



FESA 3350-600 Intro-Fndmntl Homeland Securit,
Fall 2026, CRN: 10826
Department of Management and Marketing, College of Business
Course Syllabus

Class Meeting Time and Place: Online Asynchronous
Class Duration: 08/24 – 12/11/2026
Instructor: Michael Parsons, MS
Office: Virtual
Tel: (210) 413-4295 Cell
E-Mail: michael.parsons@tamusa.edu.
Students will receive a reply within two business days.
Course Website: <https://tamusa.blackboard.com/>
Office Hours: Online Through Email and/or Phone as requested

Catalog Course Description:

This course is an introductory course that examines many facets of Homeland Security in the United States as it relates to emergency response. There will be a review of the historical and contemporary governmental theories and practices of Homeland Security and emergency services at both the public and private levels. An examination of Homeland Security as it relates to national, regional, state and local emergency responses will be provided. The course also details the administrative, legislative and operational elements of Homeland Security with an understanding and appreciation of Presidential declarations, Presidential directives, judicial rulings, Congressional initiatives and constitutional rights as it applies to providing emergency services to the citizens of the United States. Other topics to be presented as they relate to emergency responders may include the threat of terrorism, manmade and natural disasters, governmental policy, and intelligence and investigative techniques that support this overall objective.

Course Objectives: Upon satisfactory completion of this course, the student will be able to:

1. Understand the context of 9/11 from a historical perspective
2. Learn how domestic security has developed in the 20th century
3. Understand the concepts of civil defense, emergency management, and homeland security, and how they are similar/different
4. To understand common themes of homeland security as found through the homeland security bureaucracy, concepts, strategy, mission, goals, and areas of emphasis
5. To consider the relationship between terrorism and natural disasters as they relate to homeland security
6. Understand that the Department of Homeland Security was initially conceived of as the Office of Homeland Security within the White House/Executive Branch

7. Learn about the passage of the USA PATRIOT Act and the myriads of laws it contained
8. Understand the role of the Homeland Security Presidential Directives in the implementation of homeland security in America

9. Understand the role of coordination in the intelligence community as it relates to homeland security
10. Understand the documents that define the governments responses to emergencies that occur in the U.S.
11. Understand the roles of the federal, state, local, and tribal governments when an emergency occurs
12. To help the reader become more informed about the legislation passed by Congress to deter terrorism or help the country's response to an emergency event such as terrorism or a natural disaster
13. To understand the challenges faced by homeland security in the future

Prerequisites:

None- This class is intended for BAAS-FESA students. Others may attend with approval of their respective schools or departments.

Student Learning Outcomes:

After successful completion of this course, students will be able to:

- Learning Outcome 1. List the key events and people that have affected homeland security
- Learning Outcome 2. Outline the specific roles that individuals and government agencies play in homeland security
- Learning Outcome 3. Prepare a summary of programs and methods used to meet the homeland security needs of Texas and the United States

AACSB Assessment:

The College of Business is in the process of applying for AACSB accreditation. As part of that process, students will be assessed on program level outcomes based on course outcomes from various courses. The materials from this course may be used for assessing such program level outcomes, and hence students must follow the necessary rigor to ensure mastery and retention of the above course outcomes.

Required Materials:

- **Textbook: Introduction to Homeland Security: Policy, Organization, and Management 2nd Ed,** Jones and Bartlett. By William Oliver, Nancy Marion, & Joshua Hill. ISBN: 978-1-284-15464-1 Available from whatever provider you prefer and any platform, hardcopy, online, e-book etc.
- **Blackboard:** Connect to <http://tamusa.blackboard.com>. You will have lecture notes, solutions to problems, multimedia materials and other supplementary materials in Blackboard. All class communications will be through Blackboard and students should monitor this several times a day.
- **Time Expectation for coursework:** You are expected to spend 4-8 hours per week on the course. Based on the background, some students may require more time. Time spent may be longer when assignment/exams are due.

Other Recommended / Reading Materials: Additional reading materials are available on the course website as recommended by the instructor.

Course Requirements every student must fulfill to succeed in course:

1. Students should check the Course Calendar, Announcements, and Messages (e-mail) systems on Blackboard on a regular basis.
2. Students should keep current with all course assignments, quizzes, and examinations.
3. Students should ask questions and communicate with the instructor either, online, off-line or during office hours.
4. For all classwork, exams, quizzes etc., if a student is completing it off-campus, then they are responsible for availability of internet connectivity. Extensions will **not** be granted for lack of availability of internet connections.
5. Students should remember that online and hybrid courses assume greater responsibility and independent learning skills by the student for their own learning outcomes.
6. For online courses, students should keep current on class recordings, if not attending the live class (either in person or online).

Grading Policy: GRADING POLICY: The final course grade will be based on your performance on the quizzes, exams, assignments and class participation using the following weights:

Research Paper	25%
Assignments	25%
Mid-Term	25%
Final Exam	25%
Total	100%

The final letter grades will be assigned as follows: Above 90% $\Rightarrow$ A; 80 – 89% $\Rightarrow$ B; 70 – 79% $\Rightarrow$ C; 60 – 69% $\Rightarrow$ D; Below 60% $\Rightarrow$ F.

Examinations and Quizzes: There will be a comprehensive final exam. The assignments online represent your understanding of the readings and information presented in the Chapters. The assignments will consist of conceptual multiple-choice questions, problem solving questions, and short essay questions. The comprehensive final exam materials will come from lecture notes, the text, and class discussions and assignments. Questions will emphasize understanding and applications of concepts and topics covered in class. The final exam will open online after midnight on Sunday, December 6th and close on Friday, December 11th @ 11:59pm. You will have 1 hour and 50 minutes to complete the exam and it will auto submit at that time once opened.

Assignments/ Research papers: There will be several assignments during the semester. The objective of the assignment is to provide the student an opportunity to use the materials and processes to display a mastery of the subjects. Details of the assignment will be provided later.

Final Research Paper:

You will submit a Research Paper on a subject relating to Homeland Security. The paper is due on December 5th, 2026, at 11:59 pm. The choice of topic is up to you but should be closely related to material covered in this course. The paper will consist of 4 – 6 pages in length not including the cover sheet or reference pages. The paper should be double spaced and comply with APA writing guidelines. For an example of APA style please visit <http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx> or another online free resource. You need to use at least three references not including the course text. If you have questions on subject matter or other issues with your paper, please contact the instructor. Please submit your papers electronically in a doc format to upload. The paper will be submitted through the Turnitin app on blackboard to assess student originality.

Online individual / Group Activities: TBA

Make up and Late Assignment/exam/quiz policy:

As a rule, make-up or late submissions will be accepted but will receive an automatic 15% deduction. Late submissions or make-up may be accepted/administered only in extraordinary circumstances such as an excused official university activity, a severe illness, or a dire emergency.

However, you must provide comprehensive documentation either before or within a few days of the missed assignment/quiz/exam to receive exemption from the late penalty.

Class conduct and civility code: Everyone in class is expected to follow all rules in the student handbook, as well as common courtesy during classroom lectures and discussions in the class and online, including the following:

1. Attendance may be taken at the beginning or the end of the class
2. It is the students' responsibility to obtain and be able to use the required materials and software for this class.
3. Students must retain copies of all assignments and graded work for verification purposes and provide it to the instructor, if necessary. Keep own copies of all computer files and e-mails till final grade is received.
4. For any questions about the exams and assignments, a student should contact the instructor well in advance of the day they are due, so the instructor may have enough time to provide feedback.
5. All communications will be via e-mail communications to the Texas A&M University e-mail account, and students are expected to use their school provided email account. The instructor will reply to student e-mail messages and voice messages within 2 business days (Monday-Friday).
6. All assignment submissions must be uploaded to Blackboard by the due date and time. Submission window may close or mark late, even if it is late by one second.

Anyone violating these policies may be subject to disciplinary actions.



Class attendance and Participation:

Fall 2025 Class Schedule

The provisions and information set forth in the schedule below are intended to be informational and not contractual in nature. The instructor reserves the right to amend, alter, change, delete or modify the provisions of the schedule.

Week	Date			Chapters
Week 1	Aug. 24	Aug. 29		Chapter 1 A History of Homeland Security
Week 2	Aug 30	Sep. 05		Chapter 2 Homeland Security Defined
Week 3	Sep. 06	Sep. 12		Chapter 3 Modern Terrorism and Natural Disasters
Week 4	Sep. 13	Sep. 19		Chapter 4 The Development of Homeland Security
Week 5	Sep. 20	Sep. 26		Chapter 5 The Department of Homeland Security
Week 6	Sep. 27	Oct. 03		Chapter 6 Homeland Security Community
Week 7	Oct. 04	Oct. 10		Chapter 7 Anti-Terrorism and Counterterrorism
Week 8	Oct. 11	Oct. 17		Chapter 8 The National Strategy for Homeland Security
Week 9	Oct. 18	Oct. 24		Chapter 9 Homeland Security Threats
Week 10	Oct. 25	Oct. 31		Chapter 10 The Homeland Security Cycle
Week 11	Nov.01	Nov. 07		Chapter 11 NIMS & ICS
Week 12	Nov. 08	Nov. 14		Chapter 12 Political Responses to Homeland Security
Week 13	Nov. 15	Nov. 21		Chapter 13 Legal Responses to Homeland Security
Week 14	Nov. 22	Nov. 28		Chapter 14 Homeland Security Communication & Technology Issues
Week 15	Nov. 29	Dec. 05		Chapter 15 Domain Security and the Future of Homeland Security (RESEARCH PAPER SUBMISSION)
Week 16	Dec. 06	Dec 11		Final Exam (Online)



IMPORTANT POLICIES AND RESOURCES

University Email Policy and Course Communications: All correspondence between professors and students must occur via university email accounts. You must have your Jaguar email account ready and working. If it is not working, contact the help desk at helpdesk@tamusa.edu or at 210-784-HELP (4357). If you don't hear back within 48 hours, contact them again. They have many requests during the first part of the semester, so you may need to follow up with them.

Academic Accommodations for Individuals with Disabilities: Texas A&M University-San Antonio is committed to providing all students with reasonable access to learning opportunities and accommodations in accordance with The Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act. If you experience barriers to your education due to a disability or think you may have a disability, Disability Support Services is in the Central Academic Building, Suite 210. You can also contact us via phone at (210) 784-1335, visit us at the website or email us at dss@tamusa.edu. All students are encouraged to discuss their academic accommodation with Disability Support Services and their instructors as soon as possible.

Academic Learning Center: All currently enrolled students at Texas A&M University-San Antonio can utilize the Academic Learning Center for subject-area tutoring. The Academic Learning Center provides free course-based tutoring to all currently enrolled students at Texas A&M University-San Antonio. Students wishing to work with a tutor can make appointments through the Brainfuse online tutoring platform. Brainfuse can be accessed in the Tools section of Blackboard. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu, calling (210) 784-1307, or visiting the Central Academic Building, room 202. Online tutoring is also available for after hours and weekend assistance.

While tutoring hours may change based on tutor schedules and availability, the current tutoring hours for MATH in the ALC are as follows:

Appointments available MATH Walk in Tutoring – No appointment needed

**Appointments
available**

Walk in Tutoring – No appointment

needed

MONDAY 8 am – 6 pm 9 am – 5 pm

TUESDAY 8 am – 6 pm 9 am – 5 pm

WEDNESDAY 8 am – 6 pm 9 am – 5 pm

THURSDAY 8 am – 6 pm 9 am – 5 pm

FRIDAY 8 am – 5 pm 11 am – 4 pm

Counseling/Mental Health Resources: As a college student, there may be times when personal stressors interfere with your academic performance and negative impact on your daily functioning. If you are experiencing emotional

difficulties or mental health concerns, support is available to you through the Student Counseling Center (SCC). To schedule an appointment, visit our website, call 210-784-1331 or visit Madla 120 between the hours of 8:00 AM and 5:00 PM.

All mental health services provided by the SCC are free and confidential (as the law allows). The Student Counseling Center provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services. Crisis support is available 24/7/365 by calling the SCC at 210-784-1331 or through the TELUS student support App.

The TELUS Student Support App provides a variety of mental health resources to include 24/7/365 support for in the moment distress, crisis support, an anonymous peer-to-peer support network, mental health screenings, podcasts, and articles to improve your mental wellbeing.

Emergency Preparedness: JagE Alert is Texas A&M University-San Antonio's mass notification system. In the event of an emergency, such as inclement weather, students, staff and faculty, who are registered, will have the option to receive a text message, email with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>. More information on emergency responses may be found at: Emergency Operations Plan and the Emergency Action Plan. Download the Safe Zone App (<https://safezoneapp.com/>) for emergencies or call (210) 784-1911. Non-Emergency (210) 784-1900.

Financial Aid and Verification of Attendance: According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended by the published Census Date (the first week of class). Any student receiving federal financial aid who does not attend prior to the published Census Date (the first week of class) will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Jaguar Writing, Language, and Digital Composing Center (WLDCC): The WLDCC provides support to graduate and undergraduate students in all three colleges as well as faculty and staff. Writing tutors work with students to develop reading skills, prepare oral presentations, plan, draft, and revise their written assignments. Our language tutors support students enrolled in Spanish courses and students composing in Spanish for any assignment. Our digital studio tutors support students working on digital projects such as eportfolios, class presentations, or other digital multimedia projects. The WLDCC offers face-to-face, synchronous online, and asynchronous digital appointments. Students can schedule appointments with the WLDCC in JagWire under the Student Services tab. Click on "Writing, Language, and Digital Composing Center" to make your appointment. Students wanting to work in real-time with a tutor can schedule an "Online Appointment." Students wishing to receive asynchronous, written feedback from a tutor can schedule an "eTutoring" appointment. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website. The WLDCC can also be reached by emailing wldcc@tamusa.edu.

Meeting Basic Needs: Any student who has difficulty affording groceries or accessing sufficient food to eat every day or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to submit a CARE report for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to direct you to available resources. A food pantry is available on campus; click here for hours and contact information.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to visit the Office of Fundamentals of Homeland Security, Fall 2026, Syllabus, Michael Parsons

Military Affairs for any question involving federal or state VA Education Benefits. Visit the Patriots' Casa building, room 202, or to contact the Office of Military Affairs with any questions at military.va@tamusa.edu or (210)784-1397.

Religious Observances: Texas A&M University-San Antonio recognizes the wide variety of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or course

work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

The Six-Drop Rule: Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student's GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as "F" grades and will impact the student's GPA.

Statement of Harassment and Discrimination: Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equal opportunity, and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality and the uniqueness of the individual on our campus and within our state, nation, and world. All decisions and actions involving students and employees are to be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, based on race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or pregnancy/parenting status. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the University's Civil Rights Officer at 210-784-2061 or titleix@tamusa.edu.

Texas A&M University-San Antonio faculty are committed to providing a safe learning environment for all students and for the university. If you have experienced any form of sex discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking based on sex, know that help and support are available. A&M-San Antonio's Title IX Coordinator can support those impacted by such conduct in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the Title IX Coordinator. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and trained victim advocates) are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment, sexual violence, or other related sex-based misconduct, the faculty member must share that information with the university's Title IX Coordinator (titleix@tamusa.edu, 210-784-2061, CAB 439K). If you wish to speak to a confidential employee who does not have this reporting requirement, you can contact the Student Counseling Center at (210) 784-1331 or visit them in Madla 120.

Pregnant/Parenting Students: Texas A&M-San Antonio does not require a pregnant or parenting student, solely because of that status or issues related to that status, to (1) take a leave of absence or withdraw from their degree or certificate program; (2) limit the student's studies; (3) participate in an alternative program; (4) change the student's major, degree, or certificate program; or (5) refrain from joining or cease participating in any course, activity, or program at the University. The university will provide such reasonable accommodations to pregnant students as would be provided to a student with a temporary medical condition that are related to the health and safety of the student and the student's unborn child. These could include maintaining a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals and their unborn child; excused absences because of illness or medical appointments; modified due dates for assignments; rescheduled tests/exams; taking a leave of absence; and being provided with access to instructional materials and video recordings of lectures for excused absences, if these

would be provided to any other student with an excused absence. Pregnant/parenting students are encouraged to contact the Title IX Coordinator with any questions or concerns related to their status (titleix@tamusa.edu; 210-784-2061; CAB 439K).

Texas A&M-San Antonio has also designated the Title IX Coordinator as the liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years of age. The Title IX Coordinator can provide students with information regarding support services and other resources.

Young Jaguars can support parenting students with daycare if students meet these criteria: (1) must be enrolled in classes at Texas A&M-San Antonio in the current semester, (2) must be Pell eligible or a single parent, (3) child(ren) must be aged 3 to 12-years-old, and (4) child(ren) must be enrolled in Pre-K-3 through 6th grade. Hours of operation are Monday-Thursday 3:30pm-9:00pm. For more information, please contact Young Jaguars at youngjaguars@tamusa.edu or call (210) 784-2636.

Students' Rights and Responsibilities: The following statement of students' rights and responsibilities is intended to reflect the philosophical base upon which University Student Rules are built. This philosophy acknowledges the existence of both rights and responsibilities, which is inherent to an individual not only as a student at Texas A&M University-San Antonio but also as a citizen of this country.

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no University rule or administrative rule that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the University, free from any form of discrimination, including harassment, based on race, color, national or ethnic origin, religion, sex, disability, age, and pregnancy/parenting or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty, and administration.
2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, Student Code of Conduct, on our website, and University Catalog, and to comply with them, as well as with federal, state, and local laws.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire University community.
4. A student has the responsibility to recognize the University's obligation to provide a safe environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notifications.

We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, or disability. Conduct that infringes on the rights of

another individual will not be tolerated.

Students are expected to exhibit a high level of honesty and integrity in their pursuit of higher education. Students engaging in an act that violates the standards of academic integrity will find themselves facing academic and/or disciplinary sanctions. Academic misconduct is any act, or attempt, which gives an unfair advantage to the student. Additionally, any behavior specifically prohibited by a faculty member in the course syllabus or class discussion may be considered as academic misconduct. For more information on academic misconduct policies and procedures please review the Student Code of Conduct or visit the resources available in the OSRR website

Important Fall 2026 Dates:

Dates Event

August 20 Tuition & Fee Payments deadline

August 24 First day of class

September 7 Labor Day Holiday – No Classes /

University Closed

September 9 Census Date – Students not paid in full or enrolled in a payment plan by 4:59 pm may be dropped for non-payment

October 5 – October 16 Midterm grading period

November 13 Last day to drop with an automatic “W”

November 25 Study Day – No classes

November 26-November 28 Thanksgiving Holiday – No Classes /

University Closed

November 30 Last day to drop a course or withdraw

from the University

December 4 Last day of classes

December 5 – December 11 Final exams

December 15 Commencement

The complete academic calendar is available online

Broader Use of Generative AI Permitted Within Guidelines

Use of artificial intelligence (AI) tools, including ChatGPT, is permitted in this course for students who wish to use them. To adhere to our scholarly values, students must cite any AI-generated material that informed them of their work (this includes in-text citations and/or use of quotations, and in your reference list). Using an AI tool to generate content without proper attribution qualifies as academic dishonesty and violates Texas A&M-San Antonio's standards of academic integrity.

Important Dates: Fall 2024 Regular 16-Week Session

August 25	First day of class
September 7	Labor Day Holiday – No classes
September 9	Census Date
November 13	Last day to drop with an automatic "W"

November 25	Study Day – No classes
November 26-28	Thanksgiving Holiday – No classes
November 30	Last day to withdraw from the University
December 4	Last Day of classes
December 5-11	Final exams
December 15	Commencement

The complete academic calendar is available online: <https://www.tamusa.edu/academics/academic-calendar/index.html>

EESA Appendix A

OTHER CLASS POLICIES:

- Everyone in class is expected to follow all rules of common courtesy interacting in the class and online. Anyone violating these policies may be subject to disciplinary actions.
- The course is intensive and challenging, and you are expected to master the materials presented in the lessons. The structure of the class makes your individual study and preparation extremely important. Reading the assigned chapter(s) and having some familiarity with them before class will be very useful for understanding ideas and presentations.
- The instructor will post lecture materials appropriate to the class on the Blackboard site.
- The course covers a lot of material, and most students find at least some parts of it difficult. Your participation is highly encouraged in the discussion board portion, as it makes class more interesting and enhances the learning experience. I encourage you to ask questions, participate

in online discussion and problem solving.

- There will be several opportunities for instructor and student interaction through chat sessions and virtual classroom sessions. Although these sessions are not mandatory, they help in the learning process. Students will be provided with adequate notification of session dates.
- The provisions and information set forth in this schedule are intended to be informational and not contractual in nature. I reserve the right to amend, alter, change, delete or modify the provisions of the schedule. All the changes will be announced through Blackboard Announcements, and you are responsible for the announcements made in this manner.

General Guidelines for Online Discussions

1. Do not only respond to my questions but rather carry on a dialogue with your classmates as well. This is a discussion, not just a question-and-answer session. It is one of the items that make a good online course and establishes community. If you only respond to my question, it makes our discussion more of an "exam" rather than a dialogue.

2. Do not get caught up in "winning" the debate. We are here to learn the material, to discuss matters of importance with others, and to enjoy learning.
3. Read at least 3-4 postings from your classmates, not just those from me.
We all learn from each other's perspectives and experiences.
4. If you have questions about the reading material, direct your inquiries to me as soon as possible.
5. When you reply to a post, don't just say "I agree." Give the person or person's name you agree with, a brief sentence or two, summaries of what they said you are agreeing with, and then your views. You might also consider changing the subject line to reflect your posts. Make it easy for us to figure out who you are talking to and what you are talking about.
6. Depending on the course you are enrolled in, you should plan on having your posts completed by the date indicated in the Module—NO LATER. Three posts are the bare minimum—one originating with you and two responses to classmates. Therefore, more is expected for a discussion grade of "C". Late posts do not count and thus a poor grade is recorded. You should also plan on posting on more than one or even two days to allow yourself to stay involved with the class.
7. Try to keep each post to no more than one or two screens. I will do the same.
8. If you express an opinion, support it with material from our readings. When you quote, summarize, or paraphrase from the text be sure to give the page number(s) -- This is important!
9. When in doubt, ask. If your classmates cannot answer your question, then I probably can.

