

The work for this class includes verbal and written assignments, individual and group written and verbal assignments. Your grades will depend on:

attendance and participation	25%
completion of written assignments	40%
verbal presentations	30%
resumes	5%

Grades will be based on the effort, care and quality of completion, not on specific points per se. For example, writing and revising your resume will comprise 5% of your grade. Not submitting your resume will reduce that 5% by 10%.

There are NO exams in this course.

The following schedule is a guide; adjustments will be made as necessary.

January 24: First Class. Course objectives and requirements presented.

The first 1-2 weeks we will be dealing with initial resume preparation for both work and graduate school, topics for the Practicum, and how to prepare a professional paper according to AAA style guides. We'll discuss such topics as expectations, routines, responsibilities in professional employment or grad school.

THIS SCHEDULE IS A GUIDE. ADJUSTMENTS WILL BE MADE AS NECESSARY.

	Review of course topics: Questions re: resumes, projects, grad school or work, Practicum
January 24:	Intro to course
January 26:	Contracts due Resumes due
January 31:	Resumes for Guest Speaker -Karen Ham, Career Services (8:50-9:40) Practicum Topics-Present and Discuss
TBA:	Library Day: Ms. Carol Franck and Dr. Karen Springsteen
TBA:	Debrief Speakers and Library Day Start Project 1
February 23:	Project 1 Water Availability Presentation
February 28:	Submit paper for Project 1; debrief Project 1, Intro Project 2
March 1:	Submit Practicum Abstracts and discuss Present Project 2
March 27:	Present Project 2
April 3:	Debrief Project 2 and introduce Project 3. Submit Paper for Project 2
May 1 (tentative):	Present Project 3
May 3:	Submit Paper for Project 3; debrief Project 3. Guest speaker: TBA
May 8 and 10:	Practicum Presentations
May 15:	Practicum Presentations. Practicum Presentations May 15 are from 8am-10am. Practicum write-ups due by 10:00am Tuesday May 25.

The rest of the course alternates between applied projects and the practicum presentation.

These projects are of increasing complexity.. You will work in small groups and individually, providing written and verbal reports of how each project was completed.

These projects are:

Water Availability
Migrant Labor: Background Part I

Migrant Labor: Case Study and Recommendations Part II

Readings for course: There are no assigned texts for this course. You will be using anthropological society websites, the internet, and refereed journals for your projects. Your readings from Professionalism will help you at various points in the semester.

Suggestions: You are strongly encouraged to carefully examine your own beliefs, biases and assumptions, discuss them with each other, me, and other faculty as you work on each project.

You are strongly encouraged to use a variety of resources: the library, internet, faculty on campus including me to gather information, perspective and data for each project. For example, Dr. Kruczek-Aaron could be a resource for the migrant labor projects. You need to think "outside the box" to complete **all** of these projects. I am accessible during my office hours, by appointment, by phone, including voice mail and by e-mail. For example, you will have my cell phone number while I am at the Applied meetings at the end of March. Use **all** of the resources available, please. I will provide initial resources for each of the projects.

The Practicum Objectives:

The Practicum was initiated in the 1999 Senior Seminar course. The Practicum requires that you have some broadly defined experience in a culture other than your own, or have worked in an applied anthropological context. This experience will then be presented in a 15 minute oral presentation to the class and department and you will turn in a written report of your Practicum experience.

You will be using anthropological perspectives - culture shock, cultural relativism, holism, ethnology - in developing your presentation. The presentations include a wide range of activities. These include internships, study in another culture, study here if you are from another culture or community, work experiences such as the military or in the medical field. You will complete the practicum in stages. You will submit a practicum topic, abstract (outline optional), and then present your experience at the end of the semester.

These presentations will be 15 minutes in length. We will schedule them during the last week of class (May 8 and 10) and exam week, Tuesday May 15, 8am to 10am.

The schedule for practicum submissions is:

January 31:	Topic
March 1:	Abstracts (outlines optional)
May 8:	Begin Presentations
May 15:	Finish Presentation and Submit Write-up of

Practicum Experience

ACADEMIC HONESTY:

Students have an obligation to themselves and to their fellow students to uphold the integrity of their institution and of higher learning itself by 1) refusing to participate either directly or indirectly, in acts of dishonesty and 2) discouraging such acts by others. One who collaborates with another in an act of dishonesty shares the guilt of the offense. Cheating, in all of its manifestations, is a deplorable and dishonest activity, a betrayal of personal values and contrary to the basic goals of learning and individual development to which students, teachers and the college are committed. Students must be fully aware of what constitutes academic dishonesty; claims of ignorance cannot be used to justify or rationalize dishonest acts.

Plagiarism, a form of cheating, is the most prevalent expression of academic dishonesty. Plagiarism is the misrepresentation of any part of another's work as one's own, and is equivalent to fraud. It involves giving or receiving un-permitted or unacknowledged aid on any assignment of self-initiated endeavor, such as examinations, papers, research reports, laboratory exercises and computer programs, as well as art, music and theater projects and compositions. Of special note and concern is the fraudulent use of purchased research papers. Specific information concerning the proscribed conduct and ensuing judicial procedures is provided in the code of Student Rights, Responsibilities and Conduct; the Student Government Constitution; and other relevant documents prepared by individual departments and faculty members.

The form of plagiarism called "cribbing" when performed in tests and examinations is theft, no less serious than any other theft because it involves words or ideas rather than material property. It is also unethical to try to obtain

details of a quiz or examination ahead of time. The temptation is greatest perhaps in multiple-section courses, where an instructor may use the same questions for different sections. In such cases, the instructor will take reasonable precautions to discourage dishonesty, but the prime responsibility rests with the student.

In the preparation of research papers, book reports, essays, compositions and speeches, students will generally utilize information gained from others. It is absolutely necessary to acknowledge this help and information. Manuals of instruction in the technique of preparing reports and papers are available in the College Bookstore. Such writer's guides as Writing: A College Handbook or the Harbace College Handbook contains sections on proper form for documentation. It is the student's responsibility to learn and apply the general and specific requirements.

Disciplinary action against those who have been judged guilty of any breach of academic honesty may include: 1) grade reduction on the assignment in question, 2) a failing grade in the course, and/or 3) suspension or dismissal from the college.

Note: It is a violation of New York State law for a student to utilize the services of a term paper writer.

You are required to sign and submit the Potsdam Honor Code for each of the three (3) written projects. All written work other than the Practicum essay, must include a bibliography and citations in text in AAA style.