

# Rhetoric in Western Thought

## COMM 2330.795 (online) · Summer 7W2 (2020)

### Basic Information

<p><b>Instructor:</b> Dr. Jeremy Cox <b>Email:</b> cox_j@utpb.edu <b>Office Location:</b> MB 4132 <b>Office Hours:</b> By appointment <b>Instructor phone:</b> 432-552-2319 For the most timely contact, please use email.</p>	
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**Course Dates:** This course is an 7-week course that follows the UTPB Online calendar. The course begins on **June 29, 2020** and ends **August 13 2020**

**Course Credits:** 3 semester credit hours

**Location:** This course is a full web course conducted in Canvas.

### Course Description

**Course Prerequisites.** None.

**Course Catalog Description.** An introductory course that surveys the history, development, and future directions of the field of communication. Equal emphasis is placed on understanding application of theory to everyday situations and learning introductory approaches to research.

**Measurable Learning Outcomes.**

Upon completion of course, students should be able to

- Describe the historical development of theories central to the study of Western rhetoric
- Demonstrate the ability to communicate in writing through a research project which will apply important concepts from the course
- Explain the significance of key issues in the “rhetorical tradition”
- Apply theories of rhetoric to contexts in which the students live and work

**Method of instruction:** This class is delivered online; you are responsible for reading, watching, or listening to the materials your instructor has provided for each week of the course. In addition to those presentations, you will interact with peers, your instructor, and your academic coach in weekly discussions and in other written assignments.

Dr. Cox is responsible for all instruction in the course. During the first week, he will post an announcement introducing you to your academic coach (if applicable). Your coach may interact with you on the discussion boards, may grade discussion boards or other assignments, and will serve as a tutor when you are unable to reach your instructor. Dr. Cox provides the course content, resolves all disputes in the course, is responsible for assigning your final grade, and works closely with your coach.

## Required Materials

### Required Textbook

Bizzell, Patricia, Bruce Herzberg, and Robin Reames. *The Rhetorical Tradition: Readings from Classical Times to the Present* (3rd edition). New York: Macmillan, 2020. Print ISBN: 978-1-3190-3274-6. eBook ISBN: 978-1-3192-7927-1.

Kennedy, George. *Classical Rhetoric & Its Christian and Secular Tradition: From Ancient to Modern Times* (2nd edition). Chapel Hill: The University of North Carolina Press, 1999. Print ISBN 978-0-8078-4769-5. eBook ISBN: 978-0-8078-6113-4. .

You must get the correct editions of both books (no exceptions). Both texts are available online if you are unable to find a hardcopy at a reasonable price.

### Other Requirements

To effectively complete the requirements of the course, you must have the following:

- Regular and reliable connection to the internet.
- A working email address connected to Canvas; you **must** check this email daily.
- A flash drive or dependable access to cloud storage (such as Google Docs or Dropbox; all students have access to Microsoft Office 365 through UTPB).
- A word processing program that produces .doc, .docx, or .rtf files.

### Style Guide

Because published works of rhetorical criticism most commonly employ MLA or Chicago style, you will be required to choose one of these two styles for all your papers. I do **not** require you to buy a style guide, as good ones are freely available online and in public libraries. You earn part of your grade on each written assignment from the accurate use of the style guide you've chosen. For help on how to format citations, see Purdue University's Online Writing Lab, [https://owl.purdue.edu/owl/purdue\\_owl.html](https://owl.purdue.edu/owl/purdue_owl.html).

## Important Dates

Important dates for the course vary by semester; consult the [UTPB Academic Calendar](#) on the UTPB web site. Information available there includes graduation deadlines, holidays, and the days on which you can add and drop a course. For course assignment deadlines, please see the schedule at the end of this syllabus as well as the Canvas announcements your instructor provides.

## Course Activities

### Reading

Students will have reading assignments during each learning module. You must read all the assigned material to successfully participate in all other course activities. ***This course is reading intensive***, and much of what you will read are primary sources from ancient Greece and Rome. These readings take time to digest, and can be difficult to follow for modern ears. *It is imperative that you start reading early, and that you allow yourself time to take notes and ask questions.* Failure to stay on top of your reading will impede your ability to pass this class.

## Weekly discussion forum postings

By Wednesday of each week of the course, you will post a 250-350 word response to the prompt on the discussion board for that week's readings. In your post, you must make specific references (with citations) to the readings from that week and, when applicable, other course readings. You must also reply to at least four of your peers' weekly postings by Saturday of each week. Your replies run 150-250 words in length and should provide a thoughtful response to your classmates' work; simple agreement with or support of a classmate's post **will not** be counted as a response.

I expect you to read all postings as part of the course readings. When you reply to your classmates' messages, address your classmates directly—doing so helps all participants maintain a clearer sense of who is speaking and who is being spoken to.

In this course, forums are primarily used for discussing topics and issues related to course content. There are eight discussion topics for the semester (one required introductory forum and seven content forums). In addition, the course contains ungraded forums. Use the General Questions and Comments forum to ask questions of your classmates; use the Water Cooler forum for socializing. **Do not use forums to ask time-sensitive questions of your instructor.**

*I expect you to read all Canvas messages as part of the course readings.* When you reply to your classmates' messages, address your classmates directly—doing so helps all participants maintain a clearer sense of who is speaking and who is being spoken to. All posts and responses should follow the conventions of standard written English, should be professional in tone, and should be carefully proofread. I reserve the right to remove postings that contain inappropriate or offensive content.

Carefully review the grading rubric for each discussion before you post. In addition to responding clearly, fully, and creatively to the prompt, **to receive full credit, you must:** 1) Submit your initial post no later than 11:59 pm on Wednesday (unless instructed otherwise); 2) Post on four different days (this includes your initial post and responses); 3) Respond to at least four classmates' posts with substantive and insightful comments (i.e., not simple agreement or rephrasing their initial post); 4) Make substantive use of the week's readings (including correct in-text citations and bibliographic entries) in your initial post and, where appropriate, your responses to your classmates' posts. All weekly discussion boards close on Saturday at 11:59 pm.

## Syllabus Quiz

You will take this quiz **before** you start the course content modules. This quiz, which covers the assigned reading material, the content of this syllabus, the structure and organization of this course, and course policies. *The content modules of the course will remain locked until you have earned a 90% or above on this quiz, but you may repeat this quiz as many times as you need to earn that score.* Your score on this quiz is not included in your final grade calculation.

## Who's Who in Rhetoric Assignment

For this assignment, you will create a profile of one of the rhetoricians we do not cover as part of our course readings. You will write a 600-900 word profile of your chosen rhetorician, using the Bizzell and Herzberg textbook, Kennedy's book, and one additional, reputable resources that you will find on your own (NO Wikipedia or websites allowed).

Your grade will be assigned based on how fully you have addressed the assignment description in Canvas.

## Rhetoric in Western Thought Timeline

Near the end of the semester, you will turn in a timeline in which you chart the development of key ideas in rhetoric as articulated by the six authors we have encountered. In your timeline, you are responsible for summarizing the work of each rhetorician, providing historical context for their work, and explaining how their ideas connect to each other (i.e., through agreement, disagreement, or adding to each others' ideas). More details are provided in the assignment area of Canvas. The timeline should be approximately 1200-1500 words in length, not counting visuals (if used), references, or cover pages. It is a good idea to start this assignment *early* and work on it throughout the semester. Additional details will be provided in Canvas.

## Course Assessment

Your final course grade is determined on the basis of your performance on the following course activities. Each activity is graded on a 100-point scale. To find your course grade, sum all the points you earned in each category, then multiply that sum by the percentage value in the table below. Add these values together to find your final grade.

Course Activity	Percentage of Total Grade
Discussion board conversations	55
Who's Who assignment	20
Rhet. in W. Thought Timeline	25
<b>Total</b>	<b>100</b>

## Grading Scale

Student work is not graded on a curve. Your work will be evaluated on its content, organization, writing and presentation, originality, analysis, and understanding, as described in the following table.

Letter Grade	Description
A (93-100)	Excellence in all rubric categories. Far exceeds the requirements of the assignment.
A- (90-92)	Excellence in nearly all rubric categories. Exceeds the requirements of the assignment.
B+ (87-89)	Excellence in most rubric categories. Meets all assignment requirements and exceeds some of them.
B (83-86)	Excellence in some, but not all rubric categories. More than an adequate response to the assignment.
B- (80-82)	Demonstrates a moderately high level of competence rubric categories. Response to the assignment is slightly more than adequate.
C+ (77-79)	Satisfactory completion of the content, structure, and originality of the assignment. Response is adequate; meets minimal requirements with minor errors.
C (73-76)	Satisfactory completion of the content and structure of the assignment. Adequate response; meets minimal requirements but with noticeable errors.
C- (70-72)	Adequate completion of the content of the assignment, but shows a lack of understanding of some elements. Meets minimal requirements with distracting errors.
D (60-69)	A passing grade with significant errors. Poorly thought out or poorly supported concepts and response to the assignment.
F	Does not adequately meet major requirements of the assignment. Substantially missed

(50)	major objectives or parts of the assignment. Contains significant errors.
No credit (0)	Assignment was not submitted by the due date or was determine to violate academic integrity policies.

## Policies & Procedures

### Cheating, Plagiarism, and Academic Dishonesty

I or your coach may submit any portion or all of your work to anti-plagiarism software and services to make sure it is your original product.

Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor) or the attempt to commit such acts.

**“Plagiarism” includes, but is not limited to** the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one’s own academic work being offered for credit.

NOTE: Students found plagiarizing or cheating will receive a **zero** on the course activity, which could cause failure in the class and/or suspension or dismissal from the college. Incidents of academic dishonesty are referred to the Dean of Students for review and prosecution.

### Communication and Assignment Feedback

Your instructors will make every effort to grade all work within seven days after the set due date. You can check your grades by going to **Gradebook**, though I recommend reading my comments in the rubric for each individual assignment/ discussion board. If you note any problem with your grade, contact me through **Course Messages** within one week. I will review your work and respond through tracked changes within the file itself or in the grading notes area of the Canvas assignment. I may also offer general feedback in the performance of the course activity, but I will protect your identity in such a case.

**Course messages** are the best point of contact for your instructor and coach. Be prepared to wait up to two full business days for responses to course messages. I check my email regularly during normal business hours; I may check email once on weekends.

### Attendance and Class Participation

The time commitment for college courses is substantial, whether the course is face-to-face or online. In either case, expect to spend around 50 minutes per credit hour per week in "instructional time" in which you engage with the class directly. Students in accelerated 7-week courses must receive the same amount of instructional time, though in a shorter timeframe, in effect doubling the instructional time you should spend in the course each week. In addition to instructional time, students should be ready to commit at least 1-3 hours of course work per credit hour of the course each week. Course work includes completing assigned readings, doing homework assignments, working with groups outside of class, and similar activities. In short, *you should expect to spend around 6 hours per week on the coursework for this class.* Please talk with your faculty advisor to ensure that your schedule permits this level of commitment.

Regular and active participation is essential to your success in this online course. At a minimum, students must login to the course **at least** four times each week; successful students will do so more often, and will probably post more often than minimally required to do.

Your registration for this course obligates you to read all of the assigned materials as well as all of the public discussion materials. All students are expected to do the work assigned, to notify the instructor when emergencies arise, and to submit assignments on or before their respective due dates.

If your instructor is to be away from the course for more than 72 hours, you will receive an email in advance.

## Student Authentication

UTPB requires that each student who registers for an online course is the same student who participates in, completes, and receives credit for the course. UTPB's Distance Education Policy requires faculty members to employ at least two methods of verification to ensure student identities. To access online courses students must login to the UTPB learning management system using their unique personal identifying username and secure password. UTPB's Distance Education Policy requires at least one additional student identification method within the course that has been determined and approved by the faculty or academic program. This course satisfies the second method of student authentication with an asynchronous video activity in which students show an approved photo ID (a passport, government issued identification, driver's license, military ID from DoD, or school district identification for ECHS/dual credit).

## Submission of Course Assignments

To earn credit for your course activities, you must submit them through the appropriate dropboxes in the **Assignments** area of Canvas. Keep in mind the following practices for submission of assignments:

- Submit all assignment files in .doc, .docx, or rich text format (.rtf). Please do not submit PDF files unless absolutely necessary, as they are difficult to mark up with comments, or Pages files, which I cannot open.
- Any time you link to content on the open web (such as a YouTube video), include a working URL and a proper citation of those materials.
- Always keep a copy of all the work you submit and a copy of the confirmation page generated by Canvas.
- Be aware that the server may slow down as you approach the end of a due date. A slow server does not excuse late submissions.

## Make-Up/Late Submission Policy

Because students are made aware of the due dates of all assignments well in advance, **I will not accept work that turned in later than the date and time noted in the syllabus.** If you have an emergency that may require you to miss an assignment due date, you must email Dr. Cox (not your coach) **before the due date** to request an extension. Extensions are only given at Dr. Cox's discretion. If there is any discrepancy between the due date listed in the syllabus and the due date listed in Canvas, assume that the syllabus is correct and notify me as soon as possible so I can correct the error.

You are welcome to submit work early; however, any work submitted early will be graded with the other submissions for that assignment. If the assignment allows for multiple submissions, I will grade the submission with the latest date unless you request otherwise in writing.

## Course Incompletion, Withdrawals, and Grade Appeals

All students are required to complete the course within the semester in which they registered for it. Incomplete grades for the course are rarely given and will only be granted when a student meets **all** of the following criteria:

- The student has completed at least **75%** of the course with a grade of 'C' or better.
- The student provides a valid, documented excuse for not being able to complete the course on time. Low grades are not a valid excuse.
- The student requests the incomplete in writing **before** the last scheduled week of class.
- The student signs or agrees in an email to a contract that lists the course activities to be completed, the revised due dates, and the specific terms of the extension.

UTPB course drop policy, course withdrawal policy, university withdrawal policy, and other academic regulations are noted in the [Undergraduate Catalog](#). UTPB grade appeal processes are detailed at <http://ss.utpb.edu/dean-of-students/student-grievances/>

In attempting to resolve any student grievance regarding grades or evaluations, it is the obligation of the student first to make a serious effort to resolve the matter with the faculty member with whom the grievance originated. Individual faculty members retain primary responsibility for assigning grades and evaluations. The faculty member's judgment is final unless compelling evidence shows discrimination, differential treatment, or factual mistake. If evidence warrants appeal, the student may pursue the matter further by directing a letter to the Dean. The letter should state the problem; state why the student concludes fair treatment was not received and provide a description of any evidence that would substantiate the claim. The President's Office shall constitute the final step in the appeal process. Refer to the Handbook of Operating Procedures, part five, section 2. A copy of the Handbook may be found in the Dunagan Library or can be accessed on the web at <http://www.utpb.edu/services/academic-affairs/administrator-staff/faculty-resources/rules-policies-and-procedures>.

## Accommodation for Students with Disabilities

**Americans with Disabilities Act:** The University of Texas Permian Basin in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act provides "reasonable accommodations" to students with disabilities. Only those students, who an Instructor has received an official Letter of Accommodation (LOA) sent by the Office of ADA for Students, will be provided ADA academic accommodations.

**ADA Officer for Students:** Mr. Paul Leverington

**Address:** Mesa Building 4242

**Voice Telephone:** 432-552-3702

**Email:** Leverington\_P@utpb.edu.

## Changes to the Syllabus

Your instructor reserves the right to change the terms of the syllabus as he believes necessary. All changes will be announced once to the class. Changes to any part of the syllabus or failure to enforce the policies of the syllabus in any particular instance are at the discretion of the instructor and will not modify that or any other provision of the syllabus except as explicitly outlined by your instructor.

## End-of-Course Evaluation & Instructor Evaluation

Every student must complete end-of-course evaluation provided by UTPB. A link to this evaluation will be provided in Canvas.



## Netiquette

Anything you type in the discussion area is public, which means that every person in this class, including your instructor, will see what you write. Please pay attention to the language you use and adhere to the following guidelines:

- Keep personal details to yourself.
- Be courteous and use language that is appropriate for a classroom setting.
- Avoid all *ad hominem* arguments (i.e., don't shift the discussion to issue personal attacks)
- Avoid language that is prejudicial in regard to gender, race, or ethnicity.
- Do not use all caps in the message box, as doing so is considered the same as shouting.
- Use standard business writing style; do not overuse acronyms as you would in text messaging, for some participants may not be familiar with them.
- Write your full name at the end of the post, as if you were signing an email.
- Be careful with sarcasm and subtle humor; one person's joke is another person's insult.
- Revise and proofread your posts before you submit them.

*NOTE: If you do not adhere to the guidelines for any posting, you will lose the points that would have been granted, and the instructor reserves the right to remove your posting and to deny you any further posting privileges.*

## Computer Requirements

### Student's Computing Skills

Regular access to broadband internet is necessary to complete the basic requirements of the course, from accessing readings and assignments to submitting work and receiving feedback from your instructor(s). The student should be sufficiently comfortable in an online environment to handle basic web navigation, to perform basic functions of Canvas (including uploading and downloading assignments), to do online research using the UTPB Dunagan Library databases, and to participate in online social media.

In addition, students must be able to use Microsoft Office (*Word* for word processing, *Excel* for spreadsheets, *PowerPoint* for presentations) or OpenOffice (a free, open-source alternative to Microsoft's products).

### Student Email

Every student must have a working email address that is linked to Canvas. For **all** course-related communication, please use the Canvas message system, which you can open from the main navigation bar in the course. You can link your preferred email to Canvas by setting preferences in the Campus Connect system. UTPB students may request an email account through the university server.

### Hardware and Software Requirements

REACH is the campus division that manages Canvas and the online and the online classes that use it. REACH maintains a [web page](#) with current information about hardware and software requirements, internet connection requirements, and other information. Before you begin the class, [test your browser](#) to be sure that it is correctly configured.

### Computer Emergencies

**Computer Crash.** Not having a working computer or a crashed computer during the semester will NOT



be considered as an acceptable reason for not completing course activities at a scheduled time. NOTE: Before the semester begins, identify an alternate computer you can use should your personal computer crash.

**Server Problems.** When the Canvas server needs downtime for maintenance, the Canvas administrator will post an announcement in your course informing the time and the date. If the server experiences unforeseen problems your course instructor will send an email.

**Complete Loss of Contact.** If you lose contact with me completely and cannot contact me through Canvas or email, call me at my office (432-552-2201) as soon as you are able to do so. Please explain the reason you cannot contact me and how to contact you.

**Lost, Corrupt, or Disappeared Files.** When you submit a file to Canvas, keep a copy of the submission confirmation. Keep a backup copy of every project, posting, and assignment on an external drive, cloud drive, or personal computer. In the event of any kind of failure, such as a Canvas server crash, a virus infection, a personal computer crash, the loss of files in cyberspace, incorrect file versions, corrupt files, or other assignment problems, I may request you to resubmit the files. It is your responsibility to resend it to me, corrected, at your earliest opportunity.

## Student Support Services

For questions about...	Contact...
Academic advising	<a href="http://cas.utpb.edu/academic-advising-center/e-advisor/">http://cas.utpb.edu/academic-advising-center/e-advisor/</a>
ADA accommodation and support	Programs Assisting Student Study (PASS) (432) 552-2630
Admissions, registration, transcripts	UTPB Office of Admissions (432) 552-2605
Canvas technical support	Canvas Technical Support (866) 437-0867
Bookstore	(432) 552-0220
Counseling	(432) 552-2661
Financial aid and scholarships	(432)552-2620
UTPB library	(432) 552-2370; <a href="http://library.utpb.edu/dehome.html">http://library.utpb.edu/dehome.html</a>
Tutoring & learning resources	<a href="#">Smarthinking Online Tutoring</a> ; <a href="#">SmarterMeasure</a> (measures readiness for online courses)

## Disclaimer & Rights

Information contained in this syllabus was to the best knowledge of the instructor considered correct and complete when distributed for use in the beginning of the semester. However, the instructor reserves the right, acting within the policies and procedures of UTPB, to make changes in the course content or instructional techniques without notice or obligation. Students will be informed about such changes in sufficient time to adapt to them.

## Course Schedule

Assignments and readings are due by **11:59 PM Central time** on Saturday of each week (unless otherwise noted on the syllabus and/or Canvas). Discussion boards will be closed at the same time for grading purposes. Your instructor may reopen them for read-only access after all posts are graded.

Week	Topic	Required Reading	Activities
<b>1</b> 7/1-7/6	Course Introduction: Key Concepts in Classical Rhetoric	<b>Kennedy</b> , "Preface" and Ch. 1, "Traditional and Conceptual Rhetoric" (pp. 1-13)  <b>Bissell &amp; Herzberg</b> , Introduction (pp. 19-39)	Syllabus Quiz Introductions Week 1 Discussion Board
<b>2</b> 7/7-7/13	Seeming vs. Being: Persuasion and Truth in Gorgias and Plato	<b>Kennedy</b> , Ch. 3, "Sophistic Rhetoric" (pp. 29-30; 34-38)  <b>Gorgias</b> , "Encomium to Helen" (in Bissell & Herzberg): pp. 42-46.  <b>Plato</b> , selections from <i>Gorgias</i> (in Bissell & Herzberg): pp. 87-99, to the line "And now, if you can make any use of this answer of mine, do so." pp. 121-24, to the end of the line that starts, "Socrates: Then it is this that our orator, the man of art and virtue, will have in view..." pp.135-138, beginning w/ the line that starts, "Socrates: Give ear the, as they say, to a right fine story..."	Week 2 Discussion Board Introduce Timeline Project
<b>3</b> 7/14-7/20	What the Sophists (actually) Taught: The <i>Progymnasmata</i> as Rhetorical Training	<b>Kennedy</b> , Ch. 2, "Technical Rhetoric"  <b>Hermogenes'</b> <i>Progymnasmata</i> (in Baldwin's <i>Medieval</i>	Week 3 Discussion Board

		<i>Rhetoric and Poetic to 1400</i> , available online <a href="#">here</a> ): pp. 1-38.	
<b>4</b> <b>7/21-7/27</b>	The <i>Philosophia</i> of Isocrates: Working Within the <i>Doxa</i>	<b>Kennedy</b> , Ch. 3, "The Sophists" (pp.38-44)  <b>Isocrates</b> , selections in Bissell and Herzberg (67-79): Editor's intro., pp. 67-71 "Against the Sophists" (pp. 72-75) Excerpt from <i>Antidosis</i> (pp. 75-79)	<ul style="list-style-type: none"> <li>Who's Who in Rhetoric of Western Thought Assignment Due (8/3 by 11:59 pm)</li> </ul>
<b>5</b> <b>7/28-8/3</b>	Rhetoric as an Art and Faculty for Communication: Aristotle's <i>Rhetoric</i>	<b>Kennedy</b> , Ch. 4, "Philosophical Rhetoric" (pp. 74-93)  <b>Aristotle</b> , in Bissell and Herzberg: Editor's Intro., pp. 169-77 Book I, Ch.1-3 (pp.179-86); Ch. 5-6 (pp. 188-92) Book II, Ch. 1 (pp. 213-14) Book III, Ch. 1-2 (pp. 236-240)	Week 5 Discussion Board
<b>6</b> <b>8/4-8/10</b>	The Triumph of Rhetoric: Cicero and the <i>Vita Activa</i>	<b>Kennedy</b> , Ch. 5, "Rhetoric in the Roman Period" (pp. 98-99; 101-115)  <b>Cicero, <i>De Oratore</i></b> in Bissell and Herzberg: Editors' Intro., pp. 283-88 Book 1-3 (pp.289-339)	<ul style="list-style-type: none"> <li>Rhetoric in Western Thought Timeline Due (8/10 by 11:59 pm).</li> </ul>
<b>7</b> <b>8/11-8/15*</b>  *Note: The last day of class is on Thursday of this week, so start	The Ideal Orator: Quintillian and the <i>Vir Bonus Dicendi Peritus</i>	<b>Kennedy</b> , Ch. 5, "Rhetoric in the Roman Period" (pp. 115-118).  <b>Quintillian, <i>Institutio</i></b>	<ul style="list-style-type: none"> <li>Week 7 Discussion Board</li> </ul>

the discussion board early.		<p><b>Oratoria</b> in Bissell and Herzberg: Editors' Intro., pp. 359-64.  Book 2, Ch. 1-3, pp. 364-69; Ch. 9, pp. 380-82; Ch. 14, § 5, p. 385; Ch. 15-21, pp. 385-400  Book 12, pp. 412-28.</p>	
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### Important Dates

Please note the following school holidays and deadlines. You may access the university's academic calendar at <https://www.utpb.edu/calendar/>.

Classes begin	Jun 29
Last day to add a course	July 1
Last day to drop the course without creating a record	July 6
Last day to drop or withdraw from this session	July 31
Last day of classes or final exam day	August 13

Sample Syllabus