

Course Syllabus

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COMM1100 Communication in Society

School of Communication | Spring 2020 | Section 22148

Distance Learning (exclusively online)

Instructor: Dr. Nicholas Matthews

- Email: See communication policy for details and my email address and phone number
- Office: 3107 Derby Hall
- Office hours: Thursdays 9:30AM - 11:30AM and by appointment via Carmen Zoom

TA: Rachel McKenzie

- Email: mckenzie.367@buckeyemail.osu.edu
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- Office Hours: Thursdays 1-3p or by appointment on Zoom

TA: Kate T. Luong

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- Office
 - Online: via Skype (search for 'luong.31@osu.edu')
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- Office hours:
 - Online: Fridays 1-2PM and by appointment
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TA: Justin Park

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- Office hours:
 - Online: Thursdays 1-3PM
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TA: Katie Killeen

- Email: killeen.24@buckeyemail.osu.edu
- Office:
 - Online via Skype
 - Physical: 3041 Derby Hall
- Office hours:
 - Online: Wednesdays 2-3:00 p.m.
 - Physical: Mondays 12:30-1:30 p.m.

C-REP Coordinator: Shannon Poulsen

- Contact Shannon for all CREP related questions or use the CREP discussion board
- Email: poulsen.6@buckeyemail.osu.edu

Communication Policy

Because of the size of our class and its online nature, we designed our communication policies to ensure timeliness, collaboration, and simplicity. Please aim to adhere to the policy closely. Deviating from the policy may result in undue delays or us missing your messages altogether.

Things to avoid

- Canvas mail/messenger & Canvas' submission comments. Both of these are unreliable and cannot be tracked.
- Weekend emails and messages sent around 5PM or later on weekdays. Under most circumstances, we will respond to messages of this sort on the next business day.
- Sending emails that are not from your OSU email address. Messages to our OSU accounts from non-osu email services are regularly marked as spam and since their delivery cannot be tracked, you may not use them as evidence of communication attempts.
- Unprofessional emails. Please ensure that your email messages are professional and informative by including your course info in the subject line, a salutation, adequate yet concise body text, closing, and your full name.
- Emails that require immediate attention. We aim to answer emails with 24 hours of receipt on business days. Be proactive and plan ahead.

First source

Your first and most important resource is the [course discussion boards](#), because it is likely that your question has already been asked and answered. For general course questions, use the General Course Questions discussion board. For assignment specific questions, use the specific discussion board for each assignment.

Second source

If you wish to remain anonymous or have more sensitive questions, send [your specific](#) TA an email. In short, your TA is your lifeline for this course. Your TA will have an intimate knowledge of your work and should be your resource for all questions and concerns regarding content, class scheduling, accommodations, or any other class related issues not addressed in the discussion boards.

Third source

If after referencing the discussion board and contacting your TA you feel that you still have questions or concerns, you may email the professor: matthews.345@osu.edu or call the professor's office: 614-292-3288.

Required Materials

1. The textbook for this course is being provided via CarmenBooks. The fee for this material is included as part of tuition and is listed as CarmenBooks fee on your Statement of Account. Unless you choose to opt-out of the program (1/10 opt-out deadline), you **DO NOT** need to purchase any materials for this course at the bookstore. See [this video](#) (https://youtu.be/zdsd_3pK9F1) to learn how to access the book and take quizzes. For more information on the program or information on how to opt out, please visit the [CarmenBooks website](#) (<https://affordablelearning.osu.edu/carmenbooks/students>). The book is available via the McGraw-Hill Connect link to the left. Our course book is Griffin, E., Ledbetter, A., & Sparks, G. (2019). *A first look at communication theory*, 10th ed. New York: McGraw-Hill.
2. Additional course materials and readings via the [Files](#) section of Carmen
3. Access to a computer/laptop, a high-speed internet connection, current web browser with video-related plugins, and speakers/headphones. This course is taught exclusively online. As a result, you must be comfortable using your computer. Additionally, you must ensure that your computer functions properly and that you use some form of data redundancy (e.g., cloud backups or physical duplication). Please see the technology policy below for more details.

Course Description

This course provides an overview of some of the major theories guiding our understanding of communication in various contexts (i.e., interpersonal, small group, organizational, intercultural, mass media). Additionally, it fulfills the GE requirement for social science: individuals and groups.

This is a General Education (GE) Social Science course

Students understand the systematic study of human behavior and cognition; the structure of human societies, cultures, and institutions; and the processes by which individuals, groups, and societies interact, communicate, and use human, natural, and economic resources.

Expected Learning Outcomes for Individuals and Groups

1. Students understand the theories and methods of social scientific inquiry as they apply to the study of individuals and groups.

- Readings & lectures fulfill this outcome. Exams, quizzes, and writing assignments will assess this outcome.

2. Students understand the behavior of individuals, differences and similarities in social and cultural contexts of human existence, and the processes by which groups function.

- Readings & lectures fulfill this outcome. Exams, quizzes, writing assignments, and concept maps will assess this outcome.

3. Students comprehend and assess individual and group values and their importance in social problem solving and policy making.

- Readings & lectures fulfill this outcome. Exams, quizzes, and writing assignments will assess this outcome.

Typical weekly structure

For a typical work week, I release new content on Saturday at 12:01AM. Everything for that week is due the following Friday by 5:00PM.

In a typical week, everyone must complete the weekly reading quizzes. Depending on your group number, you may also have to complete a tri-weekly assessment. For tri-weekly assessments, each week, one-third of the class submits an engagement activity, one-third submits study guide essays, and one-third has no extra assignment. The module section of our Carmen site is person-specific. In other words, it will tell you exactly what you have to submit for any given week. Please reference the syllabus if you are not sure what is due any given week.

Assessments

1. **Four Exams.** The exams are intended to be rigorous tests of your knowledge. I have designed the exams to be difficult for two reasons. First, the difficulty will motivate you to keep up with the material each week and to study as you would for a standard exam. Second, all exams are open book, open notes, and accompanied with a study guide. The exam material covers the lecture and study guide content. The exam questions are applied rather than definition-based. There will be 3, non-cumulative, multiple-choice exams. The fourth exam is an optional final that is cumulative. Each exam of the non-cumulative exams will be about 30 questions in length. You will have about 65 minutes to complete the non-cumulative exams. The time limit will greatly constrain your ability to look up individual answers. You must be knowledgeable of the course material to perform well on the exam within the allotted time. You will only have one attempt to complete each exam. Lateness penalties do apply to exams meaning that you can take the exam after the deadline passes but you will suffer a point penalty (see lateness policy). You may not work in groups on the exams. I drop your lowest exam grade, which means the cumulative final exam is technically optional. Please prepare well using the study guide and do not wait until the last minute to start an exam, as technological issues can occur. If you have questions, please use the discussion board.

2. **Five Hours of C-REP.** All students in COMM 1100 must participate in the Communication Research Experience Program ("C-REP"). The C-REP program is not directly related to course content. C-REP is designed to give students direct exposure to the topics, goals, methods, and ethical issues of communication research. The program asks you to contribute to ongoing research at OSU by volunteering in an approved research study or by completing an alternative assignment. For a detailed overview in C-REP and its requirements, watch this crash course video (<https://youtu.be/uLIIfja5d4Sc>) and read the handbook. For general questions, please use the discussion board. Your participation in C-REP counts for 5% of your course grade in this course, meaning that for this class C-REP is not extra credit. Your C-REP grade is calculated by dividing the number of hours you complete by 5. Participation can take the form of:

- Completing 5 hours of C-REP research studies, OR
- Completing 5 C-REP alternative written assignments, OR
- Completing a combined total of FIVE hours of research studies and alternative writing assignments.

3. **Weekly Reading Quizzes.** Reading quizzes are meant to encourage you to do the readings and stay on track with the course. They are not representative of the course's exam questions, as they are more fact/definition-based and much easier than exam questions. You have 3 attempts on each quiz. Carmen will record your highest score. The automated quiz system draws questions from a pool, meaning that when you retake the quiz it may present new questions. As a result, begin taking the quiz ahead of the deadline to learn from your mistakes and achieve the highest score possible. Carmen will automatically open new quizzes at 12:01pm EST on Saturdays, and close existing quizzes at 5:00pm EST on Fridays each week. I will drop your lowest quiz score at the end of the semester. Missing a quiz earns you a zero for that week's quiz. You may not work in groups on the quizzes. Lateness penalties do NOT apply to quizzes meaning that you must take quizzes prior to the due date or your forfeit all possible points (policy changed on 1/29/2020).

4. **Tri-weekly Engagement Activities.** The engagement activities are meant to help you apply abstract concepts to concrete (i.e., real world) applications. Engagement activities ask you to post to a discussion forum specific to your core group. You will have the same group members throughout the semester. Seeing how others respond to the posts should help you discover new ways to think about the same idea. The activities will include varied tasks but most will ask you to post a short response to a prompt to the appropriate discussion forum. For most weeks, I will embed an engagement activity prompt in my lecture videos (some prompts will span multiple slides). These prompts will be obvious--containing the words "Engagement Activity" on the slide. You will not be able to view the posts of others until you post your own submission. You will not be able to edit your submission after posting but you may comment on the posts of others if you'd like. Merely commenting on others' posts does not count as an engagement activity submission. Specific instructions and grading criteria will appear on the assignment page when released to the class. Lateness penalties do apply to engagement activities. You may submit after the deadline up to the specified cutoff but your grade will be penalized accordingly. If you have questions, please use the discussion board.

5. Tri-Weekly Study Guide Essays. The study guide essays are meant to help you prepare for the exams gradually to discourage cramming. Like the engagement activities, you will complete the study guide essays with your core group using a discussion board. I highly encourage that you participate above and beyond the minimum requirements, as the study guide is the best way to prepare for the exam. The assessment asks that you answer brief prompts in a short-essay format. Each set of prompts correspond to a specific a lecture video and corresponding reading. Specific instructions and grading criteria will appear on the assignment page when released to the class. Lateness penalties do apply to study guide essays. You may submit after the deadline up to the specified cutoff but your grade will be penalized accordingly. If you have questions, please use the [discussion board](#).

6. Three Concept Maps. The concept maps are solo projects that encourage you to explore a single theory deeply. They ask that you represent certain domains of information visually and provide examples of the concept components. Specific instructions and grading criteria will appear on the assignment page when released to the class. Lateness penalties do apply to concept maps. You may submit after the deadline up to the specified cutoff but your grade will be penalized accordingly. I drop your lowest concept map grade so the third concept map is technically optional. If you have questions, please use the [discussion board](#).

Grading Plan

Highest Exam Grade	15%
2nd Highest Exam Grade	15%
3rd Highest Exam Grade	15%
Reading Quizzes	15%
Engagement Activities	10%
Study Guide Essays	10%
Highest Concept Map grade	7.5%
2nd Highest Concept Map grade	7.5%
C-REP	5%

Grading Policy

I will use the standard OSU grading scale. I will not round grades. If this course is required for you to graduate or to avoid academic probation/expulsion, I expect you to perform at your best to avoid an undesirable outcome. Be proactive. Be professional.

A 93.00-100%	B 83.00-86.99%	C 73.00-76.99%	D 60.00-66.99%
A- 90.00-92.99%	B- 80.00-82.99%	C- 70.00-72.99%	F 0-59.99%
B+ 87.00-89.99%	C+ 77.00-79.99%	D+ 67.00-69.99%	

Additional Policies

- **Deadlines.** Assume that all deadlines are in Eastern Time (ET).
- **Late work.** You may submit engagement activities, study guide essays, concept maps, reading quizzes, and exams after the deadline. Penalties for work that may be submitted late increase cumulatively. Submitting work 1 second after the deadline yields a -2% point penalty for the submission. For each additional hour after the deadline, you lose an additional -2% off of the submission. This means that you may submit work up to 48 hours after the due date.
- **Unenrollment.** OSU does not recognize unenrollment as a valid excuse for missing work. If you become unenrolled from the course for any reason, it is your responsibility to contact me and establish alternative means to submit work prior to the specified deadline. If you suspect that this policy will affect you, I recommend saving the syllabus to your local computer or printing it out for reference.
- **Professionalism.** You must ensure that the work you submit is correct. Submitting the wrong link, files that are corrupt, the wrong version, the wrong format, missing components, the wrong file type, etc. is unprofessional. It is your responsibility to check on the integrity of your work.

immediately following submission. We will not inform you if your work fails these standards. If we cannot view your work, you will not receive credit for your submission. Standard lateness penalties apply to unprofessional work.

- **Technology issues.** Technical failure does not constitute an excuse for submitting work late. This rule is more important with online courses. You are, per course requirements, obligated to have regular access to a working computer/laptop and high-speed internet access. It is your responsibility to make sure your devices are in working order, which includes hardware and software. Technical problems which are documented by the University's Office of the Chief Information Officer or McGraw-Hill will be permitted as these are outside of your control. You can view the status of OSU's systems [on this page](https://osuitsm.service-now.com/selfservice/system_status) (https://osuitsm.service-now.com/selfservice/system_status) and McGraw-Hill's [on this page](https://status.mheducation.com/) (<https://status.mheducation.com/>). If you experience a problem with an OSU system (email, Carmen) which OCIO have not reported, it will be your responsibility to raise a ticket with them. Only after they confirm your situation was out of your control will an accommodation be made. If you find yourself experiencing a technical issue that impacts your ability to take part in essential class activities, your first response should be to make alternate arrangements (e.g. work in a computer lab). You should email your TA only when this is not possible, at which point accommodations may be made, depending on the circumstances.
- **Grade appeals.** You may send your TA an email to instigate a grade appeal within 1 week after the grade has been posted. Appeals must have strong evidence-based arguments that reference specific components of the assignment's grading criteria. Appeals can result in an unchanged grade, a higher grade, or a lower grade.
- **Course leave.** If you become seriously ill or something happens to you that prevents you from participating in the course for an extended amount of time (e.g., mental illness or a friend's mental illness, taking care of an immediate family member, child birth, etc.), you may apply for course leave. You must let the instructor know of your situation as soon as practical when you become aware of the need for leave to avoid point penalties (either the day you learn of the need or the next workday). Be proactive and let us know asap if you think you need leave. We will not grant leave retroactively. Course leave is similar to OSU's Family and Medical Leave (FML) and has many of the same rules ([see here for more information](https://hr.osu.edu/benefits/family-medical-leave/) (<https://hr.osu.edu/benefits/family-medical-leave/>)). If you qualify for leave, we will allow you to make up missed work with the following point penalties:
 - -0% for work due 6 days prior to notification
 - -33% for work due 7-13 days prior to notification
 - -66% for work due 14-20 days prior to notification
 - -100% for work due > 20 days prior to notification

OSU Policies

- **Academic misconduct.** All work should be your original work. You must use citations when presenting ideas that are not your own using APA style. You must complete all submitted work by yourself. You may not reuse work from a past or current semester. It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term "academic misconduct" includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct.
- **Disability services.** Students with disabilities (including mental health, chronic or temporary medical conditions) that have been certified by the Office of Student Life Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office of Student Life Disability Services is located in 098 Baker Hall, 113 W. 12th Avenue; telephone 614- 292-3307, slds@osu.edu; slds.osu.edu.
- **Sexual misconduct/relationship violence.** Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at titleix@osu.edu (<mailto:titleix@osu.edu>)
- **Diversity.** The School of Communication at The Ohio State University embraces and maintains an environment that respects diverse traditions, heritages, experiences, and people. Our commitment to diversity moves beyond mere tolerance to recognizing, understanding, and welcoming the contributions of diverse groups and the value group members possess as individuals. In our School, the faculty, students, and staff are dedicated to building a tradition of diversity with principles of equal opportunity, personal respect, and the intellectual interests of those who comprise diverse cultures.
- **Copyright disclaimer.** The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.
- **Student life issues.** As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If

you are or someone you know is suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life's Counseling and Consultation Service (CCS) by visiting [ccs.osu.edu](https://email.osu.edu/owa/redir.aspx?C=z2pvaBtLCxBWdGcwgZUIOYoKx5F67OHfRB2T9YyOoA0H6K0Fp1PVCA..&URL=http%3a%2f%2fccs.osu.edu%2f) (<https://email.osu.edu/owa/redir.aspx?C=z2pvaBtLCxBWdGcwgZUIOYoKx5F67OHfRB2T9YyOoA0H6K0Fp1PVCA..&URL=http%3a%2f%2fccs.osu.edu%2f>) or calling [614-292-5766](tel:614-292-5766). CCS is located on the 4th Floor of the Younkin Success Center and 10th Floor of Lincoln Tower. You can reach an on call counselor when CCS is closed at [614-292-5766](tel:614-292-5766) and 24 hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1-800-273-TALK or at suicidepreventionlifeline.org (https://email.osu.edu/owa/redir.aspx?C=1AEKKYEmAT-q6GTpolSCt8KBI1rvgmfr_XRyPNAAaSLgH6K0Fp1PVCA..&URL=http%3a%2f%2fsuicidepreventionlifeline.org%2f).

Course Schedule

Week	Dates	Topics & Readings	Deadlines
1	Mon 1/6 (atypical start date due to first week starting on Monday)	<u>Course introduction</u> <u>Syllabus</u> <u>Communication theory</u> <i>Ch. 1, 2</i>	<u>Submit before 5:00pm on Friday</u> 1. Syllabus quiz 2. Weekly reading quiz
	Friday 1/10		
2	Sat 1/11 (first regular start date)	<u>Communication theory</u> <i>Ch. 3</i> <u>Mapping the field & Research methods</u>	<u>Submit before 5:00pm on Friday</u> 1. Group intro activity 2. Groups 1-8: Engagement Activity 3. Groups 9-16: Study Guide Short Essays 4. Groups 17-24: Nothing extra due. Consider completing a C-REP study.
	Friday 1/17	 <i>"Keyton" PDFs (Ch. 4, 14)</i>	
3	Sat 1/18	 <u>Interpersonal Communication</u> <i>Ch. 5, 7</i>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Groups 1-8: Nothing extra due. Consider completing a C-REP study. 3. Groups 9-16: Engagement Activity 4. Groups 17-24: Study Guide Short Essays
	Fri 1/24		
4	Sat 1/25	 <u>Interpersonal Communication</u> <i>Ch. 8, 10</i>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Groups 1-8: Study Guide Short Essays 3. Groups 9-16: Nothing extra due. Consider completing a C-REP study. 4. Groups 17-24: Engagement Activity
	Fri 1/31		
5	Sat 2/1	 <u>Interpersonal Communication</u> <i>Ch. 13</i>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Concept map I
	Fri 2/7	 <u>Relational Communication</u> <i>Ch. 12</i>	

6	Sat 2/8	<u>No readings</u>	<u>Submit before 5:00pm on Friday</u> ■ Exam I
	Fri 2/14		
7	Sat 2/15	<u>Relational Communication</u> <u>Ch. 14</u>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Groups 1-8: Engagement Activity 3. Groups 9-16: Study Guide Short Essays 4. Groups 17-24: Nothing extra due. Consider completing a C-REP study.
	Fri 2/21	<u>Processing & communication</u> <u>Ch. 15, 16</u>	
8	Sat 2/22	<u>Processing & communication</u> <u>"The Media Equation"</u> <u>Rhetoric</u> <u>Ch. 22</u>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Groups 1-8: Nothing extra due. Consider completing a C-REP study. 3. Groups 9-16: Engagement Activity 4. Groups 17-24: Study Guide Short Essays
	Fri 2/28	<u>Communication Ethics</u> <u>Deontology</u> (https://plato.stanford.edu/entries/ethics-deontological/),(sections 1, 2, 2.4, 3), <u>Utilitarianism video</u> (https://goo.gl/gT5n6E), , <u>Kantianism video</u> (https://goo.gl/XvY1q5),	
9	Sat 2/29	<u>Mass communication</u> <u>Ch. 25, 26, 27</u>	<u>Submit before 5:00pm on Friday</u> 1. Groups 1-8: Study Guide Short Essays 2. Groups 9-16: Nothing extra due. Consider completing a C-REP study. 3. Groups 17-24: Engagement Activity 4. Concept Map II
	Fri 3/6		
10	Sat 3/7	SPRING BREAK!	Nothing due, enjoy your break!
	Fri 3/13		
11	Sat 3/14	<u>No Readings</u>	<u>Submit before 5:00pm on Friday</u> ■ Exam II
	Fri 3/20		
12	Sat 3/21	<u>(Mass Media) Effects</u> <u>"Social Learning"</u> <u>Mass Media Effects</u> <u>Ch. 28, 29</u>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Groups 1-8: Engagement Activity 3. Groups 9-16: Study Guide Short Essays 4. Groups 17-24: Nothing extra due. Consider completing a C-REP study.
	Fri 3/27		
13	Sat 3/28	<u>Mass Media Effects</u>	<u>Submit before 5:00pm on Friday</u>

		<i>Ch. 30, "Sparks (2016) Sexual Content."</i> WARNING: the sexual content lecture video contains content that some may be disturbing. Please see this page for more information.	1. Weekly quiz 2. Groups 1-8: Nothing extra due. Consider completing a C-REP study. 3. Groups 9-16: Engagement Activity 4. Groups 17-24: Study Guide Short Essays
14	Sat 4/4	<u>Mass Media Effects</u> <i>"Sparks (2016) Violent Media Effects"</i>	<u>Submit before 5:00pm on Friday</u> 1. Weekly quiz 2. Groups 1-8: Study Guide Short Essays 3. Groups 9-16: Nothing extra due. Consider completing a C-REP study. 4. Groups 17-24: Engagement Activity
	Fri 4/10	<u>Intercultural communication</u> <i>Ch. 34</i>	
15	Sat 4/11	<u>Intercultural communication</u> <i>Ch. 35, "Morality"</i>	<u>Submit before 5:00pm on Friday</u> 1. Concept Map III
	Fri 4/17	<u>Gender</u> <i>Ch. 31</i>	
16	Sat 4/18		
	Mon 4/20 (atypical due date due to semester's end)	<u>Gender</u> <i>Ch. 33</i>	Nothing due. Prepare for exam III.
Finals week	4/22-4/28	Exam III opens: TBA Exam III closes: TBA Exam IV opens: TBA Exam IV closes: TBA	EXAM III EXAM IV – Optional cumulative final

Course Summary:

Date	Details	
Tue Jan 14, 2020	 Syllabus Quiz (https://osu.instructure.com/courses/71736/assignments/1426903)	due by 11:59pm
	 Week 1 Reading Quiz (https://osu.instructure.com/courses/71736/assignments/1426898)	due by 11:59pm