

**PLS 121S AMERICAN NATIONAL GOVERNMENT  
3 CREDIT HOURS (ONLINE)  
PART II SYLLABUS**

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Catalog: "Need To Know" Information

Source: Edison Course

## **I. COURSE INFORMATION**

### **COURSE DESCRIPTION**

Overview of the American system of government which examines the impact of public opinions, group interests, and organizations on the Institutions of American government. Particular attention is focused on issues which relate to the politics of public policy and the decision-making process. The nature of American democracy is examined and critically analyzed.

### **COURSE LEARNING OBJECTIVES**

- *Differentiate between American myths and American realities, between the political system's promise and its performance.*
- *Distinguish between the governmental structures and explain how these structures interrelate.*
- *Relate politics and government to contemporary issues*
- *Describe the influence of the Constitution on our political, social, and economic systems.*
- *Compare the characteristics of the branches of government, their functions and how they interrelate.*
- *Discuss the cultural cleavages of society and the role they play in the political system.*
- *Explain the political process as it relates to campaigns, elections, and political participation.*

### **REQUIRED TEXTBOOK/NORTON ACCESS**

Bianco, William and David Canon, American Politics Today: Eighth Essentials Edition.  
Norton Access Code for Ebook and Access code

## **II. COURSE POLICY STATEMENTS**

### **Class Format (Online Asynchronous)**

The material will be set up in the Learning Modules tab on Blackboard for each week. Each Module Folder will have chapter learning content and assignments. Each Chapter Folder will consist of:

- Chapter Course Materials
  - Chapter Overview
  - Chapter Learning Outcomes
  - Simulation or Video Assignments to supplement learning
  - Flashcards
- Graded work
  - Chapter Quizzes
  - InQuizitive via Norton
  - Link to Discussion Board Questions

### **Norton Access Code**

Clicking on any inquisitive assignment will prompt you to register for the Norton Access. The Norton Student Registration Process is fairly simple. You can use the code bought at the Edison bookstore or purchase access directly through the site. It is imperative that you get the Norton access code as soon as possible in order to complete the InQuizitive assignments.

### **Readings**

Students should dedicate enough time to read the assigned materials prior to completing all homework, quizzes and activities. Most of the readings will be from the required text. Any additional readings from other sources (i.e. news articles) will be announced and provided or posted prior to that week.

### **Course Netiquette**

Since you will be communicating with your classmates and instructor using synchronous and asynchronous tools (i.e. chat, e-mail, discussion board, and messages) it is crucial you have good netiquette (online conduct) In this class, please adhere to the following guidelines:

- Please do not write in all capital letters as it indicates SHOUTING.
- Think before you write. Even if you are sending an email to only one person, that person can forward it to anyone. Everyone in our course has access to the threads you post in the discussion board and the chat room conversations.
- Proofread and spell check all work because grammar and spelling count. Online classes are no different than traditional courses and the same collegiate level academic standards will be used.
- Do not use profanity in any area of our course. As stated previously a transcript of all chats is recorded and students do not have the ability to delete messages from the discussion board.
- Be polite to your classmates.

- Unlike a traditional class where we can see and speak to each other an online course does not allow us the traditional nonverbal cues (i.e. facial expressions, voice tone). Please be cautious of what you say. A lot can be misconstrued regardless of intention.
- Humor can be difficult in an online course but you can use Emoticons to help.
- Use your classmates' first name when responding to them.
- Respond promptly to messages sent to you.
- Use reinforcement phrases (i.e. Thank you, Good job, Great Suggestion)

### **Discussion Board Policy**

You can locate the Discussion Board on Blackboard on the left tab of Content Areas. When you enter the discussion board, you will see a list of forums that are available for you to enter. One of the nicest things about the discussion board, you don't have to log in at the same time as your peers to communicate. You can post whenever it fits your schedule (as long as you meet the assignment deadlines).

There are several options available for entering information in the discussion board.

- To enter a forum click on the name. To start a new conversation click on the "+ Thread" button. Type in your subject line and your message. You can cancel, save, or submit your message by clicking on the appropriate button in the bottom right-hand corner. If you wish to change the content in the future, click on your message and you have the option to modify.
- To read and/or reply to a posting in the discussion board, click on the underlined link that contains the subject of the message, read the information that is posted, and to respond click on the "reply" button. You will have the same options to cancel, save, or submit your message by clicking on the appropriate button.

You will be responsible for responding to ONE discussion board question per chapter as well as responding to one of your peer's answers. Initial responses should be at least 1 – 2 paragraphs and peer responses should be more than just a "good job!"

***The initial posting must be done by Friday at 11:59pm. The peer responses are due on Sunday at 11:59pm.***

### **Guidelines for Written Assignments:**

All assignments must be typed double spaced with 12 pt. font. The written assignments must reflect college level communication. In addition to content and critical thinking, the use of correct English standard (grammar, punctuation, spelling, complete sentences, clarity, organization, use of paragraphs etc.) will determine the grade. All research materials must be acknowledged in a Works Cited Page (guidelines will be provided in class). Plagiarized or dishonest work will not be tolerated and will receive reduced or no credit.

### **Technical Skills Policy**

- High speed internet/Firefox or Chrome is recommended. Although these are not required, they may make your experience better and faster. Firefox or Chrome is better to use with Blackboard and Norton. No late work will be accepted due to technology issues. It is the student's responsibility to ensure they are at a reliable computer with reliable Wi-fi.

- Homework will online quizzes and through Norton InQuizitive. They will be linked through Blackboard but you should be comfortable navigating these websites. If you have trouble, please do not hesitate to contact me.

### **Expected Response Time**

- Discussion: I will check the posts regularly and only post when necessary. I will not respond to threads as you, the students, should take ownership of these discussions and make them your own. I want this to be a peer to peer dialogue about relevant topics.
- Emails: I will respond to all emails within 48 hours and sooner if urgent. The subject should be clearly addressed in the title so I know which emails need attention immediately.
- Exams, Quizzes and Homework: These should be graded as soon as they are turned in.
- Discussion Board and Written Assignments: I expect to have these graded within 1 week.

### **Attendance and Participation**

Attendance is noted based on your completion of assignments. If you decide to drop the course, the responsibility for withdrawal prior to the published withdrawal deadline always lies with the students. Students are financially responsible for costs associated with classes that they have withdrawn from after the published Add/Drop date. New federal mandates for students receiving financial aid state that attendance is to be calculated based on “academic-engagement,” which means that coming unprepared for class just to be present and not doing any homework will not equal attendance.

## **III. EVALUATION METHODS**

### **CHAPTER ONLINE ASSIGNMENTS ( 390pts)**

You will have weekly chapter online activities on Blackboard which will provide additional insight into the chapter topics through quizzes and the inquisitive adaptive learning tool.

- Chapter Quiz (10 pts)
- InQuizitive Adaptive Learning (Norton) (20 pts)

They will be worth 30 pt. for each chapter for a total of 390 pts.

### **Discussion Board (130 pts)**

There will be online discussions throughout the semester. With each forum, you are expected to respond to the initial questions as well as interact with classmates in a discussion. When you click on week’s list of assignments, the discussion board questions will be listed. Click the title of the discussion board to go it then click add thread to post your work. These require you to really think about the topic and explain your ideas so that everyone reading them can fully understand your ideas.

*The initial posting must be done by Friday at 11:59pm. The forum for the week closes on Sunday at 11:59pm.*

**EXAMINATIONS (400 points)**

There will be 2 exams throughout the semester worth 200 points per exam for a total of 400 points. Each exam will cover 6 - 7 chapters and will require students to study all material prior to the exams. You will need to use Respondus Lockdown for the exams.

**FINAL PAPER (80 points)**

Students will be responsible for one short final policy position project on a social, economic or health policy of their choice. More details will be provided on Blackboard.

**IV. FINAL GRADE STANDARDS**

The final grade for the course will represent your instructor's assessment of the overall quality with which you met all the requirements of the course.

**CALCULATION OF GRADES**

| Assignment              | Points Possible | Percentage of total grade |
|-------------------------|-----------------|---------------------------|
| Examinations            | /400            | 40%                       |
| Chapter Online Quizzes  | /130            | 13%                       |
| InQuizitive (Norton)    | /260            | 26%                       |
| Discussions Board       | /130            | 13%                       |
| Final Policy Project    | /80             | 8%                        |
| <b>Total</b>            | <b>/1000</b>    | <b>100%</b>               |
| <b>Grading Criteria</b> |                 |                           |
| <b>Points</b>           | <b>Grade</b>    |                           |
| 90-100%                 | A               |                           |
| 80-89%                  | B               |                           |
| 70-79%                  | C               |                           |
| 60-69%                  | D               |                           |
| Below 60%               | F               |                           |

## **V. SUPPORT SERVICES PROVIDED by the COLLEGE**

### **ACCOMMODATIONS /ACCESSIBILITY AND DISABILITY SUPPORT SERVICES POLICY**

Edison State Community College will make reasonable accommodations for students with documented disabilities. If you believe you may need an accommodation based on the impact of a disability, contact the instructor privately with your self-identification letter. If you do not have a self-identification letter, contact Accessibility and Disability Support Services by emailing [disabilities@edisonohio.edu](mailto:disabilities@edisonohio.edu) or by calling 937.778.7850. Accessibility and Disability Support Services is located on the Piqua Campus in Room 160.

### **ADVISING SERVICES**

Edison State's career pathway advisors are your partners in success. A career pathway advisor is the first advisor that you will meet with once you have made the decision to further your education. Together, you and your career pathway advisor will:

- Identify the right academic major to set you on your desired career path.
- Identify the courses you'll need to accomplish your academic goals.
- Help you develop a student plan tailored to your lifestyle and work schedule.
- Prepare you to navigate your first semester at Edison State.

You can find your career pathway advisor and faculty advisor information, including their email address, by logging into MyESCC and clicking on Student Planning. Go to Plan and Schedule and click on the Advising tab. You may also call 937-778-7850 to connect via phone call.

### **BOOKSTORE SERVICES**

eCampus is Edison State's official bookstore and is located on the Edison State webpage, under "Resources," "Bookstore," or at <https://edisonohio.ecampus.com>. You can also access eCampus from the ESCC home page, under "Campus Services." Through eCampus, you can rent or buy books, access course materials, or purchase ESCC merchandise.

### **CAREER AND JOB SERVICES**

Our Career and Job Services advisors are dedicated to helping students and alumni advance their professional development as they make career decisions, develop job search strategies, pursue experiential opportunities and secure employment. Career and Job Services also provides career assessments, career information, resume and cover letter help, job postings and resources, tips for interviewing and more. Visit <https://www.edisonohio.edu/Career-and-Job-Services/> for more information.

### **COMPUTERS**

If you are working on campus, computers with internet access are available in the internet café. The Library and Tutoring Center has computers and printers available for your use.

### **HEALTH AND WELLNESS SERVICES**

Health and Wellness Services are available on the Edison State Piqua campus. The program is dedicated to providing resources that promote healthy lifestyle choices for our students, faculty

and staff and is managed by the Human Resources department.

### **LIBRARY SERVICES**

The Edison State library is not only a comfortable place to study, we have an expansive collection of online resources available to help you with your research. Check out the library webpage here: <https://www.edisonohio.edu/Library/>. Libguides and short instructional videos are available to help you use these resources and can be found at: <https://libguides.edisonohio.edu/>. Please contact the library staff with any library questions you may have at [library@edisonohio.edu](mailto:library@edisonohio.edu), 937-778-7950, or stop in!

### **MENTAL HEALTH SERVICES**

College is stressful! Feeling burned out, anxious, frustrated? When challenges arise that you need help dealing with, it's helpful to have someone to talk to. We have established partnerships with many local mental health providers. If you are struggling and need to speak with someone in person, please reach out to the Edison State Care Team, <https://www.edisonohio.edu/CARE-Team/>. If you are concerned about a student or colleague, please file a CARE Team form <https://www.edisonohio.edu/CARE-Team-Referral-Form/> so that immediate assistance can be given. This link and the CARE Team website can be found under Campus Services on our home page.

### **STUDENT RESOURCE CENTER AND CHARGER STATION FOOD PANTRIES**

Edison State Community College is proud to assist students needing help to obtain basic necessities. The Student Resource Center and Food Pantry is stocked with all kinds of grab-and-go snacks, meal supplies, toiletries, household needs, and community resources. Stop by and check out our Charger Stations in Room 163 at Piqua, in the student lounge at Troy, in the Brooke-Gould Learning Resource Center at Eaton, and in Room 121 (for personal care items) and pantry items in the student lounge at Greenville. If you need additional assistance, please reach out at [ResourceCenter@edisonohio.edu](mailto:ResourceCenter@edisonohio.edu).

### **TECHNICAL SUPPORT SERVICES**

**For Blackboard Assignment issues, the Instructor should be the first point of contact**

***For Log-in or other technology issues:***

There are several steps you can follow if you have issues logging in to Blackboard or Office. During business hours:

- Password reset: Log onto office.com with your Edison email and follow the "forgot password" prompts.
- Reach out for help during regular business hours (9-5 Monday-Thursday, 9-4 Friday)
  - email to [support@edisonohio.edu](mailto:support@edisonohio.edu)
  - call 937-778-8600 and ask for IT Help Desk

After hours:

- Password reset: Log onto office.com with your Edison email and follow the "forgot password" prompts
- Go to [www.edisonohio.edu](http://www.edisonohio.edu) into the Resources tab and click "IT Help Desk" then click "Chat".
- Call 937-778-7957 and talk to the off-campus Blackboard company to get help

## **TESTING YOUR FAITH ACT POLICY**

Edison State Community College is committed to providing an environment respectful of students' beliefs. Students are permitted to be absent for up to 3 days each semester based on their faith, religion, or spiritual belief system with no academic penalty. Students must complete the Testing Your Faith Act Accommodations Form, <https://www.edisonohio.edu/services-support/registration-records>, located in "Forms" and provide a copy to their individual faculty within 14 days from the start of the course. The entire policy can be found in the student handbook at <https://www.edisonohio.edu/services-support/student-resources>.

## **TITLE IX STATEMENT - Anti-Discrimination, Harassment and Bullying**

It is the policy of the College to maintain a learning environment free from bullying, discrimination, sexual harassment or sexual violence. Title IX federal law protects students, employees and third parties with a relationship to the college.

All Edison State Community College employees are required to report all knowledge of incidents that violate the Title IX policy to the Title IX Coordinator or Deputy Title IX Coordinator immediately. Student and employee confidential consultation is available through the Coordinator of Health and Wellness Services.

Title IX Policy and procedure language as well as contact information for the Coordinator of Health and Wellness, Title IX Coordinator and Deputy Title IX Coordinator can be found at [www.edisonohio.edu/TitleIX/](http://www.edisonohio.edu/TitleIX/).

## **TUTORING SERVICES**

All Edison State students are eligible to receive free tutoring and learning support services through our Tutoring Center. Available services include Edison State tutors, both online and in-person, covering a wide variety of courses including various levels of math and paper reviews, online tutoring through OhioLINK eTutoring, distraction-reduced study rooms, and the use of Tutoring Center resources including subject-specific and general study guides. For more information on tutoring services, visit the Tutoring Center in the Library, email us at [tutoringcenter@edisonohio.edu](mailto:tutoringcenter@edisonohio.edu), call 937-778-7959, or visit our webpage at <https://www.edisonohio.edu/tutoring-center/>

## **ACADEMIC HONESTY:**

Because engaging in dishonest practices undermines the trust that is essential in any social relationship, honesty is expected in all matters. Academic honesty requires that you never submit another's work as your own. You will not plagiarize from a printed source, an electronic source, or another student's work, nor will you have someone else do your work. Quotes require footnotes and full work citation pages, MLA or APA style. If you quote and don't have those, you are plagiarizing and will get a zero. Please follow rules and put everything in this class completely in your own words. AI use is prohibited.

## **ADDITIONAL SUPPORT SERVICES**

For additional help, please click the ASSIST tab on Blackboard or the Edison State Student Resources folder within your course.

## **WEEKLY SCHEDULE**

| <b>WEEK</b>         | <b>TOPIC</b>                                                                            | <b>ASSIGNMENTS</b>                                                                                                                                                 |
|---------------------|-----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| WEEK 1<br>June 8th  | Introduction to Course and Blackboard<br><br>CHAPTER 1: Understanding American Politics | <b>Getting Started Tasks</b><br><br><b>CH 1 InQuizitive/Quiz</b><br><b>CH 1 Discussion Question</b>                                                                |
| WEEK 2<br>June 15th | CHAPTER 2: The Constitution and the Founding<br><br>CHAPTER 3: Federalism               | <b>CH 2 InQuizitive /Quiz</b><br><b>CH 2 Discussion Questions</b><br><b>CH 3 InQuizitive/Quiz</b><br><b>CH 3 Discussion Question</b>                               |
| WEEK 3<br>June 22nd | CHAPTER 4:<br>Civil Liberties<br><br>CHAPTER 5: Civil Rights                            | <b>CH 4 InQuizitive/Quiz</b><br><b>CH 4 Discussion Question</b><br><b>CH 5 InQuizitive/Quiz</b><br><b>CH 5 Discussion Question</b>                                 |
| WEEK 4<br>June 29th | CHAPTER 6:<br>Public Opinion and the Media<br><br>CHAPTER 7 Political Parties           | <b>CH 6 InQuizitive/Quiz</b><br><b>CH 6 Discussion Question</b><br><b>CH 7 InQuizitive/Quiz</b><br><b>CH 7 Discussion Question</b><br><b>MIDTERM EXAM (CH 1-7)</b> |
| WEEK 5<br>July 6th  | CHAPTER 8 Elections<br><br>CHAPTER 9: Interest Groups                                   | <b>CH 8 InQuizitive/Quiz</b><br><b>CH 8 Discussion Question</b><br><b>CH 9 InQuizitive/Quiz</b><br><b>CH 9 Discussion Question</b>                                 |
| WEEK 6<br>July 13th | CHAPTER 10: Congress<br><br>CHAPTER 11: The Presidency                                  | <b>CH 10 InQuizitive/Quiz</b><br><b>CH 10 Discussion Question</b><br><b>CH 11 InQuizitive/Quiz</b><br><b>CH 11 Discussion Question</b>                             |
| WEEK 7<br>July 20th | CHAPTER 12: The Bureaucracy<br><br>CHAPTER 13: The Courts                               | <b>CH 12 InQuizitive/Quiz</b><br><b>CH 12 Discussion Question</b><br><b>CH 13 InQuizitive/Quiz</b><br><b>CH 13 Discussion Question</b>                             |
| WEEK 8<br>July 27th |                                                                                         | <b>FINAL EXAM (CH 8 – 13)</b><br><br><b>FINAL PAPER</b>                                                                                                            |