Course Policies and Syllabus
EUH2000_51FZ: Western Civilization to 1648

Instructor: Michael W. J. McKeown
Title: Associate Professor of History
Office: Daytona Campus (Bldg. 330 Rm. 208) and Deltona Campus (Fahti Hall Rm. 230B)
Office Hours: Monday and Wednesday: 7:30 – 9:30, 11:00 – 1:00 Bldg. 330 Room 208
Tuesday: 7:30 – 8:00 & 9:30 – 10:00 in Deltona Fahti Hall / Rm. 230B
Phone: 506 - 3746 Fax:
Email: michael_mckeown@daytonastate.edu

Faculty Web Page: https://class.daytonastate.edu/d2l/home

Minimum Technical Requirements
Students enrolled in this course must be able to:
- You need a reliable Internet and computer
- Use all required features of Falcon Online such as discussion boards and the Dropbox
- Send and receive attachments by e-mail
- Need flash drive in order play video lectures
- Create and submit files using Microsoft Word processing or Excel spreadsheet programs
- Create, edit, and present using programs such as PowerPoint.

Class Format: Students should watch pre-recorded videos at home on Falcon Online:
http://www.daytonastate.edu/falcononline. You will use Falcon Online to submit your essays leading up to your final research paper, as well as discussions.

Course Description: EUH 2000 Western Civilization to 1648 - An analysis of the major changes in the societies of western man, from the Middle Eastern origins through the Establishment of the Modern State. This course contributes to satisfying the Gordon Rule writing requirement. (Co-requisite: ENC 1101.)

Student Learning Outcomes: Upon completion of this course, the student will be able to accomplish the following...
1. Demonstrate a general knowledge and understanding of the Ancients, the Greeks and the Romans and their contributions to Western civilization. (1,2,4)
2. Demonstrate a general knowledge and understanding how the foundations of the Christian religion were established. (1,3,4)
3. Demonstrate a general knowledge and understanding of the major nations of Europe which emerged during the period known as the Middle Ages and the characteristics of each. (1,2,4)
4. Demonstrate a general knowledge and understanding of the role played and contributions made by Christianity and the Catholic Church in the lives and institutions of the people of Western Europe in the Middle Ages. (1,2,3,4)

5. Demonstrate a general knowledge and understanding of the Renaissance on modern civilization and the reasons for the expansion of commerce, conquest and colonization between 1300 and 1600 A.D. and the impact this expansion had on areas traditionally outside the European sphere of influence. (1,2,3,4)

**Required Textbook(s) and/or Materials:** Western Civilization Volume I to 1715, Jackson J. Spielvogel 10th Edition ISBN: 9781305952799 (any edition as long as it covers to 1648)

Note: You can purchase any earlier edition of this textbook to save you money.

**Daytona State College Bookstore**

**Optional Materials:** N/A

**Equipment and Supplies:** You will need Internet access for this course as well as knowledge of PowerPoint, Word, Falcon Online, and Acrobat PDF. A flash drive or access to an internet storing site (OneDrive, Google Docs, Dropbox, etc...)

**Important Links:** Daytona State College Library [http://www.daytonastate.edu/library/](http://www.daytonastate.edu/library/)

My Class Policies (Pages 2 - 4)

This section contains information on how to proceed in the class, communication policy (contacting the instructor) attendance and classroom etiquette

**Disclaimer:** Teaching policies and regulations for this course are not open for discussion or negotiation. This syllabus has been constructed to be as complete as possible but is by no means a binding document. I reserve the right to alter policies, procedures, and the syllabus as needed. Please utilize the website regularly as any changes to the syllabus will be posted there.

**How to proceed through the course:** Students should plan to have three hours of study time per week for each credit hour of class time. Example: when taking a typical 3 credit hour course, students should plan to spend at least 9 hours per week doing coursework and studying for that course regardless of the mode of delivery (online, hybrid, face-to-face). Students can log on to Falcon Online to watch and listen to the video lectures before coming to class. Students should take notes from the video with outlines provided. This will help you prepare for quizzes, exams, and written assignments. These will can found in the Content section of the course in Falcon Online.

**Handling of assignments:** The student will submit all assignments electronically in the Assignment tab (Essays, research paper, and discussions). No course work will be accepted via email. Information on class policies, schedule, deadlines, and assignments can be found in the Content Section of the course website. [https://class.daytonastate.edu/](https://class.daytonastate.edu/)

**Optional Materials:** N/A
Equipment and Supplies: You will need Internet access for this course as well as knowledge of PowerPoint, Word, Falcon Online, and Acrobat PDF. A flash drive or access to an internet storing site (OneDrive, Google Docs, Dropbox, etc...)

Important Links: Daytona State College Library  http://www.daytonastate.edu/library/

Communication: email me at mckeowm@daytonastate.edu.

1. Check your email and your class email on Daytonastate.edu daily. Think it as Facebook.
   2. Everything you need to know can be found in the syllabus or links to the assignments in the Content section of the course. See email policy in the Content section under Communication

Attendance and Lateness Policy: In the First Week if class if the student does not take the Syllabus Quiz By Friday the first week of class, they will be marked non attending, and can be dropped from the class. Attendance is by coming to class. If you leave early you will be marked absent. If you leave early without contacting the professor, you will be marked absent; your daily quiz will not count and be recorded as a zero.

Late Work/Make-up Work and Exams: No late work or makes will be given unless they can be properly documented; hospital, doctor, accident report, etc. Quizzes are given usually at the beginning of class, if you are late you miss the quiz. So be on time.

Classroom Etiquette: I expect you to be respectful in your discussions, emails and corresponds to me and your fellow students. If I feel that a post is inappropriate I will delete it.

Academic Integrity
I follow the college policy regarding Academic Integrity, which prohibits academic dishonesty in any form, including, but not limited to, cheating and plagiarism. Cases of suspected academic dishonesty will be reported to the Judicial Affairs Office for resolution. Penalties are severe, to include failure of the assignment or failure of the class. For an example, if a lowest grade is dropped on an assignment, paper, quiz or test. That dropped grade will not count and the zero will be factored into the final grade. All violations of academic Integrity will be reported to Judicial Affairs.

Honor Pledge: I, as a member of the DSC community, pledge that I will neither give nor receive unauthorized aid in my work nor will I present another’s work as my own, nor will I tolerate anyone who does. For more information on academic integrity, view Honor Code.

Students with Disabilities: The Student Disability Services (SDS) Office provides tools and resources to students with documented disabilities. http://www.daytonastate.edu/sds If you require special assistance, this must be given to me no later than Friday September 1

Other Important Links:

- Class Withdrawal Process: The following link will provide you information on how to withdraw from the class. https://www.daytonastate.edu/recreg/howtowebregister.html
- Veterans: Thank you for your service! https://www.daytonastate.edu/admsvet/
- **Student Rights & Responsibilities:** Students are responsible for Reading and following all college policies outlined in the Student Handbook. Some of the most important are summarized below. The Handbook can be accessed at [http://daytonastate.edu/files/student_handbook.pdf](http://daytonastate.edu/files/student_handbook.pdf)

- **Learning Commons:** The Learning Commons is a collaboration of the Academic Support Center, Library and the DSC-UCF Writing Center. The Division of Library and Academic Student Services has the main goal to ensure the success of all students.

- **Technical Support** is available for Daytonastate.edu, printing, web usage, Falcon Online, and more. Students may call 386-506-4AID (4243) or e-mail FalconAid@Daytonastate.edu

- **Safety on Campus:** Check your Daytonastate.edu after you register for information on accessing and updating your free Daytona State College Rave Alert account. You can also visit [https://www.getrave.com/login/daytonastate](https://www.getrave.com/login/daytonastate).

**Evaluation/Assessment Methods: How you will be graded. (Pages 4 - 8)**

| Gordon Rule: | In the regards to all written assignments (formal and informal), this course has been identified as a “**Gordon Rule**” writing reinforcement course. According to the State of Florida’s Gordon Rule, each student must demonstrate college-level writing through formal multiple writing assignments (*Indicates a Gordon Rule Assignment; Essays, and Mid-Term) |

**Syllabus Quiz:** (NA). You must complete the Syllabus Quiz by Saturday September 2 or you may be dropped from the class for non-attendance! Nothing will open for you until you finish the syllabus quiz, therefore you will lose points on assignments and quizzes that are due in the first week.

**Mid Term (October 17) and Final Exams (December 12):** (200 and 200 Points) Exams will consist of multiple choice and one essay (Mid Term Only). Use the study guides to help you prepare. On the essay portion should be at least 300 words; Thesis, body and conclusion. Once you start the exam, the clock starts. You cannot log off and come back to it later. Students are not allowed to use any outside information; Power Point lectures, notes, books, individuals for help, phones, tablets, I-pads, or the internet to look up information while taking the exam. This would be considered cheating. The Final Exam is cumulative and will cover the entire semester of study.

***IMPORTANT: On the Mid-term the professor will cut and paste your written portion and submit it to Turnitin.com. Anything above 25% over the originality report, no credit will be given, and you may be accused of violation of academic integrity. This can led to failure for the course***

**Essays:** (300 Points the lowest essay grade will be dropped): **Formal Essays.** The Essay is designed to probe your understanding of the complexity of historical events and issues, and your ability to marshal relevant evidence behind a strong thesis. How broad and deep your understanding is of history, including varying interpretations of key events, will determine how well you are able to understand the question and to develop historical arguments to support your analysis. Essays consist of the following...

1. **Cover Page:**
a. Cover Page: To Include Name, Course Number, Semester, Topic Question, and Date.

Cover Page Example

Essay/Discussion 1: What made Alexander the Great such an outstanding general? Give examples from his military campaigns.

A. Student  
September 9, 2017  
Fall A 2017  
EUH2000_71AG

2. Word Requirement and Style  
a. Paper; 500+ words, double-space 12 font, New Times Roman. If the paper falls below 500 words, it will receive an automatic failing grade. Yes, that means 499 words and you will not pass. Writing over 500 words does not automatically guarantee you a passing grade.

3. Resources and citations  
a. Works Cited Page: Any source found in the works cited page MUST be cited somewhere in the paper. You need at least THREE sources! The ONLY sources allowed for the paper are the following; the textbook, books, E-books, primary sources, written articles (print), and lectures in or outside of class found in the content section. (Encyclopedias can be used as a starting point but cannot be listed as a source)  
b. NO INTERNET WEB SOURCES; History Channel, Wikipedia, Encarta or dictionaries. This does not include the Library of Congress, Presidential Libraries or Museums that contain primary sources.  
c. If there are no citations i.e., (McKeown) the paper will receive an automatic failing grade, and your name submitted to Academic Affairs for an alleged violation of Academic Integrity.

1. EXAMPLES OF listing SOURCES and in-text citations
a. **A Lecture:** McKeown, Michael. “Early Middle Ages.”
   Classroom, Daytona Beach. 19 September. 2017. Lecture.
   (McKeown)

b. **A Printed Source**
   Spielvogel, Jackson., *Western Civilization* Canada, Thomas Bosworth, 2014. Print. (Spielvogel p.100)

c. **A Primary Source**
   Wright, F.A., *Works of Liudprand of Cremona: Antapodosis*
   Routledge and Sons, 1930 (Wright)

4. **Originality Report**
   a. If the report is not satisfactory, over 25%, this can be considered plagiarized and can lead to failure of the assignment and being reported to Judicial Affairs.
   b. So check back. You can always fix it and resubmit your essay to the Assignment Box. It is better to turn it in late and have points deducted. The other option is a failing grade.
   c. When in doubt, cite your work. This can protect you from plagiarism in case the report comes back over 25%. The essay will not be accepted for grade or points taken off.

5. **Content of Essay (the most important!)**
   a. **Thesis:** A clear and well-developed thesis: Thesis supported with relevant and substantial historical evidence. Do not repeat the question as your thesis. There should not be any citations in your thesis paragraph; after all, it is your thesis.
   b. **Answering the Question:** Understands the complexity of the question, deals with all parts of the question in depth. In other words, answer the question.
   c. **Analysis:** Effectively analyzes all parts of the question, does not simply describe. It is important to list facts in your paper, but it is just as important to offer interpretation of those facts.
   d. **Supports Thesis:** Makes substantial use of relevant facts to support thesis.
   e. **Organization:** Essay is well organized and written, and is free of significant errors. Proof read and revise your paper!

6. **Peer Review: (Bonus 10 points)** After the student has finished the essay, Post your essay in the Discussion Section under Essays on the day the essay is due. Read a fellow student’s essay that has not been critiqued. If you critique a student’s essay that has already been critiqued, no credit will be given. Provide constructive critique, at least two positive and two ways to improve. Examples; the stance and supporting details, citations, did they effectively answer the question. **Do not be concerned with punctuation, grammar and spelling. Your focus is to look at the content.**
   a. The purpose for the writer is to revise their essay before the last day of submission. The writer will cut what their fellow student wrote and paste it to the Cover page under the question. **No late grade deductions will apply providing that, 1. The Essay is submitted for grade on the day it is due and 2. The writer cut and pasted the comments on the cover page, and made the necessary corrections.**
7. **LATE SUBMISSIONS** (Will apply if not submitted on the day the essay is due):
   a. – 10% deduction for essays submitted past the due date 00:00:01 – 24:00:00.
   b. – 20% deduction for essays submitted past the due date 24:00:01 – 48:00:00.
   c. – 30% deduction for essays submitted past the due date 48:00:00 – 72:00:00.

No work accepted after 72:00:00 past due

8. **Need Help:** If you need help on writing,
   a. First, write a rough draft of your essay. Then do one of the following things...
      i. Come see me during my office hours where we can over your essay and I can tell you where you can improve your essay.
      ii. Send me your essay via email before 6:00 pm Thursday evening.
      iii. Use the Writing center or the Academic Support Center.

**ESSAY QUESTIONS**

1. **Essay /Discussion 1:** What made Alexander the Great such an outstanding general? Give examples from his military campaigns.

2. **Essay /Discussion 2:** According to the historian Edward Gibbon, “Christianity bore the ultimate responsibility for the fall of the Roman Empire.” Assess the validity of this statement that would support his position and arguments that would go against Gibbon’s thesis.

3. **Essay /Discussion 3:** Renaissance, Reformation, and the Age of Discovery: Explain how each of three periods had an impact on western civilization.

*The Discussion and Responses (200 Points) are due in the Discussion on Saturday. The lowest two Discussions and Responses will be dropped.

1. After submitting your Discussion to The Assignment Tab, then cut and paste it to the discussion page. Please give your initial post a title. Please do not use an attachment for the discussion page.
   a. Anything below 200 words is an automatic non-passing score.
   b. One source is required which can be the textbook and /or lectures.
   c. Need a thesis and at least one point you are trying to prove.
   d. Spelling, grammar and punctuation count!
   e. Your written portion from the Assignment Tab will count for 40 points.

Your responses to your colleagues are due Sunday @ 11:59 PM. Responses to other students will be required to respond to at least one student, 50 words or more. Replies to other students should enhance critique (constructively and politely), support, and/or supplement a fellow classmate’s original response, using the terms, concepts, and theories from the required readings and/or other outside sources. If you write, “great essay or I agree” or something
similar you will not receive credit. If the student clearly did not answer the question and you do not point it out, you will lose points.

Quizzes: (100 Points). Quizzes are given every Monday. (Two Lowest grades dropped)
There will be weekly quizzes that will be EVERY MONDAY. Quizzes are on topics we have covered in the course or the reading assignment from the previous week. Quizzes will be 25 multiple-choice questions. You will have 30 minutes to complete the quiz. When taking the quiz make sure, you save after each question. This is for your protection. If you do not save after each question and you encounter a problem, i.e., loss of power or Internet, I will only count those questions that you saved. If you do encounter a problem, email me immediately. There are no make-ups for missed graded quizzes.

Grading Policy: Grades based on overall points accumulated in class, not percentages. In addition, to successfully complete the course, you must earn a grade of a C or higher or 700 points.

<table>
<thead>
<tr>
<th>Number of Points Earned</th>
<th>Percent</th>
<th>Grade</th>
</tr>
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<tbody>
<tr>
<td>900 – 1000</td>
<td>90% - 100%</td>
<td>A</td>
</tr>
<tr>
<td>870 – 899</td>
<td>87% - 89%</td>
<td>B+</td>
</tr>
<tr>
<td>800 – 869</td>
<td>80% - 86%</td>
<td>B</td>
</tr>
<tr>
<td>770 – 799</td>
<td>77% - 79%</td>
<td>C+</td>
</tr>
<tr>
<td>700 – 769</td>
<td>70% - 76%</td>
<td>C</td>
</tr>
<tr>
<td>600 – 699</td>
<td>60% - 66%</td>
<td>D</td>
</tr>
<tr>
<td>0 – 599</td>
<td>0% - 59%</td>
<td>F</td>
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<tr>
<td>Incomplete</td>
<td>All assignments, term paper, and quizzes were completed at that point in time. The student has a grade C or higher at that point in time.</td>
<td>I</td>
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Class Schedule and Assignments

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>ASSIGNMENT DUE BY NEXT CLASS</th>
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| AUGUST 28 – SEPTEMBER 2 | Watch the Video: The Ancients | ● **Log On to Falcon Online and take the Pre-Test:** This is not graded but must be completed in order to continue with the course. At the end of the semester you will take a **Final Exam** which will be graded. A portion of the data will be used to compare your progress in the course.  
● **READ: Chapter 2**  
● **Discussion 1:** What legacy did the Ancient Hebrews leave to Western Civilization? Original Post is due September 1 |
|              |                              |                              |
| WEEK 2 | SEPTEMBER 3 – 9 | Watch the Video: *The Civilization of the Greeks* | • READ: Chapter 3  
• QUIZ I: (Chapter 2) Due Tuesday September 5 @11:59 pm (Moved due to the Labor Day Holiday)  
• Discussion 2: Compare and contrast the city states of Sparta and Athens Original Post is due September 8 @ 11:59PM Responses are due September 9 @ 11:59PM |
| WEEK 3 | SEPTEMBER 10 – 16 | Watch the Video: *Hellenism* | • READ: Chapter 4  
• QUIZ 2: (Chapter 3) Due September 11 @11:59 pm  
• Discussion 3: How was Alexander able to create his empire militarily and politically? Original Post is due September 15 @ 11:59PM Responses are due September 16 @ 11:59PM. |
| WEEK 4 | SEPTEMBER 17 – 23 | Watch the Video: *The Roman Republic* | • READ: Chapter 5  
• QUIZ 3: (Chapter 4) Due September 18 @11:59 pm  
• Discussion 4: What were the causes and the results of the Punic Wars? Original Post is due September 21 @ 11:59PM Responses are due September 22.  
• Essay 1: Alexander the Great Due September 23 @ 11:59 PM |
| WEEK 5 | SEPTEMBER 24 – 30 | Watch the Video: *The Roman Empire* | • READ: Chapter 6  
• QUIZ 4 (Chapter 5) Due September 25 @11:59 pm  
• Discussion 5: Analyze the changes Augustus made in Roman political, military, and social institutions? Original Post is due September 29 @ 11:59PM Responses are due September 30 |
| WEEK 6 | | |
| OCTOBER 1 - 7 | Watch the Video: *From Empire to Church* | - READ: Chapter 7  
- QUIZ 5 (Chapter 6) Due October 2 @ 11:59 pm  
- Discussion 6: Analyze the role the Christian Church played in filling the vacuum left by the passing of the Roman Empire. Original Post is due October 6 @ 11:59PM Responses are due October 7 @ 11:59 pm. |
| OCTOBER 8 - 14 | Watch the Video: *Early Middle Ages* | - READ: Chapter 8  
- QUIZ 6 (Chapter 7) Due October 9 @ 11:59 pm  
- Discussion 7: Discuss the political organization of the empire created by Charlemagne. How did he rule? Why did it not survive after his death? Original Post is due October 13 @ 11:59PM Responses are due October 14 @ 11:59PM  
- Essay 2: Fall of Rome Due October 14 @ 11:59 PM  
- Study for the Mid-Term Exam (Chapters 2 – 8) |
| OCTOBER 15 - 21 | MID TERM (Chapters 2 – 8) Due October 17 @ 11:59 pm |
| OCTOBER 22 – 28 | Watch the Video: *High Middle Ages* | - READ: Chapter 9  
- Discussion 8: What roles did peasants and aristocrats play in the civilization of the High Middle Ages? Original Post is due October 27 @ 11:59PM Responses are due October 28 |
| OCTOBER 29 - NOVEMBER 4 | Watch the Video: *Rise of Kingdoms*  
*Last Day to Withdraw from Class November 2* | - READ: Chapter 10  
- QUIZ 7 (Chapters 9) Due October 30 @ 11:59 pm |
<p>| NOVEMBER 5 – 11 | Watch the Video: <em>Later Middle Ages</em> | - READ: Chapter 11 |</p>
<table>
<thead>
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<th>WEEK 12</th>
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| NOVEMBER 12 – 18 | Watch the Video: *The Renaissance* | • **QUIZ 8** (Chapter 10) Due November 6 @ 11:59 pm  
• Discussion 9: Analyze the impact the Hundred Years War had on France and England. Who really won the war? Original Post is due November 10 @ 11:59PM Responses are due November 11 @ 11:59PM. |
|  | | | |
| WEEK 13 | | | |
| NOVEMBER 19 - 25 | Watch the Video: *The Reformation* | • **READ**: Chapter 12  
• **QUIZ 9** (Chapter 11) Due November 13 @ 11:59 pm  
• Discussion 10: How did the Humanist ideals change the world of Art in terms of the artists themselves and their art work? Original Post is due November 17 @ 11:59PM Responses are due November 18 |
|  | | | |
| WEEK 14 | | | |
| NOVEMBER 26 - DECEMBER 2 | Watch the Video: *The Age of Exploration* | • **READ**: Chapter 14  
• **QUIZ 10** (Chapter 12) Due November 27 @ 11:59 pm  
• Discussion 11: How did the English Reformation differ from the reformation in other countries? Be sure to mention specific monarchs and acts of Parliament. Original Post is due December 1 @ 11:59PM Responses are due December 2 @ 11:59PM  
• Essay 3: Renaissance, and Age of Discovery Due December 2 @ 11:59 PM |
|  | | | |
| WEEK 15 | | | |
| DECEMBER 3 - 9 | Watch the Video: *State Building in the 17th Century* | • **READ**: Chapter 15  
• **QUIZ 11** (Chapter 13) Due December 4 @ 11:59 PM  
• Discussion 12: What factors contributed to the successes of the West in the Age of Discovery or encounter? Original Post is |
due December 8 @ 11:59PM Responses are due December 9 @ 11:59PM.
- Study For Final (Chapters 2 – 15)

WEEK 16

DECEMBER 10 - 14

QUIZ 12 (Chapter 14) Due December 11 @ 11:59 PM

FINAL EXAM (Cumulative) Due December 12 @ 11:59 PM
In accordance with Departmental policy a post-test has to be administered to measure Student Learning Outcomes. These will be measured against the Pre-Test that the Student took at the beginning of the semester.
If you did not take the Pre-Test, 25 Points will be deducted from your final exam. Please do not ask to open it up, you were given a whole week to do it.

College Policies (Pages 11 - 13)

This section of the syllabus contains Student Rights and Responsibilities, Academic Integrity Policies, College Network Acceptable Use Policy, Academic Support Services, Withdraw Process, Students with Disabilities, Veterans and Campus Safety

Class Withdrawal Process: Example: Students can withdraw from this class prior to the date listed in the Academic Calendar. It is not necessary to have approval from the instructor to withdraw from the course, but you should discuss the situation with the instructor prior to any action. Many times issues and concerns can be resolved with communication. Please review Refund/Repayment Policy in the current college catalog and also check with the Office of Financial Aid to determine how this withdrawal might affect your current and future aid eligibility.

Student Rights & Responsibilities

Students are responsible for reading and following all college policies outlined in the Student Handbook. Some of the most important are summarized below. The Handbook can be accessed at http://www.daytonastate.edu/academics.html under “Student Resources.”

Academic Integrity
In order to preserve academic excellence and integrity, the College expects you to know, understand, and comply with the Academic Integrity Policy, which prohibits academic dishonesty in any form,
including, but not limited to, cheating and plagiarism. Grades conferred by instructors are intended to be, and must be, accurate and true reflections of the coursework actually produced and submitted by you.

Cases of suspected academic dishonesty may be reported to the Judicial Affairs Office for resolution. Modify this to include grade penalties or if you refer all cases to Judicial Affairs.

Honor Pledge: I, as a member of the DSC community, pledge that I will neither give nor receive unauthorized aid in my work nor will I present another’s work as my own, nor will I tolerate anyone who does. For more information on academic integrity, view Honor Code.

The definition of forms of academic dishonesty are and not limited to the following: cheating, plagiarism, self-plagiarism, fabrication, other forms of academic misconduct and other form of violations of academic integrity, can be found in the student handbook and will be strictly enforced in this class.

**Academic Support Services**

**Students with Disabilities:** The Student Disability Services (SDS) Office provides tools and resources to students with documented disabilities. Students who self-disclose a documented disability and provide the required documentation to the SDS Office can receive confidential and reasonable accommodations to assist in their academic success. If you need accommodations, please contact the SDS Office at (386) 506-3238. To call Florida Relay dial 7-1-1, or the appropriate toll-free number: 1-800-955-8771 (TTY), 1-800-955-8770 (Voice). You can also find more information at http://www.daytonastate.edu/sds.

**Veterans:** If you are currently serving or have ever served in the U.S. Military, please feel free to visit the Veterans Center in the Lenholt Student Center (Bldg. 130, room 124) for any assistance or phone 386.506.3065. Please visit https://www.daytonastate.edu/admsvet/

The Division of Library and Academic Support provides the following unlimited services to students via tuition and fees at the time of registration.

**Academic Support Center:** The Academic Support Centers (ASC) assist students on every campus to achieve their potential by providing the resources they need to become successful, independent learners. For more information please go to http://www.daytonastate.edu/asc/ or email ASC@DaytonaState.edu.

**Writing Center:** For assistance with all stages of the writing process please visit the Writing Center (appointments recommended) www.daytonastate.edu/cwc

**Library and Research Services:** The Daytona State Library offers many types of resources to support your research materials and assistance. www.daytonastate.edu/library

**Technical Support** is available for DaytonaState.edu, printing, web usage, Falcon Online, and more. Students may call 386-506-4AID (4243) or e-mail FalconAid@Daytonastate.edu.
Safety on Campus: Check your Daytonastate.edu after you register for information on accessing and updating your free Daytona State College Rave Alert account. You can also visit https://www.getrave.com/login/daytonastate.