



COURSE INFORMATION AND OBJECTIVES

Required Textbook: McEwan, B. (2015). *Navigating new media networks*. London, England: Lexington Books.

This course provides an introduction to theoretical issues raised by communication technologies, with particular emphasis on *personal relationships* and *social media use*. In it, we will focus on interpersonal topics including how communication technologies are understood, modes of communication technology, impression formation and management in online contexts, relational development and maintenance, and online communities and social networks. Specific objectives and assignments are noted below:

COURSE OBJECTIVES	ASSIGNMENT
Articulate the vocabulary and concepts associated with theories and model of communication technology.	Quizzes and Final Exam
Critically discuss research and reflect on personal experience(s) related to communication technology.	Discussion Board/Reflection Journals
Evaluate communication technology advice appearing in popular media.	Final Paper
Work in groups to evaluate instances of communication technology within personal relationships.	Discussion Board

The course objectives outlined above satisfy the following [learning objectives](#) for the Communication Studies department at UNLV:

- Define communication in interpersonal contexts.
- Analyze and evaluate messages and interaction in interpersonal settings.
- Recognize and explain self-reflexivity in interpersonal contexts.
- Read critically and analyze productively published research articles.
- Recognize and explain multiple perspectives in interpersonal communication theory.

TECHNOLOGY REQUIREMENTS

UNLV has technology recommendations (<https://wchelp.unlv.edu/students/supported-browsers>) for success in online learning. You may need to confirm that your browser, java, flash, and pdf reader are all updated to the latest version to succeed in the course.

Technical Difficulties

The [UNLV IT Help Desk](#) is there to assist you with questions regarding the technology used for your course.

Phone: 702-895-0777

phone support is provided 7 days a week from 7am to 11pm

Email: ithelp@unlv.edu

Walk-in: Student Union 231 M-F 8-5pm and Saturday & Sunday 12-5pm *or* CBC B113 M-F 8-5pm

If you have issues with your technology, please contact them first, they are the technology experts! If you continue to have problems, please post in the “Talk to Me” discussion thread so that other students can indicate if they are also having problems. If you miss a deadline due to technological difficulties, make sure it is documented through communication with the IT Help Desk; exceptions may be made on a case-by-case basis.

COURSE EXPECTATIONS

What to expect of me...

I will communicate with you primarily through the tools within Web Campus/Canvas. If you have a question that you feel may help other students as well, please post your question in the “Talk to Me” discussion thread. If you have a personal concern or question you would like to talk about, please send me an email directly. During the work week, I will respond to personal emails or your posts directed to me within 12 hours. I will review communication over the weekend, but I will respond on Monday to most situations. When sending emails please be sure to include your name and the course information within the email. I encourage you to read this post about [email etiquette](#). Please allow a full 24 hours before emailing me again about the same question or issue, and on Monday for inquiries sent over the weekend.

I will work to foster community through discussion boards, chat sessions, etc. I will post grades by the Sunday evening at the end of each week so that going into the next week you have an idea of areas to improve upon for the next part of the course. This is a fast-moving class, so have patience, I will do my best to return grades as quickly as possible; some assignments require more time than others.

What I expect of you...

I expect that you will spend roughly 6-8 hours a week with the course to complete assignments and readings. It is necessary for you to login daily to Web Campus to ensure that you stay on top of material — while you may not have assignments due every day, keeping track and staying ahead with discussions will be crucial to your success in the course. It is important to login each Sunday to start the week so that you understand what is expected and have time to ask questions before the next wave of assignments are due for each topic area. Most importantly, I expect you to ask questions if something is unclear!

Netiquette

Rules of style or Netiquette (network etiquette) are expected by communicating through email, discussion boards, and any other course-based interactions. A few guidelines to keep in mind include:

- Use courtesy and common sense in all electronic communications.
- Consider what you write, as it is a permanent record and can be retrieved easily.

- Class discussions are confidential. Do not share or forward others' email without permission.
- DON'T TYPE IN ALL CAPS. This is hard to read and is often considered shouting.
- Avoid sarcasm, as it is easily misunderstood.
- Avoid correcting others' grammar, punctuation and spelling unless it is necessary to clarify discussion.
- Avoid flaming. A flame is an abusive, harassing or bigoted message that attacks an author of a message.
- Respect the opinions of others and be sensitive to the diverse nature of people in the class. Keep in mind that although you cannot see other members online, you can and should show respect for individual differences. Diversity issues may include but are not limited to: race, ethnicity, religion, disabilities, gender, sexual orientation, age, social class, marital status, urban vs. rural dwellers.
- Check discussions frequently and respond on subject.
- Cite all quotes, references, and sources.

I encourage you to use UNLV's online learning tip list as well if you are new to online courses:

<https://www.unlv.edu/learn-online/tips>

UNLV Expectations of Classroom Conduct

Students have a responsibility to conduct themselves in class and in the libraries in ways that do not interfere with the rights of other students to learn or of instructors to teach. Use of electronic devices such as pagers, cellular phones, or recording devices, or potentially disruptive devices or activities, are permitted only with the prior explicit consent of the instructor. The instructor may rescind permission at any time during the class. If a student does not comply with established requirements or obstructs the functioning of the class, the instructor may initiate an administrative drop.

ASSIGNMENTS AND GUIDELINES

What follows is a brief description of course assignments; specific details are available in Web Campus/Canvas including due dates.

ASSIGNMENT	DESCRIPTION
Quizzes and Final Exam	There will be 10 quizzes worth 15 points each. Quizzes will consist of a variety of question types (e.g., multiple choice, fill in the blank) and build on content from the prior topic in addition to testing over new material. There will also be a final exam (75 points) during the last week of class. This test will consist of application-based questions and will be comprehensive. See specific testing procedures below.
Reflection Journals	Reflection journals are private posts shared with me as your instructor. These are activity-based and require that you complete a task related to the use of communication technology. There will be four entries due worth 30 points each.
Discussion Board Posts	1-2 times a week you will be provided with a prompt to respond to through the discussion board function on Canvas. Initial posts must be made prior to viewing and responding to classmates. Initial posts are worth 15 points, and you expected to respond to two group members (5 points each) for a total of 25 points per prompt. You will be rotated through different small "groups" to vary your discussion and opportunities to connect over the semester. See schedule for breakdown of posts.
Course (Final) Paper	The final assignment for the course is a ~2000 word paper (inclusive of references and cover page) that offers advice on how to use technology within a specific

	relationship of your choice (e.g., romantic, friendship, family). The paper should draw on content learned as well as outside research. For more details, see Canvas.
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Assignment Submission Instructions

All assignments are due by 11:59 PM (PST) on the date listed on Web Campus/Canvas. The official time of submission is the date stamp of Canvas. Please do not rely on your personal clock time.

- **Discussion Board Posts:** use the link provided to your group board on the unit module page or the tab for "Discussions" on the left-hand side of the screen.
- **Tests and Reflection Journals:** you can follow the links through the unit module page, or through the "Assignment" Tab on the left-hand side of the screen. These are online submissions. Quizzes and Reflection Journals have varied due dates, see the assignment sheet and calendar for each one.
- **Final Paper:** you will also use the link supplied to the assignment on the final unit module page. This will be an uploaded word document (.doc, .docx, .rtf) submitted through the assignment link provided and checked through Safe Assign. I will not accept emailed copies of the paper. I will not accept PDFs of your paper.

Late or Missing Assignment Policy

All assignments are due by 11:59 PM (PST) on the date listed on Web Campus/Canvas. If for any reason you are unable to complete the assignment on time, please contact me by email as soon as possible. Please note there is no guarantee an extension will be granted.

- **Discussion Board Posts:** you may submit an initial discussion board post up to 12 hours late for up to partial credit. As these posts are a group effort and process, it is imperative that you post and reply within the guidelines set to encourage productive interaction and conversations in the class. No credit will be awarded to posts submitted after the response-time closes.
Quizzes: may be completed up to two days late, with a 10% deduction for each day late. After two days you will receive a zero on the quiz.
- **Journal Reflections:** may be completed up to two days late, with a 10% deduction for each day late. After two days you will receive a zero on the reflection.
- **Final paper:** No late papers will be accepted.

Testing Procedures

Each quiz will be worth 15 points and you will have 60 minutes to complete it. You may only take the quiz once. The quizzes are "open book" so to speak (use your readings and notes to help answer questions), but you should not rely on the general internet, classmates, or any other person outside the course to assist you in responding. Once you start the quiz you may not stop it, so be sure you have set aside adequate time to complete it. Please have the files you need downloaded and saved to your computer and ready to go as well, as you will not be allowed to visit other pages while taking the test.

Grading Philosophy

Grades should be a reflection of what you demonstrated you have learned, not a reflection either of how hard you've worked or what you report you have learned after you've received your grade. You must demonstrate that you have learned the material by the work that is submitted. Instructors must base their evaluations of your work on the material you turn in; that is, on the words you write. If you do not understand why you have received the grade you have, please schedule a meeting.

24/7 Rule: You must wait 24 hours after receiving a grade to contact me to discuss or appeal it. This way, you have time to fully review the comments given as well as review the assignment guidelines. Further, you have one week from the date the assignment was returned in class or was posted on Canvas to meet with me about it. When bringing assignments in for discussion, I expect that you have thoughtful arguments to make and can point to specifics in the assignment as well as in your work. I will not discuss grades after one week has elapsed. This course moves quick and we will have moved on to several other assignments by that point. I will do my best to return assignments as quickly as possible to help facilitate discussion.

Academic Misconduct

See below under UNLV policies for the details regarding academic misconduct at a university level. Failure to understand what constitutes academic misconduct and more specifically, plagiarism are not an appropriate excuse should an issue arise within the course. This course uses Safe Assign for all submitted written work; you will have the opportunity to submit to check your paper prior to the due date and resubmit. Please ask questions if you are concerned.

UNLV UNIVERSITY POLICIES

Academic Misconduct

Academic integrity is a legitimate concern for every member of the Campus community; we all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility, and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy, and are encouraged to always take the ethical path whenever faced with choices. Students enrolling at UNLV assume the obligation to conduct themselves in a manner compatible with UNLV's educational mission. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another person, from the Internet or any other source without proper citation of the sources. See the [Student Conduct Code](https://www.unlv.edu/studentconduct/student-conduct), <https://www.unlv.edu/studentconduct/student-conduct>.

Auditing Classes

Auditing a course allows a student to continue attending the lectures and/or laboratories and discussion sessions associated with the course, but the student will not earn a grade for any component of the course. Students who audit a course receive the same educational experience as students taking the course for a grade, but will be excused from exams, assessments, and other evaluative measures that serve the primary purpose of assigning a grade.

Classroom Conduct

Students have a responsibility to conduct themselves in class and in the libraries in ways that do not interfere with the rights of other students to learn or of instructors to teach. Use of electronic devices such as pagers, cellular phones, or recording devices, or potentially disruptive devices or activities, are only permitted with the prior explicit consent of the instructor. The instructor may rescind permission at any time during the class. If a student does not comply with established requirements or obstructs the functioning of the class, the instructor may initiate an administrative drop of the student from the course.

Copyright

The University requires all members of the University Community to familiarize themselves with, and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The University will neither protect nor defend you, nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil

penalties and criminal liability, as well as disciplinary action under University policies. Additional [copyright policy information](http://www.unlv.edu/provost/copyright) is available at <http://www.unlv.edu/provost/copyright>.

Disability Resource Center (DRC)

The [UNLV Disability Resource Center](https://www.unlv.edu/drc) (SSC-A, Room 143, <https://www.unlv.edu/drc>, 702-895-0866) provides resources for students with disabilities. Students who believe that they may need academic accommodations due to injury, disability, or due to pregnancy should contact the DRC as early as possible in the academic term. A Disabilities Specialist will discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours, so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Final Examinations

The University requires that final exams given at the end of a course occur on the date and at the time specified in the Final Exam schedule. The general schedule is typically available at the start of the semester, and the classroom locations are available approximately one month before the end of the semester. See the [Final Exam Schedule](https://www.unlv.edu/registrar/calendars), <https://www.unlv.edu/registrar/calendars>.

Identity Verification in Online Courses

All UNLV students must use their Campus-issued ACE ID and password to log in to WebCampus.

UNLV students enrolled in online or hybrid courses are expected to read and adhere to the [Student Academic Misconduct Policy](https://www.unlv.edu/studentconduct/misconduct/policy), <https://www.unlv.edu/studentconduct/misconduct/policy>, which defines, “acting or attempting to act as a substitute for another, or using or attempting to use a substitute, in any academic evaluation or assignment” as a form of academic misconduct. Intentionally sharing ACE login credentials with another person may be considered an attempt to use a substitute and could result in investigation and sanctions, as outlined in the Student Academic Misconduct Policy.

UNLV students enrolled in online courses are also expected to read and adhere to the [Acceptable Use of Computing and Information Technology Resources Policy](https://www.it.unlv.edu/policies/acceptable-use-computing-and-information-technology-resources-policy), <https://www.it.unlv.edu/policies/acceptable-use-computing-and-information-technology-resources-policy>, which prohibits sharing university accounts with other persons without authorization.

To the greatest extent possible, all graded assignments and assessments in UNLV online courses should be hosted in WebCampus or another UNLV-managed platform that requires ACE login credentials for access.

Incomplete Grades

The grade of “I” (Incomplete) may be granted when a student has satisfactorily completed three-fourths of course work for that semester/session, but cannot complete the last part of the course for reason(s) beyond the student’s control and acceptable to the instructor, and the instructor believes that the student can finish the course without repeating it. For undergraduate courses, the incomplete work must be made up before the end of the following regular semester. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the period indicated, a grade of “F” will be recorded, and the student’s GPA will be adjusted accordingly. Students who are fulfilling an Incomplete grade do not register for the course, but make individual arrangements with the instructor who assigned the “I” grade.

Library Resources

Librarians are available to consult with students on research needs, including developing research topics, finding information, and evaluating sources. To make an appointment with a subject expert for this class, please visit the [Libraries' Research Consultation](http://guides.library.unlv.edu/appointments/librarian) website: <http://guides.library.unlv.edu/appointments/librarian>. You can also [ask the library staff](http://ask.library.unlv.edu/) questions via chat and text message at: <http://ask.library.unlv.edu/>.

Missed Classwork

Any student missing class, quizzes, examinations, or any other class or laboratory work because of observance of religious holidays will be given an opportunity during that semester to make up the missed work. The make-up opportunity will apply to the religious holiday absence only. It is the responsibility of the student to notify the instructor within the first 14 calendar days of the course for Fall and Spring courses (except for modular courses), or within the first 7 calendar days of the course for Summer and modular courses, of their intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit the Policy for Missed Work, under Registration Policies, on the [Academic Policies](https://catalog.unlv.edu/content.php?catoid=6&navoid=531) webpage, <https://catalog.unlv.edu/content.php?catoid=6&navoid=531>

In accordance with the policy approved by the Faculty Senate regarding missed class time and assignments, students who represent UNLV in any official extracurricular activity will also have the opportunity to make up assignments, provided that the student provides official written notification to the instructor no less than one week prior to the missed class(es).

The spirit and intent of the policy for missed classwork is to offer fair and equitable assessment opportunities to all students, including those representing the University in extracurricular activities. Instructors should consider, for example, that in courses which offer a "Drop one" option for the lowest assignment, quiz, or exam, assigning the student a grade of zero for an excused absence for extracurricular activity is both contrary to the intent of the Faculty Senate's policy, and an infringement on the student's right to complete all work for the course.

This policy will not apply in the event that completing the assignment or administering the examination at an alternate time would impose an undue hardship on the instructor or the University that could reasonably have been avoided. There should be a good faith effort by both the instructor and the student to agree to a reasonable resolution. When disagreements regarding this policy arise, decisions can be appealed to the Department Chair/Unit Director, College/School Dean, and/or the Faculty Senate Academic Standards Committee.

For purposes of definition, extracurricular activities may include, but are not limited to: fine arts activities, competitive intercollegiate athletics, science and engineering competitions, liberal arts competitions, academic recruitment activities, and any other event or activity sanctioned by a College/School Dean, and/or by the Executive Vice President and Provost.

Rebelmail

Rebelmail is UNLV's official email system for students, and by University policy, instructors and staff should only send emails to students' Rebelmail accounts. Rebelmail is one of the primary ways students receive official University communications, information about deadlines, major Campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the University. Emailing within WebCampus is also acceptable.

Tutoring and Coaching

The Academic Success Center (ASC) provides tutoring, academic success coaching, and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times,

and other ASC programs and services, please visit the [ASC website](https://www.unlv.edu/asc), <https://www.unlv.edu/asc>, or call 702-895-3177. The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of SSC A, Room 254. Drop-in tutoring is located on the second floor of the Lied Library, and on the second floor of the College of Engineering building (TBE A 207).

UNLV Writing Center

One-on-one or small group assistance with writing is available free of charge to UNLV students at the [Writing Center](https://writingcenter.unlv.edu/), <https://writingcenter.unlv.edu/>, located in the Central Desert Complex, Building 3, Room 301 (CDC 3–301). Walk-in consultations are sometimes available, but students with appointments receive priority assistance. Students may make appointments in person or by calling the Center, 702-895-3908. Students are requested to bring to their appointments their Rebel ID Card, a copy of the instructions for their assignment, and two copies of any writing they have completed on their assignment.

Helpful Links for Online Courses at UNLV: <https://www.unlv.edu/learn-online/helpful-links>