**Syllabus Template for Blended Courses**

*This template has been made in keeping with the HEC and FCC policies and incorporates the options for remote instruction.*

***NOTE****: This template is meant to provide an exhaustive framework for developing a syllabus that you can share with students; different faculty may opt to focus on (or remove) different sections in this template.*

*Please feel free to modify for your own use.*

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| **Course Name:** Introduction to Sociology (Sections E, J, L and N) |
| **Course Code:**SOCL 100 | **Course Type (elective, major)**Elective | **Course Credits:** 3 |
| **Class Timings:**  | **Section:**  | **Student Meeting Hours/ Office Hours:**- M/W/F= 01:00-03:00pm  |
| **Instructor Name:** Dr. Sara Rizvi Jafree |
| **A Note from the Instructor:**- For this class we will be using a blended learning model and will have three types of students (in rotation)- (i) those who are in class, (ii) those who are online from home during class (synchronous), and (iii) those who are not online during class, but for whom all material/ instructor communication will be made available through Moodle and other internet platforms (asynchronous). In order to accommodate each group, our in-class session will be live recorded for asynchronous students at home using zoom. Classes will be conducted in an interactive method with a learning environment aimed to invite discourse and discussion. Asynchronous students will be provided means of communication/ Q&A through email, Whatsapp class group, and online office hours. Separate office hours have been mentioned for students visiting campus. Students will be provided pre-class reading material and they must be prepared for class discussions and assigned Whatsapp Class Group discussions, both of which will be marked. This will be a paperless course and all presentations, course book, supplementary reading material will be uploaded on FCCU Moodle.  |
| **Instructor Contact Details**Email: sarajafree@fccollege.edu.pk[Optional] Mobile (only if you are comfortable with this) Whatsapp contact 03004005740Guidelines for contacting instructor: You can use email and Whatsapp |
| **TA Name and Contact Details (if applicable):**- I will assign 2 class reps and 4-6 group leaders (class will be divided into 4-6 groups to facilitate remote students, catch-up and provide a general buddy system for collective learning support). We will assign these roles one week after classes start and after add/drop ends.  |
| **Course Description**:Pre-requisites if any: NoneMode of Instruction: Our aim through the semester will be synchronous, if internet connection, for both students and teachers remains stable, and all other factors go smoothly. No need to panic however, (e.g. if your internet goes off) as the lecture will be recorded and sent uploaded on Moodle for students at home.**Course Description**The course introduces major concepts, theories, subfields, and research methods under sociology. All human beings are members of various social groups and are located in a social system- thus an understanding of sociology, social interaction, and the socialization process provides us with a better understanding of social problems in order to better map improvements in society and social policy. A diverse range of topics will be covered in this introductory course so students are able to gain an overview of the discipline of sociology. The topics will include: sociological theories and research methods; socialization and culture; stratification on basis of race, age, gender and class; social institutions like family, religion and education; politics and conflict; groups and organizations and deviance; and the economy and urbanization.  |
| **Main Mode of Instruction:** *(Moodle, Zoom, MS teams, etc.)***Technology Requirements** *(What do students need to know or do, in order to engage with your course activities?)**-* We will be using Moodle and Zoom. This will be a paperless course and all presentations, course book, supplementary reading material will be uploaded on FCCU Moodle. You will be expected to upload your written assignments on Moodle, as and when they are due.**Technology Etiquettes** Here are 10 rules of netiquette that will help you successfully communicate as you learn online.1. Make sure identification is clear in all communications. Please record/ list your full name/ match it with empower name and your roll number.
2. Review what you wrote before submitting it.
3. If you wouldn’t say it face to face, don’t say it online.
4. Don’t assume everyone understands where you’re coming from. Avoid all sarcasm and slangs.
5. Don’t spam. Please don’t take advantage of your connection with the other students in your online classroom to forward emails and links regarding your political/spiritual beliefs or to sell your services.
6. Use emoticons. In casual chatroom settings, emoticons can help convey feelings that may otherwise get lost in translation, including humor, exasperation, exhaustion and even confusion.
7. Respect others’ privacy. Don’t give out another student’s personal email address without permission.
8. Remember, if it’s on the internet, it’s everywhere. Don’t share personal information about yourself in a public online forum, especially something that could put your safety or security at risk.
9. Follow the rules.
10. Any violation, cyber crime, harassment, abuse of online communication will be reported immediately and concerned student will be removed from class.

(Source: https://www.utep.edu/extendeduniversity/utepconnect/blog/october-2017/10-rules-of-netiquette-for-students.html)**Considerations for Students with Limited Internet/Technology Access:**- All sessions will be recorded and uploaded for students with limited internet. - No online live tests/ assessments will be conducted- All due assignments will have a two-week deadline, to accommodate students who may not have internt for many days- Everything taught in class will, apart from the recorded lecture, have written material and notes sent through Moodle |
| **Lab Resources (if relevant):** N/A |
| **[OPTIONAL]: Program Objectives Addressed** (which goals of the academic program/department does this course address?)A This is a mandatory course for minors and majors of the departmentB. This is a course that can help complete General Education Requirements for Liberal ArtsC. This course communicates to the students all the basics of sociology and provides impetus and awareness about all other sub-fields of Sociology. D. This course helps students decide if they would be interested in pursuing a Major/ Minor in Sociology. |
| **Course Objectives or** [**Student Learning Outcomes**](https://docs.google.com/document/d/1me9vpl8iKR_zNX9gIODm7gkVFY9VkuSKpUJe1VyI57M/edit) **(SLOs)***What will your students be able to do as a result of this course that they could not do (or do as well) before? What purpose does this course and its material serve? Are there discipline-specific objectives, larger metacognitive goals, or both?*At the end of this course students will gain in:1. Analytical skills: Analyze social issues and concepts through a sociological lens and from different sociological theoretical perspectives. They will also be able to assess the relationship and inter-dependency of different social structures and social institutions across society
2. Critical thinking: Compare and critique different sociological theories and research methods. They will also be able to identify the influence that each social structure and social institution have on the development of social order and social conflict
3. Problem-solving: Identify and explore how social factors contribute to social inequalities and efforts to create social change
4. Writing, reading and presentation skills: Write academic papers after an organized academic literature review. Present their work to their colleagues and gain from feedback.
5. Communication and community service: Develop communication skills and collaborate on group assignments. Identify community needs and develop ideas for service and relief.
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**Assigned E-Book/ Reading Material*:***

John J. Macionis, Sociology, 2012, Pearson Publication

https://drive.google.com/file/d/0Bya-AlKZHQyWVWVWbmFrOVl5MXM/view?usp=sharing

* The course text, additional reading material and weekly PowerPoint presentations will be provided on FCC Moodle.

**Attendance**- 10% of the final grade reserved for overall attendance. Above 80% attendance is mandatory for eligibility to give the final exam. After three consecutive absences a formal application (hard copy or email) is required to continue with the course.

**Essay Assignments-** 40% of the final grade will be reserved for quizzes and essay assignments. A week’s time will be given to students for preparation of both.

**Class Debates and Class Discussion**- 10% of the final grade will be reserved for class debates and participation in class discussion.

**Community Service Activity and Group Presentation-** 10% of the final grade will be allocated based on the community service activity and group presentation. Students will be allocated to a group, which will choose a community problem and then develop ideas for improvement and intervention based on research.

**Final Course Paper PPT Presentation**- 10% of the final grade will be reserved for class presentations. Presentations will be of the final course paper in power point. The week for presentations will be 2 weeks before the last class. These presentations aim to develop student communication skills and also prepare them for healthy feedback and incorporation of improvements in their final submission.

**Final Course Paper Submission**- 20% of the final grade will be reserved for a compulsory course paper submission. Each student will have to submit an independent paper before the final exam for this course. The topic must be submitted within two weeks of classes and the literature review of this paper must be submitted before the 6th week of semester. The topic may be on: ‘any social problems in Pakistan or South Asia’. The final paper will be uploaded by each student on Moodle. Turnitin will be used to identify a similarity index.

**A summary of the breakdown of the final grade is as follows:**

|  |  |
| --- | --- |
| Item  | Grade Percentage |
| Attendance | 10% |
| Quizzes and Essay Assignments | 40% |
| Class Debates and Class Discussion | 10% |
| Community Service Activity and Group Presentation | 10% |
| Final Course Paper Presentations | 10% |
| Final Course Paper Submission | 20% |
|   | **100%** |

**Academic Integrity and Plagiarism Policy**

Students must write their assignments in their own words after a careful academic literature review. Whenever students take an idea from another author, they must acknowledge this by using quotation marks where appropriate and by proper referencing through APA citations. Plagiarism is a major scholastic offence and for the Department of Sociology FCCU, it is defined as:

“Plagiarism, or literary theft, is defined as appropriating the literary composition of another person, including parts, passages, or language of the writing, and passing off the appropriate material as one’s own. Plagiarism is the failure to give proper credit or citation to one’s sources of information. It includes the failure to use conventional methods of documentation for material quoted or paraphrased. Additionally, plagiarism includes allowing someone else to compose or rewrite an assignment for a student.”

***Please refer to university policy for more information. If plagiarism is observed disciplinary action will be taken.***

**Essay Guidelines (APA formatting)**

One class will be dedicated and material will be uploaded on Moodle for guidance on:

- Conducting an academic literature review

- Avoiding plagiarism

- Following APA guidelines for formatting of paper, in-text citation and end of paper referencing

All essays submitted from home and the final course paper must follow APA standards of academic writing and include academic references. For a quick guide to APA formatting, please visit: <http://www.lib.usm.edu/index.php?id=81>

Templates will be provided to students for:

- Undergraduate Academic Essays

- Literature Review

- Final Course Paper

**Policies for Assignment Deadlines, Absences for Quizzes/ Exams, &**

Students must submit all their work on the given time. A mandatory written explanation is needed for acceptance of late submission or request for repeat quizzes/ exams.

Students are responsible for staying up to date with all assignments and lectures. As all material will be uploaded on Moodle, students are accepted to catch up on their own when they are absent for a class and also to visit the instructor during office hours for assistance as early as possible.

Students are also expected to spend time for study of this course outside class equivalent to the in-class time.

**Course Content, Learning Material & Activities Schedule**

(Please modify as needed)

The schedule is tentative because it is not possible to anticipate exactly how much time each topic will require. Pl check out the online resources and alternate options for instructional tasks as linked below.

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| --- | --- | --- | --- |
| **Wk**  | **Topic/ Title**  | [**Teaching-Learning Activities**](https://docs.google.com/document/d/1jY2UWb3QuOogkiSMdPvZd33eKe2kRpfzsTm2LSrnLko/edit#heading=h.4dy4q49omahn) | [**Assessment**](https://docs.google.com/document/d/1Z4W_utaHpwMJP6B2jJlb9ofxFHmcagrWWOT5cUM9lj4/edit?usp=sharing)**&** [**Rubrics**](https://docs.google.com/document/d/1IdFfZ8WRSRKSceBYC4jfAyKEYdb1M6Z4GSSLueP8HD0/edit)(with the due date) |
| **Synchronous****(Simultaneously conducted)***Presentation / Lecture* *Live Video-Audio**Small Group Discussion/ Breakout Rooms**In-class quiz**Q&A/ Live Chat* | **Asynchronous**(postal/ Moodle/ email)*Discussion blogs* *WhatsApp**Readings**Moodle Quizzes**Assignment Submission* *Online Content/ Recordings**Lecture notes/ Annotated PPT**Experiential learning* |
| In-Person | Online | Off-campus and offline |
|  |  | - Relevant chapter of E-book and lecture notes will be provided to all three groups before each class!  |  |
| 1 | Introduction to Sociology | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Case Study Discussion in class and Whatsapp:“The importance of sociological investigation to assess global problems” |
| Theories and Methods  | - Presentation / Lecture- Q&A/ Live Chat | - Live Video recording through zoom- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp (on assigned Whatsapp office hours) | Online Moodle Submission of Discussion-based reflective essay:From the 4 broad sociological perspectives and sociological research methods, which do you prefer?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online material for Whatsapp Discussion:Health Literacy Project for Infection Management(Reference Chapter 21)Theme:In the age of Corona, the sociology of health becomes more prominent. We are now increasingly dependent on public health management of the public sector and the health behavior and health literacy of others, as it determines our quality of life, and even mortality. In this way, this exercise is useful in assessing how many health literacy videos are available and can be used for social awareness and public health.Your task is to find one health literacy video each which helps in building awareness for the following three areas and identify how important social relationships, social interaction, socialization processes, and environment:1. Hygiene and sanitation literacy2. Infection prevention/ control literacy3. Food self-sufficiency, nutritional management and easy home-garden tutorials |
| 2 | Preparing an Academic Paper.How to conduct an academic literature review and draft an academic essay/ course paper | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat- Templates and samples will be provided for each step/ output on Moodle- Breakout room discussion over search terms/ replacement of key words. | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat- Templates and samples will be provided for each step/ output on Moodle- Breakout room discussion over search terms/ replacement of key words. | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp - Templates and samples will be provided for each step/ output on Moodle | Oral Quizz in class and Whatsaap on all that was learned:- Academic literature review- Academic essay writing- APA guidelines- how to avoid plagiarism |
| 3 | Culture and Society.- Definition & types of culture-Theories of culture | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Online Moodle Submission of Discussion-based reflective essay:Identify and describe an incident of culture shock that you have experienced in the past?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Culture, sub-culture and counter-cultures- https://www.youtube.com/watch?v=RV50AV7-Iwc |
| 4 | Society and Socialization- The theories of Lenski, Marx, Weber and Durkheim-Agents of Socialization | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Online Moodle Submission of Discussion-based reflective essay:Which do you think is more influential on the youth- primary or secondary socializing agents?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Socialization<https://www.youtube.com/watch?v=K-RvJQxqVQc>Symbols, Values and Norms<https://www.youtube.com/watch?v=kGrVhM_Gi8k> |
| 5 | Social Interaction.-Status & Role allocation-Labeling & Stereotyping-Garffinkel and Goffman | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Class and Whatsapp debate on:Do you agree that labelling can lead to self-fulfillment of prophecies, leading to loss of potential in society/ economy? |
|  |  | Additional online resources for all three groups:Social Interaction and Performance<https://www.youtube.com/watch?v=UUukBV82P9A> |
| 6 | Groups and Organization | - Presentation / Lecture- Live Video-Audio- Discussion On:i. Primary & Secondary Groupsii. Leadership & Conformityiii. Size & Environment | - Presentation / Lecture- Live Video-Audio-Breakout room Discussion On:i. Primary & Secondary Groupsii. Leadership & Conformityiii. Size & Environment | - Record of lecture will be uploaded to Moodle after class - Whatsapp Discussion On:i. Primary & Secondary Groupsii. Leadership & Conformityiii. Size & Environment | Moodle Submission on:1. a. Describe the three leadership styles and give examples for each from Pakistan’s historyb. List three social reasons why group members may conform to the preferences of group leaders?c. Describe the 4 features of Macdonaldization as they relate to postmodern societies?2. Final Course Paper Title and Literature review for course paper*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Solomon Asch’s conformity tests<https://www.youtube.com/watch?v=lVE38XM2puY>Stanley Milgram’s Obedience Experiments<https://www.youtube.com/watch?v=JXXbIF5Okjc>Group Think and the dangers of conformity<https://www.youtube.com/watch?v=CWEvJciU0Zc&t=115s>Relative Deprivation<https://www.youtube.com/watch?v=CjxvN1Hzd48> |
| 7 | Social Stratification. -Ideology and types of stratification -Different theoretical perspectives of stratification | - Presentation / Lecture- Live Video-Audio- Discussion On:i. the difference between prejudice and discrimination? ii. List one example each of gender, race and ethnic stratification? | - Presentation / Lecture- Live Video-Audio-Breakout room i. the difference between prejudice and discrimination? ii. List one example each of gender, race and ethnic stratification? | - Record of lecture will be uploaded to Moodle after class - Whatsapp Discussion On:i. the difference between prejudice and discrimination? ii. List one example each of gender, race and ethnic stratification? | Class / Whatsapp Debate:Which theory do you think is more realistic in explaining inequality across nations of the world- modernization theory or dependency theory?Reflective Essay:1. What defines communities that have low status consistency? What are the ramifications, both positive and negative, of cultures with low status consistency? Try to think of specific examples to support your ideas.2. Review the concept of stratification. Now choose a group of people you have observed and been a part of—for example, cousins, high school friends, classmates, sport teammates, or coworkers. How does the structure of the social group you chose adhere to the concept of stratification?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Social Stratification: Crash Course<https://www.youtube.com/watch?v=SlkIKCMt-Fs> |
| 8 | Deviance.-Deviance and crime (definitions & types)- Different theoretical perspectives for why deviance occurs | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Online Moodle Submission of Discussion-based reflective essay:Describe any three theories that explain social reasons for deviance in Pakistani Society?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Deviance: Crash Course Sociology <https://www.youtube.com/watch?v=BGq9zW9w3Fw>Theories of Deviance<https://www.youtube.com/watch?v=-gmV4fH8Bu0> |
| 9 | Race, Ethnicity, Gender.- The social distance scale and theories of prejudice-Gender based inequalities in the home and workplace | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Online Moodle Submission of:Q1. Describe the difference between modernization theory and dependency theory?Q2. Describe the difference between prejudice and discrimination? List one example each of gender, race and ethnic stratification?Q3. Describe any three theories of prejudice?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Race and Ethnicity: Crash Course<https://www.youtube.com/watch?v=7myLgdZhzjo>Gender Stratification: Crash Course <https://www.youtube.com/watch?v=Yb1_4FPtzrI> |
| 10 | Aging.- Gerontology & Stratification-Theories and Transitions of Aging | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Online Moodle Submission of Discussion-based reflective essay:List two-four policies each that you would implement to tackle the youth bulge and greying population of Pakistani society?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups: |
| 11 | The Economy &Politics and Government.- Economic systems and post-industrialization-Corporations and social concerns-Types of authority and political systems-Political revolution and conflict/war | - Presentation / Lecture- Live Video-Audio- Discussion On:i. the difference between prejudice and discrimination? ii. List one example each of gender, race and ethnic stratification? | - Presentation / Lecture- Live Video-Audio-Breakout room i. the difference between prejudice and discrimination? ii. List one example each of gender, race and ethnic stratification? | - Record of lecture will be uploaded to Moodle after class - Whatsapp Discussion On:i. the difference between prejudice and discrimination? ii. List one example each of gender, race and ethnic stratification? | Online Moodle Submission of:Q1. Differentiate between power and authority?Q2. Discuss the three theories of power in society?Q3. What is the difference between war and terrorism?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Economic Systems:<https://www.youtube.com/watch?v=wslCc0Di978>Capitalism vs. Socialism<https://www.youtube.com/watch?v=B3u4EFTwprM>Sociology of Politics:<https://www.youtube.com/watch?v=TCs_hyI15R8>Weber’s 3 types of Authority <https://www.youtube.com/watch?v=WOlhz08frLQ> |
| 12 | Family, Education and Religion.-Different theoretical perspectives for family, religion and media (agents of socialization)-Types & alternatives of families -Types of religious organizations, secularization & extremism-Schooling, stratification & streaming | - Presentation / Lecture- Live Video-Audio- Q&A/ Live Chat | - Live Video recording through zoom- Presentation / Lecture- Q&A/ Live Chat | - Record of lecture will be uploaded to Moodle after class - Q&A on Whatsapp  | Online Moodle Submission of:Q1. Describe three family types in modern industrial societies. For each, list a social challenge that the family/ family member might face, due to the nature of the family type? (Ex: Single-parent families may faces challenges of limited finances).Q2. List three socio-economic reasons for rising secularization in modern industrial societies?Q3. List three sociological reasons for differential academic achievement in students across societies?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:FAMILY- Israel kibbutz/ A commune family system<https://www.youtube.com/watch?v=ies2R__4c58>RELIGION- Fundamentalism vs. Secularization<https://www.youtube.com/watch?v=muAvGlahFiQ>EDUCATION- Schools and Inequality<https://www.youtube.com/watch?v=9lsDJnlJqoY> |
| 13 | The Economy and Urbanization.-Effects of Industrialization-Capitalism and Globalization-Demography and Mortality Ratios-Urban Ecology and Urban Political Economy | - Presentation / Lecture- Live Video-Audio- Discussion On:i. Differentiate between urbanization and the rural rebound.ii. Explain the Malthusian theory versus the demographic transition theory?iii. Describe how urbanization may lead to the blasé attitude in society? | - Presentation / Lecture- Live Video-Audio-Breakout room i. Differentiate between urbanization and the rural rebound.ii. Explain the Malthusian theory versus the demographic transition theory?iii. Describe how urbanization may lead to the blasé attitude in society? | - Record of lecture will be uploaded to Moodle after class - Whatsapp Discussion On:i. Differentiate between urbanization and the rural rebound.ii. Explain the Malthusian theory versus the demographic transition theory?iii. Describe how urbanization may lead to the blasé attitude in society? | Online Moodle Submission of:Q1. Differentiate between the primary, secondary and tertiary sector of the economy?Q2. Discuss the different forms of capitalism that exist in contemporary times?Q3. What is the difference between unemployment and underemployment?*Due Date*: 2 weeks from online assignment creation on Moodle |
|  |  | Additional online resources for all three groups:Population health<https://www.youtube.com/watch?v=D9SWRByzDSo>Human impacts on the environment<https://www.youtube.com/watch?v=5eTCZ9L834s>Urbanization and the future of cities<https://www.youtube.com/watch?v=fKnAJCSGSdk> |
| 14 | PPT Presentations | - Live PowerPoint Presentations for **course paper** | - Live or uploaded PowerPoint Presentations on Moodle for **course paper** | - Uploaded PowerPoint Presentations on Moodle for **course paper** | All PPTs will be uploaded to Moodle as well within due date |
| Revision | -Revision and Q&A session for finals | -Revision and Q&A session for finals | -Revision and Q&A session for finals onWhatsapp/ email |  |
| 15 | Final submission of **Course Paper** | All final course papers will be uploaded to Moodle Turntin within due date  |

**FCCU CORE VALUES**

FCCU faculty and the courses you study are committed to promoting FCCU essential core values, which exemplify the FCCU motto, “By love, serve one another.” You are advised to read the core values (1. Integrity; 2. Excellence; 3. Respect; 4. Discipline & Accountability; 5. Fairness and Justice; 6. Service; and 7. Community) and other rules and policies of your university in detail for strict adherence:

<https://www.fccollege.edu.pk/wp-content/uploads/2012/09/Final-intermediate-handbook-2012-1.pdf>

**Grading Legend**

Below is the grading legend of FCCU (published in all catalogues and available on the FCCU website) as approved by the Academic Council and applies for Fall as well

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Point Value** | **Numerical Value** | **Meaning** |
| A | 4.00 | 93-100 | Superior |
| A- | 3.70 | 90-92 |
| B+ | 3.30 | 87-89 | Good |
| B | 3.00 | 83-86 |
| B- | 2.70 | 80-82 |
| C+ | 2.30 | 77-79 | Satisfactory |
| C | 2.00 | 73-76 |
| C- | 1.70 | 70-72 |
| D+ | 1.30 | 67-69 | Passing |
| D | 1.00 | 60-66 |
| F | 0.00 | 59 or below | Failing |

**Student Support Services**

[Student Counseling Services](https://www.fccollege.edu.pk/ccc/campus-counseling-center/)

[Writing Center](https://www.fccollege.edu.pk/faculty-of-humanities/writing-center/)

[Mercy Health Center](https://www.fccollege.edu.pk/mercy-health-center/)

**Other Useful Policy Documents:**

[Sexual Harassment Policy](https://www.fccollege.edu.pk/wp-content/uploads/2018/05/Doc1.pdf)

[Anti-Corruption Policy](https://www.fccollege.edu.pk/wp-content/uploads/2018/05/Anti-corruption.pdf)

[Academic integrity](https://www.fccollege.edu.pk/policy-on-academic-integrity/)

[Plagiarism Policy](https://www.fccollege.edu.pk/wp-content/uploads/2018/05/FCCU-Plagiarism-Policy.pdf)

 [Academic Calendar](https://www.fccollege.edu.pk/academic-calendar/)

*I expect that you will strictly follow the core values of FCCU and put your entire efforts to learn as per the course requirements, attend classes, read the textbook(s)/other assigned reading material and do the assignments in the stipulated time period*

Please also consider [High Impact Practices](https://www.aacu.org/node/4084) for your classes