LAT 210: Intermediate Latin Prose

Minnesota State University Moorhead
Syllabus Spring 2019

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Phone: 218.447.0000
Online Office Hours: 9am-10am M-F, 7pm-8pm M, T, Th (see link in course)
additional times available by appointment

Course Description & Overview

This course will focus on the reading and translation of passages from a variety of important, Latin prose authors. The purpose of this course is to build your ability to read Latin, and to introduce you to basic philological and hermeneutical methods as you read and translate Latin prose. Discussion will bring into play the historical and cultural setting of Rome in the Republican and Augustan period.

Credits: 3
Prerequisites: LAT 101 and LAT 102

This course is 16 weeks long and is conducted completely online. The course will start on {date} and end on {date}. Course discussions and assessments will be conducted asynchronously, but we will have two synchronous meetings for class presentations – see the course schedule for these dates and plan accordingly. No group work, other than discussions will be required.

You will access the course materials through D2L Brightspace. Course related announcements will be posted regularly in the Announcements area on the course's home page. Course materials and activities can be found in the Content tool (under the Materials menu on the course navigation bar) grouped into modules and organized chronologically as you will need them. You should log in and access the course site regularly (at least every other day, if not daily) to check for course announcements. A detailed schedule of course activities and due dates is posted in a printable format and can be found in Content. I also post all due dates in the Calendar tool in the course site.

Course Objectives

There are four objectives for this course. These objectives are aligned with the five Classical Languages Learning Program Standards required for Classical Languages majors.

Upon successful completion of this course, you will be able to:

1. Analyze grammar, syntax, and morphology of the Latin language.
2. Translate passages from classical literature, including Roman authors Cicero and Sallust.
3. Discuss the religious, societal, and historical context in which Cicero’s and Sallust’s works were written.
4. Evaluate scholarly research on classical languages and history with a focus on Latin.

Learning objectives are also present for each module, along with an explanation of how the module objectives, activities, assignments, and assessments help you to achieve these course objectives.
Course Outline

Below is a general outline of the course topics in the order we’ll cover them. Refer to Content in the D2L Brightspace course site for detailed information on objectives, readings & activities, assignments, and assessments for each module. A listing of course due dates can be found in both the Calendar tool as well as the Course Schedule.

- Module 1: Grammar: Introduction to Forms and Syntax
- Module 2: Verbs and Nouns
- Module 3: Adjectives and Adverbs
- Module 4: Conjugations, Enclitics, and Pronouns
- Module 5: Introduction to Roman Culture and Civilization
- Module 6: Geography, History, Roman Life, and Mythology
- Module 7: Introduction to Roman Authors and Scholarly Research
- Module 8: Examining Caesar
- Module 9: Examining Cicero
- Module 10: Examining Sallust
- Module 11: Examining Ennodius
- Module 12: Examining Apuleius
- Module 13: Latin in Use
- Module 14: Latin in Modern Mottos
- Module 15: Course Wrap Up

See the Course Schedule for a detailed calendar of course activities, assignments, and associated due dates.

Required Materials

Textbook:
A textbook is required for this course:

**Latin Prose Exercises** by Eaton and Livy (ISBN: 11767633601)

You may purchase your text through the MSUM Bookstore or by other means – just ensure you have the correct ISBN number.

Other Readings and Media:
Additional readings and videos are posted within the course site. All readings, videos, and activities are required – any exceptions will be noted.

Software:
Make sure to have the most recent versions of the following software as they will be required to view and interact with some of the course materials and complete assignments:

- Microsoft Word (or compatible alternatives). (MS Office, which includes Word, PPT, and One Drive cloud storage, is available for free to registered students as Office 365.)
- PowerPoint or Keynote
- Acrobat Reader (https://get.adobe.com/reader/)
- Adobe Flash Player (https://get.adobe.com/flashplayer/)

Ensure your browser and computer are compatible with D2L Brightspace by conducting a computer check.
To be successful in an online course, you will need **regular, reliable Internet access**. If you have concerns about the reliability of your Internet, make sure to have contingency plans in place such as Internet access at your local library or another trusted location.

**Assessments and Grading**

Grades will be based on a combination of online activities: quizzes, translation exercises, discussions, and a final paper and presentation. Quizzes will be completed in and automatically graded in the course site – three attempts will be allowed for each quiz to allow for practice learning. I will grade and provide feedback for the remaining assignments within 5 days of submission (if not sooner). **Specific assignment details and evaluation criteria are provided in Content.**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes (5 @ 20 points each)</td>
<td>100</td>
</tr>
<tr>
<td>Translation exercises (10 @ 10 points each)</td>
<td>100</td>
</tr>
<tr>
<td>Discussions (10 @ 20 points each)</td>
<td>200</td>
</tr>
<tr>
<td>Essay</td>
<td>100</td>
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<tr>
<td>Presentation</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>600 points possible</strong></td>
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Grades will be calculated in the following manner:
90% = A, 80% = B, 70% = C, 60% = D, Below 60% = F

**Quizzes**

You will take 5 quizzes over the duration of the course and will be allowed up to 3 attempts per quiz, the highest attempt score will be counted toward your final grade. Three attempts are allowed to provide you the opportunity to practice mastery of the terminology and skills. Questions will be drawn from a large pool of related questions so each attempt will have similar, but different questions. These quizzes are open during a 5-day window (see the Course Schedule for dates) and you will be allowed 15 minutes for each attempt. While you can have your text and notes available as a resource, I expect that you will have read and studied prior to attempting each quiz. Study guides will be posted one week prior to each quiz.

**Translation Exercises**

You will complete 10 translation exercises over the duration of the course. Each exercise will build on the next. Topics will include independent uses of the subjective, ablative absolute, causal clauses and expressions, relative clauses, participles, conditional sentences, pronouns, independent uses of the subjunctive, “qui” clauses, and indirect discourse. You are encouraged to submit a draft of your work to me to receive feedback prior to your final submission. Make sure you submit at least three days before the due date to allow me sufficient time for review, and time for you to revise if necessary. Assignment details and evaluation criteria for each exercise are located within the module in which you will complete it. Due dates for each exercise are listed in the course schedule.

**Discussions**

You will participate in 10 discussions over the duration of the course. The discussions will be asynchronous, meaning we do not have to be online all at the same time. However, there will be strict start and end dates for each discussion to keep us on track. You will be required to make at least three posts per discussion, but are encouraged to post more as each discussion matures. Your first response to the assigned discussion prompt will be due by Tuesday at 5pm during the assigned week. Two follow-up posts to your classmates’ postings will be due by 5pm Thursday of
the same week. Specific due dates are listed in the course schedule. Your discussion participation will be evaluated using the Discussion Rubric posted in the Course Information module in Content.

**Essay**
You will compose an essay, combining Latin and English, regarding the scholarly research on a Latin/Roman author. You may choose from Caesar, Cicero, Sallust, Ennodius, Apuleius, or an author of your choice (you must pre-approve this choice with me). This paper will serve as a culmination of your achieved competencies in this course. While the final version of the paper is due at the end of the course, you will submit outlines and drafts for review throughout the duration of the course so that you may receive feedback prior to submitting your final work. Due dates for these benchmarks and the final due date are listed in the course schedule. Each stage of your work will be assessed based on the Essay Rubric posted in the Course Information module in Content. Sample Essays from previous students are posted (with permission) in Content.

**Presentation**
Each of you will give a brief (10-15 minute) presentation highlighting the main points of your essay. The dates for these presentations are listed in the course schedule – plan your availability accordingly. The presentations will be hosted in Adobe Connect. Ensure your computer and browser are compatible with the platform by enabling Flash and the Adobe Connect Add-in. Links to the sessions will be emailed to you one day prior and are posted in the course site. Presentation Guidelines are posted in the Course Information Module in Content.

**Course Policies**

**Late Work**
All due dates for the entire course are stated in the course schedule. Plan accordingly. I expect assignments to be completed by their corresponding due dates. Penalties for late work include:

- **Discussions:** We will make use of the discussion board in this class. For true discussion to occur, discussion posts must be posted during a common period (which is indicated on the Course Schedule). Due to the nature of a “discussion” late posts will not be given credit.

- **Quizzes:** Because you have a 5-day window to complete each quiz, no make-up quizzes will be granted except in the case of extenuating circumstances.

- **Translation Exercises & Essay:** A 10% reduction in the assignment grade will be applied for each day it is late (e.g. 1 day late = 10%, 2 days late = 20%, etc.).

- **Presentation:** Presentation days will be prearranged. Should you find yourself unable to present on your scheduled day due to illness or other extenuating circumstances, we will make alternative arrangements.

I realize that life is fluid and situations can arise that are outside of your control. Should you run into a true emergency and anticipate falling behind in the course, contact me immediately and we will discuss options.

**Course Communications**
Students should access MSUM email and the course site in D2L Brightspace on a regular basis for class related updates and announcements. Course related questions should be asked on the Raise Your Hand discussion board in the course site. Questions of a more personal nature (i.e. questions regarding your grade) can be asked via email.
**Student Email Criteria**
Email is regarded as a professional means of communication. Proper sentence structure, capitalization, correct spelling, and punctuation are expected. Additionally, proper **etiquette** is expected in all online communications.

Because I teach multiple courses at the same time, it is helpful for me if you include identifying information in any email you send to me:

1. Include the course name in each subject line
2. Identify your first and last name at the bottom of each email

**Instructor Response Time**
Generally, I check email frequently Mon-Fri; students can expect a reply within 24 hours on weekdays and within 48 hours on weekends or official holidays; although, in most cases, I will answer you even before. If I plan to be out of town without Internet access, I will post a note in the course site Announcements area. I will be available online during the weekends, although not necessarily all day. If I will not be available for some reason during the weekend, I will let you know ahead of time. Generally, feedback on assignments will be provided to you within 5 days of the due date. I will update the online gradebook on a weekly basis.

I will host **Online Office Hours** on a regular schedule (listed at the beginning of Syllabus). The link to join these sessions is posted in the Course Information Module in Content. Please take advantage of these opportunities to ask me questions directly.

**Professional Conduct / Netiquette**
In this course we will be communicating online with each other on a regular basis. Because written communications are “heard” differently than verbal, please be sure to follow commonly accepted rules of netiquette (online etiquette). It is important that all participants in online courses be aware of proper online behavior and respect for each other.

Use appropriate language for an educational environment:

- Do not use obscene or threatening language.
- Avoid slang and uncommon abbreviations.
- Use proper spelling and grammar.
- Avoid overuse of ALL CAPS.
- Use complete sentences.

**Academic Honesty**
The University expects all students to represent themselves in an honest fashion. In academic work, students are expected to present original ideas and give credit for the ideas of others. The value of a college degree depends on the integrity of the work completed by the student.

When an instructor has convincing evidence of cheating or plagiarism, a failing grade may be assigned for the course in which the student cheated. Instructors also may choose to report the offense, the evidence, and their action to the Dean of their college or the Provost and Senior Vice President for Academic Affairs. If the instructor (or any other person) feels the seriousness of the offense warrants additional action, the incident may be reported to the Director of Student Conduct and Resolution. The Director of Student Conduct and Resolution will follow procedures set out in the Student Conduct Code.

After the review of the case and a fair, unbiased hearing, the Director of Student Conduct and Resolution may take disciplinary action if the student is found responsible (see **Student Conduct**).
Code for details). A student who has a course grade reduced by an instructor because of cheating or plagiarism, and who disputes the instructor’s finding, may appeal the grade, but only by using the Grade Appeal Policy, which states that the student must prove the grade was arbitrary, prejudicial, or in error.

This Academic Honesty Statement is also published in the MSUM Student Handbook. http://www.mnstate.edu/student-handbook/policies-procedures.aspx

**University Policies**

As a student of MSUM, you are expected to be familiar with all University policies. These can be found in the Policies & Procedures section of the Student Handbook.

**Accessibility & Accommodations**

Accessibility Resources recommends that all University faculty use the following statement on their course syllabi to inform students of the faculty member’s willingness to provide reasonable accommodations.

ACCESSIBILITY:

Minnesota State University Moorhead is committed to providing equitable access to learning opportunities for all students and strives to make courses inclusive and accessible in accordance with sections 504 and 508 of the 1973 Rehabilitation Act and the Americans with Disabilities Act. The University will make reasonable accommodations for students with documented disabilities. Accessibility Resources (AR) is the campus office that collaborates with students in need of accommodations and assists in arranging reasonable accommodations.

If you have, or think you may have, a disability (e.g. mental health, attentional, learning, chronic health, sensory or physical), please contact Accessibility Resources at (218) 477-4318 (V), (800) 627.3529 (MRS/TTY), kari.klettke@mnstate.edu or stop by to schedule an appointment with Kari Klettke, Director, in 154C Flora Frick Hall. Please also contact Accessibility Resources if you are currently registered for accommodations and have any questions or concerns. Additional information is available on the AR website: http://www.mnstate.edu/accessibility

**Academic and Student Support Services**

MSUM provides multiple student support services to help you through your academic career here.

- The **Academic Support Center** has resources to assist you with advising, registration, academic support, and tutoring. Visit their website for a list of services [Academic Support Center](http://www.mnstate.edu/asc/) or call 218.477.4318. http://www.mnstate.edu/asc/
- **Online Tutoring**, through tutor.com, is available to assist students with study guides, test prep, and other assistance. [Online Tutoring](http://www.mnstate.edu/asc/onlinetutoring.aspx)
- The **University Writing Support Center** is staffed by trained writing tutors to offer constructive feedback on your writing assignments. [https://www.mnstate.edu/write/](https://www.mnstate.edu/write/)
- **eServices** provides online registration and account management. [http://www.mnstate.edu/eservices/](http://www.mnstate.edu/eservices/)
- **Library Distance Ed Services** are available to you as you research and study. [http://libguides.mnstate.edu/content.php?pid=448709](http://libguides.mnstate.edu/content.php?pid=448709)
- **Accessibility Resources** provides services to students with documented disabilities. [https://www.mnstate.edu/accessibility/](https://www.mnstate.edu/accessibility/)
• **Hendrix Clinic & Counseling Center** offers mental and physical health care for students. https://www.mnstate.edu/hendrix/

• The **Student Handbook** is a reference for understanding University policies and procedures. http://www.mnstate.edu/student-handbook/

Links to student support resources are also available to you on the course navigation bar under Resources/Help.

**Technical Support**

In any online course, certain minimum technical skills are expected. In this course I expect you to be able to:

• Navigate the course site hosted in D2L Brightspace to locate materials and participate in course activities
• Create written assignments in MS Word and presentation material via MS PowerPoint
• Join virtual meetings via Adobe Connect

Complete a [computer check](#) prior to the start of the course to ensure your computer software is compatible with D2L Brightspace.

Should you need technical assistance, the [IT Help Desk](http://www.mnstate.edu/helpdesk/) is available for by phone 218.477.2603, email support@mnstate.edu, or drop-in at their desk in the Library, room 122. http://www.mnstate.edu/helpdesk/

[D2L Brightspace Tutorials](http://www.mnstate.edu/instructional-technology/desire2learn/#tabs-4) are available for students:

**Technology Accessibility & Privacy Statements**

Links to the privacy policies and accessibility statements for the course software are provided here:

• **D2L Brightspace**
  o [Privacy](http://www.brightspace.com/legal/privacy/)
  o [Accessibility](http://www.brightspace.com/about/accessibility/)

• **Panopto** [Accessibility](http://support.panopto.com/documentation/viewing/accessibility-features)

• **Kaltura MediaSpace**
  o [Accessibility](https://corp.kaltura.com/products/core-platform/video-accessibility)
  o [Privacy](https://corp.kaltura.com/privacy-policy#Privacy%20Notice%20for%20the%20Kaltura%20Platform)

• **YouTube** [Accessibility](https://support.google.com/youtube/answer/189278?hl=en)
  o [screen reader](https://support.google.com/youtube/answer/100078?hl=en)
  o [captions](https://support.google.com/youtube/answer/100078?hl=en)

• **Java** [Accessibility](http://www.oracle.com/technetwork/articles/javase/downloads-jsp-138220.html)

• **Adobe Connect**
  o [Accessibility](http://www.adobe.com/accessibility/products/adobeconnect.html)
  o [Privacy](https://www.adobe.com/privacy.html)

• **Adobe Acrobat Reader** [Accessibility](https://www.adobe.com/accessibility/products/reader.html)

• **Adobe Flash** [Accessibility](https://www.adobe.com/accessibility/products/reader.html)
Sexual Violence Prevention Statement

Acts of sexual violence are intolerable. MSUM expects all members of the campus community to act in a manner that does not infringe on the rights of others. We are committed to eliminating all acts of sexual violence.

MSUM faculty and staff are concerned about the well-being and development of our students. We are obligated to share information with the MSUM Title IX Coordinator in certain situations to help ensure that the students’ safety and welfare is being addressed, consistent with the requirements of the law. These disclosures include but are not limited to reports of sexual assault, relationship violence, and stalking.

If you have experienced or know someone who has experienced sexual violence, services and resources are available. You may also choose to file a report. For further information, contact Lynn Peterson, Title IX Coordinator, mailto:petrsnly@mnstate.edu; 218-477-2967, or Ashley Atteberry, Director of Student Conduct & Resolution; ashley.atteberry@mnstate.edu, 218-477-2174; both located in Flora Frick 153. Additional information is available at: www.mnstate.edu/titleix

Student Grievance/Complaint Process

This general procedure is applicable only to those administrative actions for which no special grievance procedure has been established. Special procedures have been established for certain academic (e.g. graduation, grades), student conduct, discrimination/harassment, and employment related matters. Students desiring to appeal actions or procedures of University administrative offices must meet with the following officials, continuing up the hierarchy as necessary to resolve the issues.

**Academic Affairs**
1. Department Chair of the academic discipline in which the problem arose
2. Dean of that college discipline
3. Provost and Senior Vice President for Academic Affairs
4. President

**Administrative Affairs**
1. Director of specific area
2. Vice President for Administrative Affairs
3. President

**Student Affairs**
1. Director of specific area
2. Vice President for Student Affairs
3. President

This process can also be found in the Policies and Procedures section of the Student Handbook (p. 12) (https://www.mnstate.edu/student-handbook/).