University of North Texas
College of Merchandising, Hospitality and Tourism
Fall 2021
HMGT 3260
Resort and Club Management

Greetings from Dr. Joe O'Donnell

Welcome to Fall 2021 and HMGT 3260. I am delighted and honored to have the opportunity to serve as your online instructor for this class! As an individual who worked in the private club industry for over two decades with all of that time with ClubCorp I can provide you with experience based instruction. Please do not hesitate to contact me at any time that you may have concerns or questions. Your success is my success!

Instructor Contact

Name: Joseph O'Donnell, Ed.D.
Pronouns: He/Him/His
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Office Hours: TBD
Email: joseph.odonnell@unt.edu

Communication Expectations: If you have a general question about the course or assignments, please post it in the General Questions Discussion Area in Discussion Tab. Either I will answer it, or, one of your classmates will. This way we can all benefit from questions asked, and they can be answered in a venue that the whole class can see. This will give you at least one other person who you can email with questions.

If you have a private question, please contact me via the Canvas email or joseph.odonnell@unt.edu and I will respond within 48 hours 7 days a week.

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

Course Description

This course provides an introduction to Managing Resorts and Private Clubs, with emphasis on needs assessment, membership, planning, marketing, hiring, staff evaluation and management, legal issues, financial management, and leadership.

Course Structure

This class will be taught 100% online in the fall semester and to that end, there are no required class meetings. Please note that the delivery of this course will require frequent log in to Canvas and

significant effort to ensure student success. The class is designed as an online textbook, so a book does not have to be purchased. Before beginning the course, you might find it helpful to check your browser version and computer settings.

Course Prerequisites or Other Restrictions

None.

HTM Program Learning Outcomes

PLO1: Students will develop appropriate strategies for reaching their career goals in the global hospitality and tourism fields.

PLO2: Students will develop analytical and quantitative skills enhanced by information technology to support smart business decisions in the Hospitality and Tourism Industry.

PLO3: Students will integrate hospitality and tourism business principles and current trends to lead in diverse, collaborative, and global environments.

PLO4: Students will apply innovative and imaginative methods to Hospitality and Tourism businesses utilizing ethical and sustainable practices.

PLO5: Students will demonstrate effective and efficient communication skills in all settings.

Course Objectives

By the end of this course, students will be able to:

1. Have acquired knowledge pertaining to the private club and resort components of the hospitality industry
2. Be able to comprehend the unique challenges inherent to private club and resort management (PLO2)
3. Be able to develop an understanding of the relationship between marketing, customer satisfaction, operation and financial results (PlO3)
4. Be able to understand the job opportunities in this field, their requirements and the exciting longer term career possibilities (PLO1)

Materials

There is no required textbook for this course. All the reading materials required for the course will be posted in Canvas.

Teaching Philosophy

I strongly subscribe to and practice the principles of learner centered teaching methodology. Simply stated, I believe it is critical to student success that all lesson plans, lectures, and activities are designed and delivered in a manner that is appropriate to the intended audience. It is my belief that the teacher and student have to partner in the learning process. I discuss this concept with students during the first class period and explain our respective responsibilities.

Course Technology & Skills

Minimum Technology Requirements
Each student is required to have the following minimum technology requirements:

- Computer
- Reliable internet access
- Microsoft Office Suite
- Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)

Computer Skills & Digital Literacy
In order to succeed in this course, each student must possess the following technical skills:

- Using Canvas
- Using email with attachments
- Downloading and installing software

Technical Assistance
Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: UIT Student Help Desk site (http://www.unt.edu/helpdesk/index.htm)
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:
- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Rules of Engagement
Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.

- Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual's experiences.
- Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using "text-talk" unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.

Course Requirements

Course work will be evaluated on the following basis:

Activity	Points
Introduce Yourself	50
Business Links Article/Private Clubs Paper	75
Article Review/Accident	75
Discussion Board Postings (2 @ 50 ea.)	100
Content Quizzes (20 @ 5 pts ea.)	100
Exam 1	100
Exam 2	100
Exam 3	100
Total Points	700

Grading

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%405

F = 59% and below

Course Evaluation

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course.

Course Policies

Attendance Policy
The time spent logged on to Canvas will be monitored. Students are expected to log on to the class at least twice a week as there will be frequent messages from the instructor or fellow students. In

addition, the teacher reserves the right to drop students who are not contributing regularly within the online venue.

COVID-19 Impact on Attendance

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

Statement on Face Covering

Consistent with CDC Guidelines and state policy, individuals are not required to wear face coverings on UNT's campuses. While non-vaccinated individuals are encouraged to wear a face covering, all students and faculty are welcome to wear one in class or on campus if they desire.

Late Work

Late assignments/discussion boards will NOT be accepted! There are two exceptions to this policy on late submissions: Illness with doctor's release, or Death of immediate family member with verification.

Academic Dishonesty

Cheating, in any form, will result in an automatic grade of "F" for this course, the removal of the student from the course, and a full report sent to the Office of the Dean of Students. Copying of tests or assignments as well as plagiarism of material from notes, books, Internet sources, and research articles is cheating, and will not be tolerated. Anyone practicing scholastic dishonesty will receive a grade of zero for the test/assignment and will be subject to University of North Texas disciplinary procedures.

Assignment Policy

Assignments must be submitted via Canvas. Assignments will NOT be accepted after the submission date, and subsequently a score of "0" points will be recorded for the missed assignment. **All assignments/discussion boards are due by 11:59 pm on the designated due date**.

Assignment Guidelines:

- All papers must be submitted in MS Word only. **Word Perfect and Lotus formats cannot be graded and will not be accepted for a grade**.
- All papers should include a title page with:
    - Student's name
    - Title of the paper
    - Course name and number
    - Instructor's name
    - Date
    - Double space

- o *Written in essay format. Points will be taken off for "bulleted" or list type papers*.
  - o Grammar and spelling will be considered in all papers.
- Group discussions must be completed within the scheduled time frame. Students have an obligation to their groups to not only meet deadlines but also to cooperate fully and make sure that input is of the highest quality. **Late discussion postings will not receive credit**.

Discussion Boards

There will be two Discussion Boards (except the student introduction). You will submit an initial post and then you will respond to Discussion Board postings by your classmates. You may pick any two classmates with whom to respond.

Regular, timely participation in all Discussion Board sessions is required. Your instructor will know if you waited to post until the very last minute. The stronger your posts, the better your score will be.

Submit your initial post early, so that your classmates will have sufficient time to respond. **Your initial post must be at least 100 words and is due no later than 11:59 pm on the designated due date**.

A total of at least two responses to your classmates' posts are necessary for each discussion board. Each response post must be at least 100 words in length. Final response posts are due by 11:59 pm on the designated due date. Late posts will not be accepted.

Quizzes

There are two different types of quizzes: **Practice Self-Test** and **Graded Quiz** in this course. **The Practice Self-Tests are not included the course grades and students are allowed multiple attempts for the Practice Self-Test. Only Graded Quizzes are included the course grade and students have one attempt for the Grade Quizzes. There is no time limit for the graded quizzes**. Please note that the main purpose of Practice Self-Tests is the preparation for the graded quizzes and exams. Lastly, students who experience any problems while taking a quiz should immediately email the course instructor or contact UNT Helpdesk for any technical issues.

Exam Policy

Exams may include objective and subjective questions. Examples of objective items include multiple choice, true/false, fill in the blank, and problems. Examples of subjective questions include short answer, essay, and case study analysis. All exams are administered online. All exams will cover all material presented in online course contents, practice self-tests, graded quizzes, paper assignments, Discussion Boards, and other indicated sources. Make-ups for exams and the final exam are given only in unforeseeable and well-documented scenarios:

A. Sickness (confirmed by physician)
B. Schedule conflicts, official school excuse, (and then only if the faculty member in charge of the course is notified prior to scheduled exam time).

Each exam will be timed and grades made available after the deadline. Please note that all exams closes at 11:59 pm on the designated due dates. Students who experience issues while taking the exam must contact the UNT helpdesk immediately to ensure the issue is documented with a helpdesk ticket number. Consideration regarding exam issues will be made by the instructor on an individual basis. Once a student begins an exam, he/she cannot close it out and go back in later to finish it. Exams must be completed in one sitting. In addition, wireless connection is not recommended for test-taking, and

the use of a supported web browser on a computer or laptop is preferred to using an iPad. If an iPad is used, the Chrome browser is strongly recommended.

Lastly, the University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

Instructor Responsibilities and Feedback
- Helping students grow and learn
- Providing clear instructions for projects and assessments
- Answering questions about assignments
- Identifying additional resources as necessary
- Providing grading rubrics
- Reviewing and updating course content
- Responding to students' emails and providing assignment feedback in a timely manner

Syllabus Change Policy
The instructor reserves the right to revise this syllabus, class schedule, and list of course requirements when he/she deems such revisions will benefit the achievement of course goals and objectives. Changes will be announced on Canvas.

UNT Policies

Academic Integrity Policy
Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. [Insert specific sanction or academic penalty for specific academic integrity violation.]

ADA Policy
UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (https://disability.unt.edu/).

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)
The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability,

genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 [insert administration dates] of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-5652648.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website (http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses (https://policy.unt.edu/policy/07-002).

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

Download the UNT System Permission, Waiver and Release Form

Transmission and Recording of Student Images in Electronically-Delivered Courses

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.

2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.

3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

   Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

Academic Support & Student Services

Student Support Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- UNT Psychiatric Services (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- UNT Records
- UNT ID Card
- UNT Email Address
- Legal Name

UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can add your pronouns to your Canvas account so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- What are pronouns and why are they important?
- How do I use pronouns?
- How do I share my pronouns?
- How do I ask for another person's pronouns?
- How do I correct myself or others when the wrong pronoun is used?

Additional Student Support Services
- Registrar (https://registrar.unt.edu/registration)
- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)

- Career Center (https://studentaffairs.unt.edu/career-center)
- Multicultural Center (https://edo.unt.edu/multicultural-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Pride Alliance (https://edo.unt.edu/pridealliance)
- UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services
- Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
- Academic Success Center (https://success.unt.edu/asc)
- UNT Libraries (https://library.unt.edu/)
- Writing Lab (http://writingcenter.unt.edu/)

Assignments at a Glance: Due Dates Overview

Schedule for Fall 2021 Each week begins on Monday at 12:01 am and closes on Sunday at 11:59 pm	Outline of Weekly Activities and Assignments *All assignments (Quizzes, Discussions, & Papers) are due by 11:59 pm on the designated due dates. *All exams close by 11:59 pm on the designated due dates. *All initial discussion posting should be at least 100 words in length. *Two response postings are required for each discussion and each response posting should be at least 100 words in length. *Lesson A, B, C, & D will be available from August 23rd
Week 1 Monday, 8/23- Sunday, 8/29	➢ Introduce Yourself (open 1/11 and due by Sunday, 8/29 at 11:59 pm) ➢ Lessons A, B, C, & D open ➢ Quizzes opened for Lessons B,C,& D (there is no quiz for lesson A)
Week 2 Monday, 8/30 – Sunday, 9/5	➢ Graded quizzes for lessons B, C, & D due by 11:59 pm on Sunday, 9/5 at 11:59 pm
Week 3 Monday, 9/6 – Sunday, 9/12	➢ Exam 1 (lessons A, B, C, & D) opened on Monday, 9/6 at 12:00 am and closes on Sunday, 9/12 at 11:59 pm ➢ Front nine lessons open Monday, 9/6
Week 4 Monday, 9/13 – Sunday, 9/19	➢ Discussion 1 opened on Monday, 9/13 and your first posting due on Sunday, 9/19 at 11:59 pm ➢ Front nine quizzes open Monday, 9/13 (9 graded quizzes)
Week 5 Monday, 9/20 – Sunday, 9/26	➢ Graded quizzes for module 1 & 2 due on Sunday, 9/26 at 11:59 pm ➢ Response posting for discussion 1 due on Sunday, 9/26
Week 6 Monday, 9/27- Sunday, 10/3	➢ Graded quizzes for module 3 & 4 due on Sunday, 10/3 at 11:59 pm ➢ Private Clubs paper (open 9/27)
Week 7 Monday, 10/4- Sunday, 10/10	➢ Graded quizzes for module 5, 6, & 7 due on Sunday, 10/10 at 11:59 pm ➢ Private Clubs paper (due by Sun. 10/10 at 11:59pm)
Week 8 Monday, 10/11- Sunday, 10/17	➢ Discussion 2 opened on Monday, 10/11 and your first posting due on Sunday, 10/17 at 11:59 pm

Week 9 Monday, 10/18- Sunday, 10/24	➢ Graded quizzes for module 8 & 9 due on Sunday, 10/24 at 11:59 pm ➢ Response posting for discussion 2 due on Sunday, 10/24
Week 10 Monday, 10/25- Sunday, 10/31	➢ Exam 2 (lessons 1-9) opened on Monday, 10/25 at 12:00 am and closes on Sunday, 10/31 at 11:59 pm ➢ Back nine quizzes open (9 graded quizzes)
Week 11 Monday, 11/1- Sunday, 11/7	➢ Graded quizzes for module 10 & 11 due on Sunday, 11/7 at 11:59 pm
Week 12 Monday, 11/8- Sunday, 11/14	➢ Graded quizzes for module 12 & 13 due on Sunday, 11/14 at 11:59 pm ➢ Accidents do Happen Paper (open 11/8)
Week 13 Monday, 11/15- Sunday, 11/21	➢ Graded quizzes for module 14 & 15 due on Sunday, 11/21 at 11:59 pm ➢ Accidents do Happen Paper (due by Sunday, 11/21 at 11:59 pm)
Week 14 Monday, 11/22- Sunday, 11/28	➢ Graded quizzes for module 16 & 17 (there is no quiz for 18) due on Sunday, 11/28 ➢ at 11:59 pm
Week 15 Monday, 11/29- Sunday, 12/5	➢ No assignments due, but good time to post the extra credit assignment and see if there are assignments missing
Week 16 Monday,12/6- Friday, 12/10	➢ Exam 3 (lessons 10-18) opens on Saturday, 12/4 at 12:00 am and closes on Wednesday, 12/8 at 11:59 pm