Course Syllabus

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Archaeology and the Rise of Human Culture

Instructor Contact

- Instructor: **Dr. Neil Duncan**
- Office: HPH 309
- Office Hours: Wednesdays 9:10-10:10 am and 12-1 pm; or by appointment (scheduled hours subject to change)
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- E-mail: Webcourses mail client; neil.duncan@ucf.edu (mailto:neil.duncan@ucf.edu) (Please DO NOT email me at knights.ucf.edu, I will not receive it!)
- Teaching Assistant: **Ms. Patti Meyers:** plmeyers@knights.ucf.edu (mailto:plmeyers@knights.ucf.edu)
  - office hours TBA
- (Please only email from your Knights account or from the Webcourses email client. We cannot respond to a non-UCF email account.)

Course Information

- Course Name: Archaeology and the Rise of Human Culture
- Course ID & Section: ANT2140
- Credit Hours: 3
- Semester/Year: Spring 2019
- Location: Webcourses and CBI-0122
- Meeting time: Wednesdays 1/9-4/17 at 10:30 - 11:45 am
- **NOTE: THIS IS A MIXED MODE COURSE. Exams, quizzes, and additional teaching presentations are online, attendance in face-to-face classes on Wednesdays is mandatory.**

Course Description

Archaeology studies how human societies came to be and how we living in the present have built upon what those living in past discovered. This 3-credit class will explore the evolution of human society from foraging and hunting groups to the earliest cities and states.

Course Objectives

- learn why the past matters and how the past is relevant to us living in the present
- explore the diversity and commonalities of the human experience through time
- understand the effects of technological innovation, e.g. agriculture, architecture, warfare, on past societies
- understand archaeological methods of inquiry

Required Text

- Archaeology Essentials 3rd Edition, by Colin Renfrew and Paul Bahn. Available through the UCF Bookstore or online retailers as an ebook or book. Please note that there is a 4th edition of this textbook, but you are not required to purchase the 4th edition, just the 3rd.

Course Requirements

There will be three **exams** in the course, the third exam is during finals week and will be cumulative. Each exam is weighted the same in your grade book. All exams will be taken online in Webcourses.

There will be **five written assignments**. Four of these will be submitted online, one will be an in-class effort. We will use Turn-it-in for online writing submissions.

There are multiple, about weekly, short online **chapter quizzes**.

Missed Assignments/Make-Ups

It is strongly advised that you **not miss a scheduled exam or assignment**. I understand that life can be unpredictable, BUT scheduling make-up exams and opening closed modules, quizzes or assignments is a great inconvenience and will **only** be given in the following extenuating circumstances with written documentation of said circumstance:

1) Religious holiday. Students must notify their instructor in advance if they intend to miss class for a religious observance. For more information, see the **UCF policy (http://regulations.ucf.edu/chapter5/documents/5.020ReligiousObservancesFINALOct17.pdf)**.

2) Participation in official university activity. Students who represent the university in an authorized event or activity (for example, student-athletes) and who are unable to meet a course deadline due to a conflict with that event must provide the instructor with documentation *in advance* to arrange a make-up. No penalty will be applied. For more information, see the **UCF policy (http://policies.ucf.edu/documents/4-401.1MakeupAssignmentsForAuthorizedUniversityEventsOrCocurricularActivities.pdf)**.

3) Illness of yourself or dependent – a doctor's note is required.

4) Jury duty – copy of jury summons is required.

5) Extenuating circumstances with prior notification and documentation but excluding oversleeping, forgetfulness, and alien abduction. Active duty military please see section

below. **Please note that previously scheduled personal appointments or social functions (weddings, cruises, trips to Disney) do not constitute an emergency and are not considered extenuating circumstances.**

Please note that late assignments will suffer a point reduction. See individual assignment descriptions.

Evaluation and Grading

Your grade will be calculated based on the percentage of the total points available. For example, your total points is 325 and the total points available is 355, then your grade would be 325/355=0.915 which is 91.5%

Activities	Total Points
Weekly Quizzes (13 at 10 points each) [Includes Academic Engagement Quiz]	130
Writing Assignments (5 at 15 points each)	75
Exams (3 at 50 points each)	150
Total number of points	355

Name:		Range
A	100 %	to 94.0%
A-	< 94.0 %	to 90.0%
B+	< 90.0 %	to 87.0%
B	< 87.0 %	to 84.0%
B-	< 84.0 %	to 80.0%
C+	< 80.0 %	to 77.0%
C	< 77.0 %	to 74.0%
C-	< 74.0 %	to 70.0%
D+	< 70.0 %	to 67.0%
D	< 67.0 %	to 64.0%
D-	< 64.0 %	to 60.0%
F	< 60.0 %	to 0.0%

Remember, you cannot access a module until you have taken the reading quiz for the preceding module.

Writing assignments are due at 11:59 pm on each due date, except for the in-class assignment. Do not wait until the last minute to submit your assignment!

All examinations are worth the same amount toward your final grade, including the final exam.

Please Note: Because writing assignments require more time to grade, please be patient. It may take up to two weeks to grade an assignment.

Policy Statements

Academic Integrity

Students should familiarize themselves with **UCF's Rules of Conduct (http://osc.sdes.ucf.edu/process/roc)**. According to Section 1, "Academic Misconduct," students are prohibited from engaging in:

- *Unauthorized assistance*: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
- *Communication to another through written, visual, electronic, or oral means*: The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project.
- *Commercial Use of Academic Material*: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.
- *Falsifying or misrepresenting* the student's own academic work.
- *Plagiarism*: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
- *Multiple Submissions*: Submitting the same academic work for credit more than once without the express written permission of the instructor.
- *Helping another violate* academic behavior standards.

For more information about Academic Integrity, students may consult **The Center for Academic Integrity. (http://www.academicintegrity.org/icai/assets/FVProject.pdf)**

For more information about plagiarism and misuse of sources, see "**Defining and Avoiding Plagiarism: The WPA Statement on Best Practices (http://wpacouncil.org/node/9)**"

Responses to Academic Dishonesty, Plagiarism, or Cheating

Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, **The Golden Rule. (http://goldenrule.sdes.ucf.edu/docs/goldenrule.pdf)** UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see **http://goldenrule.sdes.ucf.edu/zgrade (http://goldenrule.sdes.ucf.edu/zgrade)**.

Course Accessibility Statement

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need disability-related access in this course should contact the professor as soon as possible. Students should also connect with **Student Accessibility Services (http://sas.sdes.ucf.edu/)** (Ferrell Commons 185, **sas@ucf.edu (mailto:sas@ucf.edu)**, phone (407) 823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student.

Unexpected Course Changes

To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to **ucf.edu (http://my.ucf.edu/)** and logging in. Click on “Student Self Service” located on the left side of the screen in the toolbar, scroll down to the blue “Personal Information” heading on the Student Center screen, click on “UCF Alert”, fill out the information, including e-mail address, cell phone number, and cell phone provider, click “Apply” to save the changes, and then click “OK.”

Students with special needs related to emergency situations should speak with their instructors outside of class.

Emergencies may occur that could affect this course's schedule.

Deployed Active Duty Military Students

If you are a deployed active duty military student and feel that you may need a special accommodation due to that unique status, please contact your instructor to discuss your circumstances.

Campus Safety Statement

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

In case of an emergency, dial 911 for assistance. Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Students should make a note of the guide’s physical location and review the online version at <http://emergency.ucf.edu/emergency_guide.html>.
Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency.
If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see <http://www.ehs.ucf.edu/AEDlocations-UCF> (click on link from menu on left).
To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to <https://my.ucf.edu> and logging in. Click on “Student Self Service” located on the left side of the screen in the toolbar, scroll down to the blue “Personal Information” heading on the Student Center screen, click on “UCF Alert”, fill out the information, including e-mail address, cell phone number, and cell phone provider, click “Apply” to save the changes, and then click “OK.”
Students with special needs related to emergency situations should speak with their instructors outside of class.

To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video (<https://youtu.be/NIKYajEx4pk>).

Campus Safety Statement for Students in Online-Only Courses

Though most emergency situations are primarily relevant to courses that meet in person, such incidents can also impact online students, either when they are on or near campus to participate in other courses or activities or when their course work is affected by off-campus emergencies. The following policies apply to courses in online modalities.

To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to <https://my.ucf.edu> and logging in. Click on “Student Self Service” located on the left side of the screen in the toolbar, scroll down to the blue “Personal Information” heading on the Student Center screen, click on “UCF Alert”, fill out the information, including e-mail address, cell phone number, and cell phone provider, click “Apply” to save the changes, and then click “OK.”
Students with special needs related to emergency situations should speak with their instructors outside of class.

Copyright

This course contains copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

Course Summary:

Date	Details	
Fri Jan 11, 2019	**Academic Engagement Quiz** **(https://webcourses.ucf.edu/courses/1323184/assignments/6013185)**	due by 11:59pm
Wed Jan 23, 2019	**CH 01 QUIZ** **(https://webcourses.ucf.edu/courses/1323184/assignments/6013179)**	due by 10:35am

Date	Details	
Wed Jan 30, 2019	CH 02 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013177)	due by 10:33am
Wed Feb 6, 2019	CH 03 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013187)	due by 10:33am
	Assignment 1 - Archaeology in the News (https://webcourses.ucf.edu/courses/1323184/assignments/6013207)	due by 11:59pm
Tue Feb 12, 2019	EXAM 1 - ONLINE (https://webcourses.ucf.edu/courses/1323184/assignments/6013171)	due by 11:59pm
Wed Feb 13, 2019	CH 04 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013193)	due by 10:33am
Wed Feb 27, 2019	CH 05 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013191)	due by 10:33am
Thu Feb 28, 2019	Assignment 2 (https://webcourses.ucf.edu/courses/1323184/assignments/6013209)	due by 11:59pm
Wed Mar 6, 2019	CH 06 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013165)	due by 10:33am
Wed Mar 13, 2019	CH 07 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013195)	due by 10:33am
	Assignment 3: Analyzing Prehistoric Diets (https://webcourses.ucf.edu/courses/1323184/assignments/6013211)	due by 11:59pm
Tue Mar 19, 2019	EXAM 2 - ONLINE (https://webcourses.ucf.edu/courses/1323184/assignments/6013173)	due by 11:59pm
Wed Mar 20, 2019	CH 08 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013169)	due by 10:33am
Wed Mar 27, 2019	CH 09 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013189)	due by 10:33am
	Assignment 4 Bioarchaeology in the News (https://webcourses.ucf.edu/courses/1323184/assignments/6013213)	due by 11:59pm
Wed Apr 3, 2019	CH 10 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013181)	due by 10:33am
Wed Apr 10, 2019	CH 11 QUIZ (https://webcourses.ucf.edu/courses/1323184/assignments/6013167)	due by 10:33am
Mon Apr 15, 2019	Assignment 5 (https://webcourses.ucf.edu/courses/1323184/assignments/6013215)	due by 11:59pm

Date	Details	
Wed Apr 17, 2019	**CH 12 QUIZ** (https://webcourses.ucf.edu/courses/1323184/assignments/6013175)	due by 10:33am
Wed Apr 24, 2019	**EXAM 3 - ONLINE** (https://webcourses.ucf.edu/courses/1323184/assignments/6013183)	due by 11:59pm