Syllabus

Fall 2011

SOC 477.600 Long-Term Care

Stephen F. Austin State University

Instructor: Jana I. Tiefenwerth, M.S.

"Mrs. T."

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FAX: 254 - 598-2924

Department: Department of Social & Cultural Analysis, Suite 335

Class Meetings: Fully Online Course; no face-to-face meetings

Virtual Office Hours: E-mail or call the instructor if you wish to schedule a telephone conference or chat room meeting. Students should e-mail the instructor by using the MAIL icon at the top left of the screen within the course room. After clicking on the word MAIL, hit compose message, type your message into the text box, then browse for the instructor's name, Jana Tiefenwerth, sometimes listed as "Mrs. T" Tiefenwerth. Check the box beside the name, then, hit send. The instructor's personal e-mail address outside of the course room if needed is: janatie@aol.com

Required Book:

1) Long-term Care: Managing Across the Continuum (2010), Third Edition

ISBN: 9780763764500, Author: John R. Pratt, Publisher: Jones and Bartlett

Students may purchase the textbooks at the SFASU B&N Bookstore, Amazon.com, or bn.com. Students DO NOT need a WEBCT access code for this course. Students should purchase the textbooks prior to the class start date.

Course Description:

SOC 477  Long-Term Care
With the aging of our population, more and more elderly will need assistance with health issues, as well as with activities of daily living. This course will explore the fundamentals of long-term care with emphasis on examining formal long-term care providers and issues facing long-term care residents.

Course Objectives (Student Learning Outcomes):

This course is designed to help broaden your understanding of the long-term care system. By the end of this course, students should be able to:

- Define the current long-term care system, including how it developed, and key strengths and weaknesses in the system.
- Identify and define the consumers and providers of long-term care.
- Identify the changes taking place in long-term care today.
- Describe what it means for the long-term care system to be consumer-driven, including an understanding of consumers' rights and the responsibilities that go along with those rights.
- Define and describe nursing facilities, how they developed, where they fit in the continuum of care, the services they offer, and who uses them.
- Identify and discuss ethical issues affecting nursing facilities.
- Define and describe subacute and postacute care for the purpose of clarifying these confusing terms.
- Define and describe assisted living facilities, where they fit in the continuum of care, the consumers who use them, and the services they offer.
- Identify and define the components of senior housing.
- Understand the nature of the competitive forces acting on long-term care organizations.
- Define various forms of cooperation and integration.
- Understand why there is need for external control of long-term care and the problems inherent in such control.
- Discuss the ways in which quality and cost are controlled and by whom.
- Identify and discuss the respective roles of federal and state governments in regulating long-term care.
- Identify and define nongovernment controls, such as accreditation and certification.
- Understand how long-term care services are reimbursed.
- Identify and define key public sources of reimbursement, including Medicare and Medicaid.
- Identify and define private reimbursement sources, including private pay and private long-term care insurance.
- Understand how managed care works and its impact on long-term care.
- Understand the concept of quality improvement and how it applies to long-term care.
- Understand the social and emotional impact of changes caused in the lives of individuals when long-term care is needed.
- Discuss the ethical aspects of access to care, including rationing.
- Define and discuss autonomy and the relationship between independence and self-determination.
- Identify end of life issues and discuss their ethical and legal implications.
- Understand the magnitude of the day-to-day needs of long-term care consumers and the efforts of providers to accommodate them.
- Identify the elements that make up governance.
- Discuss the differences in governance in profit, nonprofit, and government organizations.
- Identify the components of leadership.
- Understand the role of culture change in long-term care.
- Discuss issues dealing with privacy and access to information.
- Understand how technology can benefit long-term care providers, consumers, and the system as a whole.
- Understand marketing and community relations, how they differ, and how they apply to long-term care.
- Understand the forces that have brought the long-term care system to its current state and how those forces continue to act on it.
- Identify and discuss the trends that will affect the long-term care system in the future.
- Understand the challenges and opportunities facing managers in the long-term care system of the future.

<table>
<thead>
<tr>
<th>SOC 477 Long-Term Care - How Your Final Grade Is Determined:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Points Possible:</strong> 630</td>
</tr>
<tr>
<td><strong>Discussion Board</strong> [250 points]</td>
</tr>
<tr>
<td><strong>Off-Campus Visit</strong> [100 points]</td>
</tr>
<tr>
<td><strong>Chapter Quizzes</strong> [180 points]</td>
</tr>
<tr>
<td><strong>Final Exam</strong> [100 points]</td>
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</tbody>
</table>

**TOTAL POINTS:** 630

**Note:** The weighted column in the grade book shows the student’s current grade. As new assignments are graded, the weighted grade changes.

**Final Grade for the Course:**

- A = 90 - 100
- B = 80 - 89
- C = 70 - 79
- D = 60 - 69
- F = < 60

Final grades that end in .5 or above will be bumped. (Example: 87.5 = 88). However, final

**Possible Extra Credit Work:**

Students are encouraged to submit extra credit work which
grades that end in .4 or below will not be bumped. (Example: 87.3 = 87)

could bump grades that are within a half point to the next letter grade. Extra Credit Instructions can be found on the homepage in the Start Here folder.

Evaluation Criteria:

1 Final Exam (100 points, 25% of final course grade):

Exam questions are designed to test student’s knowledge of the material, as well as the student’s ability to apply this knowledge. The final exam will each have 100 multiple choice, and/or true/false questions worth 1 point each. The exam will be open-book with a 75 Minute time limit in one sitting. You cannot begin the exam and come back to it later. It must be completed in one sitting within the 75 Minute time limit. The exam will be available for a scheduled time period that is noted on the Course Schedule. No student will be allowed to take the final exam outside of the scheduled time period. No exceptions. Students are strongly advised to take the exam long before the deadline to allow for computer glitches or personal conflicts. Missing the final exam will affect your final course grade. Various versions of each exam may be administered to online students in any given semester; therefore, students may not receive identical exams. Students should review quizzes and textbook reading assignments that were assigned in all Learning Modules prior to taking the Final Exam.

18 Chapter Quizzes (180 points; worth 10 points for each quiz; 25% of the final course grade):

For each assigned chapter, there will be an open-book quiz worth ten points each. Students should pay close attention to the Course Schedule in order to submit each quiz by the posted due date. Students may work ahead on quizzes throughout the semester in Learning Modules that are open and visible. If a student knows that he or she will not be available on a certain day, he or she should work ahead. No quiz grade will be dropped. Each chapter quiz contains true/false and/or multiple choice questions. Students will have unlimited time to complete each quiz once the "Begin Quiz" button is clicked. Quizzes are NOT timed. Students can take the quiz any time during the availability period at their convenience and should submit each quiz by the due date listed on their course schedule. The quizzes are in place to help students stay on track with their assigned reading. When submitting quizzes, students should save all answers and then click the finish button to submit the quiz for grading. Grades will release once the due date has passed. Missing Chapter Quizzes will affect the student's final course grade. Many questions or topics that are seen on the chapter quizzes will be seen
again on the final exam. If a student does not take a particular quiz, that quiz will not be available to review for final exam.

5 Learning Module Discussions on the Discussion Board (250 points; 25% of your final course grade):

There will be 5 Learning Module discussions worth 50 points each. Every student must post an original response to each discussion board topic and then must respond to two other students' posts in the same topic. It is not enough to just state that you agree or disagree with an issue when responding to other students. You must back up your response with a substantive explanation of why you agree or disagree with their post. Discussion board grades are determined by considering the quality of your posts and the amount of effort and participation demonstrated. Original discussions should be supported with textbook reference material and/or web reference material. Students must log on daily during summer sessions, or weekly during Fall or Spring semesters to complete the assigned discussion board questions. Students should log on early in the week to post their original discussion to the topic, and then students should return to the topic to continue the two-way discussion. Early posts earn higher points. Since students have ample time in each module to complete weekly assignments and may work ahead on open modules, no discussion board post may be submitted after the due date. IMPORTANT: Students should refer to the Discussion Board Grading Rubric as they compose their discussions.

Students are expected to use appropriate language, expression and demonstrate maturity when responding to any question on the discussion board. You can agree or disagree with classmates, but please show respect and consideration at all times. Students should only divulge information or opinions that they feel comfortable expressing. Abbreviations and acronyms that are commonly used in chat rooms should not be used on the discussion board.

1 Off-Campus Visit and Written Report (100 points, 25% of your final course grade):

Each student will complete one Off-Campus Visit and will submit a written report on this experience. Instructions for this assignment are listed on the homepage in the Start Here folder. Students should complete the required visit early in the semester, and then should submit the written report on the discussion board by the due date listed in the Course Schedule. The written report should contain reference material to support the discussion and should also include 3 photos of the student on-site.
How to be successful in this course:

- Click on the Course Schedule to determine due dates for assignments.
- Go to the assigned Learning Module and read the learning objectives, and assigned textbook reading, and then submit assignments by the due dates listed on your Course Schedule.
- There will be one major exam: a Final Exam. Keep up with assigned reading throughout the course in order to be better prepared for the exam.
- Discussion board participation is important and will take the place of the usual on-campus classroom discussions. The discussion board allows students to interact and exchange ideas, thoughts, and questions. The board is a tool that allows the student to demonstrate what he or she has learned in their study of various module assignments. Students should log on often to read all posts and to respond to other students’ posts. Students must participate on the discussion board for each topic/question. The instructor monitors discussion board participation daily.
- For every assigned chapter, there will be a chapter quiz. All quizzes are open-book and are NOT timed. Students may work ahead on chapter quizzes and on discussion board questions in Learning Modules that are open and visible.
- Review associated chapters and previous quizzes prior to taking the Final exam.
- Complete the required Off-Campus visit early in the semester, and submit the required written report on the Discussion Board by the due date listed in the Course Schedule. This report requires 3 photos on-site with the student in each photo.
- Notify the instructor immediately if a personal problem or technical problem prevents submitting an assignment by the due date listed on the Course Schedule. The instructor should be notified before the due date passes. Late assignments are not accepted, so students should work ahead on assignments to prevent missing a due date.

VERY IMPORTANT: If a student decides to discontinue class participation, please note it the student’s responsibility to drop him/herself from this course. If a student with poor participation does not officially drop this course, he/she may receive a final grade of “F” for the semester. Students who log on only one time are still responsible for dropping themselves from this course.

Extra Credit Work Options: (adds up to a 1 or 2 points to the final course grade). Students may complete one option or both options to earn extra credit points that will be added to the final course grade.

2 Point Extra Credit Option—Book Review: (adds up to 2 points to the final grade): Students may submit an optional paper over an extra credit book. This optional extra credit book review paper will add up to 2 points to the student’s final course grade. If a student's final course grade is 88.4 and the student submits an extra credit book review paper, that student's grade will be bumped to 90.4 = "A." If the student has an 89.4 and
does not submit an extra credit paper, that student’s grade will remain a "B." If the student's final grade is an 89.5, that student's grade will be bumped to the next letter. The instructor bumps to the next letter if the final grade has at least .5. (e.g., 79.5 = B; 69.5 = C) This paper MUST be submitted to the instructor via e-mail by the due date listed on the Course Schedule. Instructions for this assignment are listed on the homepage in the Start Here folder.

1 Point Extra Credit Option - Research Paper: (adds up to a one point to the final grade) Students may submit a 4 page paper on any topic in the book to earn up to one point that will be added to the student's final grade. If the student has an 89.4 and does not submit an extra credit paper, that student's grade will remain a "B." This assignment must be submitted to the instructor via e-mail prior to the time that the instructor submits final grades to the registrar. Instructions for this assignment are listed on the homepage in the Start Here folder.

As your instructor, my role is to facilitate your learning of the text material and any ancillary materials provided in this course. I am available to provide individual instruction and direction as you work through your weekly assignments. Students should e-mail me with any questions or feel free to call during normal working hours on the number listed on this syllabus.

Classroom Policies:

Attendance:

Regular attendance is expected. In this online class, attendance will be taken weekly in long semesters and daily in summer classes. **STUDENTS SHOULD NOT GO MORE THAN 2 DAYS WITHOUT LOGGING ON TO THE COURSE TO CHECK FOR ANNOUNCEMENTS OR REMINDERS.** If a student e-mails the instructor with a question, the student should log on within a very short time to read the answer. The answer may include instructions that are time-limited. If the student does not log on within a few hours to receive the instructions, they may lose the opportunity to adhere to the instructions provided by the instructor.

**VERY IMPORTANT:** If a student decides to discontinue class participation, please note it the student’s responsibility to drop him/herself from this course. If a student with poor participation does not officially drop this course, he/she may receive a final grade of “F” for the semester. Students who log on only one time are still responsible for dropping themselves from this course.
Drop Date:
See Course Schedule or SFASU Catalog. The last day to drop this class is Oct. 26th, 2011.

Class Preparation:
All students are encouraged to complete the assigned text reading prior to the due dates listed on the course schedule. Students must pay special attention to the Course Schedule in order to submit assignments by the listed due dates. It is the student’s responsibility to read any posted announcements posted by the instructor on the discussion board or in e-mail.

Online Classroom Etiquette:
Students are expected to assist in maintaining a classroom online environment that is conducive to learning. Students should maintain appropriate and mature discussions when interacting on the discussion board or in chat rooms. All areas will be monitored. If a disruptive classroom incident occurs, the student may be dropped from the class.

Academic Integrity (A-9.1):
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty:
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

All papers and postings are subject to TURNITIN and will be checked for originality.

Withheld Grades Semester Grades Policy (A-54):
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Tutoring:**

Students are encouraged to utilize such services if necessary. For information refer to the university catalog.

**Students with Disabilities or Special Needs:**

Any student with a verifiable learning or physical disability who requires course modification must speak to the instructor in private regarding special needs and should e-mail the instructor within the first two weeks of class.

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/)
Course Schedule

Instructions: For each Learning Module, students should follow this Course Schedule Carefully. Students may work ahead. Assignments highlighted in yellow below will be graded and are due by the date listed in the far right column beside each highlighted assignment. Although the modules are open for two to three weeks, each individual assignment has a specific due date. Late assignments ARE NOT accepted and will not be graded.

All assignments in this course will be due by 11 p.m. on the listed due date.

Students are encouraged to work ahead in this course. If you prefer to work on weekends, then schedule your time to complete assignments the weekend before any weekday assignments are due. Assignments submitted past the due date will receive a zero. Students should not go more than two days without logging on to this course to check for announcements and to continue two-way discussions on the discussion board. Print out this schedule to keep up with the specific due dates. Saying, “I thought it was due on such and such date,” will not do.

Please make certain you have purchased the correct required textbook:

Long-term Care: Managing Across the Continuum (2010), Third Edition

ISBN: 9780763764500, Author: John R. Pratt, Publisher: Jones and Bartlett

DB = Discussion Board - To submit a discussion board post, begin by clicking the bulletin board pin icon to the left of the screen of the course room. Discussion Board participation is very important and counts 25% of the student’s final course grade. See the Discussion Board Grading Rubric in the Start Here folder.

Chapter Quizzes (10 to 20 questions each) are open-book and are not timed. Once a student begins each quiz, they will have unlimited time to complete the quiz as long as it is submitted on or before the listed due date. Quizzes count 25% of your entire grade.

<table>
<thead>
<tr>
<th>Module Start Date</th>
<th>Assignment</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module 1</td>
<td>Module 1 Assignments:</td>
<td></td>
</tr>
<tr>
<td>Introduction: The Changing</td>
<td>Post Student BIO on the DB</td>
<td>Due Sat., Sept. 3rd, by 11 p.m.</td>
</tr>
</tbody>
</table>
## Long-Term Care Scene

**Module 1 Starts Mon., Aug. 29th and closes Sun., Sept. 11th, at 11 p.m.**

(Module 1 is open for 2 weeks.)

**Work Ahead!**

Late assignments are not accepted. Assignments posted AFTER the due date will not be graded.

### Post LTC Experience on the DB
Due Sat., Sept. 3rd, by 11 p.m.

### Read the Foreword, Preface and Chapters 1 & 2 in your Textbook

### View Ch. 1 & Ch. 2 Powerpoint Chapter Highlights

### Important:
In each Learning Module, you will be posting one original discussion AND at least two replies for each discussion board topic. Begin posting to each module’s DB topics early in the module. Students that post their original discussions prior to due dates earn higher points. Make sure to submit your original discussion for each topic by the specific due dates. You may submit additional discussions and replies to boost your grade until the module end date, but you must submit your main **original** discussion that addresses the main topic by the listed due date. Final replies to other students or to the instructor are due on the last day of the module—**for all topics within the module**.

### Note:
Refer to the **Discussion Board Grading Rubric** as you compose your discussions. The instructor grades by the rubric to insure fairness in grading. The rubric can be viewed in the Start Here folder on the homepage of this course.

### CH. 1 Quiz due
Due Sun., Sept. 4th, by 11 p.m.

### Mod 1 - Topic #1 Original DB post due
Due Sun., Sept. 4th, by 11 p.m.

### CH. 2 Quiz due
Due Fri., Sept. 9th, by 11 p.m.

### Mod 1 - Topic #2 Original DB post due
Due Fri., Sept. 9th, by 11 p.m.

### Final replies to all Mod 1 DB topics due
Due Sun., Sept. 11th, by 11 p.m.

**Notes:** The instructor does not begin grading the DB until after the due date has passed to allow plenty of time for final posts and replies.

If you have completed **ALL** assignments in Mod 1 and are ready for the next module, e-mail the instructor. When several students are ready for the next module, the instructor will open it early.

## Module 2

### Long-Term Care Service Providers

**Module 2 Starts Mon., Sept.**

### Module 2 Assignments:

- Read Chapters 3 through 7 in your Textbook
- View Ch. 3, 4, 5, 6, and 7 Powerpoint Chapter Highlights
### Important Reminder:

Begin Posting early to DB topics. Students that post their original discussions early in the module earn higher points.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Due Date</th>
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</thead>
<tbody>
<tr>
<td>CH. 3 Quiz due</td>
<td>Due Sun., Sept. 18th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 4 Quiz due</td>
<td>Due Sun., Sept. 18th, by 11 p.m.</td>
</tr>
<tr>
<td>Mod 2 - Topic #1 Original DB post due</td>
<td>Due Tues., Sept. 20th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 5 Quiz due</td>
<td>Due Sun., Sept. 25th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 6 Quiz due</td>
<td>Due Sat., Oct. 1st, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 7 Quiz due</td>
<td>Due Sat., Oct. 1st, by 11 p.m.</td>
</tr>
<tr>
<td>Mod 2 - Topic #2 Original DB post due</td>
<td>Due Mon., Oct. 3rd, by 11 p.m.</td>
</tr>
<tr>
<td>Final replies to all Mod 2 DB topics due</td>
<td>Due Wed., Oct. 5th, by 11 p.m.</td>
</tr>
</tbody>
</table>

### Module 3 Assignments:

**Interaction Within The Continuum**
Starts Thurs., Oct. 6th and closes Sun., Oct. 30th, at 11 p.m.

(Module 3 is open for 3 1/2 weeks.)

Work Ahead!

<table>
<thead>
<tr>
<th>Topic</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>CH. 8 Quiz due</td>
<td>Due Sun., Oct. 9th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 9 Quiz due</td>
<td>Due Sat., Oct. 15th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 10 Quiz due</td>
<td>Due Sat., Oct. 15th, by 11 p.m.</td>
</tr>
<tr>
<td>Mod 3 - Topic #1 Original DB post due</td>
<td>Due Sun., Oct. 16th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 11 Quiz due</td>
<td>Due Sun., Oct. 23rd, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 12 Quiz due</td>
<td>Due Sun., Oct. 23rd, by 11 p.m.</td>
</tr>
<tr>
<td>Mod 3 - Topic #2 Original DB post due</td>
<td>Due Fri., Oct. 28th, by 11 p.m.</td>
</tr>
<tr>
<td>Final replies to all Mod 3 DB topics due</td>
<td>Due Sun., Oct. 30th, by 11 p.m.</td>
</tr>
</tbody>
</table>

### Module 4 Assignments:

**Managing in the Long-Term**

Read Chapters 13 through 16 in your Textbook

View Ch. 13, 14, 15, and 16 Powerpoint Chapter Highlights

<table>
<thead>
<tr>
<th>Topic</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH. 13 Quiz due</td>
<td>Due Sun., Nov. 6th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 14 Quiz due</td>
<td>Due Fri., Nov. 11th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 15 Quiz due</td>
<td>Due Fri., Nov. 11th, by 11 p.m.</td>
</tr>
<tr>
<td>CH. 16 Quiz due</td>
<td>Due Fri., Nov. 11th, by 11 p.m.</td>
</tr>
<tr>
<td>Mod 4 - Topic #1 Original DB post due</td>
<td>Due Sun., Nov. 13th, by 11 p.m.</td>
</tr>
<tr>
<td>Mod 4 - Topic #2 Original DB post due</td>
<td>Due Sun., Nov. 13th, by 11 p.m.</td>
</tr>
<tr>
<td>Final replies to all Mod 4 DB topics due</td>
<td>Due Sun., Nov. 13th, by 11 p.m.</td>
</tr>
<tr>
<td>Care System</td>
<td>CH. 13 Quiz due</td>
</tr>
<tr>
<td>Apple Health</td>
<td>CH. 14 Quiz due</td>
</tr>
<tr>
<td>Work Ahead!</td>
<td>Mod 4 - Topic #1 Original DB post due</td>
</tr>
<tr>
<td></td>
<td>CH. 15 Quiz due</td>
</tr>
<tr>
<td></td>
<td>CH. 16 Quiz due</td>
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<tr>
<td></td>
<td>Off-Campus Visit Report due to be posted on the DB.</td>
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<tr>
<td></td>
<td>Important: This report counts 25% of your grade for this course. You may upload it early.</td>
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<tr>
<td></td>
<td>Final replies to Mod 4 DB topic due, and final replies to Off-Campus reports due</td>
</tr>
<tr>
<td>Module 5</td>
<td>Module 5 Assignments:</td>
</tr>
<tr>
<td>The Future: Continuing Change</td>
<td>Thanksgiving Break The course room will remain open for students who wish to work ahead during the holiday.</td>
</tr>
<tr>
<td>Starts Wed., Nov. 23rd, and ends Sat., Dec. 10th, at 11 p.m.</td>
<td>Read Chapters 17 and 18 in your Textbook</td>
</tr>
<tr>
<td>(Module 5 is open for 2 1/2 weeks.)</td>
<td>CH. 17 Quiz due</td>
</tr>
<tr>
<td></td>
<td>Mod 5 - Topic #1 Original DB post due</td>
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<tr>
<td></td>
<td>CH. 18 Quiz due</td>
</tr>
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<td></td>
<td>Final replies to Mod 5 DB topic due</td>
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<tr>
<td></td>
<td>2 Point Extra Credit Work Due (optional)</td>
</tr>
<tr>
<td>Dec. 11th</td>
<td>Prepare for Comprehensive Final Exam</td>
</tr>
<tr>
<td>Important: Don’t miss this exam. It counts 25% of your final grade for this course.</td>
<td></td>
</tr>
<tr>
<td>Comprehensive FINAL EXAM</td>
<td>Over All Chapter Quizzes in Modules 1-5</td>
</tr>
<tr>
<td>Dec. 12th</td>
<td>This major exam is timed.</td>
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</tr>
<tr>
<td>Monday Only!</td>
<td>This exam cannot be submitted past the due date. Final grades will be turned in the morning after this exam.</td>
</tr>
</tbody>
</table>

This schedule is subject to change. Students are responsible to read all posted announcements.

The last day to drop this class is Oct. 26th, 2011.

DISCLAIMER: This document does not constitute a contract, expressed or implied, and the instructor reserves the right to make modifications in content and schedule as necessary to promote the best education possible within prevailing conditions affecting this course. All changes will be posted and announced within the course room.