ENG495/IDS493 Electronic Portfolios

Collection day: Thursdays
Lecturer: Kathy Fowler
Office: BAL5034
Off. Hrs: TR 12:30-2:00pm or by appt.
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Prerequisites: 3 semester hours of Literature and/or IDS300W; senior status; students must be comfortable in electronic environments

Course Description
ENG495/IDS493 is an online course that incorporates Blackboard, the internet, and phone conferences. The class produces, in the form of an electronic portfolio that is accessible on the web, a collection of work that shows formative, summative, and evaluative assessments of their tenure as students and their potential as employees. Each student will report/demonstrate his/her progress as a student of his/her particular major, create a professional tool for the business world, and develop a collection of best work.

Course goals and objectives
• Successfully develop, using electronic tools, an ePortfolio that demonstrates academic, self-assessment and business skills
• Analyze and integrate workplace and academic learning using critical thinking
• As a member of an academic community, collaborate to improve individual projects
• Develop best work, including rationale; outline of steps, resources, and timeline; project activities; and desired outcomes.
• Research a problem using interdisciplinary theory

Text, Materials, Requirements
Required reading on Blackboard and online
ODU Google E-mail account
Other Open Source Software as needed
Thumb/jump drive

Assignments and Grades:
1. Individual participation; group participation and other formal assignments (20%)
2. Informal assignments, which include reading, writing, goal-setting and assessment; weekly reports; peer-editing of assignments; conferences; quizzes; peer reviews; drafts; and class participation (20%).
3. Midterm 15%
4. Electronic Portfolio and Culminating Project (45%)

All grades for the semester will be averaged together to count as 85% of your final grade; Final Exam will count 15%
Grading Scale:
A 90-100
B 80-89
C 70-79
D 60-69
F 59 and below

Late Policy: Late assignments from #1 and #3 (outlined under "Assignments and Grades") will receive a grade of 59 or lower, depending on the quality of the work.

If a draft of an assignment is late for Peer Evaluation, the grade for the final will be 59 or lower.

No other assignments will be accepted late.

For every 4 missed assignments, your final grade will be lowered half a letter grade.

Attendance: You must prepare for, attend, and participate in all scheduled on-line assignments, and conferences. Informal assignments, quizzes, and peer reviews cannot be made up, so absences from online participation will affect your final grade. If you miss more than 25% of online assignments, you will receive a failing grade for the class.

Drop Policy: Please check the University catalog for the complete policy. It is summarized for you here: Prior to the start of and during the first six days of the semester, a student may drop a course at the Registration Center without the signature of the instructor and no grade will be assigned. After the first six days, a student may withdraw from a course through the end of the eighth week of a regular semester, but the signature of the instructor is required and a grade of W will be assigned. After the eighth week, withdrawal is not permitted. In cases of illness or severe hardship, a written petition to withdraw must be submitted no later than the last day of class. Students who stop attending class without withdrawing will receive a grade of WF unless the student's performance has been an F, in which case a grade of F will be assigned.

Honor System: You are responsible for obtaining a copy of the Student Code of Conduct and informing yourself about student conduct regulations. You may visit the Student Conduct and Academic Integrity office in Webb Center, Room 2122 or http://www.odu.edu/about/monarchcitizenship

Plagiarism: Writers who use the words or ideas of others are obligated to give credit through proper acknowledgment and documentation. Failure to give credit is plagiarism, a violation of the ODU Honor Code that can lead to expulsion from the University. If the quality of your in-class and out-of-class writing varies dramatically, I reserve the right to ask you to write under supervision. If you have questions about how and when to acknowledge sources, please refer to the textbooks or see me for advice.
Special Needs: If you have special needs because of a documented disability, or if you have emergency medical information to share, please feel free to notify me, so we may discuss the accommodation process.

Student Help Resources
• Online Student Orientation: http://www.clt.odu.edu/oso
• Blackboard Support Website: http://www.clt.odu.edu/bb
• Technical Support Center: http://occs.odu.edu/index.php ; occshelp@odu.edu, 757-683-3192, 1-877-348-6503]
• Study Guides Strategies: http://www.studygs.net/
• Papers Citation Styles: MLA, APA, Chicago – OWL at Purdue