

# HUM2302-02:

# Academic Policies!

Spring 2018

## phones in class?

Unless we are using it for an in-class assignment, you are requested not to use your phones during class. Please, silence your phones before entering the classroom.



## Hi, folks!

These are the rules and policies for the course this semester. They are important and as you can see, I am super excited to share them with you!



## academic dishonesty ☹️

All students are expected and required to be solely responsible for their work, whether for reading responses, quizzes, or any other assignment. There is a **zero-tolerance policy for plagiarism and cheating** and any students caught will receive 0% credit for the assignment. Plagiarism is the use of someone else's words, thoughts, or ideas and representing them as your own without attribution. Examples include but are not limited to: copying sections of another's work, paraphrasing someone's work, or passing off another's ideas as your own without proper citation or reference. Proper, consistent referencing is expected in all assignments. **After the first instance, additional disciplinary measures will be taken in accordance with SHSS and university-wide policies.** More information on AUI's policy can be found on the university's website, available at:

<http://www.aui.ma/images/pdf/policies/p12-policy%20academic%20honesty.pdf>

## communicating with me & talking @ grades

Notifications, additional readings, and other announcements will be communicated through AUI e-mail. I will try my best to respond to your questions and concerns from 8:00AM-5:00PM Monday-Friday. If you have a specific question related to grades, please come to see me in person during office hours. I do not respond to inquiries about grades via e-mail. Please wait a full 24 hours after the grade has been posted to come see me.

## turnitin.com

This class uses [Turnitin.com](https://www.turnitin.com) for all written assignment submissions other than forum posts. You will need to register by the second week of class for Turnitin using these credentials:

**Course ID:** 17128241  
**Password:** HUM2302



## deadlines & late submissions

With the exception of **fully documented cases of emergency**, students who fail to submit engagement assignments on time will receive 0% credit. Likewise, students who fail to attend classes in which there is a quiz or other in-class graded assignment will receive 0% credit. For longer written assignments including the book review, the ethnography of religion report, and the final project, failure to submit these assignments on time will result in a -10% grade reduction for each day after the due date, up to a total of three days after which the student will be given 0% credit. Online quizzes, discussion questions, and other short assignments will not be accepted late.

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## Managing Coursework & Writing

Students who are having trouble balancing their coursework are encouraged to come see me during office hours to discuss strategies for overcoming those difficulties. Alternatively, students should consider contacting the [AUI Counseling Services](#) to help in dealing with any and all problems.

For help with writing assignments, students should consider visiting the [AUI Writing Center](#).

## Assessment Breakdown

Syllabus Quiz	1%
Book Review	10%
Ethnography Report	10%
Final Project	20%
Attendance	9%
Engagement	50%

## Extra Credit?

The course is designed to insure you know exactly what is expected of you and how you will be assessed. For that reason, you know from the beginning what you need to do to get the grade you want. So, there will be no extra credit.



**Syllabus Quiz:** This is a simple syllabus quiz to be completed at home. It is available on Jenzabar.

**Book Review:** In lieu of a mid-term exam, you will be invited to choose a book in Islamic Studies (broadly conceived) published in the past 15 years or so (2003-Present) and write a short review of it. Details and requirements for this assignment will be discussed in class and posted on Jenzabar.

**Ethnography Report:** For this assignment, you will conduct a brief ethnographic study of religion in Morocco. Details and requirements for this assignment will be discussed in class and posted on Jenzabar.

**Final Project:** Details will be given later in the course.

**Attendance:** All students are required to attend class. If you are not in class, you simply cannot do well. For that reason, attendance is mandatory and will be checked during each class meeting. The attendance grade for this course will follow the university's attendance policy (available in the handbook). Please, read it carefully and note that unexcused absences will result in a lower course grade. Every **two late arrivals** to class (or early departures) will count as **1 unexcused absence**.

**Engagement:** Your engagement is gauged by your ability and willingness to complete readings, participate in discussions, and complete assignments outside of class. This includes offering discussion questions or topics that result from your class readings (on Jenzabar), completion of worksheets, and participation other types of activities. Details on this will be discussed in class.