

## SIGNATURE ROUTING LOG

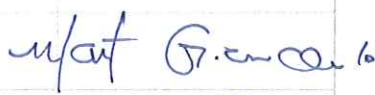



### General Information:

Proposal Type: Course  Program  Other   
 Proposal Name<sup>1</sup> (course prefix & number, pgm major & degree, etc.): ENG 331 (add DL #  
chg. cert #)  
 Proposal Contact Person Name: Matt Giancarlo Phone: 7-1587 Email: matthew.giancarlo@uky.edu

### INSTRUCTIONS:

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

### Internal College Approvals and Course Cross-listing Approvals:

Reviewing Group	Date Approved	Contact Person (name/phone/email)	Signature
Prof. Matthew Giancarlo, English Department, DUS	11/12/2010	Matt Giancarlo / 7-1587 / matthew.giancarlo@uky.edu	
English Department, Ellen Rosenman, Chair	11/12/2010	Ellen Rosenman / 7-1292 / rosenma@email.uky.edu	
		/ /	
		/ /	
A&S Ed. Policy Cmte.	11/29/10	Randall Roorda, Humanities / 7-1033 / roorda@uky.edu	
A&S Dean	11/29/10	Anna Bosch, Associate Dean / 7-6689 / bosch@uky.edu	

### External-to-College Approvals:

Council	Date Approved	Signature	Approval of Revision <sup>2</sup>
Undergraduate Council	3/1/2011		
Graduate Council			
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

### Comments:

This SRL for a course change is submitted for adapting ENG 331 for summer online Distance Learning.

<sup>1</sup> Proposal name used here must match name entered on corresponding course or program form.

<sup>2</sup> Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

# COURSE CHANGE FORM

Complete 1a – 1f & 2a – 2c. Fill out the remainder of the form as applicable for items being changed.

**1. General Information.**

a. Submitted by the College of: Arts & Sciences Today's Date: 11/11/2010

b. Department/Division: English

c. Is there a change in "ownership" of the course? YES  NO

If YES, what college/department will offer the course instead? \_\_\_\_\_

d. What type of change is being proposed?  Major  Minor<sup>1</sup> (place cursor here for minor change definition)

e. Contact Person Name: Matthew Giancarlo Email: matthew.giancarlo@uky.edu Phone: 257-1587

f. Requested Effective Date:  Semester Following Approval OR  Specific Term<sup>2</sup>: \_\_\_\_\_

**2. Designation and Description of Proposed Course.**

a. Current Prefix and Number: ENG 331-XXX Proposed Prefix & Number: ~~ENG 331-XXX~~

b. Full Title: Survey of British Literature I Proposed Title: Survey of British Literature I

c. Current Transcript Title (if full title is more than 40 characters): \_\_\_\_\_

Proposed Transcript Title (if full title is more than 40 characters): \_\_\_\_\_

d. Current Cross-listing:  N/A OR Currently<sup>3</sup> Cross-listed with (Prefix & Number): \_\_\_\_\_

Proposed –  ADD<sup>3</sup> Cross-listing (Prefix & Number): \_\_\_\_\_

Proposed –  REMOVE<sup>3,4</sup> Cross-listing (Prefix & Number): \_\_\_\_\_

e. Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours<sup>5</sup> for each meeting pattern type.

Current:	<u>3</u> Lecture	____ Laboratory <sup>5</sup>	____ Recitation	____ Discussion	____ Indep. Study
	____ Clinical	____ Colloquium	____ Practicum	____ Research	____ Residency
	____ Seminar	____ Studio	____ Other – Please explain: _____		
Proposed:	<u>3</u> Lecture	____ Laboratory	____ Recitation	____ Discussion	____ Indep. Study
	____ Clinical	____ Colloquium	____ Practicum	____ Research	____ Residency
	____ Seminar	____ Studio	____ Other – Please explain: _____		

f. Current Grading System:  Letter (A, B, C, etc.)  Pass/Fail

Proposed Grading System:  Letter (A, B, C, etc.)  Pass/Fail

Office of the Senate Co... 7/14/09 11:15 AM

**Comment:** Excerpt from SR 3.3.0.G.2  
**Definition.** A request may be considered a minor change if it meets one of the following criteria:  
a. change in number within the same hundred series\*;  
b. editorial change in the course title or description which does not imply change in content or emphasis;  
c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s); d. a cross-listing of a course under conditions set forth in SR 3.3.0.E;  
e. correction of typographical errors.

\*...for the specific purposes of the minor exception rule, the 600-799 courses are the same "hundred series," as long as the other minor change requirements are complied with. [RC 1/15/09]

<sup>1</sup> See comment description regarding minor course change. *Minor changes are sent directly from dean's office to Senate Council Chair.* If Chair deems the change as "not minor," the form will be sent to appropriate academic Council for normal processing and contact person is informed.  
<sup>2</sup> Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.  
<sup>3</sup> Signature of the chair of the cross-listing department is required on the Signature Routing Log.  
<sup>4</sup> Removing a cross-listing does not drop the other course – it merely unlinks the two courses.  
<sup>5</sup> Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)

# COURSE CHANGE FORM

<b>g.</b>	Current number of credit hours: <u>3</u>	Proposed number of credit hours: <u>3</u>	
<b>h.</b>	Currently, is this course repeatable for additional credit?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	Proposed to be repeatable for additional credit?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES: Maximum number of credit hours: _____		
	If YES: Will this course allow multiple registrations during the same semester? YES <input type="checkbox"/> NO <input type="checkbox"/>		
<b>i.</b>	Current Course Description for Bulletin:	<u>A survey of British literature from Beowulf to Milton. Students will explore a variety of important writers in light of their historical contexts.</u>	
	Proposed Course Description for Bulletin:	<u>A survey of British literature from Beowulf to Milton. Students will explore a variety of important writers in light of their historical contexts.</u>	
<b>j.</b>	Current Prerequisites, if any:	<u>none</u>	
	Proposed Prerequisites, if any:	<u>none</u>	
<b>k.</b>	Current Distance Learning(DL) Status:	<input type="checkbox"/> N/A <input type="checkbox"/> Already approved for DL* <input checked="" type="checkbox"/> Please Add <sup>6</sup> <input type="checkbox"/> Please Drop	
	*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box <input type="checkbox"/> ) that the proposed changes do not affect DL delivery.		
<b>l.</b>	Current Supplementary Teaching Component, if any:	<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
	Proposed Supplementary Teaching Component:	<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
<b>3.</b>	Currently, is this course taught off campus?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	Proposed to be taught off campus?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>4.</b>	Are significant changes in content/teaching objectives of the course being proposed?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, explain and offer brief rationale: _____		
<b>5.</b>	<b>Course Relationship to Program(s).</b>		
<b>a.</b>	Are there other depts and/or pgms that could be affected by the proposed change?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, identify the depts. and/or pgms: _____		
<b>b.</b>	Will modifying this course result in a new requirement <sup>7</sup> for ANY program?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES <sup>7</sup> , list the program(s) here: _____		
<b>6.</b>	<b>Information to be Placed on Syllabus.</b>		
<b>a.</b>	<input type="checkbox"/> Check box if <u>changed to 400G or 500.</u>	if <u>changed to 400G- or 500-level</u> course you must send in a syllabus and <i>you must include the differentiation</i> between undergraduate and graduate students by: (i) requiring additional assignments by the graduate students; and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)	

<sup>6</sup> You must *also* submit the Distance Learning Form in order for the course to be considered for DL delivery.

<sup>7</sup> In order to change a program, a program change form must also be submitted.

# COURSE CHANGE FORM

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## Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL delivery. **All fields are required!**

**Introduction/Definition:** For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies.

A number of specific requirements are listed for DL courses. **The department proposing the change in delivery method is responsible for ensuring that the requirements below are satisfied at the individual course level.** It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent experience for students utilizing DL (available at <http://www.uky.edu/USC/New/forms.htm>).

Course Number and Prefix: ENG 331	Date: 11/11/2010
Instructor Name: Matthew Giancarlo	Instructor Email: matthew.giancarlo@uky.edu
Check the method below that best reflects how the majority of course of the course content will be delivered.	
Internet/Web-based <input checked="" type="checkbox"/>	Interactive Video <input type="checkbox"/>
	Hybrid <input type="checkbox"/>

<b>Curriculum and Instruction</b>	
1.	<p>How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?</p> <p>The course conforms to USS guidelines. Regular interaction will be facilitated through on-line assignments, discussion sessions, and scheduled TA support for students (see syllabus).</p>
2.	<p>How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.</p> <p>The scope of the course and syllabus assignments are directly comparable to ENG 331, which I have taught as a regular UK course. The textbook is the same, and the assignments are mostly the same. The assessment of student learning outcomes is identical to the regular semester sections of ENG 331, with the added component of weekly response exercises. These conform to the parameters of ENG 331 as an important core course in the English Major.</p>
3.	<p>How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.</p> <p>The learning and assessment components of this course (lectures; quizzes; exams; student response assignments) will be delivered exclusively through UK's secure Blackboard web portal. Students must sign on with their UK identification to access the secure materials. Regular course policies can thus be enforced by the faculty instructor and TA instructor through the university-monitored forums of Blackboard.</p>
4.	<p>Will offering this course via DL result in at least 25% or at least 50%* (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?</p> <p>no</p> <p>If yes, which percentage, and which program(s)?</p> <p>—</p>

Abbreviations: TASC = Teaching and Academic Support Center DL = distance learning DLP = Distance Learning Programs

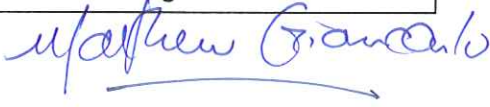
## Distance Learning Form

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	<p>*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL delivery will be six months from the date of approval.</p>
5.	<p>How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting?</p> <p>Access will be provided by Blackboard direct access portals, as well as instructor and TA interface provided by Blackboard. Resources are listed on the syllabus, following the guidelines provided by our Distance Learning team.</p>
<b><i>Library and Learning Resources</i></b>	
6.	<p>How do course requirements ensure that students make appropriate use of learning resources?</p> <p>Blackboard direct access portals and the regular schedule of student assignments.</p>
7.	<p>Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.</p> <p>Historically, very little additional materials have been required by ENG 331. Library access is facilitated directly through Blackboard, and additional course materials are all made available through Blackboard. (This is done already in the regular semester classes of ENG 331.)</p>
<b><i>Student Services</i></b>	
8.	<p>How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Teaching and Academic Support Center (<a href="http://www.uky.edu/TASC/index.php">http://www.uky.edu/TASC/index.php</a>) and the Information Technology Customer Service Center (<a href="http://www.uky.edu/UKIT/">http://www.uky.edu/UKIT/</a>)?</p> <p>Yes, see syllabus under "Electronic Access and Support".</p>
9.	<p>Will the course be delivered via services available through the Teaching and Academic Support Center?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.</p> <p>—</p>

## Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL delivery. **All fields are required!**

10.	<p>Does the syllabus contain all the required components, below? <input checked="" type="checkbox"/> Yes</p> <p>Instructor's <i>virtual</i> office hours, if any. The technological requirements for the course. Contact information for TASC (<a href="http://www.uky.edu/TASC/">http://www.uky.edu/TASC/</a>; 859-257-8272) and Information Technology Customer Service Center (<a href="http://www.uky.edu/UKIT/">http://www.uky.edu/UKIT/</a>; 859-257-1300). Procedure for resolving technical complaints. Preferred method for reaching instructor, e.g. email, phone, text message. Maximum timeframe for responding to student communications. Language pertaining academic accommodations:</p> <ul style="list-style-type: none"><li>○ "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or <a href="mailto:jkarnes@email.uky.edu">jkarnes@email.uky.edu</a>."</li></ul> <p>Information on Distance Learning Library Services (<a href="http://www.uky.edu/Libraries/DLLS">http://www.uky.edu/Libraries/DLLS</a>)</p> <ul style="list-style-type: none"><li>○ Carla Cantagallo, DL Librarian</li><li>○ Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)</li><li>○ Email: <a href="mailto:dllservice@email.uky.edu">dllservice@email.uky.edu</a></li><li>○ DL Interlibrary Loan Service: <a href="http://www.uky.edu/Libraries/libpage.php?lweb_id=253&amp;llib_id=16">http://www.uky.edu/Libraries/libpage.php?lweb_id=253&amp;llib_id=16</a></li></ul>
11.	<p>I, the instructor of record, have read and understood all of the university-level statements regarding DL.</p> <p>Instructor Name: Matthew Giancarlo</p> <p>Instructor Signature: </p>

# University Senate Syllabi Guidelines

ENG 331  
add DL

## General Course Information

- Full and accurate title of the course.
- Departmental and college prefix.
- Course prefix, number and section number.
- Scheduled meeting day(s), time and place.

## Instructor Contact Information (if specific details are unknown, "TBA" is acceptable for one or more fields)

- Instructor name.
- Contact information for teaching/graduate assistant, etc.
- Preferred method for reaching instructor.
- Office phone number.
- Office address.
- UK email address.
- Times of regularly scheduled office hours and if prior appointment is required.

## Course Description

- Reasonably detailed overview of the course.
- Student learning outcomes.
- Course goals/objectives.
- Required materials (textbook, lab materials, etc.).
- Outline of the content, which must conform to the Bulletin description.
- Summary description of the components that contribute to the determination of course grade.
- Tentative course schedule that clarifies topics, specifies assignment due dates, examination date(s).
- Final examination information: date, time, duration and location.
- For 100-, 200-, 300-, 400-, 400G- and 500-level courses, numerical grading scale and relationship to letter grades for *undergraduate* students.
- For 400G-, 500-, 600- and 700-level courses, numerical grading scale and relationship to letter grades for *graduate* students. (Graduate students cannot receive a "D" grade.)
- Relative value given to each activity in the calculation of course grades (Midterm=30%; Term Project=20%, etc.).
- Note that undergraduate students will be provided with a Midterm Evaluation (by the midterm date) of course performance based on criteria in syllabus.
- Policy on academic accommodations due to disability. Standard language is below:  
If you have a documented disability that requires academic accommodations, please see me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, email address [jkarnes@email.uky.edu](mailto:jkarnes@email.uky.edu)) for coordination of campus disability services available to students with disabilities.

## Course Policies

- Attendance.
- Excused absences.
- Make-up opportunities.
- Verification of absences.
- Submission of assignments.
- Academic integrity, cheating & plagiarism.
- Classroom behavior, decorum and civility.
- Professional preparations.
- Group work & student collaboration.



## UK English 331 Survey of British Literature I: Beowulf to Milton

Summer 2011 on-line Distance Learning course, 8-week session, MTWR June 9-August 4

Course instructor and developer: Dr. Matthew Giancarlo, Associate Professor, English  
matthew.giancarlo@uky.edu  
Blackboard messages (preferred contact)  
UK office: POT 1305; mailbox POT 1215  
phone: 257-1587 (office)

Teaching assistant: J. Seth Lee  
j.sethlee@uky.edu  
Blackboard messages (preferred contact; return contact within 24 hrs during the week)  
on-line virtual office hours: M-W 2-4 eastern std. time  
phone: XXX

### Course description:

This is reading survey of British literature from *Beowulf* to Milton (500-1700), with close attention given to Old English, the *Gawain*-poet, Geoffrey Chaucer, Renaissance lyric, Edmund Spenser, Philip Sidney and the sonnet form, William Shakespeare's drama, Seventeenth Century metaphysical lyric, and John Milton's *Paradise Lost*. The focus of this course is almost exclusively on poetry, with a few prose texts. This course provides a college-level foundation and background in the canonical literature of the British tradition.

### Outcomes and assessment:

The primary goals of this class are: 1) a comprehensive introduction to canonical early English literature; 2) an introduction to some of the most important literary genres (e.g. epic, lyric, drama) and analytical categories & terms (e.g. character, irony, meter, imagery) for understanding literature; 3) demonstration of reading comprehension and reading ability for these works; and 4) interest, argument, and enjoyment. Student progress and learning are assessed by a regular schedule of quizzes, response assignments, and comprehensive exams at the mid-term and final.

### Required text and other resources:

1. There is one required textbook:

*The Norton Anthology of English Literature Vol. I: The Middle Ages through the Restoration and Eighteenth Century*, 8<sup>th</sup> edition, Volume I parts A-B-C (Norton, 2006). ISBN 978-0393928334.

This text is available at the local bookstores and it is easily available on-line via Amazon. But be sure to get the complete edition of Vol. I of the *Norton Anthology of English Literature*, not the abridged version.

2. Additionally, for your enjoyment of the Shakespeare plays, you are encouraged (but not required) to rent or stream these versions of the plays:

*Twelfth Night, or, What You Will*. Director Trevor Nunn, starring Helena Bonham Carter, Richard E. Grant, et al. (Fine Line Features/Renaissance Films, 1996)

*King Lear*. Director Trevor Nunn, starring Ian McKellen et al. (Royal Shakespeare Company, Iambic Productions, 2008)

3. There will be additional readings and resources made available via the course Blackboard website.

### Course components:

This class will consist primarily of these elements for delivering content and facilitating student interaction:

1. READING! This is a modern online Distance Learning course. But at heart, this is still a very traditional class in literature and reading. You should plan to spend several hours every day reading your books, thinking about them, struggling with them, learning from them.
2. Online lectures and narrated slideshows. These are the heart of the teaching materials of this course. The recorded lectures and slides are ordered sequentially and are designed to be viewed in order. They provide background, textual explication, and thematic or topical discussions. The course calendar provides a broad overview of the sequence of texts and presentations for the 8 weeks of the class.
3. Online quizzes and exams. These are the evaluation and assessment components of the course.
4. Online bulletin board postings and exchanges. Various assignments will require students to contribute their thoughts and readings.

### Grading:

This course is graded A-E along a standard percentage scale:

A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%, E = 59% or lower

The work assignments for this class will include:

- |                               |     |
|-------------------------------|-----|
| 1. Quizzes: 12-2=10 @ 3%      | 30% |
| 2. Mid-term exam:             | 25% |
| 3. Final exam:                | 30% |
| 4. Weekly response exercises: | 15% |

**Work:** All coursework will be coordinated through Blackboard resources. All work will be submitted via Blackboard. Work sent via email will not be accepted.

1. **Quizzes:** bi-weekly short quizzes, designed to keep you on track with the reading. These will be simple multiple choice and fill-in-the-blank quizzes on Blackboard. Each quiz will have 10-20 questions. The lowest two quiz grades will be dropped from your quiz average.
2. **Mid-term exam:** a comprehensive 1.5 hour exam on the Thursday of week 4. This will cover all the material read up to that point. Multiple choice, passage IDs, short answer, and short essay.
3. **Final exam:** a comprehensive 2 hour exam that will cover all the material for the whole course. Multiple choice, Passage IDs, short answer, longer essay.
4. **Weekly response exercises:** these will be variable exercises week to week. Some will be required contributions to message board discussions/reactions of the texts; others will be required video poetry recitals and readings. Generally these will be graded pass/fail.
5. **Additionally,** there will be occasional opportunities for extra credit, as the course calendar allows.

## Course policies:

1. **Communication:** All communication for this course is best accomplished through the "Messages" feature on the course's Blackboard website. Communications with the instructor/TA will be answered ASAP, generally within 24 hours during the workweek (longer on weekends.)
2. **Electronic access and support:** Complete the following steps to make sure your computer is correctly configured and the necessary software is installed. **You will not be able to access course material if you fail to complete these steps.**
  - i. Go to this site to check the **minimum hardware, software and browser requirements:**  
[http://wiki.uky.edu/blackboard/Wiki\\_Pages/Bb9\\_Hardware\\_and\\_Software\\_Requirements.aspx](http://wiki.uky.edu/blackboard/Wiki_Pages/Bb9_Hardware_and_Software_Requirements.aspx)
  - ii. Internet Explorer is NOT recommended for Blackboard. **Firefox is the recommended Internet browser for the course.** Go to <https://download.uky.edu/> to download a free version of Firefox. Log in with your **LINK BLUE** id and password and search for **Firefox**.
  - iii. Go to <http://java.com> and click on the **Free Java Download** button. Run the installer to get the latest version.
  - iv. You will also need **Flash, Adobe Acrobat Reader and QuickTime** movie player. Go to [http://wiki.uky.edu/blackboard/Wiki\\_Pages/Browser\\_Check.aspx](http://wiki.uky.edu/blackboard/Wiki_Pages/Browser_Check.aspx) then click **BbGO!** If you do not have these installed, you can download them from this site.
  - v. To download **Windows Media Player**, click this link:  
<http://www.microsoft.com/windows/windowsmedia/player/10/default.aspx>
  - vi. Students and faculty can download **Microsoft Office Suite** (including Word and PowerPoint) from this site: <https://download.uky.edu/>. If you experience technical difficulties contact the Customer Service Center at 859-218-HELP (4357) or by e-mail at [helpdesk@uky.edu](mailto:helpdesk@uky.edu). Please also inform the course instructor when you are having technical difficulties.
  - vii. For additional support, contact the UK Teaching and Academic Support Center (TASC) at <http://www.uky.edu/TASC/DL/BBsupport.php> (859-257-8272), and the UK Instructional Technology (IT) team at <http://www.uky.edu/TASC/IT/index.php>.
3. **Bb 101 for First-Time Online Students:** This is a brief introduction for students using Blackboard for the first time. Go to <http://elearning.uky.edu> and log in with your Link Blue ID. Click on the Courses link near the top left of the page (to the right of My Bb and under the Library tab). In the Course Search line, type **Bb9-101** (exactly as you see it there, including the hyphen). Find the Course ID (first column) **Bb9-101-OnLine-Stu**, and click the down arrow next to the Course ID. Click **Enroll** then **Submit**.
4. **Late work/make-ups:** Because this is an on-line Distance Learning course on an accelerated summer schedule, there is no room for make-ups. Be sure to complete all assignments during the windows of time provided. Please plan accordingly. If there are extreme extenuating circumstances as defined by the University Senate Rules (USR V.2.4.2), please contact the course instructors immediately.
5. **Academic integrity:** This course will observe all normal University policies regarding academic integrity and original work. Students are expected to do their own work, reading, and assignment submissions. All assignments, papers, and exams completed by students for this class should be the product of the personal efforts of the individual whose name appears on the work. Misrepresenting others' work as the student's own in the form of cheating or plagiarism is unethical and will lead to those penalties outlined in the University Senate Rules (6.3.1 and 6.3.2).

6. **Distance Learning Library Services** <http://www.uky.edu/Libraries/DLLS>: For additional help, consult these resources: Carla Cantagallo, DL Librarian, Email [dlservice@email.uky.edu](mailto:dlservice@email.uky.edu) Local phone number: 859. 257.0500, ext. 2171; Long-distance phone number: (800) 828-0439 (option #6).
7. **Special needs:** If you have a documented disability that requires special or different accommodations, please consult with the instructor, preferably before the start of class. In order to receive accommodations for this course, you must provide a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, e-mail address [jkarnes@email.uky.edu](mailto:jkarnes@email.uky.edu)) for coordination of campus disability services available to students with disabilities.
8. **Appropriate online behavior:** Students are expected to maintain decorum that includes respect for other students and the instructor. Virtual communication and discussion "in cyberspace" occur in a social environment where normal rules of social interaction apply. The remoteness of the recipients is no excuse to behave in an anti-social manner and post unacceptable messages. Unacceptable messages include those that harass, intimidate, threaten, belittle, ridicule, expressed hatred for, or aggression toward others. Discussion board and other electronic communication for this course should relate only to the course subject matter, generally respond to the instructor threads, and always seek to further the aims of that particular discussion forum or chat session (e.g., stay on topic). Contributions to discussion boards and synchronous chat are the intellectual property of the authors. Students who quote another person in class projects, publications or even in remarks made on the discussion board should always acknowledge the source of that quote (e.g., do not plagiarize your classmates). Personal comments about other users and their views should not be placed in any of our Blackboard course areas that are viewable by other users. Do not copy private messages to another person without the author's explicit permission. Consult the UK Student Rights and Responsibilities regarding the steps for addressing unresolved academic issues at <http://www.uky.edu/StudentAffairs/Code/part2.html>.

ENG 331 Survey of British Literature I  
Summer 2011 Distance Learning, 8-week session

Teaching calendar and work schedule:

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Week 1	Topics & work	On-line video schedule
1. Thursday 6/9	Introduction to the course; introduction to Old English	1-2
2. Monday	Old English lyrics, elegies	2-3
3. Tuesday	Quiz #1: OE and Beowulf; Beowulf background and Part 1	3-4; quiz #1
4. Wednesday	Beowulf Parts 2-3; WR #1	5-6
5. Thursday	Quiz #2: epic Beowulf and OE; begin early Middle English	7-8; quiz #2
Week 2		
1. Monday	Middle English: Geoffrey of Monmouth's chronicle	... (under development)
2. Tuesday	Quiz #3: Marie de France, Lanval, Chevrefoil	
3. Wednesday	Sir Gawain and the Green Knight 1-2; WR #2	
4. Thursday	Quiz #4: SGGK 3-4, romance concluded	
Week 3		
1. Monday	Chaucer, Canterbury Tales, General Prologue	
2. Tuesday	Quiz #5: Chaucer, GP; The Wife of Bath	
3. Wednesday	Chaucer, Canterbury Tales, The Pardoner; WR #3	
4. Thursday	Quiz #6: Chaucer's Pardoner et al.	
Week 4		
1. Monday 7/4	(holiday, no class)	
2. Tuesday	William Langland, Piers Plowman	
3. Wednesday	medieval lyric and medieval drama; <u>on-line mid-term overview</u>	
4. Thursday 7/7 (Mid-term)	<u>on-line mid-term exam: comprehensive 1.5 hour exam</u>	
Week 5		
1. Monday	Renaissance lyric 1: Wyatt & Surrey	
2. Tuesday	Quiz #7: early Renaissance lyric; Elizabeth, Raleigh, Marlowe	
3. Wednesday	Sidney, A&S; Spenser, Amoretti; Shakespeare's sonnets; WR #4	
4. Thursday	Quiz #8: the sonnet tradition; Spenser's epic romance	
Week 6		
1. Monday	Spenser, Faerie Queene 1: Introduction and Cantos 1-4	
2. Tuesday	Quiz #9: Faerie Queene 1-4 and allegory; Cantos 7, 9, 10	
3. Wednesday	Faerie Queene Cantos 7-9-10 and ethical allegory; WR #5	
4. Thursday	Quiz #10: Faerie Queene 7-9-10, personal drama; Shakespeare.	

Week 7

1. Monday Shakespeare play #1: Twelfth Night (comedy)
2. Tuesday Quiz #11: Twelfth Night; play #2: King Lear (tragedy)
3. Wednesday King Lear; Donne and 17<sup>th</sup> century lyric; WR #6
4. Thursday Quiz #12: Shakespeare concluded. Lyric continued.

Week 8

1. Monday Milton, Paradise Lost 1
2. Tuesday Milton, Paradise Lost 2; WR #7
3. Wednesday Milton, Paradise Lost 3; course conclusion, exam review
4. Thursday 8/4 on-line final exam: comprehensive 2 hour exam

Grades submitted by Monday, August 8.