2014

LATN 101-01 Elementary Latin I

Jay Arns

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LATN 101  
Elementary Latin 1  
Syllabus—Fall 2014

Instructor Information

Instructor: Jay S. Arns  
Preferred method of contact: Email  
Email: arnsjs@xavier.edu  
Office Telephone: 513.549.6329 (Google Voice)  
Office Hours: By appointment on Skype (jay.s.arns), by phone, or in person.

Course Information

Course Description  
This course provides students with the knowledge and skills needed to begin reading classical Latin and to progress into LATN 102.

Course Learning Outcomes  
Students who successfully complete this course will be able to:  
1. identify accurately and consistently the main grammatical attributes of both nouns and verbs.  
2. explain the grammatical case system and the uses of the individual cases.  
3. translate moderately complex Latin sentences into idiomatic English.  
4. translate moderately complex English sentences into grammatically correct and stylistically sound Latin.

Course Materials  
ISBN: 9780061997228

Time Commitment Expectations  
You will be expected to spend as much time on this class as you do on classes taught in a traditional format. We will not meet in person, so it is imperative that you check Canvas and your email every day.

Technical Requirements

- Internet connection (DSL, LAN, or cable connection desirable)  
- Access to Canvas through a supported Web browser (Internet Explorer, Firefox, Safari). To ensure that you are using a supported browser and have required plug-ins please run the [Check Browser Tool](http://www.xavier.edu/ts/students/Computer-Recommendations.cfm) from the Technology Services Web site.  
- Check your computer against Xavier’s suggested minimum computer requirements: [http://www.xavier.edu/ts/students/Computer-Recommendations.cfm](http://www.xavier.edu/ts/students/Computer-Recommendations.cfm)

Technical Assistance  
If you need technical assistance at any time during the course or to report a problem with Canvas, contact the HELP Desk at (513) 745-HELP/4357 or visit the [HELP Desk Web site](http://www.xavier.edu/ts/students/Computer-Recommendations.cfm).
Course Structure

Our course will proceed with this general method:
1) You will read the chapter and view 1-3 videos in which further instruction for the chapter’s material is provided;
2) You will then complete translation exercises from the textbook and submit them (the assignments themselves are listed on and will be submitted through the course Canvas page);
3) At the end of each chapter, you will complete a short quiz (once again, all done through the Canvas page);
4) Once the quizzes and translations have been submitted, you will receive feedback from me clearing up misunderstandings and indicating which material you should go back over (additional exercises from the book will also occasionally be recommended);
5) After every 5 chapters, there will be a summative test taken through Canvas;

PLEASE DO NOT WAIT UNTIL THE LAST MINUTE TO COMPLETE THESE ASSIGNMENTS. THIS ONLY LEADS TO PROBLEMS THAT END UP HINDERING YOUR PROGRESS IN THIS CLASS. ALSO, PLEASE DO NOT HESITATE TO CONTACT ME WITH ANY QUESTIONS THAT ARISE WHILE YOU ARE WORKING ON THESE ASSIGNMENTS.

For a detailed list of assignments and their due dates, consult the course Canvas page.

Note: The schedule is subject to change in the event of extenuating circumstances. You are expected to check announcements regularly and adhere to the established course deadlines.

Grading Policy

Graded Course Activities
Your grade for this course will be calculated on the basis of the following graded activities:
1. translation assignments 20%
2. quiz average 10%
3. test average 60%
4. final exam 10%

The following percentages will be used to determine your final grade:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>89-93</td>
</tr>
<tr>
<td>B</td>
<td>86-88</td>
</tr>
<tr>
<td>C</td>
<td>82-84</td>
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<tr>
<td>D</td>
<td>79-80</td>
</tr>
<tr>
<td>F</td>
<td>59-59</td>
</tr>
</tbody>
</table>

Plagiarism
Plagiarism will not be tolerated. Plagiarism fundamentally undermines the educational process and the level of trust between the instructor and the students. Plagiarism will therefore result in failure for the course.

Viewing Grades in Canvas
Points you receive for scored activities will be posted to the Canvas Grade Book. Click on the My Grades link in the course menu to view your assignment scores.
Grade Posting Policy
In general, you should expect to receive feedback on assignments within 48 hours of submission. Exceptions to this will be noted in the course announcements in Canvas.

Assignment Submission
All non-test assignments for this course will be submitted electronically through Canvas unless otherwise instructed.

Late Work/Make-Up Work
Late work will be assessed a penalty. After two full days, the assignment will not be accepted and the student will receive a zero for that assignment. Latin is a naturally cumulative subject, so falling significantly behind will dramatically limit your chances for success in this class. If you miss a test, contact me by email to set up an alternate testing date and location.

Incomplete Policy
Assignments will be graded in part on how complete they are. An assignment that is only half-complete will receive at most a 50%, a quarter complete a 25%, etc.

Course Policies/Guidelines

Netiquette
The discussion boards are created to provide an opportunity for students to engage in meaningful conversation on a particular topic or issue. You are encouraged to provide your honest viewpoint, but be respectful of the views of your classmates.

Do’s
1. Do use correct grammar and spelling.
2. Do read the prompt, reflect on what you would like to say, and review what you’ve written before posting!
3. Do respect the privacy, beliefs, and opinions of your classmates.
4. Do challenge each other’s ideas but not each other personally.
5. Do remember to treat others as you would want to be treated.
6. Do stick to the discussion prompt at hand when posting to a forum.
7. Do use humor and sarcasm carefully. Students cannot see your facial expressions or hear any voice inflections.

Don’ts
1. Don’t type in ALL CAPS. This is regarded as shouting.
2. Don’t rant or flame. This is not the place to vent your anger or start a fight.
3. Don’t make inappropriate comments. Objectionable, sexist, or racist language will not be tolerated.

In the discussion forums you will post assignments and discuss your work with others in the class or in your groups. These are public forums, so whatever is posted can be seen by everyone in the course, including the instructors. If you want to send a private message, use individual email. The Class Lounge discussion forum is a public space for conversation with your classmates on any topic or question.
Academic Support

Learning Assistance Center
The Learning Assistance Center (LAC) provides support services to facilitate learning. The LAC has two main purposes: tutoring and disability services. The tutoring services include subject specific tutoring, drop-in sessions, study skills assistance, and Supplemental Instruction (SI). For students with documented disabilities, services include accommodations such as extended time on exams, reduced distraction testing environment, note-taking assistance, and assistive technology. Services are provided in a positive and encouraging environment, which promotes appreciation for diversity and cura personalis. Students in an online course can contact the LAC at (513) 745-3280 to set up an appointment. The LAC is located in the Conaton Learning Commons room 514.

University Policies

Academic Honesty Policy
The pursuit of truth demands high standards of personal honesty. Academic and professional life requires a trust based upon integrity of the written and spoken word. Accordingly, violations of certain standards of ethical behavior will not be tolerated at Xavier University. These include theft, cheating, plagiarism, unauthorized assistance in assignments and tests, unauthorized copying of computer software, the falsification of results and material submitted in reports or admission and registration documents, and the falsification of any academic record including letters of recommendation. All work submitted for academic evaluation must be the student's own. Certainly, the activities of other scholars will influence all students. However, the direct and unattributed use of another's efforts is prohibited, as is the use of any work untruthfully submitted as one's own.

Copyright Policy
Copyright laws and fair use policies protect the rights of those who have produced the material. To help you familiarize yourself with copyright and fair use policies, the University encourages you to visit the library copyright Web page and download the following for reference purposes: http://www.xavier.edu/library/copyright/copyright_policy_2009.pdf

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Students with Disabilities
Any student who feels he/she may need an accommodation based on the impact of a documented disability should notify the course instructor and contact Cassandra Jones in the Learning Assistance Center at 513-745-3280 or e-mail jonesc20@xavier.edu to coordinate reasonable accommodations.