

HIST 4570 Japanese History

Instructor Contact

Name: Harold Tanner

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Office Hours (in person or via Zoom): Tuesdays and Thursdays, 11:00- 12:00 and 3:00-4:30; or by appointment.

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Teaching Assistant Contact

Name: Bob Umstead

Office Hours: Virtual office hours only, Tuesdays 8:00 a.m. to 10:00 a.m. (Central Time)

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Communication Expectations

Communication with students will take place primarily through course announcements in Canvas and by e-mail. If you need to contact the instructor or the TA for any reason, e-mail to the above UNT e-mail addresses is the best way to do so. Please use your UNT e-mail account for all correspondence, as we cannot send messages regarding your work in the course to a personal non-UNT e-mail account. We will make every effort to respond to e-mail messages within 24 hours, if not before. However, we may not be reading or responding to e-mail after 5:00 p.m. on weekdays or on weekends or holidays. If we do happen to see an e-mail which requires immediate attention, we will try to deal with it as soon as possible. However, please be aware that messages sent after 5:00 p.m. on weekdays, late Friday afternoon or on weekends may not receive a response until the next business day.

Course Description

Jomon Culture (ca. 10,500 BCE) through the 1970's; myth and history, the imperial system, Buddhism and Confucianism, samurai culture, modern economic development, European imperialism, Japan's rise to a world power, and the post-World War II "economic miracle."

Course Prerequisites or Other Restrictions

There are no prerequisites for this course.

Course Objectives

Upon successful completion of this course, learners will be able to:

1. Explain the overall narrative of Japanese history to others, drawing on books, primary source documents, and websites to do so.
2. Analyze historical change over time by drawing contrasts between sources produced in different eras.
3. Frame historical arguments using a variety of sources as evidence.
4. Identify and evaluate the argument of a textbook.

5. Draw on knowledge of Japanese history to explain or elucidate contemporary Japanese phenomena including (but not limited to) politics, economics, culture, environmental issues, and popular culture.

Materials

1. Brett L. Walker. *A Concise History of Japan*. Cambridge: Cambridge University Press, 2015.
2. Murasaki Shikibu (author), Richard Bowring (translator). *The Diary of Lady Murasaki*. New York: Penguin Books, 1999.
3. "Essays in Idleness" by Yoshida no Kenko (excerpts), In *The Columbia Anthology of Japanese Essays: Zuihitsu from the Tenth to the Twenty-First Century*. E-book available on reserve (e-reserve) via University of North Texas Libraries
4. Katsu Kokichi (author), Teruko Craig (translator). *Musui's Story: The Autobiography of a Tokugawa Samurai*. Tucson: University of Arizona Press, 1991.
5. Natsume Soseki (author), Edwin McClellan (translator). *Kokoro: a Novel*. Washington,, DC: Gateway Editions, 2019. (warning: includes discussion of suicide.) Note: The UNT Bookstore website may have this listed under a slightly different title, namely: *Kokoro: a Novel and Selected Essays*. Do not worry about that--the actual book which they have in the bookstore is the correct book.
6. William M. Tsutsui. *Japanese Popular Culture and Globalization*. Ann Arbor: The Association for Asian Studies, 2010.

In addition to these materials, students will also be using PowerPoints prepared by the instructor and will be accessing a variety of online materials through links provided in the PowerPoints and on the Canvas site for the course.

Course Structure

This course takes place 100% online. All interaction with me and with your fellow students will take place in Canvas. There are 15 weeks of content that you will move through.

The course is organized into five modules of course content plus one final exam module.

For each of the five course content modules, you will work your way through the following course materials:

1. Assigned readings in the course textbook (Walker, *A Concise History of Japan*)
2. One supplemental PowerPoint to go along with each chapter of the textbook. You should read the relevant textbook chapter *before* looking at the PowerPoint. In each PowerPoint, I have drawn on a wide range of sources including *The Cambridge History of Japan*, Andrew Gordon's *A Modern History of Japan*, Paul Varley's *Japanese Culture*, David J. Lu's *Japan: A Documentary History*, Ryusaku Tsunoda, Wm. Theodore de Bary and Donald Keene's *Sources of Japanese Tradition* and many others. each

PowerPoint is basically a lecture--except you will read yourself, rather than listening to me talk.

3. The PowerPoints also contain embedded links to a variety of online resources--museum websites, primary sources, videos and so on. You are strongly encouraged to explore those online resources. They will be particularly useful to you when you respond to the prompts in the discussion boards and when you write the three essays required for the course.
4. For each module there are also a variety of links to optional materials--articles, websites, videos--which may be of interest to you.
5. For each Module, you will have reading quizzes and a discussion board.

The final exam module, consisting of one essay and one discussion, will be done during finals week.

Content Warning

One of the readings in this class (Natsume Soseki's novel, *Kokoro*) deals with suicide. If reading this material will be a problem, please contact the instructor, Dr. Tanner, as soon as possible in order to arrange an alternative reading assignment. If you are thinking about or considering suicide, please call the National Suicide Prevention Lifeline at 1-800-273-8255.

This class will include links to learning units created by faculty at the Massachusetts Institute of Technology. These learning units employ woodblock prints and photographs from the mid-19th and 20th centuries. These include depictions which some students may find offensive. To quote from the Visualizing Cultures website itself:

Some of these images are harsh, for history itself is harsh.

While many images may be aesthetically attractive, or entertaining, or "realistic" (like photography), some are cruel, brutal, and offensive. Users must keep in mind that the purpose of Visualizing Cultures is to gain a more accurate, first-hand sense of all the many ways in which people have presented and viewed their times.

Graphics that depict dark aspects of history—such as violence, intolerance, racism, aggressive nationalism, war and atrocity, abuse of others and of the environment in general—have not been censored.

We must confront such harsh images directly—and struggle to critically understand them—if we hope to ever make a better world.

...

Please view and use these Visualizing Cultures units carefully, in the spirit in which they have been prepared.

To tear images out of context and use them irresponsibly and provocatively destroys the highest ideals of uncensored sharing and communication that sophisticated virtual technology now makes possible. To use the graphic imagery of the past to perpetuate cycles of violence and

hatred runs counter to everything for which Visualizing Cultures stands. The goal must be to understand the past so that we can make the present and future world a better place.

Technical Requirements & Skills

Minimum Technology Requirements

- Computer
- Reliable internet access
- [Canvas Technical Requirements](#)

Computer Skills & Digital Literacy

- Using Canvas
- Using email
- MSWord (for essays—including ability to use footnote or endnote function)

Rules of Engagement

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

- Treat your instructor and classmates with respect in email or any other communication.
- Always use your professors' proper title: Dr. or Prof.
- Unless specifically invited, don't refer to your instructor by first name.
- Use clear and concise language.
- Remember that all college level communication should have correct spelling and grammar (this includes discussion boards).
- Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you."
- Use standard fonts such as Ariel, Calibri or Times new Roman and use a size 10 or 12 point font
- Avoid using the caps lock feature AS IT CAN BE INTERPRETED AS YELLING.
- Limit and possibly avoid the use of emoticons like :) or ;-).
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive.
- Be careful with personal information (both yours and other's).
- Do not send confidential information via e-mail

See these [Engagement Guidelines](#) for more information.

Success in an Online Course

Self-motivation, self-discipline, and a desire to learn will be important for your success in this course. If you are truly driven by a desire to learn about Japanese history, you are going to find a lot of material in the assigned books, the supplemental PowerPoints (which include embedded links to a variety of online resources) and the links to additional supplementary videos and websites. However, working through the material, on schedule, and completing the required course assignments on time will require some planning and self-discipline on your part.

Getting Help

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. If you are encountering technological issues, by all means, do let your instructor know that you are experiencing problems—but rely on the Help Desk to solve those problems!

UNT Help Desk: [UNT Student Help Desk site](#)

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](#)

Student Support Services

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](#)
- [Counseling and Testing Services](#)
- [UNT Care Team](#)
- [UNT Psychiatric Services](#)
- [Individual Counseling](#)

Other student support services offered by UNT include

- [Registrar](#)
- [Financial Aid](#)
- [Student Legal Services](#)
- [Career Center](#)
- [Multicultural Center](#)
- [Counseling and Testing Services](#)
- [Pride Alliance](#)
- [UNT Food Pantry](#)

Academic Support Services

- [Academic Resource Center](#)

- [Academic Success Center](#)
- [UNT Libraries](#)
- [Writing Lab](#)
- [MathLab](#)

Course Requirements

Grading scheme

Self-introduction @ 15 points	= 15 points (1.5% of total grade)
16 reading quizzes @ 13 points each	= 208 points (20.8% of total grade)
5 discussion boards @ 64.5 points each	= 322.5 points (32.25% of total grade)
2 essays based on reading @ 130 points each	= 260 points (26% of total grade)
Final exam discussion board @ 64.5 points	= 64.5 points (6.45% of total grade)
Final exam essay @ 130 points	= 130 points (13% of total grade)
Total	= 1,000 points

That's it! Notes:

1. There is no midterm examination.
2. There are 16 reading quizzes: one for the "Introduction" to Walker's textbook (*A Concise History of Japan*) and one for each of the fifteen chapters. Each quiz is a "low-stakes" exercise--only 1.3 % of your grade for the course. But taken all together, they add up to 20.8% of your grade--so don't blow them off! You will get two tries for each quiz. Canvas will count the highest grade.
3. There is one discussion board for each of the five course modules, and one as a component of the final exam. The discussion board prompts will be designed to encourage you to draw on material from the textbook reading for that module, along with the other materials for that module (PowerPoint presentations, videos, websites etc.)
4. For the three essays, you will be asked to make use of the various books and other reading assigned for the course.

Guidelines and Resources for Essay Assignments

You will be asked to write three essays as a part of your work for this course. Essays #1 and #2 will be comparative in nature. For each of these essays, you will read two sources and be asked to draw comparisons based on your reading of those sources. You will also be expected to use other sources (such as the textbook, the course PowerPoints, and websites linked from the PowerPoints or elsewhere in the course) to expand on and support whatever points you choose to make in the essay. Essay #3--which is part of the final exam for the course--will be based on one source (but, again, you will be expected to use other sources to enrich your argument). Specific instructions for each essay assignment are available in the assignments themselves. Each assignment also has a grading rubric attached to it. You are encouraged to look carefully at the grading rubric before you write your essay. The rubric clearly communicates expectations

and shows how the assignment will be graded. You can see the instructions & rubrics for Essays #1 & #2 immediately--the specific instructions & rubric for essay #3 will be available at the beginning of finals week.

Here, though, I'd like to give you some general instructions which are applicable to all three essays, and to point you in the direction of a few resources that may be helpful.

1. Every essay needs to follow the standard form common to most college writing: an introduction (in which you state your thesis), body (several paragraphs in which you develop your argument, step by step, offering information and evidence to explain your thesis and to convince the reader that your thesis is valid and based on facts--rather than being just your "opinion" or what you "feel"); and conclusion (a final paragraph in which you bring your argument back to your thesis and, perhaps, point to further questions, or point out the broader significance of the thesis and the evidence that you've used to prove the thesis).
2. Although each essay assignment is based primarily on specific readings assigned in the course, I do expect you to use at least three other sources to offer supporting evidence for whatever point it is you want to make. I have made a number of different sources available to you in the course materials--the textbook, PowerPoints, primary sources embedded in the PowerPoints or linked from the PowerPoints, websites linked from the PowerPoints, and sources linked from the "Materials" section for each Module of the course.
3. You may also know of other sources. You are welcome to use sources (primary or secondary) that are not included in the course materials. However--you need to exercise judgment in the use of sources. There is a lot of garbage on the internet. Wikipedia is not an acceptable source; essays or websites by random college or high school students, history buffs, travel agencies, companies that offer to sell you essays that they hired someone to write for you . . . etc. are also not acceptable sources. I'll be frank: if I find that you've used rubbish websites, your grade will suffer. If you have a question about whether or not a website is legit--feel free to ask me!
4. All essays must be college-level work. Ability to cite your sources correctly is a part of writing at the college level. Citations may be either MLA or Chicago style.
5. If you are not familiar with MLA or Chicago style citation guidelines, you may find those--and much more--on the website of the UNT Writing Center.

Grading

Quizzes are graded automatically. For written work, the procedure for grading will proceed in two stages as follows:

- In the first stage, the Teaching Assistant for the course will read all student work, make comments, and assign preliminary grades using the rubric prepared by the instructor.
- In the second stage, the instructor will read all student work. The instructor will make additional comments as needed and may make adjustments to the grade as well. Those adjustments could be in an upward or downward direction. In order to avoid confusion, the TA and the instructor will try to hide grades until they are finalized. However,

Canvas does not always allow us to do so. Please understand, then, that no grade is final until the instructor has completed his reading of the assignment. That said, the instructor's experience is that graduate student teaching assistants, grading on the basis of a rubric, do a fine job, and that in general, he makes relatively few grade adjustments, most of which are marginal in terms of point value.

Grades will be assigned as follows:

- A: 90-100% (900-1000 points. Outstanding, excellent work. The student performs well above the minimum criteria.)
- B: 80-89% (800-899 points. Good, impressive work. The student performs above the minimum criteria.)
- C: 70-79% (700-799 points. Solid, college-level work. The student meets the criteria of the assignment.)
- D: 60-69% (600-699 points. Below average work. The student fails to meet the minimum criteria.)
- F: 59 and below (599 points or less. Sub-par work. The student fails to complete the assignment.)

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. The survey will be made available during weeks 13, 14 and 15 (November 21-December 8) of the fall semester to provide students with an opportunity to evaluate how this course is taught.

Course Policies

Assignment Policy

All assignments and due dates are clearly indicated in the course modules on Canvas.

Essay assignments will be screened for plagiarism using Turnitin.

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.

Late Work

As a general rule, I will not accept late work in this course. All work turned in after the deadline will receive a grade of zero unless the student has a [university-excused absence](#) and provides written documentation with 48 hours of the missed deadline. I understand that some of us, through no fault of our own, will encounter unexpected challenges which may impact our

studies. If that happens, I ask that you communicate clearly and frankly with me so that we can work together on appropriate ways in which we can address those challenges together.

Plagiarism

University of North Texas Policy 0.6003 Student Academic Integrity defines plagiarism as follows:

“Plagiarism” means use of another’s thoughts or words without proper attribution in any academic exercise, regardless of the student’s intent, including but 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 acknowledgement or citation, or b. the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.

You may read the entire policy here: [Student Academic Integrity Policy 0.6003](#).

Further information on plagiarism can be found here: [Office of the Provost-Student Success: Academic Integrity](#).

Any commission of plagiarism will be reported to the Office of Academic Integrity and handled according to UNT policy in consultation with the University's Academic Integrity Officer. The most likely consequence of an act of plagiarism would be a grade of zero for that particular assignment. However, other, more serious consequences may be incurred depending on the situation as evaluated by the instructor and the University's Academic Integrity Officer.

Turnaround Time

I aim to return graded work to you within one week of the due date. When this is not possible, I will send an announcement to the class.

Grade Disputes

Before you come to me to dispute a grade, please review your work in light of the grading rubric to make sure that you have a valid case to make. If you still want to dispute the grade, then e-mail me to set up a time to talk during Zoom virtual office hours. When we meet, please show me whatever evidence you have to support your argument that you deserve a higher grade than you received.

Extra Credit

There are no extra credit opportunities in this course.

Syllabus Change Policy

I do not anticipate any significant changes to this syllabus. However, I reserve the right to make changes as needed. Any changes made to the syllabus will be done with the best interests of the students in mind. No additional work or assignments will be made.

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. As noted above, University of North Texas Policy 0.6003 Student Academic Integrity defines plagiarism as follows: *“Plagiarism” means use of another’s thoughts or words without proper attribution in any academic exercise, regardless of the student’s intent, including but 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 acknowledgement or citation, or b. the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.*

You may read the entire policy here: [Student Academic Integrity Policy 0.6003](#)
Further information on plagiarism can be found here: [Office of the Provost-Student Success: Academic Integrity.](#)

Any commission of plagiarism will be reported to the Office of Academic Integrity and handled according to UNT policy in consultation with the University's Academic Integrity Officer. The most likely consequence of an act of plagiarism would be a grade of zero for that particular assignment. However, other, more serious consequences may be incurred depending on the situation as evaluated by the instructor and the University's Academic Integrity Officer.

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](#).

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 Blackboard 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](#) 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](#).

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 (November 21-December 8) of the fall semester 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](#) or email spot@unt.edu.

Sexual Assault Prevention

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.

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](#). 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](#).

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.

I do not anticipate any use of student work (i.e. comments written on discussion boards or essays submitted as a part of the coursework) for any purpose whatsoever.

Transmission and Recording of Student Images in Electronically-Delivered Courses

Any interactions with students on Zoom (for example, virtual office hours) will be recorded. His recordings will not be transmitted or shared unless there is a legal need to do so or if the recordings are requested by UNT administration or other authorities.