

EXPECTATIONS

I will respond to all e-mails within 24 hours
I will provide you with all materials and information as outlined in the course
I will provide you with timely feedback on all assignments
I will be respectful and professional in all student interactions, both in and out of class
If a change in the course is needed, I will notify you as soon as possible.

I expect you to come to class prepared and ready to learn
I expect you to complete and submit all assignments on time
I expect you to conduct yourself respectfully in your interactions with others
I expect that you will check your e-mail accounts for updates
I expect that you will notify me when you notice errors in the course

Students are strongly encouraged to attend all classes. In distance classes, this means participating actively on discussion boards. Moreover, they should be prepared (i.e., have done the readings) and arrive in class ready to discuss the week's material.

Late assignments will be penalized by two points for each day that they are late. Late submissions will **not be accepted if they are more than a week late.**

All assignments should use APA style, be error-free (grammar and spelling count), have one-inch margins, and include a cover page and reference page (if necessary). There's a link to the Purdue University OWL (online writing lab) website under the Web Resources tab to help you with APA style. WU also provides writing help through the Student Success Center. Just follow the tutoring link on the course home page.

Plagiarism and Academic Integrity

Students are expected to familiarize themselves with and to adhere to Wilmington University's academic integrity policy. Written assignments will be checked for plagiarism. Students found to have plagiarized will be reported to the Department and will receive an automatic zero for the plagiarized assignment. Wilmington University defines plagiarism as:

“Submitting information without acknowledging the source through complete, accurate, and specific references, including:

- submitting work that includes the words, ideas or data of another as your own,
- information from the internet

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- work which you have previously submitted for other assignments (known as self-plagiarism)
 - copying a source verbatim”
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For more information see:

<http://www.wilmu.edu/studentlife/acadintegrity.aspx>

Students with Special Needs:

Wilmington University supports the right of disabled students to obtain access to higher education. Such students should be sure to self-identify, in advance, by contacting the Office of Student Affairs with verifying documentation. For additional information, please call (302)356-6940 or visit the Wilmington University website at <http://www.wilmu.edu/studentlife/disabilityservices/index.html>.