**ITAL 113-1005**

**SPRING 2016**

Days and time: T TH 11:30 - 12:45 P.M

Instructor: Liana Roetter
Office: FDH, #233
Phone: (702) 895 3554
E-mail Address: liana.roetter@unlv.edu
Office Hours: Tuesdays and Thursdays 1:00-2:30PM (or by appointment)

---

**Plan of work**

<table>
<thead>
<tr>
<th>Date</th>
<th>Content</th>
<th>In Class</th>
<th>At Home</th>
</tr>
</thead>
</table>
| January 19, T | Capitolo Preliminare pp. 2-7 | • Introduction to course  
• Alphabet, pronunciation, stress and intonation (pp. 2-5)  
• Cognates (pp. 6-7) | Homework: Online SAM activities (alphabet and cognates) |
| January 21, Th | Primo incontro pp. 10-13       | • Studio di parole: Saluti e espressioni di cortesia; Applicazione (p. 11)  
• Studio di parole: In classe (classroom items and useful expressions (p. 12); Applicazione: situations practice (pp. 12-13)  
• Studio di parole: I numeri da 0 a 49; Applicazione: Let’s play with numbers (p. 13); Area codes for Italian cities (p. 14) | Homework: online SAM activities (formal vs. informal, classroom items, numbers) |
| January 26, T | Primo incontro pp. 13-17 | • Review informal/formal, classroom items and numbers  
• Days of the week: Applicazione (p. 14)  
• Il primo giorno di scuola: listen to dialogue (p. 15) Reading comprehension and conversation exercises (p. 15)  
• Attività video (p. 17) | Homework: online SAM activities (days of the week) |
| January 28, Th | Capitolo 1 pp. 20-27 | • Le regioni d’Italia: Piemonte (pp. 20-21)  
• Punti di vista: In centro a Bologna (dialogue and Comprensione exercise (p. 22)  
• Studio di parole: La città (Read vocabulary relevant to town (p. 23); Applicazione (p. 24)  
• Ascoltiamo! Listen to dialogue; Comprensione; Role play (p. 24)  
• Punti grammaticali: Personal pronouns and the verb “essere” (p. 25)  
• Expressions “c’è/ci sono” (p. 26); Pratica (p. 27)  
• | Homework: Online SAM (Downtown, Essere, there is, there are) |
| February 2, T | Capitolo 1 pp. 27-31 | • Review of “essere,” “c’è,” and “ci sono”  
• Il nome: The gender and plural of nouns (pp. 28-29); Pratica (29)  
• Gli articoli (p. 30); Pratica (p. 31) | Homework: Online SAM Gender and plural of nouns, articles  
Listening Activities |
<table>
<thead>
<tr>
<th>Date</th>
<th>Content</th>
<th>In Class</th>
<th>At Home</th>
</tr>
</thead>
</table>
| February 4, Th | Capitolo 1 pp. 31-38 | • Nota linguistica: Personal titles and articles (p. 32)  
• Interrogative expressions (p. 32); Pratica (p. 33)  
• Cosa c’è in una città: Dialogue (p. 34);  
Compresezione (p. 34); Conversation practice (p. 35)  
• Vedute d’Italia: Reading (p. 36); Activity on Italian Regions (p. 37)  
• Video activity (p. 38)  
• Practice before the test | Homework: Online SAM interrogative expressions,  
listening activities on Capitolo 1  
Composition 1: Adesso scriviamo! (p. 35) |
| February 9, T | Capitolo 1 | • Ripasso (pp. 40-41)  
• Test 1 | Practice before the test:  
exam 1 on iLearn |
| February 11, Th | Capitolo 2 pp. 44-49 | • Le regioni d’Italia: Valle d’Aosta (pp. 44-45)  
• Punti di vista: Dialogue w/Q&A (p. 46)  
• Studio di parole: La descrizione; Vocabulary (pp. 47-48); Applicazione (pp. 48-49)  
• La sera della festa: Dialogue and listening comprehension (p. 49) | Homework: online SAM activities (vocabulary, adjectives) |
| February 16, T | Capitolo 2 pp. 49-53 | • Adjectives review (pp. 47-48)  
• Punti grammaticali: L’aggettivo. Adjectives and colors (pp. 50-51); Pratica (pp. 52-53) | Homework: online SAM activities (adjectives and colors) |
| February 18, Th | Capitolo 2 pp. 54-57 | • Review of adjectives and colors (pp. 50-51)  
• “Buono” and “bello” (p. 54); Pratica (p. 55)  
• “Avere” (To have) (p. 56); Pratica (pp. 56-57) | Homework: online SAM activities (adjectives BUONO and BELLO, verb AVERE) |
| February 23, T | Capitolo 2 pp. 58-64 | • Review of the verb “avere”  
• Idiomatic expressions with “avere” (pp. 57-58); Pratica (58); Visual associations (p. 59)  
• Nota linguistica (p. 59)  
• Incontri: Dialogue (p. 60); Listening comprehension (p. 61) Conversazione (p. 61)  
• Culture (62-63); Reading comprehension (p. 63)  
• Video Activity (p. 64)  
• Practice before the test | Homework: online SAM (idiomatic expressions with AVERE; listening activities)  
Composition 2: Adesso scriviamo! (p. 61) |
| February 25, Th | Capitolo 2 | • Ripasso (pp. 66-67)  
• Test 2 | Practice before the test:  
Exam 2 on iLearn |
| March 1, T | Capitolo 3 pp. 70-76 | • Le regioni d’Italia: Lombardia (70-71)  
• Punti di vista: Oggi studio per gli esami; Dialogue w/Q&A (p. 72)  
• Studio di parole: Il sistema italiano degli studi (p. 73); Applicazione (pp. 74-75)  
• Ascoltiamo! Dialogue (p. 76); comprehension and role play (76); Dati personali (filling out the form) (p. 76) | Homework: online SAM activities (vocabulary) |
<table>
<thead>
<tr>
<th>Date</th>
<th>Content</th>
<th>In Class</th>
<th>At Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 3, Th</td>
<td>Capitolo 3 pp. 77-81</td>
<td>• Punti grammaticali: Verbs in –ARE (pp. 77-78); Pratica(78-80)</td>
<td>Homework: online SAM activities (-ARE verbs, listening practice)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Nota linguistica: false friends (p. 81)</td>
<td></td>
</tr>
<tr>
<td>March 8, T</td>
<td>Capitolo 3 pp. 81-85</td>
<td>• Review of vocabulary and –ARE verbs</td>
<td>Homework: online SAM activities (prepositions and adverbial prepositions: “quale” versus “che”)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Le preposizioni (pp. 81-82); Pratica (pp. 82-83)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Adverbial prepositions (p. 83); Pratica (p. 84)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• “Quale?” and “Che?” (p. 84); Pratica (p. 85)</td>
<td></td>
</tr>
<tr>
<td>March 10, Th</td>
<td>Capitolo 3 pp. 84-93</td>
<td>• Adesso leggiamo: Incontri! Reading and comprehension (pp. 86-87)</td>
<td>Homework: online SAM activities (Listening activities)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Vedute d’Italia (pp. 88-89)</td>
<td>Practice before the Midterm: Exam 3 on iLearn</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Video segment (p. 90)</td>
<td>Composition 3: Adesso scriviamo! (p. 87)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Ripasso (pp. 92-93)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Practice before the test</td>
<td></td>
</tr>
<tr>
<td>March 15, T</td>
<td></td>
<td>Midterm Exam</td>
<td></td>
</tr>
<tr>
<td>March 17, Th</td>
<td>Capitolo 4 pp. 96-102</td>
<td>• Le regioni d’Italia: Trentino Alto-Adige (pp. 96-97)</td>
<td>Homework: online SAM activities (vocabulary)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Punti di vista; Dialogue w/Q&amp;A (p. 98)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Studio di parole: Pasti e piatti (Oral practice &amp; vocabulary on meals and dishes (pp. 99-100); Applicazione (pp. 100-101)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Informazioni: Al bar (p. 102); Adesso parliamo (p. 102)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Ascoltiamo!: Una colazione (Listening comprehension (p. 102)</td>
<td></td>
</tr>
<tr>
<td>March 22, T</td>
<td></td>
<td>Spring Break</td>
<td></td>
</tr>
<tr>
<td>March 24, TH</td>
<td></td>
<td>Spring Break</td>
<td></td>
</tr>
<tr>
<td>March 29, T</td>
<td>Capitolo 4 pp. 102-107</td>
<td>• Vocabulary review (99-100)</td>
<td>Homework: online SAM activities (-ERE and IRE verbs)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Punti grammaticali: Verbs in –ERE and –IRE (pp. 103-105); Pratica (pp. 104-106)</td>
<td>Musical Activity on iLearn: song by Laura Pausini “La solitudine”</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Sapete che: I cibi etnici (p. 107)</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Content</td>
<td>In Class</td>
<td>At Home</td>
</tr>
<tr>
<td>-----------</td>
<td>---------------</td>
<td>--------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| April 5, T| Capitolo 4    | • Ripasso (pp. 118-119)  
• **Test 3**                                                                 | Practice before the test: Exam 4 on iLearn                              |
| April 7, Th| Capitolo 5 pp. 122-127 | • Regioni d’Italia: Veneto (pp. 122-123)  
• Punti di vista: Pronto chi parla?; Dialogue w/Q&A (p. 124)  
• Studio di parole: Il teléfono e il computer; Il telefonino (pp. 125-126); Applicazione (pp. 126-127)  
• Ascoltiamo: Una telefonata d’affari (p. 127); Conversazione (p. 127) | Homework: online SAM activities (vocabulary)                          |
| April 12, T| Capitolo 5 pp. 128-132 | • Punti grammaticali: Verbi irregolari in –ARE (p. 128); Nota Linguistica (p. 129); Pratica (pp. 129-130)  
• Sapete che (p. 131)  
• The days of the week (p. 131); Pratica (p. 132) | Homework: online SAM activities (irregular verbs in –ARE and the days of the week) |
| April 14, Th| Capitolo 5 pp. 133-141 | • ‘Quanto’ and the cardinal numbers (pp. 133-134); Pratica (pp. 134-136)  
• Sapete che (p. 136)  
• Adesso leggiamo: La settimana di Antonella (p. 137); Comprensione (p. 137)  
• Vedute d’Italia: Dialetti, accenti, pronuncia (pp. 139-140); Video segment (p. 141)  
• Practice before the test | Homework: online SAM activities (QUANTO, cardinal numbers and the date, listening activities)  
Quiz on important dates on iLearn  
**Composition 5: Adesso scriviamo!** (p. 138) |
| April 19, T| Capitolo 5     | • Ripasso (p. 143)  
• **Test 4**                                                                 | Practice before the test: Exam 5 on iLearn                              |
| April 21, Th| Capitolo 6 pp. 146-150 | • Regioni d’Italia: Friuli Venezia Giulia (pp. 146-147)  
• Punti di vista: Una famiglia numerosa (p. 148); Comprensione (p. 148)  
• Studio di parole: L’albero genealogico; Informazioni: I parenti (p. 149); Applicazione (p. 150)  
• Ascoltiamo! A casa degli zii. Listening comprehension (p. 150) | Homework: online SAM activities (vocabulary, listening content)         |
| April 26, T| Capitolo 6 pp. 151-158 | • Punti grammaticali: Possessive adjectives and pronouns (pp. 151-152); Pratica (pp. 152-153)  
• Irregular -ERE and –IRE verbs (pp. 154-155); Pratica (pp. 155-157)  
• Verbs CONOSCERE and SAPERE (p. 157); Pratica (p. 158) | Homework: online SAM activities (possessive adjectives and pronouns, irregular verbs in –ERE and –IRE, verbs CONOSCERE and SAPERE). Musical activity on iLearn: “Il Pescatore” by De Andrè |
<table>
<thead>
<tr>
<th>Date</th>
<th>Content</th>
<th>In Class</th>
<th>At Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 28, TH</td>
<td>Capitolo 6 pp. 159-166</td>
<td>• Direct object pronouns (p. 159); Pratica (pp. 160-161)</td>
<td>Homework: online SAM activities (direct object pronouns)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Adesso Leggiamo: Il fidanzamento (p. 162); Comprensione; Conversazione (p. 163)</td>
<td>Composition 6: Adesso scriviamo! (p. 163)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Vedute d’Italia: La famiglia in Italia (pp. 164-165)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Video segment (p. 166)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Ripasso (pp. 168-169)</td>
<td></td>
</tr>
<tr>
<td>May 3, T</td>
<td></td>
<td>• Ripasso</td>
<td>Practice for the test: Exam 6 on iLearn</td>
</tr>
<tr>
<td>May 5, Th</td>
<td></td>
<td>• Ripasso</td>
<td></td>
</tr>
<tr>
<td>May 12, Th</td>
<td></td>
<td><strong>Final exam (10:10 A.M. – 12:10 P.M.)</strong></td>
<td></td>
</tr>
</tbody>
</table>

**BENVENUTI! Welcome to Italian 113!**

Have a joyful and fruitful experience! Feel free to come and see me whenever you need help.
Texts

Recommended:


Required:

Carla Larese Riga, Irene Bubula-Phillips *Ciao! Textbook and Student Activities Manual* (Heinle, 2011 8th edition), available as Customized package book+card or iLrn standalone access card

Notes:

All students must create a Learning Center Account (see Instructions below). The book key is included with the purchase of a new customized package. If a used textbook is purchased, students need to buy a new key at the UNLV bookstore or http://ilrn.heinle.com

The same texts will be used in ITAL 114 and ITAL 213. **Book keys are valid three semesters since initial use.**

**CREATING A HEINLE LEARNING CENTER ACCOUNT**

If you do not have an account, you need to create one. To do so, follow these steps:

1. Go to http://ilrn.heinle.com and click **LOGIN**.
2. Click the **Create account** button.
3. Select a username and password and enter your information, then click **Submit**.

**Note:** Remember to write down your username and password and be sure to select the correct time zone. Also, please enter a valid e-mail address so we can send you your password if you forget it.

**ENTERING THE BOOK KEY AND COURSE CODE**

Enter the book key and course code to complete the enrollment process. You may already have a book key, or you may need to purchase a book key. Depending on your situation, use one of the procedures below. If you activated the book for a previous course, you can start at step 5 of *I already have a book key* below.

Once you have completed this step, the system lists the course and book on the Student Workstation home page. To enter additional books, enter a book key in the **Enter** field and click **Go**.

**Note:** Book keys can only be used once. Your book key will become invalid after you use it.
**I already have a book key**

1. Go to [http://ilrn.heinle.com](http://ilrn.heinle.com) and click **LOGIN**.
2. Enter your username and password and click **Log in**.
3. At the top of the page, enter your book key and click **Go**.
4. Click **Confirm** to confirm your registration information. Your book will appear under the **My books** heading.
5. Beside the book listing, enter the course code **BTHAMT363** in the **Enter course code** field and click **Go**.
6. If necessary, select a class or section and click **Submit**.

**I need to purchase a book key**

1. Go to [http://ilrn.heinle.com](http://ilrn.heinle.com) and click **LOGIN**.
2. Enter your username and password and click **Log in**.
3. At the top of the page, enter the course code **BTHAMT363** and click **Go**.
4. If necessary, select a class or section and click **Submit**. The course and books will appear under the **My classes** heading.
5. Locate the book and click **buy**.
6. Proceed through the purchase process.

**Note:** If the buy link does not appear in Step 5, contact your instructor for information about obtaining a book key.

---

**USING HEINLE LEARNING CENTER**

To access your Student Workstation in the future, go to [http://ilrn.heinle.com](http://ilrn.heinle.com) and log in. Here, you can open your book, submit activities, view your results, and view your instructor’s feedback. If you have any questions, contact Heinle Learning Center Support at [http://hlc.quia.com/support](http://hlc.quia.com/support).

For **FAQs** go to the following link: [http://ilrn.heinle.com/faq.html#SFAQ2](http://ilrn.heinle.com/faq.html#SFAQ2)

**Websites**

Beginning students may also benefit from the following websites:

**Grammar**

- Italian Online Course for Beginners/BBC: [http://www.bbc.co.uk/languages/italian/](http://www.bbc.co.uk/languages/italian/)
- Italian 100 Exercises: [http://web.uvic.ca/~hisitaex/exercises/italian/italian100/](http://web.uvic.ca/~hisitaex/exercises/italian/italian100/)
- Learn Italian Online: [http://www.babbel.com/learn-italian-online](http://www.babbel.com/learn-italian-online)
Grade Distribution

The final grade will be calculated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tests</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm</td>
<td>10%</td>
</tr>
<tr>
<td>Class Participation/ Online Activities</td>
<td>20%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>30%</td>
</tr>
<tr>
<td>Compositions</td>
<td>10%</td>
</tr>
<tr>
<td>Attendance</td>
<td>10%</td>
</tr>
</tbody>
</table>

Grade Scale

- A: 100-93
- A-: 92-90
- B+: 89-88
- B: 87-84
- B-: 83-80
- C+: 79-78
- C: 77-74
- C-: 73-70
- D+: 69-68
- D: 67-64
- D-: 63-60
- F: 59-0

Course Description

ITAL 113 provides an introduction to the Italian language and grammar, with emphasis on students’ speaking, listening, reading, and writing skills. The course also introduces students to elements of Italian culture, the latter being an integral part of linguistic expression.

Course Objectives

Students who successfully complete one semester of Introductory Italian (ITAL113) will attain Basic Proficiency Level (Level A1, as defined in accordance to the guidelines set by the Common European Framework for Languages, equivalent to Level A – Novice – as defined by the ACTFL (American Council on the Teaching of Foreign Languages): “Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.”

How Objectives Will be Met

Ciao!, the multimedia program adopted for this course, uses a communicative approach to language learning that integrates grammar and verbal expression. The four communication skills (speaking, listening, reading, and writing) are developed through: comprehension exercises (Lab Manual recordings and Online videos); pronunciation exercises; in-class conversation (QAs and pair role-plays); cultural readings; writing (spelling exercises and compositions). The course cultural component is provided through the above-mentioned readings, photo, pictures and other realia. In addition, vocabulary learning and its active usage are an integral part of all four skills.

ITAL113 covers the first 6 chapters of Ciao!, which include the following:

Grammar points:
- spelling; nouns; articles; verbs “to be” and “to have”; idiomatic expressions with “to have”; subject pronouns; interrogative expressions; “buono” and “bello”; regular and irregular verb
conjugations (present tense); possessive adjective and pronouns; descriptive adjectives; prepositions and adverbial prepositions; partitive; numbers; dates of the week; direct object pronouns.

Communicative expressions related to:
forms of greetings; classrooms expressions; asking and giving directions; asking questions about people and places; describing someone’s physical appearance and personality; talking about physical and emotional states; talking about classes and school; indicating where people and things are; describing everyday activities; talking about food and eating habits; ordering food and drinks at a restaurant; buying groceries; specifying quantities; making and receiving phone calls; talking about computer technology; discussing activities in one’s calendar; talking about family and family relationships; describing wishes, obligations, and abilities.

Cultural readings related to:
Italian language and dialects; regions; Italian university system; restaurants; cellular phones and networks; family.

Specialized vocabulary on:
the city; personal description; colors; school; meals and dishes; phone and computer; family relationships. The vocabulary covered in the first three units presents over 1,000 Italian words and expressions that the students will master by the end of the course.

To succeed in this course, it is absolutely essential to study in advance all assigned pages, as indicated in the syllabus, and to come to class prepared for that day’s activities.

Class Guidelines and Policies

Assignments

Students are required to do ALL relevant exercises, written and oral, in the Ciao! activities manual/website, as indicated in the syllabus. Through the Ciao! HLC site the instructor will indicate which exercises are specifically to be submitted for grading.

Compositions. Students are expected to write 5 out of the 6 compositions indicated in the syllabus, and to submit them according to teacher’s instructions. All compositions must be rewritten after the teacher’s correction. Each rewritten composition counts 2 points. Missed compositions or un-rewritten compositions count zero points.

Testing

Tests. During the course there will be 4 tests, covering specific sections of Ciao! as indicated in the syllabus. Students can drop one quiz out of the 4 scheduled. Tests will take no more than 20-30 minutes to complete.

Midterm. The Midterm exam is inclusive of the first three chapters of Ciao! A missed midterm counts zero points.

Final exam. The final exam is inclusive of everything covered during the semester (Chapters 1-6) and is two-hour long. For the exact day and time check the UNLV website.

A missed test, midterm or final exam counts zero points. NO MAKEUPS ALLOWED.

Attendance/Class Participation
Attendance is an essential part of a language class and integral to the development of conversation skills. Attendance is therefore mandatory. Students are expected to come to class in time, stay through the duration, and participate in all class activities. Students are allowed TWO absences and should use them judiciously, since each additional absence, JUSTIFIED OR UNJUSTIFIED, will result in the loss of 1% from their 10% attendance. In the unlikely event that a class cancellation is required, students will be notified through a posting bearing the department official letterhead. Before assuming that a class is canceled students should verify its cancellation with the WLC Department (895-3431). Failure to do so may result in an unjustified absence.

Online Activities/Homework

Online activities will be monitored by the instructor, who will collect and grade all materials submitted by students. Online participation counts for 20% of the final grade. “Capitolo Preliminare” and “Primo incontro” will count for 2%, each subsequent chapter for 3%.

Italian Table and Film Series

Students are strongly encouraged to attend the Italian Table for practicing conversation. By doing so, they will also earn extra-points to be applied toward their Final Exam score. Italian films with English subtitles will be shown during the semester. Students who will watch these films in their entirety will earn extra-points to be applied to their final exam score. Other UNLV events dealing with Italian Language and Culture may also earn them extra-points, in the amount to be determined by the instructor. During the whole semester, students can earn up to a maximum of TEN EXTRA-POINTS through any combination of events. The schedule for both the Italian Table and Film Series will be made available by the second week of class.

General Class Policies

During class students are expected to:

- Behave in a manner consonant with an academic environment and respectful of other students;
- Avoid using cell phones or any other electronic devices that are not pertinent to class instruction.

Students who engage in a disruptive behavior in class sessions may be asked to leave the classroom.

UNLV Policies and Statements

**Academic Misconduct** – Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the UNLV Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s function as an educational institution.

An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the Student Academic Misconduct Policy (approved December 9, 2005) located at: [http://studentconduct.unlv.edu/misconduct/policy.html](http://studentconduct.unlv.edu/misconduct/policy.html).

**Copyright** – The University requires all members of the University Community to familiarize themselves with and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could
subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: http://www.unlv.edu/provost/copyright.

Disability Resource Center (DRC) – The UNLV Disability Resource Center (SSC-A 143, http://drc.unlv.edu/, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to me during office hours so that we may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Religious Holidays Policy – Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor no later than the end of the first two weeks of classes, January 29, 2016, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: http://catalog.unlv.edu/content.php?catoid=6&navoid=531.

Incomplete Grades - The grade of I – Incomplete – can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student’s control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

Tutoring – The Academic Success Center (ASC) provides tutoring and academic assistance for all UNLV students taking UNLV courses. Students are encouraged to stop by the ASC to learn more about subjects offered, tutoring times and other academic resources. The ASC is located across from the Student Services Complex (SSC). Students may learn more about tutoring services by calling 702-895-3177 or visiting the tutoring web site at: http://academicsuccess.unlv.edu/tutoring/.

UNLV Writing Center – One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student’s Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: http://writingcenter.unlv.edu/

Rebelmail – By policy, faculty and staff should e-mail students’ Rebelmail accounts only. Rebelmail is UNLV’s official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students’ e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. Emailing within Web Campus is acceptable.

Final Examinations – The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule. See the schedule at: http://www.unlv.edu/registrar/calendars.