

CIS 112 770 Syllabus

Instructor Contact Information

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Office: C 214, Distance Learning Suite Located on the 2nd floor of the Academic Library & Learning Center

Office Hours: By appointment

Course Information

Course Meets Online: 08/18/2014- 10/11/2014

Course Credit: 3

Required Text: Check with the ECC Bookstore: eccbookstore@elgin.edu; 847-214-7395

Prerequisites: None

Course Structure

The course has a straightforward, easy-to-navigate design and a weekly modular structure, which is consistent and predictable. Instructions and due dates for activities and assignments are clearly articulated so students know what is expected of them and can easily stay on track. New modules will open on Mondays and module assignments will be due by Sundays at 11:59 PM, CST. The course design is based on principles of collaborative learning and active participation, as well as sharing of thoughts and problem solving.

For each course module, students will be presented with assignments. Students will also engage in some guided discussions about the module topics via the asynchronous discussion forums. In order to give participants time to read and comment on their classmates' work before the next module begins, initial posts for discussion questions will be due on Friday evenings, by 11:59 PM, CST. Responses to classmates will be due by 11:59 PM on Sundays. Participants unable to complete an assignment by the scheduled deadline should notify the instructor prior to the assignment's due date; better yet, they may consider preparing the assignment early and post it, which will give classmates a head start in reading and responding.

Attendance

Student attendance – even virtual attendance – and participation in class discussions are important to the success of any class. Since this course is conducted online, active participation by all class members is essential for generating meaningful discussions related to course material. This online class is not self-paced; students will progress through the class as a group, so be prepared to work with your fellow class members. Your active participation in this course is required. Under no circumstances should you stop participating in this, or any, class without formally withdrawing. This can result in a failing grade on your permanent record.

DESIRE2LEARN

This course is enhanced through the use of learning management system, Desire2Learn or D2L, which supports learning. Course materials will be available on the course Web site and you will be responsible for checking the course site on a regular basis. Please print only what is necessary as you will always have access to the information during the course.