EASTERN ILLINOIS UNIVERSITY
Kinesiology & Sports Studies Department
KSS 3900-003 Technology in Kinesiology and Sports Studies

Instructor:	Traci Worby, M.S.	**Class time:**	Tues & Thurs 9:30am-10:45am (Lumpkin School of Business 1021)
Office:	1405 McAfee	**Office hours:**	Mon & Wed 10:00am-11:00am Tues & Thurs 11:00pm-12:00pm Other times by appointment.
Office phone:	581-6039	**Email:**	tlworby@eiu.edu

Course Description:	This course is designed to orient students to the various kinds of technology being used in Kinesiology and Sports Studies.
Specific Course Goals:	Upon successful completion of this course the student will: 1. Develop proficiency in a number of computer applications often used in Kinesiology and Sports Studies 2. Examine software and hardware resources utilized in Kinesiology and Sports Studies. 3. Apply the knowledge of such resources in the development of informational material (i.e., Website, Brochure)
Evaluation:	Your evaluation will be based on a combination of in-class assignments, quizzes, and projects.
Grading calculation:	Grades will be calculated by dividing the points amassed by the number possible. The resulting percentage will be assigned a grade based on the following scale: 90% or better A 80-89% B 70-79% C 60-69% D Below 60% F
Attendance policy:	In accordance with University policy, students are expected to attend class unless prevented by illness, an official University activity, or an emergency. Students who miss class due to an excused absence will be allowed to make up missed work or submit assignments without penalty. An absence from class will be considered an "excused absence" under the following circumstances: a. **Absence due to illness**. An absence due to illness is excused ONLY IF the student notifies the professor of the absence in advance (i.e., prior to the missed class) and provides documentation of the illness upon return to class. b. **Absence due to an official University activity**. Absence due to an official University activity in an excused absence ONLY IF the student notifies the professor of the absence in advance (i.e., prior to the missed class) and provides written documentation of the University activity from an appropriate University representative prior to the absence. c. **Absence due to emergency**. Evaluation of whether an absence due to an emergency is an excused absence will be made by the professor on a case by case basis. At a minimum, the student should notify the professor of the absence as soon as possible and should provide documentation of the emergency.

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<tr><td>Participation policy:</td><td>
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<tr><td>0 absence (100%)=</td><td>+30 points</td></tr>
<tr><td>1 absence=</td><td>+20 points</td></tr>
<tr><td>2 absences=</td><td>+10 points</td></tr>
<tr><td>3 absences=</td><td>0 points</td></tr>
<tr><td>4 absences=</td><td>Automatic failure</td></tr>
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Three (3) tardies = 1 absence
* Students are responsible for letting the instructor know in case of tardiness. A tardy cannot claimed after the class has been dismissed.
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<tr><td>Late assignment policy:</td><td>1 day = 50% off
more than 1 day = WILL NOT BE ACCEPTED

<u>Special note for student athletes</u>
In case of a schedule conflict, you must do the following:
1. Hand me a copy of your schedule. Make sure to highlight the dates in conflict.
2. Send an email notifying me that you will be absent. This MUST be done prior the day of the absence.
3. If an assignment is given the day of the absence, I will reply your email with instructions on how to make up the work.</td></tr>
<tr><td>Cell phone policy:</td><td>Cell phones must be silenced during class. Do NOT text in class.</td></tr>
<tr><td>Disability Statement:</td><td>If you have a documented disability and wish to receive academic accommodations, please contact the Coordinator of the Office of Disability Services (217-581-6583).</td></tr>
<tr><td>Incomplete grades:</td><td>Visit the following web for information on this.
http://catalog.eiu.edu/content.php?catoid=14&navoid=373#poli_on_inco_grad</td></tr>
<tr><td>Email use:</td><td>ALL email correspondence in this class will be done through the university's official email system (PantherMail) which is used for many purposes including accessing D2L and PAWS, receiving billing statements from the library, and departmental correspondence and announcements through the undergraduate listserv. For information on how to obtain your email address or to obtain a password please visit the following web address: http://www.eiu.edu/~itshelp/email/index.php

Email etiquette (teaching some soft skills):
1. I won't respond to unprofessionally-written emails.
2. You should always consider your audience when writing e-mails. Remember that you will be in the job market soon…
3. Use proper greetings (follow this link for further info).
4. Avoid “text message language” or excessive abbreviations.</td></tr>
<tr><td>Student Success Center:</td><td>Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center (www.eiu.edu/~success) for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.</td></tr>
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KSS Student Expectations:	The students in our department meet a number of high standards that reflect the overall importance of their educations. Below you will find an outline of those standards. <u>Be Prepared</u> 1. Bring required textbooks to class 2. Read assigned material prior to class 3. Complete assignments by due date <u>Be Respectful</u> 1. Be courteous to others 1. Be alert and attentive in class 2. Promote professional behaviors 3. Use cell phones only in emergencies ○ share this with the instructor prior to class 4. Headphones not allowed in class <u>Be Participant</u> 1. Be on time & attend class 2. Ask relevant questions 3. Contribute to discussions