HDFS 2013.001: Introduction to Human Development and Family Science Theories

Instructor Contact

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Office Hours: Mondays 8:30-10:30 AM, Wednesdays 12:30-2:30 PM, and Fridays 9:00 AM-12:00 PM
              (Also available by appointment)
Email: Payton.Birlew@unt.edu
Communication Expectations: You may email me, message me via Canvas, or post a question to the "Course Questions" discussion board. Students can expect to hear back from the instructor within 24 hours *(excluding weekends)* of sending an email/message/discussion post.

Course Meets: Mondays and Wednesdays | 11:00 AM – 12:20 PM
Class Meeting Place: SAGE 356 (Sage Hall)

Welcome to HDFS 2013 – Introduction to HDFS Theories!

I am glad you have chosen to take this course! As we live with and study our fellow human beings, we inevitably develop our own explanations for why individuals act as they do, or what their behavior means, or what caused it in the first place. These are our ideas based on personal observations or experiences, and they help us make sense of things. In this class, we will explore the explanations of human behaviors provided by the scientific world: observations of phenomena that have been developed into theories to describe and explain aspects of human development and behavior that have been tested using empirical methods and are used to improve lives through interventions and changes in policies.

Course Description

This course provides an introduction and overview of theoretical perspectives used to study individuals and families. Practical application of theories and their relation to working with individuals and families will be examined. HDFS majors should plan to take this course in their first year. 3 hours.

Course Structure

This course will be 100% face-to-face instruction. Students are responsible for attending class consistently on Mondays and Wednesdays from 11:00 AM-12:20 PM, keeping up with assigned readings and course assignments, and participating in in-class discussions and activities. **You must consistently attend class to be successful in this course; if you are unable to attend and participate in class on our scheduled days and times, you should not take this course.**

Course Prerequisites

This course has no prerequisites.

Course Objectives

Upon completion of this course, students should be able to…

1. **Explain** the major principles of theories (developmental and family).
2. **Describe socio-historical contexts** that contribute to the advent, formation, and development of theories.
3. **Compare and contrast** the ways theories utilize concepts to explain and predict phenomena.
4. **Practice applying** theoretical concepts in a variety of contexts.
5. **Use** critical thinking and reflection to assess information, examine personal assumptions, and gain skills essential for lifelong learning.
6. **Demonstrate** the ability to work effectively with others to support a shared purpose or goal, and to consider different points of view.

Required Textbook

Newman, B. M., & Newman, P. R. (2023). *Theories of human development* (3rd ed.). Routledge.

Additional peer-reviewed articles as assigned (provided by instructor on Canvas)

Course Requirements

1. Course Engagement Activities (10 x 15 points = 150 points): Students are expected to fully participate in the course. Appropriate participation consists of engaging in class discussions and activities, as well as exhibiting respectful behavior at all times. A variety of activities will assess student learning (including learning checks, brief homework assignments, small group activities, and paired discussions). **You must be present in class to earn points for a CEA. No make-ups will be permitted for any activity. Course Engagement Activities are due in-class on the days they are assigned.**

2. Autobiography Project (12 x 25 points = 300 points): The Autobiography Project is designed to enhance your understanding of developmental and family theories by applying theoretical concepts to someone you know intimately—yourself! Over the semester, you will complete 12 activities, each aligned with one of the theories covered in class. These activities will reflect and analyze your past, present, and future development, with at least one activity corresponding to each life stage, from infancy to later adulthood.

    You can present your project in any creative format that resonates with you. Options include a PowerPoint presentation, a Canva slideshow, a traditional paper, or a physical artifact such as a scrapbook or journal. You are encouraged to incorporate photos, videos, drawings, or new photographs as visual representations of your reflections. Activities will be submitted in batches of three on designated dates throughout the semester. Detailed instructions for each activity, assignment rubrics, and an "Autobiography Project Elements Checklist" are available on Canvas to guide your work.
    Autobiography Project Activities 1-3 are due 9/21 by 11:59 PM
    Autobiography Project Activities 4-6 are due 10/12 by 11:59 PM
    Autobiography Project Activities 7-9 are due 11/9 by 11:59 PM
    Autobiography Project Activities 10-12 are due 11/30 by 11:59 PM

3. Case Study Analyses (2 x 100 = 200 points): Over the course of the semester, you will complete two case study analyses. Each analysis will focus on applying the theories and concepts covered in class to a fictional case study scenario. The first analysis will utilize theories and concepts from the first half of the course, while the second will draw on material from the second half. For each case study, you will:
   - Identify the developmental strengths and challenges presented in the scenario.
   - Apply relevant theories and concepts to explain, describe, and predict the person's developmental experiences and outcomes.
   - Conduct research to identify an empirically supported strategy to aid the person's development, summarizing the research and its application.
   - Locate and evaluate one organization or program that could support the person's development, explaining its relevance and potential impact.

   This assignment encourages you to integrate theoretical knowledge with practical solutions and real-world applications. Detailed instructions and rubrics for the case study analyses are available on Canvas.
   Case Study Analysis 1 is due on 10/19 by 11:59 PM
   Case Study Analysis 2 is due on 12/7 by 11:59 PM

4. Exams (2 x 100 points = 200 points): You will take a Midterm Exam and a Final Exam (see the dates on the course calendar). Each exam is worth 100 points and will assess your learning of the theoretical concepts, terms, assumptions, and applications covered in the course. The exams will be based on lectures **and** content from assigned readings. Tests may include a variety of question types including all or some of the following: multiple choice, true/false, matching, fill-in-the-blanks, and short answer/essay. Legitimate reasons for missing an exam include medical, judicial, or serious personal events that truly do not allow you to take the exam. If you miss an exam, you will be asked to provide documentation to support the reason for your absence. The makeup exam may be different from the original exam given in class and may include different question types. Make-ups for the final exam will only be given in case of emergency and with prior notice.
   Midterm Exam: Wednesday, October 8th 11:00 AM – 12:20 PM
   Final Exam: Monday, December 8th 10:30 AM – 12:30 PM

Summary of Course Requirements:

Course Engagement Activities	150 points
Autobiography Project	300 points
Case Study Analysis 1	100 points
Case Study Analysis 2	100 points
Midterm Exam	100 points
Final Exam	100 points
Total Possible Points:	**850 points**

Grading:

The following grading scale will be used:

A =	765 – 850 points
B =	680 – 764 points
C =	595 – 679 points
D =	510 – 594 points
F =	Below 510 points

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. **SPOT Evaluations will be open from November 11th – December 4th.**

Course Policies – How to Succeed in HDFS 2013

Attendance Policy

Students are expected to attend class as scheduled. If you think you will need to miss a lot of classes or you are just not interested in attending class, it is suggested that you drop this class as soon as possible.

This course does not have a graded attendance requirement, but you must be present in class to receive credit for Course Engagement Activities.

Class Participation

Students are expected to fully participate in the course. Appropriate participation consists of keeping up with readings, engaging in class discussions and activities, and always exhibiting respectful behavior.

Respect for Others in Class

I value the many perspectives students bring to our campus. Please work with me to create a classroom culture of open communication, mutual respect, and belonging. All discussions should be respectful and civil. Although disagreements and debates are encouraged, personal attacks are unacceptable. Together, we can ensure a safe and welcoming classroom for all. If you ever feel like this is not the case, please stop by my office and let me know. We are all learning together.

Communications Policy

- **Check for announcements often**
- Contact your instructor (by email at payton.birlew@unt.edu or via message on Canvas) for questions about the course that cannot be answered by reading the syllabus or Canvas (i.e., requirements, assignments, exams, or grades).
- During the week I aim to respond to questions within 24 hours. On the weekends, expect to wait 48 hours for a response. During busy times, my inbox becomes rather full, so if you contact me and do not receive a response within two business days, please send a follow up email. A gentle nudge is always appreciated.
- Office hours offer you an opportunity to ask for clarification or find support with understanding class material. Come visit me! I encourage you to connect with me for support. Your success is my goal.
- Email me a picture of your dream travel destination for 5 bonus points on your overall course points total.

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:

- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- 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 "text-talk" unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.

Course Technology Policy

Refrain from using cell phones during class. Except for students who require audio recordings of course lectures due to documented learning differences, students are not permitted to audio record class without prior approval from the instructor. To maximize in-class learning, students are encouraged to use a pen/pencil and paper for notetaking. ***If you choose to use your laptop in class and are using it for non-course purposes that detract from the integrity of the learning environment (social media; watching movies, etc.), you will not be permitted to use your computer for the remainder of the semester. Staying focused will help you succeed!***

Computer Skills & Digital Literacy

Students should be able to comfortably implement basic computer operations, including using email, navigating an internet browser, and attaching and downloading files. Students who cannot comfortably do these things should not take this course, or their final grade will likely suffer. Students are specifically referred to Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements).

Do not anticipate an extension for computer problems (e.g., hard drive crashes, disc errors, printer problems, etc.). Be sure to leave yourself extra time in the event you experience computer problems.

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 (https://aits.unt.edu/support)
Email: helpdesk@unt.edu   **Phone**: 940-565-2324   **In Person**: Sage Hall, Room 330
See Help Desk site for information about hours for Walk-ins and phone/chat support.

Assignment Policy

All assignments will be submitted to Canvas unless completed in-class. Assignments should be submitted prior to the due date to avoid any technical issues that may arise. Employment, time management, and computer problems are examples of excuses that are not valid. Follow instructions on Canvas and/or call the student IT help line if a technical problem arises. A windstorm and lack of electric power is an example of a verifiable excuse for lack of computer access.

All written assignments should be professional in appearance and in APA formatting. Your work is expected to be written at the level of a professional in the field and well-edited. Written work should be spelling, grammar, and typographical error-free. Points will be deducted for any assignment not meeting these expectations. Be sure to follow the formatting guidelines provided for each assignment in this course.

Assignments must be submitted in Word (.doc/.docx) or PDF (.pdf) format, unless specifically otherwise noted in assignment instructions. Do not submit assignments in Pages (.pages) format. Do not submit assignments by providing a Google Doc or other link. Assignments submitted in an incorrect file format will be considered late until the proper file type is submitted.

Late Work Policy

Late work is not acceptable. You must keep up with your work and turn it in on time. If you need to submit an assignment late and want to avoid a point deduction, you MUST communicate with the instructor *BEFORE the assignment is due* to request an extension. The instructor reserves the right to reject your request for an extension on assignments. **There will be a point penalty for any work that is submitted late and has not been granted an extension prior to the due date**:

Late Work Point Penalties:
Immediately after due time – 24 hours late: 20% point deduction
24 hours – 48 hours late: 40% point deduction
48 hours – 72 hours late: 60% point deduction
72 hours – 96 hours late: 80% point deduction
More than 96 hours late: assignment will not be accepted; automatic zero.

Examination Policy

DO NOT under any circumstances copy test items, even if you want to ask me about them later (just write down the question number) -- this is an honor code violation and can result in course- and university-level consequences.

You will take an in-person Midterm Exam and an in-person Final Exam (see the dates on the course calendar). Each exam is worth 100 points. Tests may include a variety of question types including all or some of the following: multiple choice, true/false, matching, fill-in-the-blanks, and short answer/essay. Legitimate reasons for missing an exam include medical, judicial, or serious personal events that truly do not allow you to take the exam. If you miss an exam, you will be asked to provide documentation to support the reason for your absence. The makeup exam may be different from the original exam given in class and may include different question types. Make-ups for the final exam will only be given in case of emergency and with prior notice.

Course Policy about Artificial Intelligence

Recent advances in artificial intelligence have provided a number of tools that can be used (or misused) for many purposes. However, most of the writing we do in this class requires **personal reflection** – no matter how sophisticated a computer is, **it can't read your mind** to recount your experiences as a developing human, examine your future plans for professional practice, or elaborate on your own convictions on important issues.

1. **AI-Assisted Original Work:** AI (e.g., ChatGPT) may be helpful for initial research on a topic, understanding elements of the genre in which you will be writing, and grammar/language guidance. However, it is unacceptable to submit an assignment entirely completed with or by AI. **Any work submitted must reflect your own understanding and knowledge. You should not use AI-generated content as your own without appropriate understanding and processing of the information.** This includes AI-created essays, solutions to problems, or any other assignments that are not the result of your own intellectual efforts.

2. **AI and Plagiarism:** Your credibility as a writer and student relies on both generating your own ideas in your own words and giving attribution (credit) to sources. AI is increasingly available and will undoubtedly be part of your career. Therefore, understanding its uses without depending on it is an

essential skill. That distinction, and strong writing itself, relies on critical thinking and employing strategies to develop ideas and assess arguments. That's what this course is about. So, while some assignments may invite the use of online tools, the core expectation for our class is that the work you submit is your own original writing. **Using the work of someone else including AI and without citing it is a form of cheating/plagiarism.** Just as copying information from websites or other resources without giving proper credit is plagiarism, using AI-generated content without due acknowledgement or understanding is also plagiarism. **You should not represent AI-generated content as your own original work.**

Cases involving academic dishonesty, including misuse of AI, may be handled by the instructor or may be referred to the administration. **Consequences may include but are not limited to:** receiving a zero for an assignment where AI has been misused, receiving an alternate assignment that must be handwritten in person, completion of a training on appropriate and inappropriate uses of AI before any more assignments may be attempted, additional monitoring of student work, or automatic failure of the course (please see course Academic Integrity policy [p. 8-9] for additional details).

Syllabus Change Policy

All dates/assignments are subject to change at discretion of instructor. Changes will be announced in class and on Canvas.

Important 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.

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam. Subsequent academic integrity violations will result in harsher penalties, up to and including automatic failure of the course. Additionally, the incident will be reported to the Dean of Students/Office of Academic Integrity, who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage.

The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

ADA Policy

The University of North Texas makes reasonable accommodations for students with disabilities. To request accommodations, you must first register with the Office of Disability Access (ODA) by completing an application for services and providing documentation to verify your eligibility each semester. Once your eligibility is confirmed, you may request your letter of accommodation. ODA will then email your faculty a letter of reasonable accommodation, initiating a private discussion about your specific needs in the course.

You can request accommodations at any time, but it's important to provide ODA notice to your faculty as early as possible in the semester to avoid delays in implementation. Keep in mind that you must obtain a new letter of accommodation for each semester and meet with each faculty member before accommodations can be implemented in each class. You are strongly encouraged to meet with faculty regarding your accommodations during office hours or by appointment. Faculty have the authority to ask you to discuss your letter during their designated office hours to protect your privacy. For more information and to access resources that can support your needs, refer to the Office of Disability Access website (https://studentaffairs.unt.edu/office-disability-access).

Emergency Notification & Procedures

UNT is committed to the safety and security of the campus community and recognizes the value of maintaining university operations. However, in the event university operations are disrupted due to an emergency or other hazardous conditions threatening the safety, health, or welfare of the campus community, UNT may be required to cancel classes, suspend operations, or close campus in its entirety.

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 14, 15, and 16 [November 11 – December 4, 2025] 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, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit 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. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

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.

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.

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)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- 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/)

HDFS 2013 - Course Calendar – Fall 2025				
Week	Dates of Class	Lecture Topic(s)	Reading(s)	Assignment/Exam
1 (8/18-8/24)	8/18 8/20	Course Overview – How to Succeed in HDFS 2013 What is a theory?	Syllabus Chapter 1	• Syllabus Quiz (on Canvas) • Student Information Form (in class)
2 (8/25-8/31)	8/25 8/27	Evolutionary Theory	Chapter 2	
3 (9/1-9/7)	~~9/1~~ 9/3	**NO CLASS 9/1 – LABOR DAY** Psychoanalytic Theory	Chapter 3	
4 (9/8-9/14)	9/8 9/10	Cognitive Development Theory	Chapter 4	
5 (9/15-9/21)	9/15 9/17	Learning Theories	Chapter 5	**Autobiography Project Activities 1-3 due 9/21**
6 (9/22-9/28)	9/22 9/24	Social Role Theory	Chapter 6	
7 (9/29-10/5)	9/29 10/1	Life Course Theory	Chapter 7	
8 (10/6-10/12)	10/6 10/8	**Midterm Review in class on 10/6 Midterm Exam in class on 10/8**		**Midterm Exam in class on 10/8 Autobiography Project Activities 4-6 due 10/12**
9 (10/13-10/19)	10/13 10/15	Psychosocial Theory	Chapter 9	**Case Study Analysis 1 due 10/19**
10 (10/20-10/26)	10/20 10/22	Cognitive Social-Historical Theory	Chapter 10	
11 (10/27-11/2)	10/27 10/29	Bioecological Theory	Chapter 11	
12 (11/3-11/9)	11/3 11/5	Dynamic Systems Theory	Chapter 12	**Autobiography Project Activities 7-9 due 11/9**
13 (11/10-11/16)	11/10 11/12	Social Exchange Theory	SET Article*	
14 (11/17-11/23)	11/17 ~~11/19~~	Family Development Theory Family Systems Theory	FDT Article* FST Article*	
15 (11/24-11/30)	~~11/24~~ ~~11/26~~	*NO CLASS – THANKSGIVING BREAK*		**Autobiography Project Activities 10-12 due 11/30**
16 (12/1-12/7)	12/1 12/3	Conflict Theory **Final Exam Review in class on 12/3**	CT Article*	**Case Study Analysis 2 due 12/7**
17 (12/8-12/12)	12/8	**Final Exam in class on Monday, December 8th from 10:30 AM – 12:30 PM**		

Posted on Canvas

Course calendar is subject to change based on instructor's discretion. Any changes will be announced in class and posted on Canvas.

KEY SEMESTER DATES:

Last day to drop a course to no longer appear on the official transcript	Aug 29
Drop with a Grade of W begins	Aug 30
Last day to change to pass/no pass grade option	Sept 26
Last day for a student to drop a course or all courses with a grade of W	Nov 7
First day to request a grade of Incomplete	Nov 8
Reading Day – No Classes	Dec 5

Syllabus Addendum

The following are important tips/guidelines/requirements that will ensure your success in this class:

1. DO read the syllabus and the assignment guidelines carefully. I do my best to lay everything out for you all in those documents. If you read and follow them carefully, you will successfully complete all the major requirements for the course. Everything you ever needed to know about the class (i.e., course schedule, my office hours, my office location) is provided in the syllabus. All the information you need regarding how to submit your papers is provided to you in each of the assignment documents.

2. If you ever have any questions about anything in the assignment guidelines or other course documents, ASK! I want to help you do well in this class and providing clarification to you all is one way for me to do that.

3. **DO check your UNT email and Canvas. I will send class emails to your UNT account and post announcements to Canvas so you either need to access that email account regularly or forward your email to another account that you use. You will miss extremely important information if you do not check the emails I send.**

4. At the end of the semester, do NOT ask me to change your grade. That would be unethical and unfair to every student that has earned his/her given grade.

5. Submit your papers in a WORD OR PDF DOCUMENT (make sure it is a .doc, .docx, or .pdf format so that I can actually open it). If I cannot open your paper, I cannot grade it. **I cannot open .pages or other Mac-specific file types.**

6. I will return your papers and feedback to you through the assignment dropbox. When I do this, DO look at them. I will provide feedback on why you received that specific grade. Make sure to look at that feedback before asking me what you did wrong. If I deducted points, I will tell you why. Use that feedback to make improvements on future papers so that you do not get points counted off again for a similar mistake.