

SPC
CULTURAL ANTHROPOLOGY (ANTH2351)
COMMON COURSE SYLLABUS

Department: Behavioral Sciences

Discipline: Anthropology

Course Number: ANTH 2351

Course Name: CULTURAL ANTHROPOLOGY

Credit: 3 Lecture, 0 Lab
This course satisfies as a CORE course for "Social and Behavioral Sciences"

Prerequisites: "TSI Reading" restrictions for INET

Campuses: Internet, Levelland, Reese

Textbook: *Introducing Cultural Anthropology – 5th Edition*, Roberta Edwards Lenkeit, McGraw Hill, 2012

Course Description: (3:3:0) The study of human cultures. Topics may include social organization, institutions, diversity, interactions between human groups, and ethics in the discipline. (Key concepts, methods and theory in the study of cultural diversity, social institutions, linguistics, and cultural change among world peoples).

Course Purpose: Cultural Anthropology introduces students to the theories and language of cultural anthropology. The class focuses on how ideas, values, beliefs, and other aspects of culture express and affect human experience. The course content involves the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures. Examples of critical thinking and human diversity are stressed in multiple contexts.

Course Requirements: To maximize the potential to complete this course, a student should attend all class sessions, complete all homework assignments, and complete all examinations. Internet courses require the work to be completed in specific time periods. The specific course requirements are listed on the individual instructor's course information sheet.

Student Learning Outcomes:

Upon successful completion of this course, students will:

1. Describe key concepts and methods of cultural anthropology.
2. Explain the concept of culture, cultural diversity, and culture change.
3. Demonstrate how anthropological concepts apply to addressing human and global challenges.

Core Objectives Addressed:

- Communication Skills – to include effective written, oral, and visual communication (1,2)
- Critical Thinking Skills – to include creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information (1,2,3)
- Social Responsibility – to include the demonstrated intercultural knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities (1,2,3)

- Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions (1,2,3)

Texas Coordinating Board Approval Number (CIP): 45.0201.53_25

Standard Written English REQUIREMENT:

All written assignments should be presented using the conventions of Standard Written English. South Plains College requires all students to become proficient in "academic English," a form of English that is typically used in academic, professional, and business contexts. While slang, regional idioms, and informal kinds of self-expression are appropriate in some contexts, they are out of place in academic writing. Writing instructors and professors in courses across the campus **expect all students to demonstrate proficiency in using the conventions of academic English in their written work, whether it is in-class exams or take-home essays.** Each instructor may also add additional requirements regarding written assignments that are contained in your syllabus.

Attendance Policy: Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Academic Appeals Procedure

INFORMAL APPEAL

1. The student should schedule an appointment with the instructor of the course to discuss the final grade or discipline action.
2. If the student is still not satisfied, he/she should schedule an appointment with the appropriate department chairperson to discuss the situation. (The chairperson may request that the instructor also be present.)
3. If the student is still not satisfied, he/she should schedule an appointment with the Divisional Dean to discuss the situation. (The dean may request that the chairperson also be present.)
4. If the student is still not satisfied, he/she should be advised of the formal appeal process.

FORMAL APPEAL

1. If the student is not satisfied with the results of the Informal Appeal, he/she should provide the following information, in writing, to the Vice President for Academic Affairs:

a. A request for a formal appeals hearing. b. A brief statement of what is being appealed. c. The basis for the appeal. d. Pertinent facts relating to the appeal.

NOTE: The agenda of the appeals hearing will include only those factors documented in the student's appeal request letter.

2. The Vice President for Academic Affairs of South Plains College, will determine the date, time and place of the hearing, and notify the student accordingly.

THE HEARING

1. Composition of the appeals committee:

a. Vice President for Academic Affairs will preside over the hearing. b. Faculty member of the student's choice. c. Faculty member and student of the Vice President for Academic Affairs. d. President of the Student Body/Student Advisory Council. e. Vice President of Student Affairs.

2. Other persons who should be available at the hearing:

a. The student who requested the hearing. b. The faculty member involved. c. Anyone the student or faculty member wishes to be present to substantiate the case. d. Chairperson and Divisional Dean.

3. Hearing Procedure: The Committee will hear the student's appeal during which the parties to the controversy, and such representatives as desired, will present all facts relating to the case. Consequently, the committee will recommend appropriate action by majority vote.

4. The termination of the hearing finalizes the academic appeal procedure.

APPEAL RESTRICTIONS

1. Only final grades or dismissal resulting from academic discipline will be considered. 2. The instructor's teaching ability or expertise will not be considered during the hearing. 3. No grade or disciplinary action can be formally appealed after a period of six (6) months from the date that the student is informed.

Tobacco Products:

South Plains College prohibits the use of any tobacco product, electronic cigarette, or vapor device throughout all indoor areas and within a 25 foot perimeter around all facility entrances, exits and HVAC air intake vents under the control of SPC, including sporting facilities and SPC vehicles. Included in this ban are tobacco products of all types (including, but not limited to, cigarettes, cigars, pipes, chewing tobacco, snuff and all other kinds and forms of tobacco prepared in such a manner to be suitable for spit tobacco use, smoking, or both). This ban also includes herbal tobacco products and simulated tobacco products that imitate or mimic tobacco products such as e-cigarettes, vapor cigarettes, pipes or other types of inhalation devices.

IF YOU ARE ON CAMPUS

Campus Concealed Carry Policy:

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

(http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php)

Pursuant to PC 46.035, the **open carrying** of handguns **is prohibited** on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Equal Opportunity Statement

South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities.

INSTRUCTOR-SPECIFIC COURSE INFORMATION SHEET

ANTH 2351
CULTURAL ANTHROPOLOGY
Asst. Prof. Nancy Smith
FALL 2017

Instructor: Nancy Smith,
Assistant Professor of Anthropology

Office: Reese 405G
Phone: 806.716.4031
Email: nsmith@southplainscollege.edu

Office Hours: Mon, Wed – Levelland Campus – TA222 – 8:45-9:15AM, 12:15-12:45PM, 2:15-3:15PM
Tues, Thurs – Reese Campus – RC405G – 1:30-2:30PM
Friday – Reese Campus – RC405G – 8:30-10:30AM
- or- by appointment

Required Text: *Introducing Cultural Anthropology – 5th Edition*, Roberta Edwards Lenkeit, McGraw

Diversity Statement: “In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be” (Faculty Handbook 4.1.1.1) – How **PERFECT** for this class !!

Disabilities Statement: “Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office”::

Building 8,- Reese – 716-4675

THE RULES:

Pages 11-15 of the South Plains Student Guide highlights topics and procedures of Student Conduct and Penalties for

Misconduct. I suggest you read this. Here are the highlights as they fit this class:

Academic Integrity: Cheating of any type is a serious matter and will **NOT** be tolerated. This includes cheating **in any form** on tests, quizzes, homeworks, and/or assignments (such as copying someone’s exam or assignments), and plagiarism.

According to the South Plains College website,

<http://www.southplainscollege.edu/library/smartstarts/mod6/04-plagiarism.html>, “plagiarism is presenting the words or ideas of someone else as your own without proper acknowledgment of the source. It is okay to use the ideas of other people, but you do need to correctly credit them. When you

quote people – or even when you summarize or paraphrase information found in books, articles, or Web pages – you must acknowledge the original author.”

(If you do not know/understand what constitutes plagiarism, or if you need further clarification ask me or look it up .. **ignorance will not be an excuse.**) Do not even THINK ABOUT cheating in any way.

However, if you do and if you are caught the **following WILL happen ...**

1. You will receive a ZERO on the assignment and we will have a discussion
2. You will be ineligible to receive any extra credit points
3. You may be dropped ONE letter grade at the end of the semester
4. IF you are caught a second time, you be dropped from the class with an F

THIS HOLDS TRUE FOR ANY ASSIGNMENT – EVEN AN EXTRA CREDIT ASSIGNMENT. Penalization because of plagiarism/cheating is the consequence of YOUR choices and YOUR actions. It is not something I am doing to YOU – it is what YOU are doing to YOU.

This is serious. I am serious. DO NOT DO IT !! Take the low grade for not-knowing/doing the material, rather than the above repercussions for cheating.

Student Behavior: This is college, and I view you as an **adult. Please act like one.** Be courteous, be respectful, think before you speak. Do not disrupt class. If you are disruptive with your online responses or comments, you may **be dropped from the class.**

Attendance: Here’s how it works in this class:

“Participation” in this online class is mandatory – you must be active. There are numerous assignments which should force you to log-on continuously. I understand that each of you has your own schedule and will be logging-on at different times. That’s fine. All that is expected of you is that you **GET THE WORK DONE !!**

I do not accept late work.

Each assignment and discussion has a dictated due DATE and TIME. It is your responsibility to get the work done and submitted to me by the designated time/date. Therefore, since this is a virtual classroom, attendance will be taken according to completion/submission of Discussions, Quizzes, Assignments, and projects.

If you are unable to log-on or complete your work for any reason, YOU MUST CONTACT ME ASAP!

Excuses such as "The network was down," or "I could not figure out how to send the assignment through the assignments function" are not acceptable. In short, plan ahead and **do not wait until the last minute to submit your assignments.** It is always okay to turn in assignments early although discussion board postings should be done with the calendar schedule.

Administrative Drop Policy: Due to Financial Aid and South Plains College requirements for participation/attendance a student who **fails to turn in 5 assignments** during the semester may be **dropped** with a grade of "X" from the course. Assignments in this context refer to the written chapter assignments as well as test and/or postings to the discussion board.

Courtesy and Respect: I am your instructor, and though I may joke around with you please don’t lose sight of the fact that I am still your instructor. So please do not address me with “hey,” “yo,” etc. Emails must also abide by Standard Written English. Standard Written English, courtesy and respect is expected in all manners of correspondence, and I will do the same. THANKS !!

THE GRADES:

1. Tests: You will be instructed to take an exam/quiz for most units. These tests are timed and will shut down if you exceed the allotted time. Also, do not try to open another tab on the internet while you are taking the test because that will not be allowed – the computer will shut you down.

- There are **NO make-up exams** except for **EXTREME** circumstances which must be discussed with me within **ONE DAY** of your missed test .
- Do not be late for tests – I do not accept late work.
- If you happen to miss a test .. do not fret. A missed test does not equate to Failing the class. It could, if your grades for everything else are poor .. but if you are a good student and do well on everything else, a missed test ***should not*** lead to a failing grade.
- The test questions will be randomly selected and will consist of Multiple Choice and True-False.
- **When taking quizzes, SAVE your answers to each question as you go along. The computer may time-out and you run the risk of losing your work.**

2. ASSIGNMENTS & Projects: I do not accept late assignments unless your issue has been discussed with me. Things are due when they are due. Anything not turned in when collected is considered LATE and will not be accepted.

I suggest that the lengthy assignments/projects be typed in Word first and then copy/pasted to the **SUBMISSIONS BOX** of the assignment on Blackboard. The reason for this is that if you are idle in Blackboard for a certain length of time, it will boot you out; which means that your incomplete work will be lost. That will be very frustrating. So, if you know that you will be working on an assignment or project for a good amount of time, do it in Microsoft Word first.

Please follow these instructions: typed, double spaced, 10-12 font, **1" margins**. Standard written English is EXPECTED on all written assignments. NO TEXT ABBREVIATIONS or LINGO. If Standard written English is not illustrated, points WILL BE DEDUCTED.

DO NOT SEND ME ANY "attachments." You must use the "SUBMISSIONS BOX" for submitting assignments and projects. There is a "submissions" link for you to click-on and it will open the Submissions Box.

3. DISCUSSIONS: Each unit has one or more discussions that require your posts and comments. You must read the instructions carefully for each one. Pay attention to the due dates/times! No late work will be accepted.

Discussions are used in online courses for you to prove that you "get it;" that you understand the material, that you are reading the material, and that you are proficient enough in it to expand upon it in discussions. This is how face-to-face class interaction is substituted. It is very valuable and REQUIRED for this course.

Please review the guidelines I have posted on proper "netiquette." Just because we don't see your face and/or hear your voice does not give you a free pass to be rude, crude, or hurtful. The computer is not a veil.

Please refer to the grading rubric I have posted. I will be using it to grade your postings, and there are certain criteria you must fulfill.

**** REGARDLESS OF WHAT THE ASSIGNMENT IS... YOU ARE EXPECTED TO WRITE IN FORMAL GRAMMAR. I WILL NOT ACCEPT ANY TEXT MESSAGING ABBREVIATIONS !! THIS IS A CLASS..NOT A PHONE.... ****

Also, for Discussions... I expect you to include terms and definitions from the unit within the context of your answer. You will lose points if I do not see terms and definitions !

GRADE:

Your grade for this course will be a reflection of YOUR scores on the above-mentioned topics. You will receive the grade YOU EARNED. Your grade is compiled in the following way:

Tests = (AVERAGE) = 20% Assignments = (AVERAGE) = 20%
Discussions = (AVERAGE) = 40% Projects = (AVERAGE) = 20%

Letter Grades for overall Final Average in the class:

A = 90-100+

B = 80-89

C = 70-79

D = 60-69

F = 59 and Below

THE GOOD NEWS:

I am a strong supporter of **EXTRA CREDIT!** I believe that in order to learn about other cultures/groups, participation and observation in cultural functions outside of the classroom is necessary. This may come in the form of attending public presentations, performances, exhibits, events, or watching videos, TV shows, as well as reading articles/books; doing chapter reviews.

I will announce eligible events as they come up, BUT you are not solely limited to these events. You are encouraged to do extra credits on items of your own idea.

Extra credit assignments will consist of four parts:

1. A review of the event in your own words. (**DO NOT PLAGIARIZE**) - what was "it" about
2. How it relates to class. – terms/concepts that relate to class (2 or more)
3. What it tells you about that culture – what did you learn
4. Your personal reflections – what did you think about "it?"

** If you report on an article or event, you must include a copy of the article, or a program from the event

All extra credit assignments must be turned-in typed, double spaced, normal 10/12 font, 1" margins, and with all four criteria met. Standard Written English must be displayed. If your paper is not formatted as stated, it will be turned back to you ungraded. If completed correctly, handed-in extra credits can earn you **2 points** to be added to your final, overall grade. A maximum of **8 points of extra credit** will be allotted to be added to your final grade. This is a CHOICE you have .. extra credits are not required.

*** THE LAST DAY TO TURN IN EXTRA CREDITS IS BY 11:59PM on Monday, Dec 4th**

NOTE:

If EVER you should have any questions, concerns, etc – come and see me or contact me. That is what I am here for .. that is what my office hours are for. I cannot help you if you don't come and talk to me.

COMPUTER INFORMATION:

Blackboard Learn 9.1 is the computer software used to deliver this course. It is essential that you have reliable access to the Internet. It is not necessary to purchase or own your own computer but you should have a backup plan in place should you encounter computer problems. There are open computer labs available to all enrolled SPC students on all campuses. It is also the student's responsibility to have the required computer skills to complete this course. More information on online courses is available at www.southplainscollege.edu/online.

IF YOU SHOULD EVER ENCOUNTER TECHNICAL DIFFICULTIES WITH THE SYSTEM, DO NOT CONTACT ME. YOUR FIRST PHONE CALL SHOULD GO TO 806-716-2180 or email blackboard@southplainscollege.edu . OTHER TECHNICAL ASSISTANCE CAN BE FOUND AT BLACKBOARD.COM, AND THE SPC WEBPAGE (THEY HAVE TUTORIALS). You may email to tell me that someone from SPC Blackboard assistance is helping you, but do not call me for Technical/Computer related questions. I am not the expert on that. I can help you on ASSIGNMENT and ANTHROPOLOGY questions ... not the "system" questions.

Most Web educational experience will require the use of several additional browser plug-ins. The following list is a list of software that you will probably need to download for this class. It is very highly recommended that you have an anti-virus program on your computer. You may also need **Adobe Acrobat** for several readings and a multimedia player such as **Windows Media Player**. **** Students seem to have problems watching videos on an Apple/Mac devise. ****

MINIMUM Software requirements:

Microsoft Word, WordPerfect, or another word processing program capable of saving files in RTF (Rich Text Format).

Web Browser – Firefox or Google Chrome is recommended - If you plan on using a browser supplied by your Internet service provider (for example, AOL or WebTV) make sure it is the most recent version. We cannot guarantee that all course features will function in all non-Internet Explorer browsers.

Your course may require special (free) plug-ins to access Streaming Media, PDF files, or other web components.

Antivirus software

**** YOU WILL ALSO NEED TO DOWNLOAD “RESPONDUS LOCKDOWN BROWSER”** – you will not be able to take any tests if you do not do this. Do do this, go on the SPC website and log in to your MySPC. Click on the following: "Students" "Distance Education" then on the right hand side of the page you will see a box marked Respondus Lockdown Browser. Click on the “Download” link.

Other Software you will need:

- RealNetworks RealOne Player
- Adobe Acrobat Reader
- Apple Quicktime Media Player
- Windows Media Player

More computer requirements:

Since this course are entirely online, participants are expected to have at least an elementary knowledge of their microcomputer operating system and basic knowledge of software and tools such as a word processor, e-mail, an Internet browser, and search engines.

FINAL NOTE:

If EVER you should have any questions, concerns, etc – let me know. That is what I am here for .. that is what my office hours are for. I cannot help you if you don't contact me. You can expect a 24-48HR time-frame turn-around for any email correspondence from me after you contact me.

SEMESTER SCHEDULE

Following is the schedule for this Fall 2017 Semester. **PRINT THIS OUT AND REFER TO IT OFTEN!**

- PRACTICE: Syllabus Contract, Syllabus Quiz (in "Getting Started" tab), and Practice Assignment and Discussion (In "Let's Practice" tab) are all due on FRIDAY, Sept 1 , by 11:59PM.
- UNIT 1 (Ch. 1 & Ch. 2) – The Study of Humanity & Culture & Race– Open Sept 1, Closes Sept 8 – Coursework includes reading the two chapters, reading an article, doing an article assignment, participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 2 (Ch. 3) – Studying Cultures & Ethnography – Open Sept 8, Closes Sept 15– Coursework includes reading Chapter 3 , , participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 3 (Ch. 4) – Culture and Language – Open Sept 15, Closes Sept 22 – Coursework includes reading Chapter 4, submitting a reading assignment, participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 4 (Ch. 5&6) – Adaptive Strategies – Open Sept 22, Closes Sept 29 – Coursework includes reading Chapter 5 & 6 , submitting a reading assignment, participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 5 (No textbook chapter) – Exchange and Economic Systems – Open Sept 29, Closes Oct 10 – Coursework includes reading an article, doing an article assignment, taking a test, and [completing a project](#). **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 6 (Ch. 7 & 8) – Family & Kinship – Open Oct 10, Closes Oct 19 – Coursework includes reading Chapter 7 & 8 (excluding pgs 181-182), watching a videoclip, completing a video assignment, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 7 (Ch. 10) – Politics and Social Inequality – Open Oct 19, Closes Oct 26 – Coursework includes reading Chapter 10, submitting a reading assignment, participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 8 (Ch. 9) – Gender – Open Oct 26, Closes Nov 3 – Coursework includes reading Chapter 9, watching a videoclip, completing a video assignment, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 9 (Ch. 11) – Religion and Belief Systems – Open Nov 3, Closes Nov 13 – Coursework includes reading Chapter 11, submitting a reading assignment, participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 10 (Ch. 13) – Culture Change & Development – Open Nov 13, Closes Nov 21– Coursework includes reading Chapter 13 (excluding pgs 292-294, 310-312), participating in Discussion postings, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- UNIT 11 (Ch. 12) – Art and the Aesthetic – Open Nov 21, Closes Dec 5 – Coursework includes reading Chapter 12, watching a videoclips, completing a video assignment, and taking a test. **ALL ITEMS HAVE SEPARATE DUE DATES AND DUE TIMES BEFORE THE UNIT CLOSURES.**
- FINAL PROJECT – Open Dec 5, Closes Dec 11 - **NOON.**

All of these assignments will be available to you ONLY during their open/close dates. You must go into the tab marked “ UNIT 1, 2, 3, etc” along the left-hand side of the page and click on all the coursework available. BE SURE TO READ ALL INSTRUCTIONS CAREFULLY!!!!

All grades for the above-listed assignments will be posted in your tab marked “**GRADES.**” Please allow 7 days for a grade to appear. Though I check my email regularly, I do a lot of the “grading” on weekends.

All Units open at 8AM and deadlines are 11:59PM – EXCEPT FINAL PROJECT (deadline of NOON)

Again, if you should have any questions **on the content or instructions..** please notify me.

If you should have **TECHNICAL** issues/problems/questions .. please notify SPC Blackboard assistance at **806-716-2180** or email blackboard@southplainscollege.edu .