

Policies and Recommendation for in-service credit.  
OLA Course Web 2.0 for Educators

- 1) Students must log into the class at least 3 times a week. Sign-in statistics are tracked by the system
- 2) Students must observe appropriate netiquette. This is an open community and all comments should be constructive. ([onlinenetiquette.com](http://onlinenetiquette.com))
- 3) All assignments must be submitted by 11:59:59 p.m. of the due date. Late assignments will not be accepted. Students with extenuating circumstances should contact the instructor privately and immediately.
- 4) Technical problems should be addressed immediately. Contact instructor.
- 5) You must review the course schedule to determine if you will be able to meet all the time and posting requirements.

Recommendation for in-service credit

- 1) Participation in class discussions, completing required readings and posting completed assignments is essential to success in the course.
- 2) All participants in the class are expected to post constructive criticism and to comply with normally accepted behaviors.
- 3) Completion of the course means that all assignments are completed at least a satisfactory level.
- 4) Students who plagiarize will not be recommended for in-service credit.
- 5) Inservice hours recommended will be directly associated with outcomes of the course.