

History of Fashion II
THE 431
Online
Spring 2024, Semester A

Instructor: Connie Furr

Office Location: Costume Shop, Sub-basement of Nelson Fine Arts Center, B-23

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Office Hours: Thursday 8:00 – 10:00 I will be available by ZOOM, my address is:

ZOOM <https://asu.zoom.us/j/2309736719>

or

Please email for an appointment outside of office hours.

Web Site for ASU Theatre: <https://musicdancetheatre.asu.edu/>

Course Description

This class is designed for the student and lovers of fashion to help navigate the past, understand the present, and recognize the direction for the future of fashion design. The History of Fashion II will introduce the student to a century of fashion history, drawing parallels between the fashion and the period that it existed. Each era will highlight several designers who made significant contributions to the field. Unfortunately, there is not enough time in the semester to include them all; however, I hope this will ignite your curiosity to research and study their peers.

The study of fashion is highly enjoyable, and I look forward to you all sharing my enthusiasm for the topic.

Course Objectives

Through a series of exercises, videos and readings you will garner an understanding of the impact events have upon the evolution of styles. Key designers from each era will be studied to ascertain their contributions that shape each decade. Discovering how the historic designs influenced modern design will aid you in formulating innovative designs.

Student Learning Outcomes

- Develop an understanding of the historical events that shape the evolution of fashion
- Develop an understanding of the parallels that can be drawn between historical and modern garments

- Develop a vocabulary of historical garments worn between 1900-2000
- Develop an understanding of how the study of historical garments inspires contemporary fashion designers
- Develop an understanding of the contributions made by key fashion designers of each era

Course Access and Technical Minimums

This class is not accessible through Canvas. Please visit the class home page at <https://courses.hol.asu.edu/courses/historyfashion/> to begin the course. For information regarding your user name and password, please visit Herberger Online at <http://herbergeronline.asu.edu/services/accounts.php>.

A second option of entering the class is to visit your MyASU class roster. You will see a list of courses, clicking on the title of the class will provide you a drop-down menu with two choices. Be sure to select the Herberger Online option as this class is not taught on Canvas.

Once you have logged in to the site, I recommend that you visit the Help tab first. There is information about the technical requirements, and a sample video that will help you determine if your computer, or mobile device, will be able to play the lecture videos.

This course is **completely online**, and it is up to you to ensure that you have access to computer, and an Internet connection, that will allow you to view all course lectures, and complete all assignments, for the entire duration of the course. Recommended browsers are Chrome, Mozilla Firefox or Safari. No make-up assignments exams will be given because you could not get to a computer, or because your computer “doesn’t work.”

Student Success:

To be successful:

You are part of the learning community in this course and expected to engage with the material, discussion and activities with care and integrity, and to respect the rights of others in carrying out all academic assignments and classroom discussions. I expect active and informed participation in our class discussions, activities and creative practices.

Additional Success Strategies:

- Check the course site daily
- Read Announcements
- Read and respond to course email messages as needed
- Complete assignments by the due dates specified
- Communicate regularly with your instructor and peers
- Create a **study and/or assignment schedule** to stay on track

- Access [ASU Student Resources](#)

Required Reading

Survey of Historic Costume, 7th Edition by Phyllis G. Tortora and Sara B. Marketti.
On your MYASU page you will see a blue icon textbook on the line with the class title, click upon that and it will take you to the ASU bookstore where the book can be purchased.

It is also available through Amazon and other online vendors for purchase or rental; however, I suspect you will find the price from the bookstore to be the same or cheaper.

Please know that we will be using this textbook for THE 430, Fashion History I; thus, you might decide to purchase the book versus renting it.

Syllabus

I understand that this is quite a lengthy document and I appreciate you taking the time to read it in its entirety to curtail any misunderstandings in the future.

Contacting the Professor

Please make sure when emailing me that you **use your ASU account** as other accounts will not be delivered to my mailbox. I pride myself on answering within twenty-four hours during the week. Any emails received over a weekend will be answered on Monday. If you do not receive a reply within twenty-four hours, please call 480-965-5050 as it is likely your email was not delivered. Please clearly state your name so I can return your call or email. Please remember that I am unable to solve technical issues, if you experience a technical issue please contact the Herberger Online Help Desk. In addition, please email alerting me to the issue.

Getting Help

I will handle any questions related to course materials, exam and exercise content, questions, and reviews. However, I am not able to help with computer or website issues. **For all technical issues related to the website**, you need to contact Herberger Online.

To contact Herberger Online you can use the "Submit a Help Request" button on the course help page, or go directly to <https://herbergeronline.asu.edu/help>, for assistance. In cases where you cannot access the web, you can also send an email directly to holsupport@asu.edu.

Herberger Online is **not** a 24-hour Help Desk, and is only available during regular business hours. Emails received by Herberger Online, or the instructor, after 5:00pm on Friday may not be answered until after 8:00am the following Monday.

All technical support for this course is handled by email, either directly or through the Herberger Online Help Desk website (see link above). Herberger Online cannot call you on the phone, or meet with you in person. It is your responsibility to make sure you can send and receive email at your ASU email address, and that you check for messages regularly. If an email sent to you bounces back, or is not deliverable, there will be no follow up attempts. This includes all course communications, such as make-up verifications and make-up exams.

Herberger Online investigates all claims of technical issues with the course website. Students and the instructor must abide by their decisions in this area. Herberger Online makes no decisions regarding course content, and the instructor makes no decisions regarding technical issues.

Online Activity Logs

All visits to the course website are logged by the Herberger Online servers, and those logs are regularly reviewed by Herberger Online during normal business hours. These logs contain all requests you make while visiting the site: every image, video, web page, etc. Each request is logged with the time, down to the second, when it was made.

If you contact me, or Herberger Online, about a technical issue, these logs will be reviewed as part of that process. That means that it is easy for me to find out when you visited (or did not visit) the site, and what you did when you were there. Please do not waste your time, or mine, with claims of having logged in when you really didn't, or of having submitted work that you know you did not submit.

Assignments

Points in this course are earned from four sources: exams, flash cards, discussion board postings, and one extra credit opportunities. All together they total 900 points (excluding extra credit), and the breakdown is as follows:

Assessments and Grading

Exams

There will be five 'regular' exams worth 100 points each, and a final exam also worth 100 points, for a total of 600 points.

- Edwardian Opulence – 1900-1914 (La Belle E'poque or The Beautiful Age)
- World War I and the Twenties (1915-1929)
- The Thirties and World War II (1930-1945)
- The Cold War (1946-1963) and The Vietnam Era (1964-1974)
- Contemporary (1974 -1982) and (1983-2000)
- Final exam, which is cumulative

Exam questions are drawn at random from a bank of questions related to the lecture materials and readings. Each exam will be worth one hundred points. No exam will be dropped. No early or late exams will be given.

You will be issued a unique receipt number for every successfully submitted exam. Please retain that number through the semester as proof of your completed submission.

You should NOT use any written, online, or other notes during the exam or exercises. This includes opening any additional pages from the course website or other locations. This would be in direct violation of stated course policies. Students found cheating will be sanctioned in accordance with the student code of conduct and the rules against academic dishonesty upheld and enforced by Arizona State University. Please visit the following sites for detailed information:

<https://www.asu.edu/student-affairs/student-life/judicial/>

<http://www.asu.edu/studentaffairs/studentlife/judicial/academic-integrity.htm>

NOTE: Course content will not be available to students while they are taking an exam. Once you enter the exam, you will NOT be able to access course materials on the website. Even if the course materials were to be available by accident, you are NOT allowed to view them during any exam or exercise. To log into the site while accessing an assessment will result in the assessment being shut down.

Exam Time Limits and Penalties

Exams and assignments all have time limits, and penalties for exceeding those limits. The four unit exams, and all the assignments, have a time limit of **75 minutes** in which to finish; the final exam has a time limit of **90 minutes**.

You must keep track of your own time. **The exam has no built-in timer**. Your final score will be reduced by 0.5 points for every minute you exceed the time limit. With both the exam entrance page and syllabus specifying timing requirements and restrictions, no overtime penalty points can be removed under any circumstances.

Trouble during Exams

If you experience computer or technical problems during an exam, **DO NOT JUST GUESS AT YOUR ANSWERS, OPEN ADDITIONAL WINDOWS, OR SUBMIT IT**, as that grade must stand as posted! Instead, close the exam, attempt to fix the problem, and then return to the exam page on your course website to reset your exam. See the section on resets below for more information.

If you can't solve the problem, contact technical support via the button on the Help page, or by going directly to <https://herbergeronline.asu.edu/help>. The central ASU Help Desk cannot assist you with this course, so please only contact Herberger Online for help.

Resets

If you have technical issues that prevent you from submitting an exam, the system will allow you to *reset* the exam and try it again. You can reset exams by yourself by logging out of the course website, then logging back in and taking the exam as you normally would. When you go back to the exam, the system will know that you need a reset, and you must follow the links provided.

Please keep the following in mind about resets:

- You cannot reset an exam that has already been submitted.
- Resets are only available during the time an exam is scheduled to be open. If you need to take an exam outside of the scheduled window, see the information for makeup exams below.
- Resets are for technical problems that prevent you from taking, or submitting, an exam. Resetting the exam does not extend the exam deadline. You still must submit your reset exam before the scheduled closing time.
- Resetting any exam means the computer will be creating a brand new, randomized exam for you. Your prior answers are already lost, and you will not get the same questions again.
- You cannot use more than one reset on any single exam.
- You get two resets for the entire semester.

Makeup Exams

If you experience personal, medical, or other unforeseen problems during the exam period, **DO NOT TAKE OR SUBMIT AN EXAM**, as that grade must stand as posted! You must email me immediately to discuss both your situation and the process necessary for a make-up exam.

It is your responsibility to correctly note all exam dates and times in your personal calendar.

If you are not able to successfully submit a reset exam due to technical reasons verifiable by Herberger Online, you may have the option of an essay style make-up exam. This option will only be available to students presenting verifiable documentation regarding illness, or other personal issues. I reserve the right to substitute an online make-up exam with an essay-style make-up exam at any time without question.

What classifies as Verifiable Documentation? This official document must contain a contact name and phone number and must be from one of the following:

- a doctor or hospital if you, or someone from your immediate family, are ill
- a funeral announcement from a church or funeral home if someone dies
- an airline ticket containing your unique information if you are required to travel for personal or business reasons,
- an employer letter if you are required to miss exams for business or work related duties
- a letter from your coach or academic advisor detailing your sport, days absent, and reasons why you were unable to obtain internet access during the exam period
- any other verifiable sources who can detail specifics as to why you missed both the original exam window and reset opportunity, and are now requesting an essay make-up exam

You must contact me within one week of missing the test to be eligible for a reset of the exam.

Flash Cards

There will be seven sets of flash cards that you will study to aid you in preparation for the exams. Each flash card segment will have a short sample quiz worth 14 points, for a total of 98 points.

Introduce Yourself Blog

By January the 15th you are asked to make a brief introduction to yourself telling me what it is that interests you about fashion. You will receive 6 points for the completion of this question.

Discussion Board

There will be seven different discussion topics, one for each of the eras we cover in the lectures. You will need to submit an original post in each topic.

Participation in each topic is worth 28 points, making a total of 196 points available for the discussion boards.

Rubric

| | | |
|------------------|--|---|
| Written Response | <ul style="list-style-type: none"> • Respond to each portion of the prompt • Please proofread your response, poorly written submissions will result in a two-point reduction. • A minimum of 300 words is required to adequately respond to the prompt. | 19 Points |
| 3 Support Images | <ul style="list-style-type: none"> • Submit three images that support your statements. • Discuss why they are pertinent to the discussion. • Identify the designers whose work you submit. • The images must be saved as jpeg or png – others are not visible. | 3 Points for each image for a total of 9 points |

Extra Credit

There will be one extra credit assignment prior to the final. It is your option whether to take this quiz; however, I highly recommend taking it as it is a valuable study guide. It will not count against you but will be additional points added to your final grade. It will be worth 50 points.

Life Happens Pass:

Because “life happens,” each student is granted a Life Happens Pass to use as they wish at any point in the semester on **one assignment**. The assignments not available to be extended, due to the timing in the semester, are the Final Exam, Blog #8, Extra Credit Exercise, and Exam 4. This pass will allow the student an automatic one-week extension without penalty and without needing to explain why the extension is needed. To use your Life Happens Pass, you must email the instructor no later than 24 hours past the original due date of the assignment. Please put “THE 430 Life Happens Pass” in the subject line and in the email indicate for which

assignment you are using the Life Happens Pass. Please make sure to use your ASU email account as it is likely I will not receive the request otherwise.

Grade Scale

There are 900 points possible in this class (not including the extra credit). I will use the +/- grading scale so that we end up with the following grade scale:

| Letter Grade | High | Low |
|--------------|--------------|-----|
| A+ | 900 | 882 |
| A | 877.5 | 846 |
| A- | 841.5 | 810 |
| B+ | 805.5 | 792 |
| B | 787.5 | 756 |
| B- | 751.5 | 720 |
| C+ | 715.5 | 702 |
| C | 697.5 | 666 |
| D | 661.5 | 612 |
| E | 611 or lower | |

1 "Introduce Yourself Blog" for 6 points

7 Discussion Board Questions @ 28 each for a total of 196 Points

5 Exams @ 100 Pts each for a total of 500 Points

7 Sets of Flash Cards @ 14 Pts each for a total of 98 Points

Cumulative Exam @ 100 Points for a total of 100 Points

Rounding Policy:

Grades are not rounded, the points earned are calculated on the site so that you may be apprised of your progress.

Incomplete Policy:

The incomplete is not a routine process for successful completion of coursework. Rather, it is a limited academic exception intended to address situations where a student who has been **doing acceptable work** experiences exceptional extenuating circumstances beyond the student's control preventing their timely completion of the course. In evaluating requests for incompletes, I not only assess the nature of the extenuating circumstances and whether such circumstances were beyond the student's control, but also whether the student's record of performance in the class demonstrates the likelihood for successful completion of the remaining coursework.

All incomplete contracts must also be approved from the academic unit leads. Finally, while policy dictates the maximum time for contract completion, I take into account what materials are outstanding and consider the appropriate extension. Statistically at ASU, the shorter the contract length the more likely students will be able to successfully complete their classroom obligations. You can read more about the incomplete policy at <https://www.asu.edu/aad/manuals/ssm/ssm203-09.html>

Course Itinerary

Spring 2024, Semester A (1/08/24-2/27/24)

STOP! Take out your planner, phone, or whatever device you use to schedule appointments. Select the dates that you plan to attend the lectures, take the exercises, and take the exams. Use an alarm if necessary, as you will not be allowed to retake an exercise or exam once it closes.

Please post your discussion board response a **minimum of two days prior to closing**. This will allow your classmates an opportunity of responding to your post.

INTRODUCE YOURSELF BLOG: By January the 17th you are asked to make a brief introduction to yourself telling me what it is that interests you about fashion. You will receive 6 points for the completion of this question.

ERA 1: Edwardian Opulence – 1900-1914

| Assignment | Opens | Closes |
|------------------|------------------|-------------------|
| Flash Cards #1 | 8:00 AM, 1/08/24 | 11:59PM, 1/15/24 |
| Discussion Board | 8:00 AM, 1/08/24 | 11:59 PM, 1/15/24 |

Discussion Board Prompt: How did the fashion created by Fortuny differ from the design of his peers? Please post two images to support your case.

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 14: *The Edwardian Period and World War I (Pgs. 318-343)*

Exam 1: Era 1

| Opens | Closes |
|------------------|-------------------|
| 8:00 AM, 1/08/24 | 11:59 PM, 1/16/24 |

ERA 2: World War I and the Twenties (1915-1929)

| Assignment | Opens | Closes |
|------------------|------------------|-------------------|
| Flash Cards #2 | 8:00 AM, 1/12/24 | 11:59 PM, 1/22/24 |
| Discussion Board | 8:00 AM, 1/12/24 | 11:59 PM, 1/22/24 |

Discussion Board Prompt: *What changes can be identified as women's costume in the 1920s that are radical departures from customary dress for women in previous centuries. Please post three images to support your case.*

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 15: *The 1920s: The Jazz Age* (Pgs. 344-364)

This chapter co-mingles the twenties through World War II drawing parallels to the evolution of the fashion. Much of the material will overlap into the next era we will study. Due to the abundance of material I have divided the lecture and flashcards into two sessions. For Exam 2 you will only be tested on information on World War 1 and the Twenties.

Exam 2: Era 2

| Opens | Closes |
|------------------|------------------|
| 8:00 AM, 1/12/24 | 11:59PM, 1/23/24 |

ERA 3: The Thirties and World War II (1930-1945)

| Assignment | Opens | Closes |
|------------------|------------------|-------------------|
| Flash Cards #3 | 8:00 AM, 1/19/24 | 11:59 PM, 1/29/24 |
| Discussion Board | 8:00 AM, 1/19/24 | 11:59 PM, 1/29/24 |

Discussion Board Prompt: *Summarize three major clothing restrictions imposed by regulations and the rationing of clothing in the United States during World War II. Please post three images to support your case.*

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 16: *The 1930s: The Great Depression* (Pgs. 365-385) and

Chapter 17: *The 1940s: World War II to the New Look* (Pgs. 386-403)

Exam 3: Era 3

| Opens | Closes |
|-------|--------|
|-------|--------|

| | |
|------------------|-------------------|
| 8:00 AM, 1/19/24 | 11:59 PM, 1/30/24 |
|------------------|-------------------|

ERA 4: The Cold War (1946-1963)

| Assignment | Opens | Closes |
|------------------|------------------|-------------------|
| Flash Cards #4 | 8:00 AM, 1/24/24 | 11:59 PM, 2/05/24 |
| Discussion Board | 8:00 AM, 1/24/24 | 11:59 PM, 2/05/24 |

Discussion Board Prompt: Describe the major style elements of Dior's New Look. Compare them to the styles of the World War II period. What changes occurred? Please post three images to support your case.

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 18: *The 1950s: Fashion Conformity* (Pgs. 404-426)

ERA 5: The Vietnam Era (1964-1974)

| Assignment | Opens | Closes |
|------------------|------------------|-------------------|
| Flash Cards #5 | 8:00 AM, 1/26/24 | 11:59 PM, 2/12/24 |
| Discussion Board | 8:00 AM, 1/26/24 | 11:59 PM, 2/12/24 |

Discussion Board Prompt: What were some of the fashions that developed as a result of the emergence of the fashion tribes called mods and hippies? Please select three images minimally, for each group, to illustrate your point.

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 19: *The 1960s: Style Tribes Emerge* (Pgs. 427-450)

Chapter 20: *The 1970s: Activism and Fashion* (Pgs. 451-468)

Exam 4: Eras 4 and 5 - The Cold War and the Vietnam Era

| Opens | Closes |
|------------------|-------------------|
| 8:00 AM, 1/26/24 | 11:59 PM, 2/13/24 |

Era 6: Contemporary (1974 -1982)

| Assignment | Opens | Closes |
|------------------|------------------|-------------------|
| Flash Cards #6 | 8:00 AM, 2/02/24 | 11:59 PM, 2/19/24 |
| Discussion Board | 8:00 AM, 2/02/24 | 11:59 PM, 2/19/24 |

Discussion Prompt: When did Japanese fashion design become a major international factor, what were the characteristics of these designs, and what impact did they have on fashion trends of the time? Please post three images to support your case.

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 21: *The 1980s: Changing Roles* (Pgs. 469-490)

Era 7: Contemporary (1983-2000)

| Assignment | Opens | Closes |
|------------------|------------------|------------------------|
| Flash Cards #7 | 8:00 AM, 2/06/24 | 11:59 PM, 2/26/24 |
| Discussion Board | 8:00 AM, 2/06/24 | 11:59 PM, 2/24/24 **** |

Discussion Board Prompt: The twentieth and twenty first centuries have seen many contributions made by fashion designers of color. A few individuals whose work has distinguished themselves are Ann Lowe, Willi Smith, Virgil Abloh, Carlos Miele, Manolo Blahnik, Silvia Tcherassi, and Fernando Garcia. I invite you to select an individual of color whose work you find inspiring, you may select an individual from above or introduce us to someone not on the list. What were the characteristics of their designs? How did their work speak to the era in which it was created? In addition, please include three images of their work.

READING: *Survey of Historic Costume, 7th Edition* by Phyllis G. Tortora and Sara B. Marketti

Chapter 22: *The 1990s: Fashion Fragmentation* (Pgs. 491-516)

Exam 5: Eras 6 and 7 -Contemporary (1974 -1982) and (1983-2000)

| Opens | Closes |
|------------------|-------------------|
| 8:00 AM, 2/06/24 | 11:59 PM, 2/27/24 |

Extra Credit Practice Exam (50 points)

| Opens | Closes |
|------------------|--------------------|
| 8:00 AM, 2/06/24 | 11:59 PM, 02/27/24 |

Cumulative Final Exam

| Opens | Closes |
|------------------|--|
| 8:00 AM, 2/06/24 | 11:59 pm, 2/27/24 (One minute before midnight) |

Religious Holidays:

A list of recognized religious holidays may be found at:

http://www.asu.edu/studentaffairs/studentlife/interfaith/religious_holiday.htm

Students who will experience exam conflicts while observing any of these holidays must notify the professor within the first three weeks of class to arrange for accommodation.

University Sanctioned Holidays

Please refer to this site for missed “Classes Due to University Sanctioned Activities”:

<http://www.asu.edu/aad/manuals/acd/acd304-02.html>

Academic Integrity and Student Honor Code:

The ASU student honor code affirms the commitment of ASU to uphold the values, principles, and ethics of academic integrity. All students are expected follow the code which states,

“We, the students of Arizona State University, have adopted this code as an affirmation of our commitment to academic integrity and our participation in ethical education. We embrace the duty to uphold ASU’s Honor Code, and in light of that duty, we promise to refrain from academic dishonesty. We pledge to act with integrity and honesty to promote these values among our peers. We agree to always abide by the Sun Devil Way and uphold the values of the New American University.”

Every student is expected to produce his/her original, independent work. Any student whose work indicates a violation of the ASU Academic Integrity Policy including cheating, plagiarism, and dishonesty will be subject to disciplinary action. Plagiarism is defined as deliberately passing off someone else’s words or ideas as your own. All necessary and appropriate sanctions will be issued to all parties involved with plagiarizing any and all course work. Plagiarism and any other form of academic dishonesty that is in violation with the Student Code of Conduct will not be tolerated. Arizona State University and the Herberger Institute for Design and the Arts expect the highest standards of academic integrity from all students. Failure to meet these standards may result in suspension or expulsion from the university or other sanctions as specified in the ASU Student Academic Integrity Policy (<http://provost.asu.edu/academicintegrity>), “[e]ach student must act with honesty and integrity, and must respect the rights of others in carrying out all academic assignments.” This policy also defines academic dishonesty and sets a process for faculty members and colleges to sanction dishonesty. Violations of this policy fall into five broad areas that include but are not limited to:

- Cheating on an academic evaluation or assignments
- Plagiarizing
- Academic deceit, such as fabricating data or information
- Aiding Academic Integrity Policy violations and inappropriately collaborating
- Falsifying academic records

I sanction any incidents of academic dishonesty in my courses using University and HIDA guidelines. Should you have any question about whether or not something falls subject to this clause, feel free to contact me or review the university policy on academic integrity at the above link. Per ASU policy, a student may not avoid the consequences of academic dishonesty by withdrawing from a course, and may be placed back in the course in order to face sanctions resulting from academic integrity violations. You are responsible for abiding by this policy.

Cheating of any type will not be tolerated. The first time you log in to this course you will be asked to confirm that you have read, and will comply with, the Academic Integrity policies of this course and the university. If you do not agree, you will be referred to the ASU Course withdrawal page. This is ASU policy as established by the Herberger Institute.

As mentioned earlier, Herberger Online retains complete and accurate records of all your activities while logged on to this course. Students found cheating on an Exercise or Exam will be sanctioned in accordance with the student code of conduct and the rules against academic dishonesty as upheld and enforced by ASU. Please visit the following sites for detailed information:

<http://www.asu.edu/studentaffairs/studentlife/judicial/>

http://www.asu.edu/studentaffairs/studentlife/judicial/academic_integrity.htm

Copyright

Students must refrain from uploading to any course shell, discussion board, or website used by the course instructor or other course forum, material that is not the student's original work, unless the students first comply with all applicable copyright laws; faculty members reserve the right to delete materials on the grounds of suspected copyright infringement. The course content, including lectures and other handouts, is copyrighted material. Students may not share outside the class, upload, sell, or distribute course content or notes taken during the conduct of the course (see ACD 304-06, "Commercial Note Taking Services" for more information). THIS CONTENT IS PROTECTED AND MAY NOT BE SHARED, UPLOADED, SOLD, OR DISTRIBUTED.

Withdrawal from Class

If you are unable to complete the course, it is your responsibility to arrange for withdrawal from the class. You will not be automatically withdrawn and unless you are officially withdrawn from the course you will receive a final grade based upon the total points you have earned for the semester. Students are required to pay all tuition and fees for any registered course unless enrollment is officially cancelled during the 100% refund period. Please visit the Academic Calendar to review the withdrawal deadlines for this semester. For more information on Drop/Add and Withdrawal visit <https://students.asu.edu/drop-add>

Special Accommodations

Your instructor will make any reasonable adaptations for limitations due to any disability documented with the Student Accessibility and Inclusive Learning Services (SAILS), including learning disabilities. Please contact the instructor during office hours or by appointment to discuss any special needs you may have. You must contact the SAILS to process the paperwork for special course accommodations. To request academic accommodations due to a disability, please contact the SAILS (<https://eoss.asu.edu/drc>); Phone (480) 965-1234; TDD (480) 965-9000). Students who feel they will need disability accommodations in this class but have not registered SAILS should contact SAILS immediately. Students should contact the Center on the campus that your class is being held. Campus-specific location and contact information can be found on the SAILS website. SAILS offices are open 8 a.m. to 5 p.m. Monday – Friday. Check the above website for eligibility and documentation policies (<https://eoss.asu.edu/drc>). This is a very important step as accommodations may be difficult to make retroactively. If you have a letter from their office indicating that you have a disability which requires academic accommodations, in order to assure that you receive your accommodations in a timely manner, please present this documentation to me as soon as possible so that your needs can be addressed effectively.

Title IX and Mandated Reporter Policy

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at <https://sexualviolenceprevention.asu.edu/faqs>.

As a mandated reporter, I am obligated to report any information I become aware of regarding alleged acts of sexual discrimination, including sexual violence and dating

violence. ASU Counseling Services, <https://eoss.asu.edu/counseling>, is available if you wish to discuss any concerns confidentially and privately.

Policy on Sexual Discrimination

Policy on sexual discrimination as described in ACD 401, "Prohibition Against Discrimination, Harassment, and Retaliation", including the fact that the instructor is a mandated reporter and therefore obligated to report any information regarding alleged acts of sexual discrimination. Arizona State University is committed to providing an environment free of discrimination, harassment, or retaliation for the entire university community, including all students, faculty members, staff employees, and guests. ASU expressly prohibits discrimination, harassment, and retaliation by employees, students, contractors, or agents of the university based on any protected status: race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information.

Student Services & Resources

You will find a list of student resources at <https://eoss.asu.edu/resources>

Resources included are advisement, registration, financial aid, disability services, counseling, tutoring, library, and more.

Novel Coronavirus Information and Updates

You will find information and Frequently Asked Questions here <https://eoss.asu.edu/communityofcare>

You will find Novel Coronavirus updates and announcements here <https://eoss.asu.edu/health/announcements/coronavirus>

Non-emergency Student Care process

If you are concerned for a your own or a fellow student's well-being, please review the information and complete the form at herbergerinstitute.asu.edu/caring and the HIDA Care Team will reach out. FOR EMERGENCIES CALL 911. (Be prepared with the physical address of the location.)

Academic Calendar and Important Dates

The academic calendar can be found here <https://students.asu.edu/academic-calendar>