

Using Literature Circles to Enhance Reading

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Requirements:

- Microsoft Word and e-mail
- Audio software: any type of recording and editing software will work. We use "Audacity" because it's a free and portable download.
- Access to microphone & recording software or Mp3 player with recording capability

Policies:

Online Conduct:

- ✓ Participants are required to review each rule listed on "Netiquette" at <http://www.albion.com/netiquette/corerules.html>
- ✓ Participants are to act professionally and use appropriate "netiquette."
- ✓ Throughout this course, positive and constructive feedback is required. Appropriate conduct during these exercises is expected.

Participation:

- ✓ Participants must log into the online classroom at least 3 days a week and post an assignment or response at least once per week.
- ✓ Active participation is mandatory. You will be responsible for responding to other participants throughout the course.
- ✓ Postings will be monitored and feedback given by the instructors.

Lateness:

- ✓ All assignments must be submitted by 11:59:59 PM of the due date. Late assignments should be posted in the Late Thread and will lose 25% as indicated on the rubric for assessment. Participants who continually hand in late assignments may be dropped from the course. Participants must contact the instructors in writing of any constraints that may arise during the course. The instructors have the option of granting/denying access to the course.

Recommendation for in-service credit:

- All assignments must be completed according to the guidelines on the rubric.
- Participants must participate in class discussions, complete required readings and postings, complete assignments and maintain an average of '3' on the rubric.
- Students who plagiarize will not be recommended for in-service credit.