







following the form outlined in K. L. Turabian, *A Manual for Writers of Term Papers, Theses, and Dissertations* (7th edition, Chicago, 2007).

Late work will be accepted at the discretion of the instructor and will be subject to a penalty of one (1) point per day of lateness without exception. No paper will be accepted after the final examination.

**The two Examinations** (25 pts each) will involve short answer identifications and/or a choice from among several general essay questions.

A “make-up” mid-term examination will be given only in the event of a serious medical or family emergency, and will tend to be more difficult than the scheduled examination because of its necessarily more restricted pool of possible questions.

Students must take the final examination as scheduled, without exception. No early or late final examination will be given.

#### **Academic Dishonesty:**

The penalty for academic dishonesty of any kind (**including the consultation of your own notes, mobile devices, or the work of another student during examinations; or plagiarism of written work**) will be a grade of **zero (0)** on the examination or written assignment on which cheating occurred. The zero will be averaged with the other grades in calculating the final grade **and the incident will be reported to the Dean of your College.**

“Plagiarism” is defined as the copying or close paraphrasing of another person's work, whether living or dead, published or unpublished, internet or hard-copy, without crediting that person in a citation or footnote. Where such a citation is provided, such copying or paraphrasing is still deemed to constitute plagiarism if done to excessive length (three sentences or more without quotation marks). “You also plagiarize when you use [uncredited] words so close to those in your source, that if your work were placed next to the source, it would be obvious that you could not have written what you did without the source at your elbow.”<sup>1</sup>

Finally, you are equally prohibited from plagiarizing yourself, *i.e.*, submitting work for this class that has already been submitted, or which contains substantial portions already submitted, for another class at the primary, secondary or post-secondary (college and university) level. Submission of such work will also result in a grade of zero (0) for the assignment and reportage to the Dean.

**If there is any doubt in your mind about this, please ask!**

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1. Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams, *The Craft of Research*, 2d ed. (Chicago: University of Chicago Press, 1995), 167.

# Sample Draft Syllabus