

UC 12108 12F

CBM003 ADD/CHANGE FORM

Undergraduate Council  
 New Course  Course Change  
 Core Category: Govt/Pols Effective Fall 2014

or

Graduate/Professional Studies Council  
 New Course  Course Change  
 Effective Fall 2013

1. Department: POLS College: CLASS
2. Faculty Contact Person: JW Jackson Telephone: 3-3919 Email: jjackson5@uh.edu
3. Course Information on New/Revised course:
  - Instructional Area / Course Number / Long Course Title:  
POLS / 1337 / U.S. Government: Congress, President and Courts
  - Instructional Area / Course Number / Short Course Title (30 characters max.)  
POLS / 1337 / US GOVT: CONGRESS, PRES & CRTS
  - SCH: 3.00 Level: FR CIP Code: 45.1002.0001 Lect Hrs: 3 Lab Hrs: 0
4. Justification for adding/changing course: To meet core curriculum requirements
5. Was the proposed/revised course previously offered as a special topics course?  Yes  No  
 If Yes, please complete:
  - Instructional Area / Course Number / Long Course Title:  
\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_
  - Course ID: \_\_\_\_\_ Effective Date (currently active row): \_\_\_\_\_
6. Authorized Degree Program(s): \_\_\_\_\_
  - Does this course affect major/minor requirements in the College/Department?  Yes  No
  - Does this course affect major/minor requirements in other Colleges/Departments?  Yes  No
  - Can the course be repeated for credit?  Yes  No (if yes, include in course description)
7. Grade Option: Letter (A, B, C ...) Instruction Type: lecture ONLY (Note: Lect/Lab info. must match item 3, above.)
8. If this form involves a change to an existing course, please obtain the following information from the course inventory: Instructional Area / Course Number / Long Course Title  
POLS / 1337 / U.S. Government: Congress, President and Courts
  - Course ID: 37333 Effective Date (currently active row): 2012827
9. Proposed Catalog Description: (If there are no prerequisites, type in "none".)  
 Cr: 3. (3-0). Prerequisites: None Description (30 words max.): Introduction to the institutions of government with an emphasis on congress, the president, and the federal courts.
10. Dean's Signature: \_\_\_\_\_ Date: 10/8/12  
 Print/Type Name: Dr. Sarah Fishman

RECEIVED OCT 12 2012

## REQUEST FOR COURSES IN THE CORE CURRICULUM

Originating Department or College: Political Science

Person Making Request: Gregory Weiher

Telephone: 3-3924

Email: gweiher@uh.edu

Dean's Signature: \_\_\_\_\_

Date: 09/09/12

Course Number and Title: POLS1337 – Introduction to American Government II

Please attach in separate documents:

Completed CBM003 Add/Change Form with Catalog Description

Syllabus

List the student learning outcomes for the course (Statements of what students will know and be able to do as a result of taking this course. See appended hints for constructing these statements):

In general, the course aims to teach students:

1. Students will gain familiarity with the fundamental institutions and processes of American and Texas government.
2. Students will become knowledgeable consumers of news about politics.
3. Students will have an appreciation of the implications of the policy choices that are made by elected and appointed officials.

Component Area for which the course is being proposed (check one):

Communication

American History

Mathematics

Government/Political Science

Social & Behavioral Science

Creative Arts

Life & Physical Sciences

Competency areas addressed by the course (refer to appended chart for competencies that are required and optional in each component area):

Critical Thinking

Teamwork

Communication Skills

Social Responsibility

Empirical & Quantitative Skills

Personal Responsibility

Because we will be assessing student learning outcomes across multiple core courses, assessments assigned in your course must include assessments of the core competencies. For each competency checked above, indicated

the specific course assignment(s) which, when completed by students, will provide evidence of the competency. Provide detailed information, such as copies of the paper or project assignment, copies of individual test items, etc. A single assignment may be used to provide data for multiple competencies.

### **Critical Thinking**

Students will be required to write a 350 word essay (approximately two double-spaced pages) in answer to the question “What are the consequences of having a federal system of government.” In doing so, they will be expected to think through the implications and dangers of concentrated political power, and to balance the relative benefits of restricting power, on one hand, and government efficiency on the other. They will be asked which of these goals should prevail.

### **Communication**

Students will be required to write a 350 word essay (approximately two double-spaced pages) in answer to the question “What are the consequences of having a federal system of government.” They will be evaluated on whether they present a clear thesis, and on the coherence and clarity of the case that they make.

### **Social Responsibility**

Students will be required to write a 350 word essay (approximately two double-spaced pages) in answer to the question “What are the consequences of having a federal system of government.” In addressing this question, they will also address issues of the distribution of political power and its implications for various factions and social groups.

### **Individual Responsibility**

Students will be required to write a 350 word essay (approximately two double-spaced pages) in answer to the question “What are the consequences of having a federal system of government.” In addressing this question, students will be forced to consider issues of citizenship and the prerogatives of citizens, and how their actions contribute to the maintenance of a fair and democratic distribution of power in a political system.

Will the syllabus vary across multiple section of the course?

XX No


Inclusion in the core is contingent upon the course being offered and taught at least once every other academic year. Courses will be reviewed for renewal every 5 years.

The department understands that instructors will be expected to provide student work and to participate in university-wide assessments of student work. This could include, but may not be limited to, designing instruments such as rubrics, and scoring work by students in this or other courses. In addition, instructors of core courses may be asked to include brief assessment activities in their course.

Dept. Signature:



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# American Government II (POLS 1337— Hybrid)

## University of Houston Fall 2012

**Instructor: Gregory R. Weiher**

Office: PGH 416

Office Hours: MW 4:00 -5:00

e-mail: gweiher@uh.edu

Phone: 33924

**Teaching Assistant: Kalthoom Bouderdaben**

Office: PGH, 4<sup>th</sup> floor TA room (426)

Office Hours: by appointment

e-mail: kabouderdaben@uh.edu

**McGraw-Hill Representative: Julianne Peterson**

e-mail: julianne\_peterson@mcgraw-hill.com

*How well has the American "experiment" worked?* This course is a companion course to POLS 1336 and is designed to provide you with the tools to answer this question. We will focus primarily on the institutional side of government: the executive, the legislative and the judiciary. In addition, we will explore the Texas political system as a contrast and parallel to the American system. We will also broadly discuss the Constitution (including the Bill of Rights), civil rights and liberties, and the creation of public policy to help round out your understanding of the machinery of government. The material presented to you in the readings, lectures and discussions will give you an understanding of the institutions, processes and informal political arrangements that shape and direct political activity.

The instruction in the course will consist of a mix of lecture, multi-media presentations, and assigned reading. The goal is to promote the relevance of the political system and to offer you an integrative approach to politics from a real-world point of view. This will hopefully provoke thought, invoke critical reasoning and encourage intellectual resolution.

**Learning Objectives**

In general, the course aims to teach students:

1. Students will gain familiarity with the fundamental institutions and processes of American and Texas government.
2. Students will become knowledgeable consumers of news about politics.
3. Students will have an appreciation of the implications of the policy choices that are made by elected and appointed officials.

**NOTE: THIS COURSE IS VERY DIFFICULT FOR SOME STUDENTS. PAST STUDENTS HAVE TOLD US THAT THEY FOUND THE HYBRID VERSION OF THE COURSE HARDER THAN A STANDARD LECTURE CLASS. PLEASE DO NOT ASSUME THAT THIS COURSE IS EASY BECAUSE IT IS ONLINE. YOU NEED TO PREPARE FOR THIS COURSE AS MUCH (OR MORE) THAN YOUR OTHER CLASSES. MOST IMPORTANTLY, YOU CANNOT AFFORD TO FALL BEHIND IN THIS COURSE. THE STRATEGY OF THIS COURSE IS TO OFFER A VARIETY OF WAYS OF EARNING THE**

POINTS YOU NEED TO PASS WITH A GOOD GRADE. THIS MEANS THAT IN ADDITION TO THREE TESTS, YOU ARE RESPONSIBLE FOR CHAPTER QUIZZES, AND FOR GRADES EARNED THROUGH THE “LEARN SMART” FEATURE OF THE MCGRAW-HILL E-TEXT. QUIZZES AND LEARN-SMART REQUIRE YOUR EFFORT EVERY WEEK. IF YOU SKIP A COUPLE OF WEEKS OF WORKING, STUDYING, PREPARING FOR AND TAKING THE QUIZZES, IT MAY BE IMPOSSIBLE TO RECOVER.

YOU SHOULD ATTEND CLASS REGULARLY IF YOU WANT A GOOD GRADE IN THIS COURSE. COURSE EXAMS ARE BASED ON BOTH THE ASSIGNED READING AND ON LECTURES, AND SOME OF THE MATERIAL PRESENTED IN LECTURES DOES NOT APPEAR IN THE READING. QUOTATIONS AND BULLET-POINT LISTS OF IMPORTANT POINTS MADE IN THE LECTURES ARE POSTED ON BLACKBOARD ALONG WITH THE OTHER MATERIAL FOR EACH WEEK OF THE COURSE.

**IT IS CRITICALLY IMPORTANT THAT YOU TAKE THE SYLLABUS QUIZ BY 11:59 THE NIGHT OF SEPTEMBER 2 IF YOU WANT TO CONTINUE IN THIS COURSE. IF YOU FAIL TO COMPLETE THIS QUIZ BY THE DEADLINE, YOU WILL BE DROPPED.**

**IT IS ALSO CRITICALLY IMPORTANT THAT YOU PURCHASE ACCESS TO THE COURSE E-TEXT, *American Democracy Now*.** THIS COURSE HAS BEEN DESIGNED TO PROVIDE STUDENTS WITH A STRUCTURED PATH TO COURSE SUCCESS, INCLUDING PRACTICE QUIZZES AND STUDY HELPS IN ADDITION TO ASSIGNED READINGS. ALL PAST EXPERIENCE INDICATES THAT STUDENTS WHO DO NOT HAVE THEIR OWN COPY OF THE TEXT FIND IT VERY HARD TO PASS. WE HAVE ADOPTED AN E-TEXT FROM MCGRAW-HILL, IN PART TO REDUCE COST. IF YOU PURCHASE YOUR TEXT ONLINE FROM MCGRAW-HILL, THE PRICE (\$75.00) IS CONSIDERABLY LOWER THAN COMPARABLE TEXTS THAT INCLUDE ONLINE STUDY RESOURCES AND PRACTICE QUIZZES.

You can gain access to the e-text in two ways. One is to go online and purchase it directly from McGraw-Hill. Be sure that you purchase the text that is being used for this course (POLS 1337), *American Democracy Now*. If you purchase your access in this way, the cost will be \$75.00. You can also purchase a code to access the e-text from the campus bookstore – accessing the e-text in this way is somewhat more expensive, however.

**Instructions for purchasing the e-book online and creating a Connect account are found at the end of the syllabus.**

YOU CANNOT USE THE “CHROME” WEB-BROWSER TO ACCESS ANY CONNECT CONTENT.

## Course Structure

As you know, ours is a hybrid course, meaning the content is delivered partially online, so we will have only one weekly in-class meeting. To aid you in preparing for exams, we have included practice quizzes for each chapter. The chapter/practice quiz questions are similar to those in the course exams. They will give you an idea of the kinds of questions you will see on exams. This chapter/practice quiz is scored and accounts for part of your final grade, so don't take it until you have reviewed the chapter and feel you are ready. The chapter quizzes allow you to study thoroughly, and you can take them at your own pace. Part of your grade, then, will not depend upon the three longer, timed, in-class exams. **The first chapter quiz is a mandatory, syllabus quiz. If you don't complete the first chapter quiz by 11:59 Sunday night, September 2, you will be dropped from the course. You are expected to complete the other online content each week by 11:59 each Sunday, and content for the next week opens by the beginning of the next class period (Mondays, 1:00).**

*Learn-Smart* is a study aid that appears with the material for each week of the course. When you engage *Learn-Smart*, it presents you with 100 questions drawn from the chapter in question. *Learn-Smart* tells you whether you've answered each question correctly, and it will direct you to review specific parts of the chapter if you demonstrate weakness on certain questions and series of questions. It will give you the opportunity to review areas where you are weak and improve your performance. *Learn-Smart* will prompt you at the end of the first round of questions to see if you wish to continue to review. If you place your cursor over the diagnostic box at the left side of the *Learn-Smart* screen, it will tell you what proportion of your responses has been correct, what proportion has been wrong, and what proportion has been "OK," not completely correct and not completely wrong. It will also display a percentage that indicates your mastery of the material. At the end of the week, this percentage will become your *Learn-Smart* grade for that week. You can improve this score by continuing to review in *Learn-Smart*, ultimately until your mastery percentage reaches 100.

**Do not wait until the last minute to complete these quizzes and exercises. The quizzes are best done with some time to take notes and study a bit. And, obviously, the boost to your grade that you get from *Learn Smart* will be greater the more time you spend reviewing and improving your performance.**

Equally obviously, to do all this, you will need a computer, an Internet connection and the appropriate password for Blackboard, and access to a copy of our McGraw-Hill e-text (*American Democracy Now*). If you have difficulty getting on to Blackboard, you should contact User Services located on the ground floor of PGH (PGH 116 -- 713/743-1411). If you have difficulty because of your hardware, you should also contact User Services. It may be necessary for you to use one of the on-campus computer labs to work on this course if your hardware's specifications do not permit your machine to talk to Blackboard. (Keep in mind that you cannot use the "Chrome" browser to access Blackboard if you are using Connect.) Just in case you do have technical problems that might delay you in meeting course deadlines, you should remember that an undergraduate computer lab is available in the Political Science Department in PGH 391. If you have technical issues or questions related to the class, contact Kalthoom Bouderdaben ([kabouderdaben@uh.edu](mailto:kabouderdaben@uh.edu)).

The class is based on weekly quizzes, study-exercises, and scheduled tests. You must meet the deadlines shown in the syllabus. Unfortunately, because of the numbers of students who take this course, the class cannot be tailored to your personal schedule. You must read this syllabus very carefully with attention to the assignments and deadlines.

You will need to allocate time each week for the course and meet the deadlines. Once each deadline is past, the on-line tests over that material as well as any other assignments will be closed.

**There will also be three on-campus tests.** Check this syllabus for exam dates. Two exam settings of 80 seats each are scheduled for each test day to attempt to provide some flexibility in accommodating your schedule to the exam schedule. Do not make any plans that keep you from taking these exams. If you work, you should inform your employer of the dates of the exams, and make sure that you will be able to take the exams on the scheduled dates.

We will not accept out-of-town business trips or a cranky boss as an excuse for missing these exams. Also, make sure that the exams do not conflict with any other classes you are taking. We want this class to be a success for you, but not everyone is well suited to this type of class. If you are not well organized and disciplined in your work habits, this is not the right course for you. If you anticipate work conflicts with the schedule of this course, you should think about enrolling in another one.

To log into Blackboard, direct your browser to [www.uh.edu/Blackboard](http://www.uh.edu/Blackboard) and click on the white BLACKBOARD Learn button. Enter your PeopleSoft ID and password and then select our class from the list. Our class shell should open up. If you cannot gain access to the class shell, contact User Services in room 116, PGH (713/743-1411).

If you do not know your Blackboard Learn password, please call 713 / 743-1411 or stop by the TSS Help Desk in Hoffman Hall Room 116.

## **Exams and Point Structure**

**(1) EXAMS:** Three exams will test you on the ideas and topics through (roughly) each third of the course. Your final examination will be taken during finals week. The format for each of the exams will be the same – a series of multiple choice and true/false questions.

*For each exam, you will have 50 multiple choice questions selected at random. Each answer is worth 2 points. So, you can get a total of 100 points for each exam.*

**You will take these exams at the University's Electronic Testing Center (ETC, room 101) in Agnes Arnold Hall.**

Students will need to reserve a testing time and space **FOR ALL EXAMS** by visiting the **CLASS ETC** website at [http://www.class.uh.edu/classidt/etc/etc\\_res/students/index.php](http://www.class.uh.edu/classidt/etc/etc_res/students/index.php). Exams are posted on the CLASS ETC reservation software about two weeks in advance, at which time it will be possible to reserve a seat. Don't forget to make a reservation.

**STUDENTS WILL NOT BE ALLOWED TO ENTER THE ETC WITHOUT A VALID RESERVATION AND PICTURE ID – There will be no exceptions to this rule.**

**(2) ON-LINE UNITS AND QUIZZES AND LEARN-SMART:**

The online quizzes and Learn Smart are materials prepared by our publisher (McGraw-Hill). These quizzes and other materials become accessible when you buy your text book.

**Instructions for buying your textbook appear at the end of this syllabus.**



Chapter quizzes and Learn Smart provide a way for you to pad your grade. You will have a full week to study to insure that you get good grades on your chapter quizzes (not to mention the fact that this studying will also prepare you for course exams). You earn points in Learn Smart by reviewing and studying material in each chapter (and this also leads to higher grades on exams). Your advantage is that outcomes on the weekly graded material are entirely in your hands. If you put in a reasonable amount of time each week, you cannot get a bad grade in this course.

The due dates for quizzes and Learn Smart are listed in each week's assignments below. If you fail to take the quizzes by the deadline, you will not receive any points for that quiz. We cannot open a quiz after it has been closed. **If you are having technical trouble with Blackboard Learn, you must contact your TA by email and the UH Help Desk (713 / 743-1411) before the quiz closes.** It is best to complete these assignments as soon as possible.

**(3) THE SYLLABUS QUIZ:** The syllabus quiz is the first of the weekly, graded quizzes. It must be completed by 11:59 pm, Sunday, September 2. The syllabus quiz is comprised of ten questions about items and issues discussed in the syllabus, and is worth ten points. It is graded in the same way that the chapter quizzes are graded – if you get eight correct answers, for instance, you get eight points. If you get all correct answers, you get ten points. **IF YOU DON'T COMPLETE THE SYLLABUS QUIZ BY THE DEADLINE YOU WILL BE DROPPED FROM THE COURSE.** This quiz is mandatory for course continuance based on our conviction that students who do not complete the quiz because they do not pay attention to course communications, accomplish the tasks necessary to get onto Blackboard during the beginning week of the course, or show the commitment to familiarize themselves with the syllabus, are not likely to be successful in this course, and should probably transfer to courses that are offered in a different format. **Note that you can add a course for the Fall, 2012, semester until September 4.**

**(4) "THE CHEAT SHEET!":** You can use all the notes you can record on one side of an 8 ½ by 11 inch page of paper during your exams. We will check these at the door at the exam to make sure they follow these guidelines.

## POINT TOTALS and GRADES

The maximum number of points that can be scored in the class is **600**.

Your final grade will be determined by the following method:

- (1) **3 Exams - 100 points each (300 points total)**
- (2) **13 quizzes (one syllabus quiz, 12 chapter quizzes – three lowest grades are dropped) — 20 points each (200 points total)**
- (3) **12 weeks of Learn Smart grades (two lowest grades are dropped) — 10 points each (100 points total)**

**Total the number of points that you receive for each Learn-Smart, quiz and test.**

**Divide that number by six. This is your “final” course score that I will use for the final curve.**

*So if you made the following grades:*

Exam I= 82

Exam II= 84

Exam III= 92

Cumulative Chapter Quizzes = 170

Cumulative Learn-Smart points 84

Total Points Earned (TPE) = 530

*TPE Divided by 6: 88.3*

**I will round up at the half point. I will curve the final grade from this distribution.**

### **Make Up Exam Policy**

There is a provision for you to take **ONE** makeup exam. The makeup exam opportunity will be scheduled in the testing center on one day during dead week. You can make up either Exam I or Exam II. You must make room in your schedule to meet at that time.

### **Important Dates to Remember**

**REVIEW OF MAJOR EXAMS AND DATES:** All three major tests will be given in the CLASS Electronic Testing Center (ETC) in Agnes Arnold Hall, Room 101.

**Syllabus Quiz: Must be completed by 11:59, September 2**

**Last day to add a course: September 4**

**Last day to drop without a grade: September 12**

**Exam I: October 5**

**Time Slot 1: 12:00 pm – 1:00 pm, 80 seats**

**Time Slot 2: 2:00 pm – 3:00 pm, 80 seats**

**Last day to drop with a grade or with a “W”: November 2**

**Exam II: November 2**

**Time Slot 1: 10:00 am – 11:00 am, 80 seats**

**Time Slot 2: 2:00 pm – 3:00 pm, 80 seats**

**Exam III: December 12**

**Time Slot 1: 10:00 am – 11:00 am, 80 seats**

**Time Slot 2: 2:00 pm – 3:00 pm, 80 seats**

### **Makeup Exam (for those who qualify): Time to be announced**

The exams will NOT be cumulative. The exams will only cover the material from the lectures and the readings.

**OVERVIEW OF QUIZ and LEARN-SMART DUE DATES:** These quizzes (except the syllabus quiz) are over the assigned reading for each week. They are to be completed by the day before the next week's content begins (Sunday night at 11:59 PM). The Learn-Smart grades are also finalized at 11:59 on the evenings of the dates listed.

#### **Syllabus Quiz: September 2**

<b>Quiz 1: September 16</b>	<b>Theories of Constitution</b>
<b>Quiz 2: September 23</b>	<b>U.S. and Texas Constitutions</b>
<b>Quiz 3: September 30</b>	<b>Congress</b>
<b>Quiz 4: October 7</b>	<b>The Texas Legislature</b>
<b>Quiz 5: October 14</b>	<b>The Presidency</b>
<b>Quiz 6: October 21</b>	<b>The Texas Governor</b>
<b>Quiz 7: October 28</b>	<b>The Judiciary</b>
<b>Quiz 8: November 4</b>	<b>The Texas Courts</b>
<b>Quiz 9: November 11</b>	<b>Federalism</b>
<b>Quiz 10: November 18</b>	<b>Judiciary</b>
<b>Quiz 11: December 2</b>	<b>Civil Liberties</b>
<b>Quiz 12: December 9</b>	<b>Public Policy</b>

Again, access to the material for each quiz and Learn-Smart opportunity requires that you have access to the McGraw-Hill e-text, and thus access to quizzes and exercises on Blackboard.

## **Course Protocols**

**Rule 1: Read the syllabus carefully.** We don't mind you asking questions about subjects covered by the syllabus, but please carefully read the syllabus and make a point of reviewing it over the course of the semester. If you do not read the syllabus carefully, you are vulnerable to making mistakes that will cost you points in the class.

**Rule 2: Valid e-mail address.** The University of Houston considers your e-mail address in Peoplesoft the official method of contact between you and the university. As a prerequisite of this course, you must have a valid e-mail address in Peoplesoft. You may not claim an incorrect or blank e-mail address as an excuse in the case of missed communications from the professor or staff.

**Rule 3: Schedules.** Remember that this is a structured course with weekly deadlines. If you cannot meet the deadlines, you should not be in this class. Review these deadlines and scheduled events carefully. You must do the assigned work during the semester on time. Each semester we have students who fail to do the assignments and then ask to have them reposted, or who

want us to extend the course for them for a period after the semester is over. We do not have the staff to tailor this course in this fashion. You must do the work during the semester and meet the deadlines.

**Rule 4: Computer equipment.** It is expected that your computer and internet connection can handle the requirements of an online course. There will be online quizzes and study assignments. The class staff cannot make special arrangements to deliver the material to you. If you have a computer problem, you should have your computer repaired, if that is necessary, or contact the university IT Help Desk at 713-743-1411, or visit them in room 116 of Hoffman Hall. Political Science also has a computer lab you can use (PGH 391). One of the most frequent problems that students have in this class is that they wait until the last minute to do assignments and then have problems with their personal computer that cause them to miss the deadline. Plan ahead to avoid this mistake.

**Rule 5: Missed internet assignments.** If you do not complete an online assignment/quiz by the date and time listed, you will not be allowed to make up the assignment. Your grade for that assignment will be zero. There are no exceptions to this rule. We realize that unforeseen circumstances arise, and that is why we allow you to drop your three lowest quiz grades and two lowest Learn Smart grades. If you wait until the last minute to complete the assignment and then suffer computer problems, you will miss the deadline. Give yourself enough time to do the online work at home or at the university; and, again, if you have problems, remember that political science has a computer lab that you can use in room 391 PGH.

**Rule 6: Posting Grades.** Grades will be posted on the Blackboard Learn site.

**Rule 7: Dropping the course.** You may drop or withdraw without a grade up until the official university reporting date (ORD), September 12 (though you may not add a new course after September 4). If you drop the course after that, you must receive a grade, or take a "W." The last day to drop a course with a grade or withdraw with a "W" is November 2.

**Rule 8: Communication.** Do not hesitate to send an e-mail to the instructor or TA if you need information or help. You will find that e-mail works well. Please include the course name, your name, and the nature of your problem in the e-mail subject line. This saves time in trying to establish who you are.

**Rule 9: Dropping you from the course.** If we believe that you are not actively engaged in the class (i.e., you fail to complete the syllabus quiz before 11:59, September 2, you are missing quizzes, assignments, and exams, or are failing to respond to communications) we reserve the right to unilaterally drop you from the course. We don't want to do this, so please make sure to give this course your full effort.

### **Schedule of Topics/Readings:**

Week 1, August 27: Course Introduction

No reading assignment

Syllabus Quiz, 11:59, September 2

- Week 2, September 3 – Labor Day – No Class
- Week 3, September 10: The U.S. Constitution  
*American Democracy Now*, Chapter 1: “The Constitution”  
Quiz 1, Learn-Smart, 11:59, September 16
- Week 4, September 17: The Texas Constitution  
*American Democracy Now*, Chapter 12: “The State Constitution”  
Quiz 2, Learn Smart, 11:59, September 23
- Week 5, September 24: Congress  
*American Democracy Now*, Chapter 5: “Congress”  
Quiz 3, Learn Smart, 11:59, September 30
- Week 6, October 1: The Texas Legislature  
*American Democracy Now*, Chapter 13: “The Texas Legislature”  
Quiz 4, Learn Smart, 11:59, October 7

**First Examination:** October 5, Electronic Testing Center, Agnes Arnold Hall

- Week 7, October 8: The Presidency  
*American Democracy Now*, Chapter 6: “The Presidency”  
Quiz 5, Learn Smart, 11:59, October 14
- Week 8, October 15: The Texas Executive Branch  
*American Democracy Now*, Chapter 14: “The Office of the Governor and State Agencies in Texas”  
Quiz 6, Learn-Smart, 11:59, October 21
- Week 9, October 22: The Federal Courts  
*American Democracy Now*, Chapter 9: “The Judiciary”  
Quiz 7, Learn-Smart, 11:59, October 28
- Week 10, October 29: The Texas Courts  
*American Democracy Now*, Chapter 15: “The Court Systems in Texas”  
Quiz 8, Learn-Smart, 11:59, November 4

**Second Examination:** November 2, Electronic Testing Center, Agnes Arnold Hall

- Week 11, November 5, Federalism  
*American Democracy Now*, Chapter 4: “Federalism”  
Quiz 9, Learn-Smart, 11:59, November 11
- Week 12, November 12, Civil Rights  
*American Democracy Now*, Chapter 20: “Civil Rights”  
Posted reading: “Muslims in the United States”  
*American Democracy Now*, Chapter 23: “Immigration and American Politics”  
Quiz 10, Learn-Smart, 11:59, November 18
- Week 13, November 19, Public Policy  
*American Democracy Now*, Chapter 19: “Domestic Policy”  
Quiz 11, Learn-Smart, 11:59, December 2
- Week 14, December 3, Public Policy in Texas  
*American Democracy Now*, Chapter 25: “Public Policy in Texas”  
Quiz 12, Learn-Smart, 11:59, December 9

**Third Examination:** December 12, Electronic Testing Center, Agnes Arnold Hall

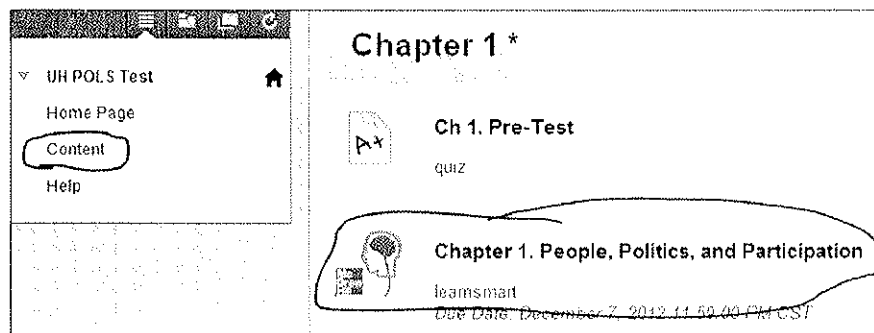
## Purchasing Your McGraw-Hill e-Text

The required textbook for POLS 1336 and 1337 is **only available in an e-book**. You will **access, register for, and purchase this via Bb**. To do this you will complete the following steps.

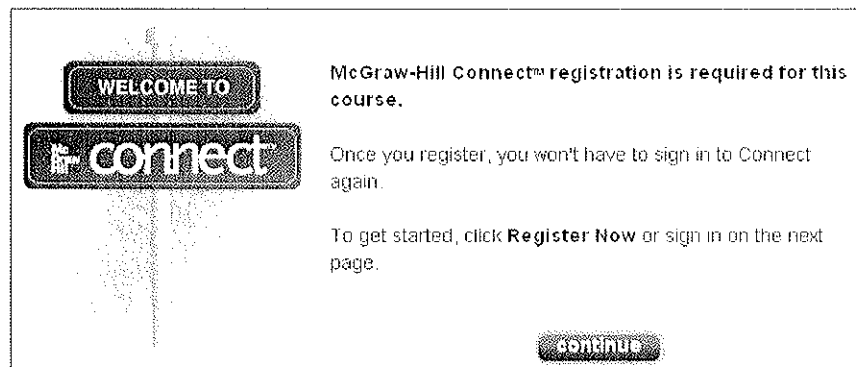
### The purchase options:

- Direct purchase for \$75 from within Bb (directions below).
- Purchase a code from the bookstore that you will enter during this process.
  - Visit bookstores for pricing.
  - Both the on campus B&N and the off-campus Textbook Brokers have some codes.
- Sign up for a 30 day trial; **you must purchase before this expires to keep your grades active**.

Go to POLS 1337 Bb section and go to the **Content folder**. The first time you access a **McGraw-Hill Connect assignment** it will have you register one time. Below is an example of what this might look like:



When you click on this it will open the following screen to let you know that you need to register.





For this example I have selected **Buy Online**.

It will ask for **Country, State and School** – enter this information, click **Submit**


Student Registration

Tell us about your school

\* Country: United States

\* State: TX

\* School: MCGRAW-HILL HIGHER ED (Internal)  
[My school is not listed](#)

 Connect Plus Purchase (adds access to entire textbook via online ebook)

Connect Plus

University of Houston - American Democracy Now, Texas Edition Volume 2  
Edition: 2  
Author: Brigid Harrison  
\$75.00 USD

Access:  
Your access will expire on Feb 15, 2013.

The next page will simply confirm your registration, click **Submit**.

Next you will enter the **State**, it will refresh, and then you can select your **School**.

Registration: **Payment Information**

\* indicates required information

Fill out the information below to continue your purchase.

Update your school information

\* Country: United States [Change Country](#)

\* State: --Choose--

\* School: --Choose--  
[My school is not listed](#)

The middle section of this screen will ask for your billing information.

Be prepared to enter:

- **Cardholder name**
- **Address, Country, State, City, Zip Code, Phone Number**



### Billing information

Enter your billing information as it appears on your credit card statements.

\* Cardholder Name:

\* Address:

\* Country:

\* State:

\* City:

\* Zip Code:

\* Phone Number:

Then enter the **credit card** information including your **Security Code**. Click **Submit**.

### Payment Information

\* Payment Type:

\* Credit Card Number:

Find Your Card Security Code

Visa/MasterCard  
 Enter the last three digits in the signature box on the back of your card.

Solo  
 Enter the four digits on the front of your card (left or right side) above your account number.


American Express  
 Enter the four digits on the front of your card (left or right side) above your account number.

The final screen will confirm what you are purchasing and the cost. Click **Place My Order**.

### Place Order

Click the Place My Order button at the bottom of this page to complete your order.

#### Order Summary



**Connect Plus**  
**University of Houston - American Democracy Now,  
 Texas Edition Volume 2**  
 Edition: 2  
 Author: Briqjd Harrison  
 Expires: Feb 14, 2013

Subtotal: **\$75.00 USD**

Tax: **\$6.19 USD**

Payment Information [Change payment info](#)

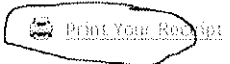
Payment Method:   
 Expiration Date: 7 / 2015

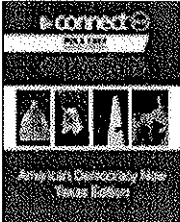
Billing Address:  
 Julianne Peterson

**NOTE:**

On this last screen there will be a green option at the top that says **“Go to Connect Plus”** now. **You will NOT need to click this. When you are finished you will simply go back to your instructor’s Bb course and continue working.**

This last screen will allow you to print your receipt.

Your Receipt 



**Connect Plus**  
Edition: 2  
Author: Brigid Harrison  
eCommerce ISBN: 0077702409  
University of Houston - American Democracy Now,  
Texas Edition Volume 2  
Terms:  
Your access will expire on Feb 15, 2013.

Order Number  
MHHE06-55516966

Date  
Aug 19, 2012

Order Summary

Price:	\$75.00 USD
Tax:	\$6.19
Order Total:	\$81.19 USD

Payment Method:  
VISA xxxxxxxxxxxxxxx7755

Bill to:

The next time you click a McGraw-Hill assignment, it might ask you to “confirm registration” – follow the prompts to do so.