POS 4961: Exit Course

Fall 2020 (All Sections)

Instructor Contact	**Course Information**
• Instructor: Nathan Ilderton • Office: Howard Phillips Hall 305A (Where's This?) • Office Hours: 1:00-4:00 Mondays and 10:00-1:00 Wednesdays • All office hours will be virtual, contact instructor for meeting instructions. • Phone: 407-823-2608 • E-mail: nathan.ilderton@ucf.edu	• Course Name: Exit Course • Course ID & Section: POS 4961-001 • Zero Hour Credit Webcourse • Semester/Year: Fall 2020 • Web Only Course

Course Description

This is a class for students graduating with degrees in Political Science and International & Global Studies. This webcourse helps students complete the Exit Exam and also provides students resources related to graduation.

The Department of Political Science requires all Political Science and International and Global Studies majors to take an Exit Exam during the semester they graduate. The Exit Exam is a standardized test that measures substantive knowledge. The Department uses data from the exit exam to assess its majors and continuously improve the services it provides UCF students.

This is not meant to be a difficult or time-consuming class. It is graded pass-fail. We have compiled material to address topic particularly useful to graduating seniors so it should be very useful to you. The course is organized in a series of modules. You must complete all modules and certify your webcourse completion in the final module to pass this class. You are also required to complete the ETS Field Exam to pass this class.

- Module 1. Start Here
- Module 2. Graduating from UCF
- Module 3. Resume Basics
- Module 4. Job Search Resources
- Module 5. Applying to Law School
- Module 6. Applying to Graduate School
- Module 7. Departmental Exit Surveys
- Module 8. SPSIA Exit Exam
- Certification of Webcourse Completion

You will unlock Modules 2-8 once you complete the "Start Here" Module. You can complete the numbered modules in any order you want, but must complete all of them to complete this webcourse. You can complete most modules by viewing their contents, but Modules 7 and 8 require you to submit a survey and quiz, respectively. After you complete all numbered modules, you should certify your course completion.

START HERE MODULE

Course Objectives

- Identify resources for successful post-graduation plans,
- Fulfill exit exam requirements, and
- Collect data for program assessment purposes.

Required Texts and Supplemental Readings

- None (all resources are available as webcourse pages or external links)

Course Requirements

Your final grade is based on following component:

- **Completion of the SPSIA Field Exam**
- **Certification of Course Completion** (you cannot certify your course completion until you've completed prerequisite assignments)

Missed Assignments/Make-Ups/Extra Credit

None.

Late Work

None.

Grading Scale

Satisfactory / Unsatisfactory

Any missing assignments are treated as 0 scores for the purposes of calculating final course grades.

Grades of "Incomplete"

Incomplete grades are given only in situations where unexpected emergencies prevent a student from completing the course and the remaining work can be completed the next semester. Your instructor is the final authority on whether you qualify for an incomplete. Incomplete work must be finished by the end of the subsequent semester or the “I” will automatically be recorded as an “F” on your transcript.

Group Work Policy

There are no group projects in this class. You are welcome to discuss course material with other students, but you are responsible for your own work.

Academic Honesty

Plagiarism and cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. See the UCF Golden Rule for further information. I will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

Professionalism Policy

Follow university policy and basic rules of etiquette. You must behave appropriately in all your class interactions.

University Writing Center

The University Writing Center (UWC) is a free resource for UCF undergraduates and graduates. At the UWC, a trained writing consultant will work individually with you on anything you're writing (in or out of class), at any point in the writing process from brainstorming to editing. Appointments are recommended, but not required. For more information or to make an appointment, visit the UWC website, stop by MOD 608, or call 407.823.2197.

You do not need to come to the UCF campus to receive help from a trained writing tutor. As a UCF student, you have access to writing tutors at the UCF Online Writing Center. You can schedule an online consultation with a writing tutor. You can get the help you need to complete the Final Report of your Civic Engagement Project online at a time convenient to you! This service is free to you.

Disability Statement

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Accessibility Services, Ferrell Commons, 7F, Room 185, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

Emergency Procedures and Campus Safety

Students are encouraged to be aware of their surroundings and familiar with actions to take in various types of emergencies. For more information, see Faculty Center for Teaching and Learning Statement on Emergency Procedures and Campus Safety.

Accommodations for 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 the instructor to discuss your circumstances.

Religious Observances

Students are expected to notify their instructor in advance if they intend to miss class to observe a holy day of their religious faith (not already reflected in the normal class schedule). See current schedule of major religious holidays. For additional information, contact the Office of Diversity Initiatives at 407-823-6479.

Copyright

This course may contain 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.

Financial Aid Requirement

As of Fall, 2014, all faculty are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please ***complete the Evidence of Academic Engagement Quiz by the end of the first week of classes or as soon as possible after adding the course***. Failure to do so may result in a delay in the disbursement of your financial aid.

COVID-19 Statement

University-Wide Face Covering Policy for Common Spaces and Face-to-Face Classes

To protect members of our community, everyone is required to wear a facial covering inside all common spaces including classrooms (https://policies.ucf.edu/documents/PolicyEmergencyCOVIDReturnPolicy.pdf. Students who choose not to wear facial coverings will be asked to leave the classroom by the instructor. If they refuse to leave the classroom or put on a facial covering, they may be considered disruptive (please see the Golden Rule for student behavior expectations). Faculty have the right to cancel class if the safety and well-being of class members are in jeopardy. Students will be responsible for the material that would have been covered in class as provided by the instructor.

Notifications in Case of Changes to Course Modality

Depending on the course of the pandemic during the semester, the university may make changes to the way classes are offered. If that happens, please look for announcements or messages in Webcourses@UCF or Knights email about changes specific to this course.

COVID-19 and Illness Notification

Students who believe they may have a COVID-19 diagnosis should contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place.

Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19, have tested positive for COVID, or if anyone living in their residence has tested positive or is sick with COVID-19 symptoms. CDC guidance for COVID-19 symptoms is located here: (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)

Students should contact their instructor(s) as soon as possible if they miss class for any illness reason to discuss reasonable adjustments that might need to be made. When possible, students should contact their instructor(s) before missing class.

In Case of Faculty Illness

If the instructor falls ill during the semester, there may be changes to this course, including having a backup instructor take over the course. Please look for announcements or mail in Webcourses@UCF or Knights email for any alterations to this course.

Course Accessibility and Disability COVID-19 Supplemental Statement

Accommodations may need to be added or adjusted should this course shift from an on-campus to a remote format. Students with disabilities should speak with their instructor and should contact sas@ucf.edu to discuss specific accommodations for this or other courses.

Key Due Dates:

Fri Aug 28, 2020	Evidence of Academic Engagement Quiz	due by 11:59pm
Fri Dec 11, 2020	Certify Your Webcourse Completion	due by 11:59pm
	Graduating IGS Majors Exit Survey or	due by 11:59pm
	Graduating Political Science Majors Exit Survey	due by 11:59pm
	SPSIA Field Exam	due by 11:59pm