~ Introduction to Linguistics ~
Eng 3343/ Lng 3813/Ant 3903
Fall 2010 Course Syllabus

Instructor ~ Claire Andres
Instructor’s email ~ claire.andres@utsa.edu
Office hours ~ T / TH 1:00 to 3:00 (or by appointment)

Class Times ~ T/TH 11:00 – 12:15
Class Location ~ MB 1.124
Office Location ~ MB 2.414

Required Texts & Materials:
1) Language Files 10th Edition
2) Handouts & readings ~ Available on Blackboard
3) 4 Scantrons – 882 E (the skinny green ones)
4) Note: Many of the materials for this class will be made available on Blackboard; it is a good idea to set aside about $10 to cover printing expenses

Course Objectives:
Students will be given the opportunity to become familiar with the terminology, methodology, theory, and research goals of the major branches of the discipline.

Academic Honesty Policy:
All students are expected to adhere to The University’s statement defining Scholastic Dishonesty In the case of violations, university procedures will be strictly enforced.

University’s statement defining Scholastic Dishonesty:
“Scholastic dishonesty” includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, and any act designed to give unfair advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor, providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment), or the attempt to commit such an act.

This statement is found in the Student Code of Conduct and is available on-line at http://www.utsa.edu/infoguide/appendices/b.html.

Disability Service:
Support services, including registration assistance and equipment, are available to students with documented disabilities through the Office of Disability Services (DSS), MS 2.03.18. Students can contact that office at 458-4157 to make arrangements. More information is available at http://www.utsa.edu/disability/students.htm

Grades:
Four Exams (including Midterm and Final) @ 20% each = 80 %
Pop Quizzes 10 %
Homework 10 %
Attendance see next page

Grade Calculation: 90 to 100 % = A , 80 to 89 % = B, 70 to 79 % = C, 60 to 69 % = D, below 60% = F
**Attendance Policy:**

Unexcused absences:
- **0 or 1 absence** = 2% added to final grade
- **2 to 3 absences** = no grade change
- **4 or more absences** = 3% per absence deducted from final grade

Late Arrival: Three late arrivals count as an absence

Excused Absences: To have an absence excused, you must turn in a completed excused absence form (available on Blackboard). Absences that are “planned” i.e., attendance at University Sanctioned Events, must be turned in the week prior to the absence. Forms for unexpected absences must be turned in on the day you return to class. Appropriate documentation for the reason for the absence is required. An absence is not excused until your instructor has approved the absence and signed the form. You are responsible for scheduling all make-up work with the instructor, completing it, and turning it in on the required dates.

**Homework:**

Grades:
- **10 points** – completed; reflects reading of the text when necessary; follows the instructions given on the homework; is turned in on time
- **5 points** – turned in on time but missing one of the elements necessary for 10 points
- **0 points** – turned in on time but very incomplete

NOTE: Individual questions will not be marked as ‘wrong’, we will generally go over the homework in class either prior to it being turned in or after it is returned. You are responsible for checking your answers. Homework assignments will not always be collected.

Late Assignments:
Homework is due at the beginning of class on the assigned dates – IT MAY BE COLLECTED AT THAT TIME OR AFTER THAT TIME; ONCE THE ASSIGNMENT IS DUE, YOU SHOULD HAVE IT AVAILABLE FOR COLLECTION.

No late assignments will be accepted except when a student has an excused absence or under the homework amnesty policy.

Homework Amnesty Policy:
Assignments that you did not turn when they were collected can be turned in for half credit at the beginning of class on the day of the NEXT test.

Tests:
Tests include true/false, matching, multiple choice, and problems. All material covered in reading assignments, homework assignments, or class lectures may be included on the test. The final is comprehensive. All tests, including the final, are weighted equally.

**IMPORTANT DATES**

Monday, September 6 – NO CLASSES, Labor day
Thursday and Friday, November 25 & 26 – NO CLASSES, Thanksgiving
Friday, December 3 – Last day classes meet
Monday & Tuesday, December 6 & 7 – NO CLASSES, Student Study Days

THE FINAL IS SCHEDULED FOR Tuesday, Dec. 14 from 10:30 – 1:00 ~ You are responsible for making sure that this is the scheduled time & being on time for the final.