

# Survey of Anthropology ANTH& 100 ON-LINE

(Previously: Introduction to Anthropology – ANTH 100)

FALL QUARTER – 2010 BELLEVUE COLLEGE

## On-Line SYLLABUS

**Welcome to Anthropology!!!** Anthropologists are scientists who study both biological and cultural characteristics of human beings, both modern and ancient. We travel far and wide and generations back in time in order to understand where we came from, where we are now, and where we are going. As a comparative science, anthropologists also study the traditions and customs of our own society. This course will offer a new perspective of your own culture, and a deeper understanding of human history and diversity, as it emphasizes global perspectives.

### WHAT IS THIS COURSE ABOUT AND WHAT ARE ITS OBJECTIVES?

Anthropology 100 is a 5-credit course that introduces you to the discipline of anthropology. You are exposed to the basic underlying principles, theories, and methods of the discipline through lectures, textbook readings, discussions, and quizzes. This introductory course will explore the 4 subdisciplines of anthropology: archaeology, biological anthropology, cultural anthropology, and linguistics. Numerous contemporary cultures, as studied by the ethnologist, will be discussed in a comparative fashion. We will explore the general topic of evolution and specifically how it applies to humans. We will look at our primate relatives and come to understand our similarities and differences with them. The viewpoint of archaeology will enhance your understanding of human 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.

### COURSE OUTLINE

- |   |  |
|---|--|
| 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                 |

### COURSE CATALOG DESCRIPTION

An anthropological view of how human biological characteristics arose, our relation to non-human primates, and how we continue to be shaped by evolutionary forces. Major topics include human genetics, adaptation, monkeys, apes and prosimians, fossil evidence for human evolution and the study of biological diversity in contemporary human populations.

### WHO IS TEACHING THIS COURSE?

Hi! I'm Dr. Nancy Gonlin. 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 25 years; 14 at BC, and also 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 more than 25 different countries through my extensive travels around the globe. As a Registered Professional Archaeologist, I am an expert on the prehistoric Classic Maya civilization of Mexico and Central America. *Hablo español*. My research focuses on households, gender and class, ritual and ideology, tropical adaptations, and cultural ecology. You can find some of my publications in BC's library. Here I am pictured in December 2008 at the Philae Temple on Agilka Island, in Egypt, land of a million ancient ruins!



## HOW DO YOU CONTACT THE PROFESSOR?

Contact information: The best way to get in contact with me is through our Blackboard Vista class mail. In an emergency, you can either call my office 425.564.2347 or send me an e-mail: [nan.gonlin@bellevuecollege.edu](mailto:nan.gonlin@bellevuecollege.edu). Be sure to provide your contact information in such circumstances and the nature of your crisis.

## WHAT IS THE RHYTHM OF THE CLASS?

**READ THIS SECTION VERY CAREFULLY. IF YOU CANNOT ADJUST YOUR SCHEDULE TO THE RHYTHM OF THE CLASS, YOU WILL HAVE A VERY DIFFICULT TIME SUCCEEDING IN THIS COURSE.**

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. In this class, the first day of the 'on-line week' begins on a Wednesday morning at 12:01 AM and runs until a Tuesday night at 11:59 PM when all work for that week must be completed. For example, Week 2 begins on Wednesday, September 29 at 12:01 AM and ends on October 5 at 11:59 PM.

There are three major components to the course: 1) reading the textbook; 2) discussion, and 3) quizzes.

1) Reading the Textbook: it will be extremely difficult to pass this course without reading the textbook. It is up to you to decide the best time to complete each week's assigned readings.

2) Discussion: There are two main parts to discussion. First, two questions (Points to Ponder or PtPs) for most weeks are provided under the 'Assignments' for that week. You must do an initial commentary (your thoughts about the two PtPs provided) by Saturday, at 11:59 PM. After this first step of discussion, each student is to make a total of four (4) replies on the postings of other students' initial commentaries by the end of the on-line week on Tuesday, by 11:59 PM. You are NOT allowed to comment on other students' postings before Saturday at 11:59 PM. Early replies will not count for points. All replies must be submitted between Sunday 12:01 AM to Tuesday 11:59 PM for credit. During the week of the mid-term (Week 6) and the last week of class (Week 10), there is only one PtP and two replies will be required.

Quizzes: Each week's quiz opens on a Friday morning at 12:01 AM and closes on a Tuesday night at 11:59 PM. There are 20 multiple choice questions and two essay questions that are similar to the PtPs for each week. One hour is allotted to complete the quiz.

## WHAT ACCOMMODATIONS FOR DISABILITY DOES THE COLLEGE HAVE?

If you require accommodations based on a documented disability, have emergency medical information to share, or need assistance in case of emergency evacuation please let me know by Vista mail as soon as possible. I will require a notification from the Disability Resource Center in order to provide you with appropriate accommodation. If you would like to inquire about becoming a DRC student, please call 425-564-2498, or visit the DRC office in B132. Please let me know how I can help you; I'll be glad to do so.

## WHAT TEXTBOOK & MATERIALS ARE NEEDED FOR THIS COURSE?

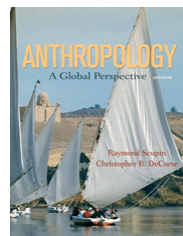
### 1. REQUIRED TEXTBOOK

Scupin, Raymond and Christopher R. DeCorse

2008 *Anthropology: A Global Perspective*, 6<sup>th</sup> edition. You MUST use the 6<sup>th</sup> edition.

Pearson Prentice Hall, Upper Saddle River, New Jersey. ISBN: 978-0-13-238151-2

This textbook is the best on the market for an introductory course because it is student-friendly, well written, easily understandable, comprehensive, and has a student companion website.



### 2. REQUIRED STUDY GUIDE/ONLINE BOOK COMPANION WEBSITE

<http://prenhall.com/scupin/> (click on our textbook cover, then look at the menu running across the top to select a chapter)

You will find chapter overviews and objectives, multiple choice quizzes, key terms, essay questions, internet exercises, and the college *New York Times*. You can set up your own profile to keep track of your progress and use of the site.

### 3. REQUIRED RING-BINDER NOTEBOOK (if you choose to print course materials)

You may find it difficult and expensive to continuously work online. You will find the course a great deal easier if you print the syllabus, calendar, each week's assignment page, and various other supporting documents. Place them in a 3-ring binder notebook, and buy a set of 12-tab section dividers, with one divider for each week's assignments.

Alternatively, you may want to download course materials onto a memory stick or other device for quick reference.

### 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 by attachment. Documents submitted in any other format cannot be read by Word and will not be accepted.

### 5. WEB BROWSER

You must use a Web browser supported by Blackboard 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/](http://www.bellevuecollege.edu/distance/))

## WHAT ARE THE REQUIREMENTS FOR THIS COURSE? (more details below)

**The Syllabus:** You are required to review this syllabus and the attached Procedures and Guidelines of the Social Science Division. Enrollment in the course constitutes an agreement to abide by the policies set forth in these items.

**Discussions:** In order to mimic the on-campus classroom environment, this course will involve discussion of various points to ponder (PtPs) with your classmates. Each week, you will have two PtPs to consider and four replies to contribute. Posting of your own PtPs and responding to others is critical for classroom participation (see above), and for excelling on weekly quizzes.

**Quizzes:** A major part of your course grade will be derived from several quizzes. Questions are derived from assigned readings, class 'lectures', handouts, discussions, activities, and any other instructional material presented in class. It is in your best interest to be prepared and to complete each quiz in the allotted time and by each week's deadline.

**Mid-Term:** About half-way through the quarter, a mid-term will be administered that will cover material since the beginning of the course.

**Final Exam:** A comprehensive final exam will be administered at the end of the quarter. It is due no later than Tuesday, December 7 at 11:59 pm.

## WHAT GENERAL EDUCATION REQUIREMENTS ARE FULFILLED BY THIS COURSE?

Critical Thinking, Creativity, and Problem Solving = 3

Quantitative/Logical Reasoning = 2

Research/Information Literacy = 2

Historical & Intellectual Perspectives = 3

Cultural Diversity = 3

Nature of Science = 3

Reading = 2

Listening, Speaking = 2

## WHAT ARE THE LEARNING OUTCOMES FOR SURVEY OF ANTHROPOLOGY?

Upon completion of this course, students will be able to:

1. Articulate an understanding of the breadth of anthropology, its main fields (archaeology, biological anthropology, cultural anthropology, 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.

## WHAT OTHER ANTHROPOLOGY COURSES ARE OFFERED AT THE COLLEGE?

Anthropology is comprised of four subdisciplines, and the college is fortunate to be able to offer classes in each of them. There is a general introductory class (Survey of Anthropology) which highlights all four subdisciplines, but BC also offers in-depth courses in Anthropology which I encourage you to take: **archaeology** (Great Discoveries in Archaeology; Archaeology; Ancient North America; Incas & Their Ancestors; Aztecs, Mayas, & Their Ancestors), **biological anthropology** (Biological Anthropology; Bioanthropology with Lab; Cross-cultural Medicine; Forensic Anthropology), **cultural anthropology** (Food, Drink, & Culture; American Life & Culture; Cultural Anthropology; Sex, Gender, & Culture; Environment & Culture; REEL Culture; Religion & Culture) and **linguistics** (Language, Culture, & Society). Check BC's Course Catalogue for a full description of each course. We will also be offering several courses on special topics that span the discipline. Topics may include Primatology, Experimental Archaeology, Anthropology of Immigration, and Scandinavian Culture. There are no prerequisites for any of these courses and they fulfill degree requirements. Different formats (on campus, on-line, hybrid) are offered. Stop by and visit the Social Science Advisor, Deanne Eschbach, in Room D110, for free professional planning and advising, or contact Anthropology Chair Prof. Tony Tessandori ([tony.tessandori@bellevuecollege.edu](mailto:tony.tessandori@bellevuecollege.edu)) or your professor to learn more about majoring in anthropology. It's THE discipline for the 21<sup>st</sup> century!

## INTERESTED IN EARNING A CONCENTRATION IN ANTHROPOLOGY?

In addition to earning an AAS degree, you can take 20 credits of required courses to earn a concentration in Anthropology. These four courses provide the basic foundation of Anthropology and represent the four-field approach of American Anthropology. By next academic year, all of them will be offered on-line.

**ANTH& 204** – Archaeology (5 cr of Soc Sci)

**ANTH& 206** – Cultural Anthropology (5 cr of Soc Sci)

**ANTH 208** – Language, Culture, & Society (5 cr of Humanities or Soc Sci)

**ANTH& 215** – Bioanthropology with Lab (6 cr of Lab Science)

## WHAT ANTHROPOLOGY COURSES ARE OFFERED THIS WINTER?

Tentative Schedule:

<b>Day Time</b>	<b>MONDAY/WEDNESDAY</b>	<b>TUESDAY/THURSDAY</b>
8:30 – 10:20 am	<b>ANTH&amp; 206:</b> Cultural Anthropology Hybrid (No Friday class!)	<b>ANTH&amp; 100:</b> Survey of Anthropology Hybrid (No Friday class!)
10:30 am – 12:20 pm	<b>ANTH&amp; 211:</b> Incas & Their Ancestors Hybrid (No Friday class!)	<b>ANTH 208:</b> Language, Culture & Society Hybrid (No Friday class!)
12:30 – 2:40 pm	<b>ANTH&amp; 235:</b> Cross-cultural Medicine	<b>ANTH&amp; 215:</b> Biological Anthropology with Lab
		<b>ANTH&amp; 204:</b> Archaeology
3:00 – 5:10 pm		<b>ANTH&amp; 100:</b> Survey of Anthropology
5:30 – 7:40 pm	<b>ANTH&amp; 234:</b> Religion & Culture	
7:50 – 10:00 pm		<b>ANTH 180:</b> American Life & Culture

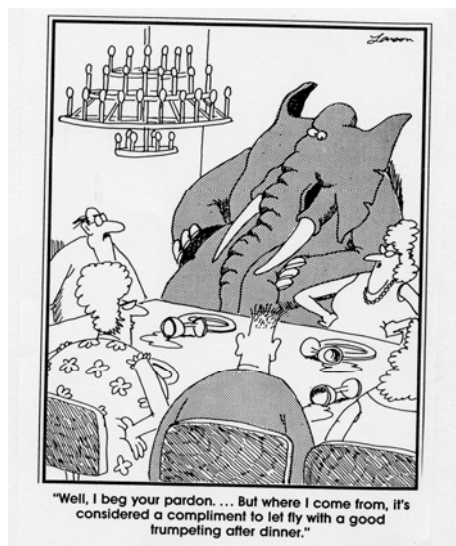
### On-Line

<b>ANTH&amp; 100:</b> Survey of Anthropology
<b>ANTH/AMST 180:</b> American Life & Culture
<b>ANTH&amp; 215:</b> Biological Anthropology with Lab
<b>ANTH&amp; 208:</b> Language, Culture & Society
<b>ANTH&amp; 234:</b> Religion & Culture

## ARE YOU INTERESTED IN JOINING OTHER ANTHROPOLOGY STUDENTS?

Anthropologists can and do study just about anything. In this class, you will learn about some of the usual topics...Join the club and find out about the other stuff. The Weird Anthropology Club's mission is to explore topics that other groups do not cover. You can expect to investigate topics from Bigfoot to indigenous hunting techniques and everything else in between. Please contact Anthropology Professor Tony Tessandori, club advisor, if you are interested in joining other weird anthropologists in their pursuit of understanding humanity. ([tony.tessandori@bellevuecollege.edu](mailto:tony.tessandori@bellevuecollege.edu)) →

Want to know how great you would look as a cavewoman or caveman? Go to: [www.humanorigins.si.edu/resources/multimedia/mobile-apps](http://www.humanorigins.si.edu/resources/multimedia/mobile-apps)



By the end of the course, you should be able to:  
explain this comic using anthropological concepts.

## WHAT MATERIALS ARE COVERED ON EACH QUIZ AND WHEN IS EACH DUE?

QUIZ	DATES AVAILABLE	MATERIALS COVERED ON QUIZ
<b>QUIZ #1</b> (End of week 1)	FRIDAY, Sept. 24 through TUESDAY, Sept. 28 by 11:59 pm	Ch 1 Ch 10 (pp. 247-256) Handouts Discussion
<b>QUIZ #2</b> (End of week 2)	FRIDAY, Oct. 1 through TUESDAY, Oct. 5 by 11:59 pm	Ch 3 Ch 6 Handouts Discussion
<b>QUIZ #3</b> (End of week 3)	FRIDAY, Oct. 8 through TUESDAY, Oct. 12 by 11:59 pm	Ch 2 Ch 4 Ch 5 Handouts Discussion
<b>QUIZ #4</b> (End of week 4)	FRIDAY, Oct. 15 through TUESDAY, Oct. 19 by 11:59 pm	Ch 7 Ch 15 Discussion
<b>QUIZ #5</b> (End of week 5)	FRIDAY, Oct. 22 through TUESDAY, Oct. 26 by 11:59 pm	Ch 8 Ch 9 Discussion
<b>MID-TERM</b> (End of week 6)	FRIDAY, Oct. 29 through TUESDAY, Nov. 2 by 11:59 pm	Chs 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 (pp. 247-256), 15 Handouts Discussions
<b>QUIZ #6</b> (End of week 7)	FRIDAY, Nov. 5 through TUESDAY, Nov. 9 by 11:59 pm	Ch 10 Ch 11 Ch 12 Ch 14 Discussions from last week & this week
<b>QUIZ #7</b> (End of week 8)	FRIDAY, Nov. 12 through TUESDAY, Nov. 16 by 11:59 pm	Ch 14 (all sections <b>through</b> <i>Economics</i> ) Ch 15 (all sections <b>through</b> <i>Economics</i> ) Ch 16 (all sections <b>through</b> <i>Economics</i> ) Ch 17 (all sections <b>through</b> <i>Economics</i> ) Ch 18 (all sections <b>through</b> <i>Economics</i> ) Discussion
<b>QUIZ #8</b> (End of week 9)	FRIDAY, Nov. 19 through TUESDAY, Nov. 23 by 11:59 pm	Ch 14 (all sections <b>after</b> <i>Economics</i> ) Ch 15 (all sections <b>after</b> <i>Economics</i> ) Ch 16 (all sections <b>after</b> <i>Economics</i> ) Ch 17 (all sections <b>after</b> <i>Economics</i> ) Ch 18 (all sections <b>after</b> <i>Economics</i> ) Discussion
<b>QUIZ #9</b> (End of week 10)	FRIDAY, Nov. 26 through TUESDAY, Nov. 30 by 11:59 pm	Ch 19      Ch 23 Ch 20      Ch 24 Ch 21      Ch 25 Ch 22
<b>FINAL EXAM</b>	WEDNESDAY, Dec. 1 through TUESDAY, Dec. 7 by 11:59 pm	All chapters, handouts, discussions, etc.

## HOW MANY POINTS MAKE UP YOUR GRADE?

Assignment	Quantity	Value	% of Grade
Discussion	best 9 of 10 @ 20 points each	180 points	18%
Quizzes	best 8 of 9 @ 40 points each	320 points	32%
Mid-Term	1 @ 200 points	200 points	20%
Final Exam	1 @ 300 points	300 points	30%
<b>TOTAL</b>		<b>1000 points</b>	<b>100 %</b>



## WHAT IS THE SCALE FOR FINAL GRADE CALCULATIONS IN THIS CLASS?

Course Grade	Decimal	Percentage Scale	Corresponding Point Value
A	4.0	92-100%	920-1000 points
A-	3.7	90-91%	900-919 points
B+	3.3	88-89%	880-899 points
B	3.0	82-87%	820-879 points
B-	2.7	80-81%	800-819 points
C+	2.3	78-79%	780-799 points
C	2.0	72-77%	720-779 points
C-	1.7	70-71%	700-719 points
D+	1.3	68-69%	680-699 points
D	1.0	50%-67%	500-679 points
F	0	<50%	0-499 points

## WHEN AND WHERE CAN YOU GET YOUR FINAL GRADE?

Students must complete all course requirements within the quarter in which the student enrolled before a final course grade will be issued. "Official grades are available approximately one week after the quarter ends. There are several ways to learn your grades: 1. BC website: [www.bellevuecollege.edu/services/schedule.asp](http://www.bellevuecollege.edu/services/schedule.asp); 2. Kiosk in the Student Services Building or the Campus Information Center; 3. In person at the Student Service Center."

## WHAT ARE THE DETAILS FOR COURSE ASSIGNMENTS AND MEANS OF ASSESSMENT?

In order to receive credit for the course, students must successfully complete all of the following.

### 1. Discussion

Learning through discussion consists of three parts: posing of critical questions, student written responses, and subsequent written discussion. A set of critical thinking questions called "Points-to-Ponder" (PtPs) are posted every week on the Weekly Assignment Page. Early in each on-line week, students will post a message in which they pose solutions to the questions. Initial responses to the questions and the ensuing discussion form the backbone of the learning community. Responses must be posted by the deadline specified in the weekly assignments so that everyone has an equal chance to read class responses and contribute to further discussion. No points are earned from commentaries that are posted late. (See *How to Compose and Post Discussion*) in the Course Information area. Students will read the initial responses and subsequent discussion of other members and post replies.

Discussion will be graded each week. For more information about how to do discussion, see the document *How to Compose and Post Discussion* in "Course Info" on the Homepage. To receive **full** credit for a week's discussion, a student must:

1. Post **a comprehensive response** to **each** PtP posed in the week's assignment by Saturday at 11:59 PM. This response is called a "commentary".
2. Post **at least four (4) different** subsequent discussion messages ("replies") on the Discussion Board by the stated deadline (from Sunday 12:01 AM to Tuesday 11:59 PM). Replies are usually responses to other's commentaries, but can also be counter replies to other people's replies to your commentary.

In addition, taken as a whole, a student's discussion for the week must:

3. Clearly contribute information to further understanding of the concepts involved in the PtPs
4. Derive information only from the course text or other assigned and approved sources and properly cite source (author and title) and page, table or figure numbers if available
5. Exhibit a correct and comprehensive understanding of the issues (given that later messages can revise earlier ones)
6. Be courteous and "scientific" in attitude (see *Class Courtesy and Scientific Approach* in "Course Info" on the Homepage)

The purpose of discussion is to develop a deeper and more complete understanding of specific key concepts and problems in anthropology. **It is expected that you will receive full credit for discussion, provided you have adhered to the criteria above.** By fully participating in the week's discussion, you will be prepared for the two essay questions at the end of each week's quiz.

## 2. Quizzes

Quizzes are available at the end of each week and must be taken by the following Tuesday of the subsequent week. The quiz will be accessible from **Friday morning (12:01 am) through ~midnight (11:59 pm) Tuesday** of each week. Quizzes are timed (1 hour) and consist of 20 multiple-choice questions drawn from the week's reading and two essay questions that will be very similar to the PtPs for the week. The purpose of the **multiple-choice part** of the quiz is to assess the degree to which students have achieved a broad acquaintance with all the week's materials and can define key terms.

The purpose of the **essay part** of the quiz is more specific. Grading of an essay is based on the degree to which students have achieved a deeper and more comprehensive understanding of important concepts and questions in anthropology. It is explicitly understood that, as you post, read and respond to discussion messages, you will be building a prototypical "best answer" to each PtP, a prototype that can be quickly modified to answer any similar question on the quiz. Successful students continually revise their best answers as the week goes on and **saves** them in preparation for the essay portion of the week's quiz.

**You may, and you should, simply cut and paste your answer to the essay question on the quiz from your prepared prototype, because you will be graded on the degree to which your answers are conceptually correct and appropriately detailed.** You must cite sources -- including fellow students if your answer is derived from others in the class. Essay answers must also be spell-checked. The questions will not always be **exactly** like the discussion questions, but they will be close enough that all you need to do is minor editing or amplification. If you have a written answer already prepared, the essays will be a snap.

## 3. Mid-term

Given during the sixth week, this exam covers materials from each of the previous five weeks. Timing and other particulars of the midterm exam will be given in the Week 6 Assignments page. There can be no makeup for this exam; it is the student's responsibility to complete the exam during the time it is available. The mid-term is entirely multiple choice.

## 4. Final Exam

The final exam must be completed by midnight of the second day of the final exam period. There can be no makeups for this exam; it is the student's responsibility to complete the exam during the time it is available. The final exam is entirely multiple choice.

## **WHAT IS THE EXPECTED BEHAVIOR WHEN YOU ENROLL IN THIS COURSE?**

**1. ASSUMPTIONS:** All humans learn and all humans teach. Additionally, humans learn and teach in communities, and communities embody more knowledge than any one individual possesses. These characteristics have been fundamental first to human biological evolution, and then to the origin and evolution of cultures. Formal education takes place in a special community -- the learning community. The more cohesive the learning community and the more focused it is on shared goals, the more intense and rewarding is the learning experience.

In the best of learning communities, both "professor" and "students" are learners. The professor takes responsibility for the overall goals and direction of the course, the materials, pacing, lessons, and assessment. But students must take responsibility for their own learning. They must bring questions to the table, and act critically upon the materials of the course. Learning cannot be passive; it's hard work. Certainly it's useful and rewarding, but like long-distance running, it hurts a lot while you are doing it and feels great when you stop. After two day's rest, you feel stronger and swifter than you were before. Online courses are in many ways more focused and intensive learning communities than those encountered in the classroom.

You will be reading a lot and writing a lot, and communicating intensively with your fellow class members. You will need to put in about 15 hours of study a week, and you should log into the classroom at least five times a week to receive the week's schedule, read your e-mail, post commentaries and other assignments, and read and discuss the work of others. It's assumed that we are all there to learn some anthropology, to develop and exercise critical thinking skills, and to stretch ourselves creatively in the exploration of ideas. But above all we are all there to discover the ways that the tools of anthropology can illuminate our daily lives and current problems of the human condition.

**2. EXPECTED PARTICIPATION:** It is understood that one of the main motivations for taking an online course is that other obligations make it difficult or impossible to attend scheduled, "on-the-ground" college classes. Therefore, the basic unit of time in the course is the week. Materials will be posted or otherwise turned in by specific deadlines, but you will always have at least a week's warning about exactly what is due on that date so that you can do it at any time during the week. It is best to log in at least once a day, if just to retrieve and print your e-mail. If you procrastinate and fail to log in for more than a few days, you will begin to get lost. Most people who drop out or fail online courses do so because they do not develop the habit of logging in daily to see what is going on and to keep in touch with the discussion.

### **3. STUDENTS RIGHTS & OBLIGATIONS**

*You have the right to expect that your professor will:*

- provide a comprehensive syllabus and course calendar
- display all due dates for readings, exercises, and exams
- grade or otherwise respond to all submitted materials within a week
- monitor your participation in weekly discussion and occasionally comment on it
- inform you of your current grade and relative class standing upon request
- respond to any e-mail and answer all appropriate questions in a timely manner
- behave professionally, respecting you as an individual of intelligence and sensitivity

*As students, you have the responsibility to:*

- behave to all others in the class in a professional manner, being especially careful in e-mail and other electronic communications to avoid personal attacks, harsh criticisms, and objectionable language
- keep up with the course work and submit your work in on time
- support your classmates to establish a genuine learning community.
- read the textbook and other class materials!

### **4. CLASSROOM ETHICS**

#### ***Plagiarism***

I define plagiarism as copying someone else's written work, ideas, or other materials without permission and without citing the source. The source may be a published article, book, Web site, or a lecture or other course material of a professor, or the work of another student. In this instructional setting, plagiarism includes both unintentional but careless citation of sources and intentional submission of someone else's work whose authorship has been disguised by modifying the work.

Plagiarism does not include repeating "common knowledge," or expressing one's own experience, observations, insights, or conclusions drawn from sources, nor does it include commonly accepted facts of an academic field, the caveat being that students, who cannot distinguish what is commonly accepted from that which is the author's original work, should cite everything drawn from published materials.

All assignments submitted must be the student's own work and in the student's own words, except when explicitly referring to the work of others. Whenever you have occasion to use someone else's words, even if only a single phrase, you must indicate this fact by quotation marks and by a citation correctly giving the source. If you paraphrase a source, using your own words, you still must cite the source and page number directly after the paraphrase. If you simply repeat an idea expressed by another, even if you have used your own words, you must cite the source of the original idea. Somewhere in your document (be it a commentary, discussion message, or an exam), usually at the bottom, you must document **all** the sources, giving particulars of the source (such as the author's name, the publication date, the title of the article or book, the title of the publication if it is an article, the publisher, and the full URL to the Web site if that is where you got the information), as appropriate to the assignment. If you borrow without acknowledging a source you are plagiarizing. Please do not try to pass off someone else's work as your own!

#### **Here are the guidelines for this course:**

It is plagiarism if, in any written documents you present as your own, in fulfillment of any course assignment (discussion, quiz, exam, exercise, project, etc.) you:

- copy even a few consecutive words from any source not your own and present it as your own work
- copy even a few consecutive words from any source not your own and "forget" to put quotes around it
- attempt to paraphrase by changing only a few words of a sentence or paragraph not your own
- falsely cite a source
- cite a correct source but do so in such a way as to make it ambiguous which are your own words and which are the words from your source
- copy from another student's work from this quarter or previous quarters

#### **Avoiding Plagiarism**

**How To Avoid Plagiarism? Simple. If in doubt, cite the source, including page number where you can.** View the definition of plagiarism and information on how to avoid it at [http://turnitin.com/research\\_site/e\\_home.html](http://turnitin.com/research_site/e_home.html). Here are a few more links, provided by BC faculty, to help you understand what plagiarism is and [how to avoid it](#).

#### **Penalty for Plagiarism**

**Students who are found to have plagiarized will receive a score of zero (0.0) for the assignment in which the plagiarism occurred. If the plagiarism occurs in a quiz or discussion message, the zero will not count as a "lowest quiz or discussion score" of the quarter, so that it will always count as the loss of 20 and/or 40 points, as the case may be, from the final grade. Upon a second instance of plagiarism, a student will receive a course grade of F. In addition, documentation of the plagiarism will be submitted to and placed on record at the Office of the Dean of Student Services. Don't let something like this damage your career. If in doubt, cite; if still in doubt, ask.**



**5. CLASSROOM COURTESY & SCIENTIFIC APPROACH:** To develop a learning community, we all need to be courteous and respectful of each other's work. Abrasive, abusive, sarcastic, or intimidating messages directed to anyone in the class, including the professor, will not be tolerated.

I expect you to limit the subject of your agreements and disagreements to assigned subjects and to support your opinions with liberal citations from the texts and other recommended course materials. I also expect your discussion to be courteous and constructive in tone. The kinds of contributions you should make in your "Commentaries" and in "Discussion" are spelled out in the two documents about those subjects in the Syllabus folder.

If any of you feel intimidated by someone else's communications, private or public, please report it to me, along with copies of anything sent to you. I will isolate or expel anyone who persistently indulges in intimidating behavior of any kind.

Anthropology is a social **science** course. What the texts (and I) will present is the current scientific understanding of biological evolution--especially human evolution--cultural evolution, the origin of language, human cognition, cultural organization, and the vast diversity of human cultures and values. **The course may challenge many of your deepest beliefs about human nature and the origins and meaning of life.** While the broad outlines of human biological and cultural evolution are agreed upon in the field, as in any science there are numerous technical issues, arguments and outstanding questions yet to be resolved--that is the very nature and essence of science. Nevertheless, what is presented in this introductory course represents a general consensus of anthropological thinking. **Your task, then, is to understand the anthropological concepts of human biological and cultural evolution, whether you endorse them or not.**

If you hold religious beliefs that run contrary to this scientific consensus, please keep them to yourself and answer questions from a purely scientific perspective (see "Handout 1: Thinking Scientifically" in the Week 1 lesson). If you believe you may become upset by the subjects of the class or are obliged by your beliefs to actively repudiate the scientific explanation of human origins, please consider carefully whether you want to continue this course. Your purpose here is to learn and discuss what **anthropologists** think about humankind and human culture.

**COURSE CALENDAR FOR ANTHROPOLOGY 100 – FALL 2010**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
19 September	20 <b>Welcome to Anthropology!</b>	21	22	23	24 <b>DUE: Reading</b>	25 <b>DUE: PtPs</b>
26	27	28 <b>DUE: Disc #1 QUIZ #1</b>	29	30	1 October <b>DUE: Reading</b>	2 <b>DUE: PtPs</b>
3	4	5 <b>DUE: Disc #2 QUIZ #2</b>	6	7	8 <b>DUE: Reading</b>	9 <b>DUE: PtPs</b>
10	11	12 <b>DUE: Disc #3 QUIZ #3</b>	13	14	15 <b>DUE: Reading</b>	16 <b>DUE: PtPs</b>
17	18	19 <b>DUE: Disc #4 QUIZ #4</b>	20	21	22 <b>DUE: Reading</b>	23 <b>DUE: PtPs</b>
24	25	26 <b>DUE: Disc #5 QUIZ #5</b>	27 No Classes	28	29 <b>DUE: Reading</b>	30 <b>DUE: PtPs</b>
31	1 November	2 <b>DUE: Disc #6 Mid-Term</b>	3	4	5 <b>DUE: Reading</b>	6 <b>DUE: PtP</b>
7 <i>Last Day to Withdraw</i>	8	9 <b>DUE: Disc #7 QUIZ #6</b>	10	11 No Classes Veterans' Day	12 <b>DUE: Reading</b>	13 <b>DUE: PtPs</b>
14	15	16 <b>DUE: Disc #8 QUIZ #7</b>	17	18	19 <b>DUE: Reading</b>	20 <b>DUE: PtPs</b>
21	22	23 <b>DUE: Disc #9 QUIZ #8</b>	24	25 No Classes Thanksgiving	26 No Classes <b>DUE: Reading</b>	27 <b>DUE: PtPs</b>
28	29	30 <b>DUE: Disc #10 QUIZ # 9</b>	1 December	2	3	4 <b>DUE: PtP</b>
5	6	7 <b>DUE: Final</b>	8	9	10	11

## PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION

Revised Fall 2010

[http://bellevuecollege.edu/socsci/student\\_policies.asp](http://bellevuecollege.edu/socsci/student_policies.asp)

### **Cheating, Stealing and Plagiarizing<sup>[1]</sup>**

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services.

### **Incomplete**

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

### **F Grade**

Students who fail a course will receive a letter grade of "F."

### **Final Examination Schedule**

The Social Science Division will adhere to the final examination schedule as stated in the BC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

### **Withdrawal From Class**

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

### **Hardship Withdrawal**

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

### **Students Who Require Disability Accommodations:**

Students with disabilities who have accommodation needs are encouraged to meet with the Disability Resource Center (DRC) office located in B132 (telephone 425.564.2498 or TTY 425.564.4110), to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter. Students who require accommodation in class should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Resource Center, and review those needs with the instructor as well.

### **Distribution of Grades**

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades through the BC Web site.

### **Return of Papers and Tests**

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

*[1] If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*