



ANTH& 100 – Survey of Anthropology On-Line (Section B-Item 5157)

SUMMER QUARTER – 2014 BELLEVUE COLLEGE, WA

ON-LINE SYLLABUS



Welcome to Anthropology!!! Anthropologists are scientists who study both cultural and biological characteristics of modern and ancient human beings. We travel far and wide and generations back in time in order to understand where we came from, where we are now, where we are going, and our impact on the planet. As a comparative science, anthropologists study the traditions and customs from around the globe as well as those from our own societies. This course will offer a new perspective of your cultural heritage(s) and a deeper understanding of human history and diversity, as it emphasizes global, historical, and sustainable perspectives.

WHAT IS THIS COURSE ABOUT AND WHAT ARE ITS OBJECTIVES?

Anthropology 100 is a 5-credit Social Science course that introduces you to the discipline of anthropology. You are exposed to the basic underlying principles, theories, and methods of the academic discipline of anthropology through lectures, textbook readings, discussions, activities, and tests. This introductory course will explore the 4 subdisciplines (or fields) of anthropology: Archaeology, Biological Anthropology, Cultural Anthropology, and Linguistics. Numerous contemporary cultures, as studied by the ethnologist, will be discussed in a comparative fashion in the cultural anthropology section of this course. As biological anthropologists, we will explore the general topic of evolution and specifically how it applies to humans, and we will look at our primate relatives to analyze our similarities and differences with them. The viewpoint of archaeology will enhance your understanding of human pre-history and history, and an introduction to linguistics will provide you with the basics of studying human communication. We will also discuss how various types of anthropologists go about collecting their data, and the rewards and challenges of conducting fieldwork in anthropology.

WHAT GENERAL EDUCATION REQUIREMENTS ARE FULFILLED BY THIS COURSE?

This course fulfills the general requirement of Cultural Diversity under “Connections.”

WHAT IS THE COURSE CATALOG DESCRIPTION?

An introductory course on the cultures and biology of humans, from scientific and humanistic perspectives. Explores all four fields of anthropology: archaeology (ancient cultures), cultural anthropology (contemporary cultures and cultural diversity), biological anthropology (primates, genetics, evolution, and human biological diversity), and linguistics (language and communication).

WHAT IS THE COURSE OUTLINE?

The following topics will be covered throughout the quarter:

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| I. Introduction | IV. Archaeology |
| A. Anthropology as a Social Science | A. Critical Concepts |
| B. Fields of Anthropology | B. Major Culture Evolutionary Shifts |
| II. Scientific Method & Anthropology | V. Biological Anthropology |
| A. Applications | A. Critical Concepts |
| B. Limitations | B. Genetics |
| C. Humanistic Perspectives | C. Contemporary Human Variation
& Adaptation |
| III. Culture | D. Human Evolution |
| A. Critical Concepts | E. Primates |
| B. Contemporary Variation in
World Cultures | VI. Language & Communication |

WHAT ARE THE LEARNING OUTCOMES FOR SURVEY OF ANTHROPOLOGY (ANTH& 100)?

If all components of this course are successfully completed, students will be able to:

1. Articulate an understanding of the breadth of anthropology, its main fields (archaeology, biological anthropology, cultural anthropology, and linguistics) and their ties to the sciences and humanities.
2. Recognize, identify, and employ the scientific method in anthropology, and to distinguish coherent arguments based on such principles from other claims.
3. Identify critical components in anthropological thought, especially in regard to ethnocentrism and cultural relativism.
4. Demonstrate knowledge of the range of human cultural and biological variation in the past and present from an evolutionary perspective.
5. Convey the importance of language in culture and society.
6. Explain the relevance of the anthropological perspective to global issues and cultural diversity.

AFFIRMATION OF INCLUSION

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. This classroom is a SafeSpace. Please check this website for further information: <http://bellevuecollege.edu/about/goals/inclusion.asP>

WHAT ACCOMMODATIONS FOR DISABILITY DOES THE COLLEGE HAVE?

“The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible.

If you are a person who requires assistance in case of emergency situations, such as a fire, earthquake, etc., please meet with your individual instructors to develop a safety plan within the first week of the quarter. The DRC office is located in D125 or you can call our reception desk at 425.564.2498. Deaf students can reach us by video phone at 425-440-2025 or by TTY at 425-564-4110. Please visit our website for application information into our program and other helpful links at www.bellevuecollege.edu/drc.”

Please let me know by Canvas mail as soon as possible if you have an accommodation. I will require a notification from the Disability Resource Center in order to provide you with appropriate accommodation. It takes at least one quarter for accommodations to be granted. One cannot simply state that one needs accommodations; the DRC will request appropriate documentation and make the decision. Only DRC students can be accommodated. Please let me know how I can help you.

WHO IS TEACHING THIS COURSE?

Hello! I’m Dr. Gonlin, also known as “Dr G”. I have a Ph.D. in Anthropology from Penn State University and have been trained in all four fields of anthropology. I have taught for 26 years; 15 at BC, and at Eastern Washington University, The University of Georgia, Kennesaw State University, and Penn State. My fieldwork has been primarily in Latin America, but I have first-hand knowledge of dozens of different countries through my extensive travels around the globe. As a Registered Professional Archaeologist (RPA), I am an expert on the pre-Columbian Classic Maya civilization of

Mexico and Central America. *Hablo Español*. My research focuses on ancient households, gender and class, ritual and ideology, tropical adaptations, and cultural ecology. You can find some of my publications in BC's library. In this photo from Delhi, India, I am visiting Qutab Minar that is nearly 900 years old. →



HOW DO YOU CONTACT YOUR PROFESSOR?

Contact information: The best way to get in contact with me is through our CANVAS class mail. In an emergency, you can either call my office 425.564.2347 or send me an e-mail: nan.gonlin@bellevuecollege.edu. Be sure to provide your full name, course number & section, and contact information in such circumstances and the nature of your crisis. Please let me know how best to return your message.

WHAT TEXTBOOK & MATERIALS ARE REQUIRED FOR THIS COURSE?

1. REQUIRED TEXTBOOK

(Hard copy or e-copy) **IT IS YOUR RESPONSIBILITY TO PURCHASE THE TEXTBOOK AS SOON AS POSSIBLE. IT WILL BE NEEDED FOR THE FIRST WEEK OF CLASSES & EVERY WEEK.**

Kottak, Conrad Phillip (5th Ed.) Hardcover ISBN: 978-0-07-803489-3

2012 *Window on Humanity*, 5th edition. McGraw Hill, New York.

This textbook is ideally suited for a 10-week introductory course. It is student-friendly, well written, concise, and has a free student website.



2. REQUIRED STUDY GUIDE/ONLINE BOOK COMPANION WEBSITE

http://highered.mcgraw-hill.com/sites/0078034892/student_view0/index.html

This URL will bring up the companion site. Choose the textbook we are using, then the 'Student Edition.' You can then select the chapters from the dropdown menu and then the exercises which include practice tests, outlines, objectives, key terms, etc...

3. RING-BINDER NOTEBOOK (If you choose to print course materials. First see Eco-Conduct statement below.)

You may find the course easier if you print the syllabus, course schedule, each section's Overview page, and various other supporting documents. Place them in a 3-ring binder and buy a set of section dividers, with one divider for each section's assignments. Alternatively, you may want to download course materials to a thumb drive or save them in a cloud for quick reference. Print only what is necessary.

4. SOFTWARE

Word Processor: Microsoft Word is the only word processor supported at the college. You must use Microsoft Word to prepare any documents to be submitted. Documents submitted in any other format will not be accepted.

5. WEB BROWSER

You must use a Web browser supported by Canvas and it must be properly “tuned.” Information about supported browsers and how to tune them is posted on the Distance Education Website (www.bellevuecollege.edu/distance/). Please use Firefox.

HOW CAN YOU BE ENVIRONMENTALLY-FRIENDLY?

Student Sustainability Guidelines: “Students are expected to make decisions that have the smallest environmental impact while maximizing student learning. These decisions include:

- Think before printing documents for this class, adjust printable margins, print double-sided & reuse paper for scrap paper.
- Turn in papers electronically or when necessary turn in printed assignments double-sided, single-spaced and using narrow margins of at least .75 inches.
- Recycle all paper, bottles, and cans; compost food & materials from the cafeteria.
- Adjust the power settings on your personal computer so the monitor and CPU will sleep after 20 minutes of inactivity and unplug all personal electronic devices when not in use.”

WHAT IS THE RHYTHM OF THIS COURSE?

READ THIS SECTION VERY CAREFULLY

***IF YOU CANNOT ADJUST YOUR SCHEDULE TO THE RHYTHM OF THE CLASS,
YOU WILL HAVE DIFFICULTY SUCCEEDING IN THIS COURSE.***

***DEADLINES ARE NOT FLEXIBLE. LATE ASSIGNMENTS ARE NOT ACCEPTED.
SUMMER QUARTER IS PARTICULARLY DEMANDING!***

The on-line class has a very different rhythm from on-campus classes, and each on-line course is different from other on-line courses. Please do not expect this course to be the same as other online courses you may have taken.

Summer quarter goes by very fast and has a quickened pace compared to courses offered during the regular academic year. There are four major sections to this course and a final exam. Each of the sections starts and ends on different days of the week. It is your responsibility to be aware of all deadlines.

SECTION 1: Tuesday, July 1 through Friday, July 11

SECTION 2: Saturday, July 12 through Tuesday, July 22

SECTION 3: Wednesday, July 23 through Saturday, August 2

SECTION 4: Sunday, August 3 through Wednesday, August 13

FINAL EXAM: Friday, August 8 through Thursday, August 14

WHAT ARE THE MAIN REQUIREMENTS FOR THIS COURSE?

1. Materials in the “Start Here” Module: You are required to review all materials in the “Start Here” module, including this syllabus, course calendar, the Procedures and Guidelines of the Social Science Division, and all other documents in the module. Enrollment in the course constitutes an agreement to abide by the policies set forth in these items. By the end of Section 1 of the course, you should upload the Course Agreement Form to the Assignments page to indicate you understand how the course works and how your performance will be assessed. If this document is not uploaded, you will not be able to proceed beyond Section 1.

2. Reading: Yes, you need to buy the textbook! It will be extremely difficult to pass this course without reading the textbook and comprehending the material. It is your responsibility to purchase the textbook before the start of the quarter.

It is up to you to decide the best time for reading, but assigned chapters should be completed before other assignments are due and before you take the test. You are responsible for your own learning and should take a vested interest in doing the best you can. Questions? Please ask.

3. Viewing PowerPoint Lectures: For each major section of the course, there are accompanying PowerPoint slides that you can download and/or print. Additional information and resources are contained in these lectures, which are similar to those given in the on-campus version of this course. The PowerPoint slides from the textbook publisher are also posted on our course site. These slides are not narrated so that you can proceed at your own pace.

4. Discussions: In order to mimic the on-campus classroom environment, this course will involve discussions with your classmates. For each discussion, you have questions to consider, postings to view, and two replies to contribute. There are four discussions in this course and each discussion has three main parts. First, you must do an initial post (your analysis/research and scientific consideration about the discussion topic) before you post replies to your peers. Ideally, this post should be submitted at the beginning of each section. Second, you need to read the postings of

other students and will be required to read at least half of the initial posts of others. As the professor, it is possible to see how many postings each student has viewed. Third, each student is to make a minimum of two (2) different replies on the postings of other students' posts by the end of the section by 11:59 PM. Ideally, replies should be submitted after your initial post, and later in the section. No late discussions or replies are accepted for any reasons, so please do not ask the professor to make exceptions just for you.

5. Tutorial Questions (TQs): A number of on-line tutorials are assigned in each section and must be completed by the due date for each section. These tutorials will supplement and support the lecture material and textbook. You are expected to complete these tutorials when assigned, the specifics of which are listed in each section's Overview. To access the online tutorials, click on the link found on each section's Overview or in the section module. (If you use a MAC, you may have difficulty accessing this material. Please contact the Technology Support on campus.)

At the end of each tutorial, there is a practice quiz that you must take. From each tutorial, you will choose one multiple choice question and all possible answers (with the correct answer indicated by *) and type it directly into the discussion board. For each section, there are varying numbers of tutorials that cumulatively add up to 50 points. For example, for Section 1, there are 7 tutorials. You will choose one question from each of the 7 tutorials and post a total of 7 questions for 14 points (2 points each).

(Do not post a Word.doc as you will not receive credit. Please type your questions directly into a discussion message.)

Follow this format for posting multiple choice questions in the Discussion Board:

1. The person credited with the idea of natural selection is

A. Charles Darwin

B. Alfred Russel Wallace

C. Gregor Mendel

*D. both A and B.

6. Tests: A major part of your course grade will be derived from four tests. Questions are derived from assigned readings, class 'lectures', handouts, discussions, activities, tutorial questions, and any other instructional material presented in class. It is in your best interest to be prepared and to complete each test in the allotted time and by each deadline. No late tests are accepted for any reason. Access the textbook publisher's website (http://highered.mcgraw-hill.com/sites/0078034892/student_view0/index.html) for study material.

Each test opens at the beginning of each section at 12:01 AM and closes at the end of each section at 11:59 PM. There are 50 multiple choice questions. Sixty minutes is allotted to complete a test, the same amount of time for on-campus tests. No late tests are accepted for any reason. In order to submit the test on time, it needs to be started at least 60 minutes before the due date/time. After the first test, you will be asked to complete a “Post-Exam Self-Analysis” to analyze your performance.

7. Final Exam: A comprehensive final exam will be administered at the end of the quarter. It will cover all course materials. It is due no later than the first day of the final exam period by 11:59 pm. You will have 60 minutes to complete it; it is composed of multiple choice questions. It must be started at least an hour before the due date/time in order to be properly submitted. No late final exams are accepted for any reason

WHAT MATERIALS ARE COVERED ON TESTS AND WHEN?

TESTS	DATES AVAILABLE	MATERIALS COVERED		
		MODULES*	REVISE!!!	DISCUSSIONS & TQs
TEST #1 Introduction & Bio Anth-Part I	Tues., July 1 – Fri., July 11	“Start Here” Module (Syllabus and other course materials) Section 1	Textbook Chapters 1, 2, 4, 5, 18, and pp. 40-50	Discussion #1 TQ-1
TEST #2 Bio Anth-Part II & Archaeology	Sat., July 12 – Tues., July 22	Section 2	Textbook Chapters 6, 7, 8, 9, 17, and pp. 40-50; pp. 80-88	Discussion #2 TQ-2
TEST #3 Cult Anth-Parts I & II	Wed., July 23 – Sat., Aug. 2	Section 3	Textbook Chapters 2, 11, 12, 13, 15 & pp. 50-65	Discussion #3 TQ-3
TEST #4 Cult Anth-Part III and Linguist.	Sun., Aug. 3 – Wed., Aug. 13	Section 4	Textbook Chapters: 10, 14, 16, 19	Discussion #4 TQ-4
FINAL EXAM	Fri., Aug 8 – Thurs., Aug 14	All Modules	All Textbook Chapters	All Discussions All TQs

*Includes all PowerPoint lectures, Textbook PowerPoints, links, articles, assignments, etc.

HOW MANY POINTS MAKE UP THE COURSE GRADE?

Assessment	Quantity	Value	% of Grade
Tests	4 at 100 points each	400	61.5 %
Discussions	4 at 25 points each	100	15.5 %
Tutorial Questions	4 worth varying points	50	7.5 %
Final Exam	1 at 100 points	100	15.5 %
TOTAL		650	100.0 %

You can easily check your grade in CANVAS at any time. Simply click on the 'Grades' tab on the left side of your screen. Please check your grades after every assessment to ensure that you have been properly credited for your work.

If you need help, please let your professor know right away. You are responsible for monitoring your progress in class. Often times a problem can be resolved immediately and satisfactorily if it is addressed right away. If you wait until the end of the quarter to ask for help because you are concerned about your performance, it will be too late.

WHAT IS THE SCALE FOR FINAL GRADES IN THIS COURSE?

Corresponding Points	Course Grade	Decimal	Percentage
598-650 points	A	4.0	92-100%
585-597 points	A-	3.7	90-91%
572-584 points	B+	3.3	88-89%
533-571 points	B	3.0	82-87%
520-532 points	B-	2.7	80-81%
507-519 points	C+	2.3	78-79%
422-506 points	C	2.0	65-77%
390-421 points	C-	1.7	60-64%
357-389 points	D+	1.3	55-59%
325-356 points	D	1.0	50%-54%
324 points or less	F	0	<50%

HOW DO I RECEIVE MY FINAL COURSE GRADE?

Students must successfully complete all course requirements within the quarter in which the student enrolled before a final course grade will be issued. "Official grades are available about 1 week after the quarter ends. Ways to obtain your grades are:

1. BCC website: www.bellevuecollege.edu
2. Kiosk in the Student Services Building or the Campus Information Center
3. Mail: leave a self-addressed stamped envelope at the Student Service Center, with your Student ID #.
4. In person at the Student Service Center." (Please bring appropriate identification.)

ARE THERE MAKE-UP TESTS AND DISCUSSIONS IF A DEADLINE IS MISSED?

If you are requesting a make-up test or discussion, because you know in advance that you will not be able to complete an assessment on time for a legitimate reason, you will need to send an e-mail *ahead of time* explaining why you need to miss class, and you will be required to provide *appropriate legitimate* documentation to explain your absence (examples: surgery, extended court appearance, jury duty).

Vacation, work, attendance at social activities, minor health issues, sleeping in, picking up someone from the airport, etc. are not valid excuses for missing tests and/or discussions and tutorial questions, and you will not be able to make up assessments for these reasons.

Consideration for make-ups is provided ONLY if you have contacted me BEFORE your absence and you have provided legitimate documentation. It is in your best interest to make all deadlines since there is no guarantee that your circumstances warrant special consideration. Late work submitted without prior approval does not count for credit.

WHAT IF THERE IS A LAST MINUTE EMERGENCY WHEN AN ASSIGNMENT IS DUE?

If you are extremely sick or experience a personal emergency when assignments are due, you must contact me as soon as possible. If you wait until after the due date to explain your absence or ask to make-up work, I will be unable to accommodate your request, regardless of your excuse.

Any other kind of emergency request will be dealt with on a case-by-case basis. It is always important to contact me as soon as possible. To request an accommodation, you will need to write a letter stating why you were unable to complete the assessment, evidence to support your claim, and an explanation of why you think I should agree to your request. A make-up test is composed of several essay questions and must be taken as soon as possible after the due date. The professor may request that you take the make-up test on campus with monitoring.

HOW DO I WITHDRAW FROM CLASS IF NEEDED?

The professor cannot withdraw you from class – you must initiate this process. You can withdraw from class for any reason at any point UP UNTIL Monday, July 28. After that date, it will not be possible to withdraw from class for any reason. Please be aware that non-attendance in a course does not constitute withdrawal and is reason for failing a course. Be sure to take note of the ramifications for withdrawing from a course. Please review the withdrawal procedures so that you know how this process works: [http://www.bellevuecollege.edu/policies/2/2450P_Withdrawal_from_a_Course_\(Procedures\).asp](http://www.bellevuecollege.edu/policies/2/2450P_Withdrawal_from_a_Course_(Procedures).asp)

PLEASE NOTE: THERE IS NO EXTRA-CREDIT OFFERED IN THIS COURSE. IF YOU NEED HELP, PLEASE ASK THE PROFESSOR OR UTILIZE THE FREE TUTORING SERVICES OF THE COLLEGE.

IS THERE OTHER INFORMATION I NEED TO KNOW ABOUT THIS COURSE?

Only basic course information is contained in this syllabus. There are other course materials that are your obligation to read. Please go over all documents in the “Start Here” Module. It is your responsibility to understand all policies and procedures. Enrollment in the course constitutes an agreement to be aware of all policies and to abide by all policies.

