, poverty, etc.) and look at explanations of the problem from an individual and societal viewpoint. This assignment will help you learn to apply the sociological perspective. See the detailed instructions in lesson 1.

#### Newspaper Analysis 1

This assignment will require you to read a newspaper article, either in print or online. You will write a short paragraph summarizing the article and then analyze the article using one of the three main theories used in Sociology. This paper will help you solidify your understand of sociological theory and see how it applies to the real world. See the detailed instructions in lesson 2.

#### Break a Norm

In this assignment, you will be asked to break some sort of societal norm, such as standing the wrong direction in a crowded elevator, and write a one page paper about your experience. This paper will help you learn about the power of norms in our society. See the detailed instructions in lesson 4.

#### Volunteer

For this assignment, you will be required, sometime during the semester, to volunteer in your community for at least 2 hours. You will then write about your experience and how it relates to this class. This paper will help you see that you can make a difference in society and will help you apply the concepts from the class to the real world. See the detailed instructions in lesson 6.

#### Newspaper Analysis 2

This assignment will be similar to Newspaper Analysis 1, but you will be looking specifically at an article that deals with some type of deviance. You will then analyze the article using a theory of deviance. See the detailed instructions in lesson 10.

#### Individual Problem or a Social Issue 2

This assignment will be identical to Individual Problem or a Social Issue 1. You will choose a different issue and explain it using an individual and a societal explanation. Ideally, you should see an improvement in your ability to see the world through the sociological perspective. See the detailed instructions in lesson 24.

### Research Paper

Your critical thinking and writing will be strengthened by a 3-5 page research paper. You will select a topic that you are interested in, that relates to sociology, and will research that topic using academic as well as other sources. Please don’t write a superficial description of a broad topic. Rather, explore in more detail a narrow focus. Your paper should contain information or ideas of which your parents, roommates, or children are unaware.

The research paper will be written and submitted in three parts. You will first submit a topic that you have selected and a short outline of your paper. I will review your outline and give you advice about how to proceed to writing a rough draft. You will submit your rough draft and I will read, edit, and give you some suggestions for your final draft. Hopefully, you will utilize my suggestions to prepare your final draft of the research paper. Be sure to do your best work on each part of the research paper assignment. All three parts will be graded.

An overview of the entire project as well as in-depth instructions for the outline are presented in the Research Paper Outline Instructions. I suggest that you complete the outline after lesson 14, the rough draft after lesson 20, and the final draft after lesson 24. Make sure that you do not procrastinate turning in your outline and rough draft. Give yourself time to get them turned in, for me to provide feedback, and for you to apply that feedback to your next draft. You will not be able to request your final exam until you have turned in the final draft of your research paper.

#### ****Saving Your Written Work****

You will submit your completed paper electronically through your course. Here’s how to do it:

1. Type your paper in a word-processing program (such as Microsoft Word). I can open both Docs and Pages formatted assignments.
2. Use the course number, your first and last name, and the assignment name for the filename. For example, **SOC111\_JaneSmith\_ResearchPaperOutline.doc**.
3. Click **Save**.
4. Click the **Open** button at the bottom of the assignment link, then submit for grading.

### Review Quizzes

There will be three quizzes in the class. These quizzes follow lessons 8, 17, and 25 and will help assess your retention and comprehension of the material covered in the class.

1. Quiz 1 covers lessons 1–8
2. Quiz 2 covers lessons 9–17
3. Quiz 3 covers lessons 18–25

These quizzes will use questions very similar to the type of questions you will see on your exams, so use them to help yourself prepare and make sure you have an understanding of the material. The questions on the quizzes will cover the material that you have read in the textbook. Each quiz consists of 20 multiple-choice questions. The quizzes will be taken online. Upon completion of the quiz, the computer will immediately generate your score. The quizzes are closed book.

## ****Examinations****

The final requirement is preparing for and taking the three examinations. Each examination will include 50 multiple-choice questions that have been prepared by Professor Macionis. I will try to select general, theoretical type questions as opposed to those that ask some obscure detail.

Three essay questions will also be included and you will select two to answer. If you answer all three essay questions, I will grade the first two, regardless of which ones have the best answer. It is important that you answer only **two** essay questions, or if you answer all three, make clear which ones you would like me to grade. The multiple-choice questions will each be worth one point and each essay answer will count 25 points. Sample essay questions will be presented at the end of each chapter.

* Exam 1 covers lessons 1–8
* Exam 2 covers lessons 9–17
* The final exam is not comprehensive, but covers lessons 18–25

Your score on the examinations will contribute to your grade, but the major function of having the examinations is your study of the material to prepare for them.

### Important Exam Note

You will take your exam online at the Morris Center. You will need to schedule your exam time at least 2 days before you want to take the exam. Please read the “Preparing for the Exam” pages for details.

### ****Lesson Activities****

To help you judge how well you’re learning, the course includes Self Checks and Review Activities at the end of many of the lessons. These will not be turned in or graded. Answer each question as best you can. Please take the time to look over the activities because they will help you prepare for the examinations.

### ****Checkpoints****

You will be required to complete four checkpoints throughout the semester using Adobe Connect. These checkpoints will help to make sure you stay on track to finish the course and will give you a chance to discuss any questions or issues you may be having.

### ****Participation Points****

There will be 20 participation points available in the class. These points will be assigned at the end of the semester. To receive full participation points, you will need to complete all of your checkpoints on time, and participate in class discussion boards. There will be a new question/discussion topic posted to the boards each week. You must participate in at least **one** discussion every two weeks, or at least twice per month, to receive your participation points.

I am providing you with a suggested course schedule. This schedule is designed around a class that meets on Tuesday and Thursday. It shows what lessons should be covered and when assignments and checkpoints should be completed and tests taken. If you want your class to be evenly spaced throughout the semester, I would strongly suggest following this course schedule.

However, since this is an online class, you are given some flexibility as to when you complete the work. I am also including firm due dates for each of the assignments and exams. These due dates come later than the suggested dates, usually by about two weeks. If assignments are turned in or exams are taken after these due dates, you will lose points for completing them late. You will lose 2% on the assignment/exam for every school day that the assignment/exam is late (Monday through Friday, unless there is a holiday). So, if your first newspaper analysis is due on January 13, and you do not submit the assignment until January 29, you will lose 10% on that assignment. Make sure you are paying attention and following the due dates so you do not lose those points.

Also, please notice that towards the end of the semester, the firm due dates move a lot closer to the suggested due dates. This is just to make sure that everything gets turned in by the end of the semester.

## ****Grading and Assessment****

Your grade in this course will be based on the short writing assignments, your research paper, the three quizzes, and the three examinations. Points are assigned as follows:

|  |  |  |
| --- | --- | --- |
| **Assignment** | **Points** | **Total** |
| 6 Short Writing Assignments | 20 each | 120 |
| 3 Quizzes | 10 each | 30 |
| Research Paper Outline | 25 | 25 |
| Research Paper Rough Draft | 50 | 50 |
| Research Paper Final Draft | 125 | 125 |
| Participation Points | 20 | 20 |
| 3 Examinations | 100 each | 300 total |
| **Total Points Possible** |  | **670** |

### Grading Scale

Grading will be according to conventional letter grades A through E. The points and percentage to letter grade breakdown is as follows:

|  |  |
| --- | --- |
| **Grade** | **Percentage** |
| A | 93-100 |
| A– | 90-92 |
| B+ | 87-89 |
| B | 83-86 |
| B– | 80-82 |
| C+ | 77-79 |
| C | 73-76 |
| C– | 70-72 |
| D+ | 67-69 |
| D | 63-66 |
| D– | 60-62 |
| E | 59 or below |

**Note:** you must complete **all** course assignments by the last day of classes—that’s April 14. You also must turn in **all** your assignments before you schedule the final exam.

# Schedules

### Course Schedule

Remember that this schedule is just a suggestion. If you would like to keep things evenly spaced throughout the semester, as they would be in a traditional class, you should follow this schedule as closely as possible.

|  |  |  |
| --- | --- | --- |
| **Date** | **Lesson** | **Assignment** |
| Jan 6 | First Day of Class, Lesson 1 |  |
| Jan 8 | Lesson 2 | Individual Issue or Social Problem 1 |
| Jan 13 | Lesson 3 | Newspaper Analysis 1 Checkpoint 1: We strongly suggest you complete the checkpoint by this day, to make sure you understand what the course entails. This is the add/drop deadline. |
| Jan 15 | Lesson 4 |  |
| Jan 20 | Lesson 5 | Break a Norm |
| Jan 22 | Lesson 6 |  |
| Jan 27 | Lesson 7 | Volunteer |
| Jan 29 | Lesson 8 | Quiz 1 Checkpoint 2 |
| Feb 3 |  | Exam 1 |
| Feb 5 | Lesson 9 |  |
| Feb 10 | Lesson 10 |  |
| Feb 12 | Lesson 11 | Newspaper Analysis 2 |
| Feb 19 | Lesson 12 |  |
| Feb 24 | Lesson 13 |  |
| Feb 26 | Lesson 14 | Research Paper Outline |
| Mar 3 | Lesson 15 |  |
| Mar 5 | Lesson 16 | Checkpoint 3 |
| Mar 10 | Lesson 17 | Quiz 2 Checkpoint 3 |
| Mar 12 |  | Exam 2 |
| Mar 17 | Lesson 18 |  |
| Mar 19 | Lesson 19 | Research Paper Rough Draft |
| Mar 24 | Lesson 20 |  |
| Mar 26 | Lesson 21 |  |
| Mar 31 | Lesson 22 | Checkpoint 4 |
| Apr 2 | Lesson 23 | Research Paper Final Draft |
| Apr 7 | Lesson 24 | Individual Issue or Social Problem #2 |
| Apr 9 | Lesson 25 | Quiz 3 |
| Apr 14 | Last Day of Class | Final Exam |

### Firm Due Date Schedule

These are the actual due dates for each assignment. If you turn in anything after these dates, you will lose 2% per school day that they are late.

|  |  |
| --- | --- |
| **Date** | **Assignment** |
| Jan 15 | Checkpoint #1 |
| Jan 22 | Individual Issue or Social Problem #1 |
| Jan 27 | Newspaper Analysis #1 |
| Feb 3 | Break a Norm |
| Feb 10 | Quiz #1 |
| Feb 10 | Checkpoint #2 |
| Feb 12 | Exam #1 |
| Feb 19 | Newspaper Analysis #2 |
| Mar 3 | Research Paper Outline |
| Mar 12 | Quiz #2 |
| Mar 12 | Checkpoint #3 |
| Mar 17 | Exam #2 |
| Mar 24 | Research Paper Rough Draft |
| Apr 2 | Volunteer |
| Apr 7 | Quiz #3 |
| Apr 7 | Checkpoint #4\* |
| Apr 9 | Individual Issue or Social Problem #2\* |
| Apr 14 | Research Paper Final Draft\* |
| Apr 22 | Final Exam\* |

**\*** These assignments (Checkpoint #4, Research Paper Final Draft, and the Final Exam) will **not** be accepted late. **They must be turned in by the deadline, no exceptions.**