THE 2000 – INTRODUCTION TO THEATRE FOR NON-MAJORS [ONLINE]
(Semester)(Year)
INSTRUCTOR: XXXX

CONTACT INFORMATION: (Location)
(Phone)
(Email)

Course Canvas Site (login with FSU ID and password at campus.fsu.edu)
*For class questions (and lots of fast answers!), please use the form at

OFFICE HOURS:
Times (xxxx)
And by appointment
*Check Canvas announcements for office hour changes.

TEACHING MENTORS:
Mentor (email)
Mentor (email)
Mentor (email)
Mentor (email)
Mentor (email)
Mentor (email)

Teaching Mentor Offices: 206 & 207 FAB
*Teaching Mentors will announce their office hours on Canvas.

Historical development, basic elements for appreciation and evaluation of performances (FSU Undergraduate Bulletin). THE 2000 satisfies the standardized general education requirement for Humanities and Cultural Practice and FSU’s Multiculturalism Y (Diversity in Western Experience).

COURSE DESCRIPTION:

IMPORTANT INFORMATION: This is a fully online course. It is critical that you understand that this course is fully internet-based and that you will be expected to spend approximately 3 hours each week completing online lessons that will include audio/visual lectures, discussion boards, video clips, and other forms of instruction. These 3 hours are our CLASS time—just like the 3 hours you would normally spend in the classroom for a face-to-face class each week. As with all classes, students are also expected to complete readings and other assignments on a regular basis outside of class time. You must have adequate internet access to take this course, and should consider using on-campus computer labs if your home internet is slow or unreliable. Our class is segmented into six modules, which will always end at noon on Friday and begin at 12:01pm on Friday (with the exception of the first module, which begins the first day of classes). All module assignments must be completed before that module closes. See the Course Schedule for details.

COURSE OBJECTIVES: In this course, you will:
1. Critically assess and analyze theatrical plays and productions by placing them within the larger context of western and non-western theatre.
2. Engage with a variety of theatre beyond Broadway—backstage and onstage—particularly forms that speak to specific groups within American society.
3. Experience and discuss different types of and approaches to theatrical literature and production.
4. Learn how and where to find live theatre wherever you may be and how best to become a part of the world of theatre.
5. Delve deeply into the outreach experience of a single play, engaging in research, analysis, synthesis, and critical thinking to explore how your play is relevant to a contemporary audience.
6. Analyze some aspect of human experience within a culture, focusing on at least one source of diversity (e.g., age, disability, ethnicity, gender, language, race, religion, sexual orientation, social class, or other).
7. Explore one’s own cultural norms or values in relation to those of a different cultural group.
8. Interpret intellectual or artistic works within a cultural context.
9. Use a cultural or artistic approach to analyze some aspect of human experience.

TEACHING PHILOSOPHY: This course is intended to provide a glimpse inside the wonderful world of theatre. An introductory course, it is geared toward undergraduate non-majors who are interested in learning more about the inner workings of theatre, the history of theatre, the many different roles that theatre professionals play as they create theatre, and the continuing relevance of theatre in our contemporary world. In this course, you will have the opportunity to see, read, and learn about theatre. We will investigate the fundamental elements of theatre and explore the history and function of theatre through a combination of discussions, exercises, and written assignments designed to work in concert with readings and online lectures and viewings. We will also investigate that most pivotal concern of the theatre—the audience—and seek out opportunities to connect with theatre in your area. Whether you have a lot of experience with theatre or very little, this class aims to change the way you think about theatre and why it matters in the world today.

WHAT TO EXPECT FROM THIS ONLINE COURSE:

- **What to Expect from an Online Course:** With online courses it is easy for students to feel that they are learning in a vacuum. We will strive to bring that vital component of interaction necessary to the theatre to the online environment through online discussions and other assignments. It is essential that you stay up-to-date in the course because assignments and collaborative work will be due no later than the end of each module. Each module will end at noon on Friday and begin at 12:01pm on Friday (with the exception of the first module, which begins the first day of classes). Login to our class sites at least three times a week to get current course announcements, interact with your discussion group(s), submit assignments, take online quizzes, etc. It is also important to read course announcements, which are posted on Canvas and come out via email through the Canvas announcements. If you are not getting these via email, you may have blocked these messages and should contact Canvas support for assistance.

- **What your Instructor, your TM & your Peers Expect from You:** We expect you to complete the coursework to the best of your ability, to engage openly with the ideas of the course, to be familiar with and adhere to the policies in this syllabus, and to give this course the same time and commitment that you accord to all of your other three-hour courses. We also expect you to contribute regular, respectful, and thoughtful posts on our class discussion board and help us build a community of learners. You will have a foundational understanding of Internet terms and functions. When you have questions about the class, check the syllabus and course schedule for class policies and important deadlines, and check Canvas for announcements and updates. If you have questions or concerns, fill out the “Have a question?” form at https://FineArtsTicketOffice.formstack.com/forms/the2000. Only personal or confidential matters should be directed to Dr. XXXX or your TM via e-mail. All emails should include your name, your section number, and your TM’s name.

- **What to Expect from your TM & Instructor:** We will monitor and facilitate class discussions, respond to private questions within 48 business hours, provide timely feedback on written assignments and projects, challenge you to think about your preconceptions about theatre and the world, and help build a safe, respectful learning community. Students can anticipate timely feedback to arrive approximately one week after the assignment deadline for smaller assignments (discussion board posts, quizzes, etc.) and two weeks after the deadline for large assignments (exams, outreach project, etc.).

COURSE MATERIALS: Unless otherwise noted, all materials below are required for the course. Books are available in the FSU Bookstores.

- **How I Learned to Drive**, Paula Vogel (ISBN: 9780822216230)
• *M. Butterfly*, David Henry Hwang (ISBN: 9780822207122)
• *Angels in America: Millennium Approaches*, Tony Kushner (ISBN: 9781559360616)
• *Lysistrata*, Aristophanes (ISBN: 9780486282251) – OPTIONAL (for Extra Credit)
• You will also be required to attend one live theatre production over the course of the semester, which will be used on the Design Discussion Board. Students in Tallahassee can see any of the FSU School of Theatre’s productions (*Eurydice, Shakespeare in Love, A New Brain*, and the Act II productions). Performances run on select days; see the School of Theatre’s website (http://theatre.fsu.edu/our-season/performance-season/) for details. Student tickets to FSU productions cost $10 and will go on sale September 12th. FSU shows often sell out—especially the musicals—so get your ticket early! You will be required to document your presence at the show you attend; keep your ticket stub/program and make sure you attend a show BEFORE the Design DB deadline (November 2).
• Most texts and viewings are also on reserve in Strozier Library on campus. Check the "Course Library" section of our Canvas site for more information. The exception to the library reserves is Explore Theatre, which can only be viewed online via a purchased copy.
• Software & Internet: You must be able to access the internet, check email, read PDF documents, view streaming audio and video, and submit assignments as either Rich Text Files (.rtf) or Word documents (.doc, or .docx). Lectures, required readings, and numerous streaming audio/video clips and presentations will provide the intellectual "meat" of the course. If you do not have high-speed internet access at home, you must set aside time to regularly access online materials in another location. Campus computer labs are available in Strozier, Carothers, and the Union. Slow or unreliable internet at home is not a valid excuse for failing to complete course requirements on time.

*In this course—and as a key part of the multicultural experience—I will challenge you to experience life from perspectives other than your own. Because of this, some course material will likely take you outside of your comfort zone. If you are unwilling to engage with material that asks you to think about other perspectives in this way, I encourage you to take another course to satisfy this General Education requirement. If you have any concerns about this issue, contact me during the add/drop period.

**FSU LIBERAL STUDIES STATEMENT:** The Liberal Studies for the 21st Century Program at Florida State University builds an educational foundation that will enable FSU graduates to thrive both intellectually and materially and to support themselves, their families, and their communities through a broad and critical engagement with the world in which they live and work. Liberal Studies thus offers a transformative experience. This course has been approved as meeting the requirements for the Humanities and Cultural Practice requirement and thus is designed to help you become a thoughtful patron of and participant in cultural practice.

**DIVERSITY IN WESTERN EXPERIENCE (Y):** This course has also been approved as meeting the Diversity in Western Experience (Y) requirement and thus is designed to help you become a culturally conscious participant in a global community. In order to satisfy this requirement, students must earn a final grade of C- or above.

**COURSE REQUIREMENTS:**

**COURSE OVERVIEW:** THE2000 is a fully online course that satisfies three major liberal studies core requirements: Humanities and Cultural Practice (Liberal Studies Core), and Multiculturalism / Diversity in Western Experience (Y). To receive the “Y” credit, you must earn a final grade of C- or above. These requirements are met in various ways in the course, particularly through the Outreach Project and the Discussion Boards, both of which require preparation through the online lectures and assigned readings.

THE2000 is divided into six modules. With the exception of the first module (which begins on the first day of classes), modules will begin Fridays at 12:01pm and end Fridays at high noon. For each module, students will complete the online lecture, video clips, and assigned readings, and participate in activities such as discussion boards, quizzes, and the Outreach Project. Detailed guidelines for these assignments will be provided in the Course Materials section of our course Canvas site as they open. See the Course Schedule for specific information on due dates for lectures, readings, and written assignments.

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I strongly recommend that you treat this as a face-to-face course by setting aside regular "meeting" times for lectures and homework each week. Doing so will help you to spread out the tasks of the class in a way that is manageable and helpful, and will ensure that you stay up-to-date on important course tasks. In one study of successful online students, 78.9% identified this as the secret to their success in the class!1

**Engagement, Conflicts & Absences:** This course requires your virtual presence, and as such, failing to participate consistently will negatively affect your discussion board & quiz grades, as well as your overall ability to succeed in the course. Lectures, viewings, quizzes, and course activities are available while the module materials are open on Canvas; students should complete work in advance for anticipated conflicts such as sporting events, university activities, and religious holy days. Unplanned crises (including documented illness, crisis in the immediate family, call to active military or jury duty, etc.) must (1) cover at least the last three days of the time the module was open, and (2) be documented on official letterhead and signed by a legal/military official, medical professional, or dean. Students who miss activities due to an excused absence must contact their TM to make up missed work within two days of their return to classes. All students are responsible for providing their own documentation. Quizzes and discussion boards missed due to unexcused absences cannot be made up. Contact your TM as soon as possible regarding any missed portions of the Outreach Project.

**Online Lectures:** The vast majority of the course content comes through the lectures, viewings, and reading assignments, and it is vitally important that students stay up-to-date on these activities. Remember, the lecture videos are the online equivalent of class. Without them you cannot succeed in this course.

**Module Discussion Boards (MDB):** Students will engage in MDBs each module. Lectures and assignments are designed to work together so as to enhance students' learning experiences as the course goes on. Unless otherwise noted, lectures, viewings, and readings should be completed before engaging in the online DBs/assignments because they are based on that content. If you miss a discussion board for a documented, excused reason, you must work with your TM on an alternate makeup assignment. If you miss a discussion board for an undocumented reason, it cannot be made up. We will drop your lowest MDB grade—even if it is a 0—at the end of the semester. Taken together, the MDBs are worth 15% of your final grade.

**Important Note on Timely Posts:** DB posts can only promote discussion when they are present. To encourage timely participation, the DB rubric includes a section on Timeliness. Initial posts must be completed a minimum of 72 hours before each module closes; tardy posts will be penalized by up to 5 points for tardiness. See the Module Discussion Board rubric for details.

**Seeing a Live Production & Design Discussion Board (DDB):** All students are required to see an approved, live theatre production this semester, which will be the subject of the DDB. For students in the Tallahassee area, pre-approved productions are listed on the Main Canvas site in the Design Discussion Board section. To see another college or professional production, get approval from your TM BEFORE your purchase your ticket. The DDB is subject to the same "Timeliness" requirement as all DBs. It cannot be dropped and is worth 5% of your final grade. Be sure to arrange to see your show before the deadline (November 2) and save your program and ticket stub!

**Quizzes:** This course uses regular online quizzes to assess your comprehension of the assigned readings. These quizzes will be available in the Quizzes area of your SECTION Canvas site from the time that the module opens until it closes. Quizzes have a time limit of 10 minutes and will automatically submit when time is up. You may take each quiz twice, but your last score will count. Quizzes are intended to: 1) help you self-assess the viability of your reading, note-taking, and studying habits, and 2) reward those who prioritize their coursework. To help ensure fairness, we will use question pools with randomly selected questions and juggled answer choices;

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this means that all students will take different quizzes. Students must complete quizzes before the module ends. To make up a quiz with an excused absence, students must be excused for the last three days of the module and must arrange to complete their make-up quiz within one week of the date it closed; those who do not make this deadline forfeit the opportunity to make up missed work. Students who miss a quiz due to an unexcused absence will receive a 0. At the end of the semester, each student’s lowest quiz score will be dropped. Keep these pointers in mind to earn high quiz scores:

- Each quiz will tell you what it covers before you open it. Complete the assigned readings, lectures, and viewings prior to accessing the online quiz.
- Quizzes are open notes; take good notes on the various components and use them to get great scores on the quizzes. You might also make a note of the types of questions being asked so you can start to study for exams more effectively. The big limitation here is time—you’ll have 10 minutes for each quiz; the better you know the materials, the more likely you’ll be to finish everything in the time allotted. Students may not take quizzes as a group or with friends.
- If you are disconnected or leave the quiz the clock will continue. This is why you have two chances to take each quiz. If you are disconnected a second time, send an email to help@campus.fsu.edu, with your name, username, course name, the title of the quiz or assignment, and a description of the problem AND copy your TM on the email.
- See a list of Canvas supported browsers at https://community.canvaslms.com/docs/DOC-10720.
- Take your quizzes early. Quiz traumas happen. If you have a trauma and have waited until the last minute to complete the module, there is an excellent chance that we won’t be able to fix the issue in time for you to complete the quiz before the module closes. Give us a chance to help!

OUTREACH PROJECT: The Outreach Project is the culminating assignment in this course and, as such, requires preparation, research, and commitment to complete. We will work with small portions of this assignment throughout the semester so you can get feedback on your work and have the opportunity to reconsider, rethink, and revise for the final product. This assignment offers each student the opportunity to focus on a single play and to determine how best to create a dramaturgical bridge between that play and its potential audience. Some of the questions students will address in their work include: What is this play about? What issues are at stake? What elements of the play require research? How is this play relevant/vital to this audience in this historical/social/cultural moment? This project challenges students to engage fully with their specific play text and the issues it raises, to explore different ways of thinking about those issues, and to create specific outreach materials. This assignment fulfills the multicultural component of this course and is worth 30% of the final grade. See Canvas for specific guidelines.

EXAMS: This course will have two exams, a midterm and a final, both of which will take place at the FSU testing center (check in at University Center C 1100) or at an approved distance-learning site. Questions may be in the format of multiple choice, multiple answer, true/false, matching, short answer, fill-in-the-blank, or essay. Students must arrive at their assigned time and date, and abide by all policies in place at the testing center in order to take the exam; students who fail to do so must contact Dr. XXXX immediately to see if they are eligible to make up the exam for full or partial credit. Students who are ejected from the testing center for failing to follow testing center policies will not be eligible for a make-up exam and will receive an automatic 0 on the exam.

MIDTERM EXAM—important dates:
- Exam: Oct. 22-24
- Makeup Exam: Nov. 2 at 8am (location TBA)
- Excused Absence Documentation Deadline: Oct. 31 at noon

FINAL EXAM—important dates:
- Exam: Dec. 8-12 (THE 2000 has a non-standard Final Exam. Signup is first-come, first-served.)
- Makeup Exam: Dec. 14 at 5:30pm (location TBA)
- Excused Absence Documentation Deadline: Dec. 14 at noon

All students are responsible for (1) signing up for exam times that do not conflict with other classes or exams, (2) arriving at the Test Center with enough time to wait in line and check in by the end of your exam window.
and (3) familiarizing themselves with the Office of Distance Learning's Assessment and Testing Processes and Procedures (https://distance.fsu.edu/student-responsibilities or on our Main Canvas site in the Syllabus and Admin. section), which include completing the Online Proctor Designation Form (https://campus.fsu.edu/proctor) within the first two weeks of the semester. Prime test slots will go quickly and are first-come, first-served. In accordance with university guidelines, make-up exams will be provided only if extraordinary—and documented—circumstances prevent attendance at the scheduled exam date/time. For an excused absence, students must present a signed note from a medical professional, legal professional, or dean on professional letterhead to Dr. XXXX by the deadlines above; students with questions about a specific situation should contact Dr. XXXX immediately. Students who miss an exam for an unexcused reason may take the make-up exam, but will be automatically penalized by 50% of the possible points (100 points on either exam). To repeat: an unexcused absence on the midterm or final exam will mean an automatic 100-point deduction on the make-up exam.

**EXTRA CREDIT:** Students may earn a maximum of 75 extra credit points through any combination of the options listed below. Extra credit will be added to the total cumulative grade at the end of the semester. Students can turn in extra credit any time in the semester, but all extra credit must be submitted through one of the Extra Credit Turnitin links available on your section site no later than noon on Friday, Nov. 30 AND accompanied by any visual components or supporting documentation (ie, ticket stubs, designs/renderings, etc.). Late or incomplete extra credit will not be accepted. No exceptions. Information on specific productions, opportunities, and assignments will be updated throughout the semester on the Canvas site. Further instructions are located on the Main Canvas site, and must be followed in order to receive credit. All extra credit submissions will be screened for plagiarism through Turnitin.

- **PLAY PERFORMANCE REVIEW** (up to 25 points)
- **DESIGN** (up to 25 points)
- **WORKING IN THE THEATRE** (up to 50 points, based on time, availability, and responsibility; these opportunities are very limited, and often based on the student seeking them out)
- **EXTRA CREDIT QUIZZES** (up to 10 points in each quiz; see the Course Schedule for further details)
- Extra credit points will also be distributed at my discretion for extraordinary contributions to class.
- Additional opportunities may be available on Canvas as time permits. I am open to other extra credit options; if you have any ideas, please ask.

**IMPORTANT:** Anything that you use for any other grade in this or any other class is not eligible for extra credit. This includes all readings, viewings, other extra credit work, and anything you use for any other assignment. For extra credit, you cannot double-dip unless I specifically note that you can; for example, you cannot review a play AND do a design for the same play. If you choose to work on a piece that has been the subject of conversation during class, you must create something that is substantively different and original. Remember, extra credit is subject to the same guidelines as other written work in the class, including academic the need for proper citation, and all extra credit will be screened for plagiarism through Turnitin.

**COURSE POLICIES AND PROCEDURES:**

**WRITTEN ASSIGNMENTS:** Unless otherwise noted, assignments must be typed in 12-point Times New Roman or Cambria font, double-spaced with 1 inch margins, free of errors, and in correct MLA or Chicago Style. You will be graded on both the content of your ideas and the clarity and accuracy of your writing. You will not be allowed to rewrite assignments for higher grades, but your TM will comment on drafts submitted at least one week before the assignment is due (drafts submitted later than this will be commented on as time permits). You will receive feedback on your final project as portions come in during the semester, which will inform your final project. All submitted work must be original and created for this class; any student repeating the course for any reason must create new work and choose a different play for all Outreach Project assignments.

**ACADEMIC INTEGRITY:** FSU’s Academic Integrity policy includes 8 categories: plagiarism; cheating; unauthorized group work; fabrication, falsification, and misrepresentation; multiple submission; abuse of academic materials; complicity in academic dishonesty; attempting to commit any of these offenses. The penalties

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for academic dishonesty can be long-term and severe, including assignment failure, a 5-year “note” of academic dishonesty on your permanent record, course failure, suspension, or expulsion. All submitted work—including the outreach project, discussion board posts, extra credit, etc.—will be screened for academic dishonesty, and students failing to adhere to the university’s expectations will be subject to the university’s sanctions. For more information, see http://fda.fsu.edu/academic-resources/academic-integrity-and-grievances/academic-honor-policy.

My advice: Just do the work yourself. Avoid opening yourself up to long-term problems. If you’re running late on the Outreach Project, submit it a day late for a 10% penalty.

**ORIGINALITY:** All submitted work in this class—including extra credit—must be original and completed independently unless explicitly noted. Students retaking this course for any reason cannot resubmit work from previous semesters. Research and analysis must include full and accurate citations. Plagiarism is the "uncredited use (both intentional and unintentional) of somebody else's words or ideas." For more information on plagiarism, see Purdue OWL's "Is It Plagiarism Yet?" (http://owl.english.purdue.edu/owl/resource/589/02/). For citation guidelines, refer to *MLA Handbook for Writers of Research Papers* by Joseph Gibaldi or *The Chicago Manual of Style* (16th edition). If you have concerns about your understanding of proper citations, see me or your TM before submitting your paper. See further information on the Academic Honor Policy below.

**PROCESS FOR SUBMITTING ASSIGNMENTS:** All written assignments, unless otherwise stated, must be submitted online through the relevant Turnitin link for plagiarism detection. Papers must be formatted in MS Word or as a Rich Text File (file extensions of .doc, .docx, or .rtf). Do not submit hard copies or email your assignments to me or your TM—these will NOT count as submitted and will accrue late penalties until they go through the correct Turnitin link on Canvas. Students who have trouble with the Turnitin submissions process should immediately put a copy of their paper into the Canvas Assignment Backups link (located directly below the Turnitin submissions links on the Outreach Project page of your Section Site), contact the Canvas help desk for assistance (850-644-8004; help@fsu.edu), and inform their TM of the problem. Students who submit a paper to the backup link due to Turnitin submission problems will then have a 10-day grace period to complete the Turnitin submission; after 10 days, if you have not completed the submission to Turnitin you will receive an automatic 0 on the assignment. Students are also responsible for ensuring that the correct file is submitted. We strongly suggest you name each file something unique to protect yourself from submitting a previous version of an important assignment; incorrect file submissions will receive no special consideration during grading.

**LATE WORK:** College life is busy. We understand that students have many items competing for their time—other classes, work, personal commitments, a social life, and more. All students must make their own decisions about how to prioritize their time. "Module" work cannot be submitted after the module has ended without a documented excuse that covers at least the final three days of the module. For the Outreach Project, all assignments submitted late are subject to a 10% deduction per day. While we appreciate that computer problems happen, they are not an acceptable reason for submitting work late. In the case of difficulties submitting a paper to a Turnitin link, immediately submit your paper to the Assignment Backups link on your section site, then see the "Process for Submitting Papers" above for more information. Please note that pdf file submissions MUST have recognizable text in them; without this, Turnitin will reject the file.

**QUESTIONS, CONCERNS & EMAILS:** To get in touch with me or your TM, fill out the "Have a question?" form at https://FineArtsTicketOffice.formstack.com/forms/the2000, call, stop by during office hours, join the "Bb Collaborate" room during our online office hours, or send an email. For all emails, include your name (first and last), your TA's name, and your section number (even if you think it is redundant). Realize that we are not online 24 hours a day, and must be able to focus on course preparation and grading for this and other courses. Expect an email turnaround time of 1-2 business days (please don't resend the same message every few hours). Check the syllabus, Canvas announcements, schedule, and assignments for the answer to your question before sending an email—especially if you're asking about a due date or course policy. The "Have a question?" form is the fastest way to get information specific to your issues.

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**Grading Concerns:** You are responsible for keeping track of your grade on Canvas (under “Grades” on your Section Site). If you have questions, problems, or concerns with a grade you have earned in this class, you must present the graded assignment and one typed paragraph detailing relevant evidence (from the text, course lecture, assigned viewings, etc.) to the person who graded your work within one week of the grade posting. If a grade cannot be satisfactorily explained by the person who graded the assignment, students can appeal to me during office hours. **After one week, appeals will not be considered.** Grade appeals may result in a higher or lower grade, as we may choose to regrade the entire assignment or exam at our discretion. Similarly, if an assignment is missing, students must notify their TM within one week of the assignment grade posting; those who miss this window forfeit their rights. **It is the student's responsibility to keep copies of all written work for this course AND evidence of submissions until final grades are submitted at the end of the semester.**

**Important Note on Grade Concerns and Canvas Communications:** Canvas has a number of "helpful" features that make it very easy for students to quickly send feedback to professors and TMs on specific assignments. Unfortunately, in large classes like this one, we have found this feedback impossible to keep track of and quickly learned that what often happens is that it slips through without response in spite of our best intentions. Our Grade Appeals/Concerns process is in place because it ensures that your concerns will be heard. **We will not respond to notes, questions, or comments that are added within the Canvas system and have all turned our notifications OFF.** This means we will NOT see your post. If you have a question or concern about a grade in this course, follow the process outlined above.

**Canvas & the Internet:** Since this is a fully online course, Canvas and the internet are vital! Our two Canvas sites—the MAIN site run by Dr. XXXX and the SECTION site run by your TM—contain announcements, assignments, lectures, video clips, discussion boards, and many other necessary items for class. The MAIN site contains lectures, course administration, and general information for the class. Your SECTION site includes assignment submissions, discussion boards, grades, and information specific to your section. The two sites operate in concert so that, much of the time, you will be able to move easily between them. However, be sure to check course announcements for both. If you don't see both sites on your Canvas home page, contact Dr. XXXX immediately. **Students must check their official university email accounts daily, and this course's Canvas sites at least 3 times per week until final grades have been submitted.**

**Class Netiquette:** We are all here to learn and learning happens best in a safe and open online environment. All experiences, no matter how controversial or different they may be from your own, must be respected in the tolerant spirit of academic discourse. At the same time, take care that you present your ideas in a way that is respectful of others. We encourage students to comment on, question, or critique an idea, but not to attack an individual. Our differences, many of which are part of the multicultural component of this course, add richness to this learning experience. Working together, we can build a polite and respectful community of ideas. Here are some important guidelines we expect everyone to adhere to in this class:

- Keep an open mind and be willing to express your thoughts—even if you seem to be in the minority.
- Do read posts by your colleagues, instructor, and TM.
- Do reply with clear, detailed, well-thought out responses.
- Use simple English, with correct spelling and grammar. (Remember, this is a class!)
- Share tips with other students.
- Be aware of the University's Academic Honor Policy.
- Do not use offensive language or make fun of your classmates' posts, intelligence, or perspectives.
- Think before you push the "Send" or "Post" button.
- Do not hesitate to ask for feedback. When in doubt, always check with me or your TM for clarification.

**Copyright Statement:** Many of the required materials in this course are copyrighted. While you have had to purchase the plays and access to the online textbook, it is important to note that readings, viewings, lectures, and other information available on the course Canvas site are copyrighted. The posted materials are available to students registered for this course in compliance with the provisions of the Teach Act, and may not be retained beyond this semester or distributed to anyone not officially registered for this course.
**GRADES:** In general, grades for written work are administered according to the following criteria:

A = excellent in all areas. The assignment presents a strong thesis statement, is argued coherently, and offers clear evidence to support ideas. Documentation follows correct citation format.

B = good. The assignment presents a good thesis statement; the argument and evidence are okay, but could be stronger. Documentation mostly follows correct citation format.

C = meets minimum requirements of assignment. The assignment presents a passable thesis statement; argument and evidence exist, but are either not convincing or not well articulated. Citations often weak.

D = falls short of minimum requirement, but effort in completing the assignment clearly made. Thesis, evidence, and argument either very weak or missing. Citations often ignored.

F = does not meet minimum requirement in any way.

Grading rubrics for discussion boards and other written assignments are available on the MAIN Canvas site with the assignments themselves. The Module Discussion Board rubric is available in Module One.

**GRADE SCALE:** (FSU doesn't allow A+’s.)

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A = 93-100</td>
<td>A- = 90-92</td>
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<tr>
<td>B+ = 87-89</td>
<td>B = 83-86</td>
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<td>B- = 80-82</td>
<td>C = 73-76</td>
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<td>C- = 70-72</td>
<td>D = 63-66</td>
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<tr>
<td>D+ = 67-69</td>
<td>D- = 60-62</td>
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<td>F = &lt; 59</td>
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**GRADE BREAKDOWN:**

- **MODULE DISCUSSION BOARDS:** 15%
- **DESIGN/LIVE PRODUCTION DISCUSSION BOARD:** 5%
- **QUIZZES:** 10%
- **MIDTERM EXAM:** 20%
- **FINAL EXAM:** 20%
- **OUTREACH PROJECT:** 30%

**PROCTORED EXAMS:**

Information for taking proctored distance learning exams can be found online in the distance-learning section of the FSU Test Center website. All distance learning students requiring proctored exams must select a proctor by following the steps to complete the Online Proctor Designation Form. This must be completed within the first two weeks of the semester or within the first week of a summer course (due to the shorter duration of the course). Assessment and Testing reserves the right to reject any proctor submission after the deadline. In addition to designating a proctor using the Online Proctor Designation Form, any student that selects the FSU Main Campus Testing Center must make an appointment on RegisterBlast for each exam. Students that need assistance with RegisterBlast can email regblast@campus.fsu.edu. Any student who wants to test at a site other than the ones listed will need to contact FSU Testing Center for further assistance. Students can call 850-644-8696, or E-mail testing@campus.fsu.edu. Many test sites require a fee for proctoring services. Students are responsible for paying any fees that may be required by their approved proctor or testing center. Students are advised to determine in advance if there is a fee, what it is, and when it must be paid. Testing centers often require pre-payment, and the receipt for payment may serve as an entry ticket to the proctored exam session.

Please refer to Proctoring Instructions in the course site for complete information on student responsibilities and protocols.

**CANVAS SUPPORT:** For those inevitable moments when students find themselves in need of technical support, multiple options are available:

(1) Check the Have a Question? form.
UNIVERSITY/SCHOOL OF THEATRE POLICIES:

RELIGIOUS OBSERVANCE POLICY: The University's policy on religious holidays provides that students shall be given an opportunity, whenever feasible, to make up within a reasonable time any academic assignment that is missed because of individual participation in religious observances. Students have the responsibility to inform the instructor of any intended absences for religious observances by the end of the second week of class, and must complete assignments by their deadline.

UNIVERSITY ATTENDANCE POLICY: Excused absences include documented illness, deaths in the family and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will also be given to students whose dependent children experience serious illness.

ACADEMIC HONOR POLICY: The Florida State University Academic Honor Policy outlines the University's expectations for the integrity of students' academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to "...be honest and truthful and...[to] strive for personal and institutional integrity at Florida State University." (Florida State University Academic Honor Policy, found at http://fda.fsu.edu/academic-resources/academic-integrity-and-grievances/academic-honor-policy.) Unless specifically stated otherwise, all work completed in this class must be done individually and should be entirely original. Any words or ideas derived from outside materials (including books, journals, websites, and any other published material) – no matter how much or how little material is used – must use proper citations. All work submitted in this course, including papers, assignments, projects, and extra credit, is subject to this policy.

AMERICANS WITH DISABILITIES ACT: Students with disabilities needing academic accommodation should: (1) register with and provide documentation to the Student Disability Resource Center; and (2) bring a letter to the instructor indicating the need for accommodation and what type. Please note that instructors are not allowed to provide classroom accommodation to a student until appropriate verification from the Student Disability Resource Center has been provided. This syllabus and other class materials are available in alternative format upon request.

For more information about services available to FSU students with disabilities, contact the: Student Disability Resource Center, 874 Traditions Way, 108 Student Services Building, Florida State University, Tallahassee, FL 32306-4167, (850) 644-9566 (voice), (850) 644-8504 (TDD), sdr@fsu.edu, http://www.disabilitycenter.fsu.edu/.

FREE TUTORING FROM FSU: On-campus tutoring and writing assistance is available for many courses at Florida State University. For more information, visit the Academic Center for Excellence (ACE) Tutoring Services' comprehensive list of on-campus tutoring options at http://ace.fsu.edu/tutoring or contact tutor@fsu.edu. High-quality tutoring is available by appointment and on a walk-in basis. These services are offered by tutors trained to encourage the highest level of individual academic success while upholding personal academic integrity.

SYLLABUS CHANGE POLICY: Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.

INSTRUCTIONAL RECORDING TECHNOLOGY & DISTRIBUTION POLICY (SCHOOL OF THEATRE): Recording
technology is often used to further students’ education in theatre courses. Faculty have relied upon these methods to further the students’ educational experience and by extension to enhance their classroom effectiveness. This policy is not intended to interfere with that practice.

The purpose of this policy is to protect both student and faculty privacy. The use of recording devices, including those brought by students in any School of Theatre classroom or performances space/location, is at the discretion of the classroom instructor. Items in this category include, but are not limited to, camcorders, cameras, cellular phones, and audio recorders. Any device that stores video, audio, or still images is subject to this policy. Beyond permission of the instructor to utilize recording technology for any course content or activities, written permission must be obtained from all individuals to be recorded by filling out SOT Record/Tech form. The School of Theatre at Florida State University policy mandates that no recorded image (still, moving, or audio) may be distributed in any way without express written permission of all individuals presented on an image or sound to be distributed. This applies to all formats of distribution including, but not limited to, print, digital, and analog. All violations will be reported to the Director of Academic and Student Services in the School of Theatre, who will retain records of all violations. Students found to be in violation of the policy a second time will be subject to sanctions beyond those associated with the class, and will be referred to the Office of Student Rights and Responsibilities and subject to further University sanctions.

This policy does not supersede any Federal, State, Local, or Institutional policy regarding recording or distribution of materials. It applies solely to instructors and students in School of Theatre courses. Furthermore, it should not be implied that permission to record and/or distribute material from classes extends to the content presented.

**COURSE SUMMARY:** All course assignments and texts with due dates are listed on the Course Schedule, which is located on the Main Canvas Site. To be successful in this course, be sure to complete all required assignments and texts by the due date.