

What if your roommate was a Martian? Cross-cultural communication and diversity.

XIDS 2002 LJ1 (Fall 2019)

Monday/Wednesday - 07:45 am – 08:35 am

Instructor	Dr. Agnieszka Chwiałkowska
Classroom	Miller Hall – Room 2214
Office number	Miller Hall – Room 2305
Contact	E-mailing tool on CourseDen
Office hours	By appointment

Textbook and materials

1. Wolf Essentials: https://issuu.com/thenavigatoruwg/docs/the_wolf_essentials_2019.
2. Resources on CourseDen. [CourseDen -> Content -> Module Folders] (required reading)
3. Handouts distributed in class.

Course Overview

This course focuses on various topics about cross-cultural communication and diversity and implications for a variety of disciplines.

XIDS 2002 is a course designed to help students get excited about learning at West Georgia. In addition, it is our hope that this course helps you succeed academically as well as personally and socially during this semester and beyond. The fundamental focus of the class is to provide an understanding of the basic structure of critical thinking and of academic disciplines in order to increase learning in the university classroom. Students are required to attend class and to interact with their instructors and classmates. While students must take responsibility for their own learning, the course attempts to support and enhance that responsibility by making the class a learning community within the University.

Course Objectives

Upon completing the course, you will be able to:

- CO1. Discuss basic concepts, conceptual frameworks, and other broader contexts of intercultural communication.
- CO2. Identify cultural values.
- CO3. Recognize how speech, texts, images and behaviors are shaped by cultures and interpreted through your own cultural lens.
- CO4. Critically analyze case studies of how cultures are communicated verbally and non-verbally.
- CO5. Recognize cultural barriers and apply tools to address key obstacles to effective communication across cultures.
- CO6. Analyze and discuss examples of cross-cultural conflicts in a variety of situations.
- CO7. Reflect on how various cultural concepts apply to your own life, communication and various areas of study.
- CO8. Develop intercultural sensitivity in terms of beliefs, values, and norms.
- CO9. Adapt written and oral communication to specific rhetorical purposes and audiences.

CO2. Recognize and begin to implement the skills necessary to become life-long, active learners through the exploration of an academic topic that focuses on a contemporary and/or enduring topic, question, or problem.

CO3. Identify, evaluate, and use information, language, or technology appropriate to a specific purpose.

Course Schedule

The course is worth 2 credit hours. You will need to spend about 10 – 15 hours a week on the course to receive a passing grade.

The attendance is mandatory, attendance and class participation are a part of your grade. The COURSE SCHEDULE is available in the START HERE folder on CourseDen.

The syllabus and course schedule is subject to change at the discretion of the professor. You will be informed of any changes via Announcement tool on CourseDen – please check the CourseDen announcements daily.

WHAT AM I EXPECTED TO DO TO COMPLETE THIS COURSE?

You will be required to:

- Read resources posted on CourseDen and any handouts distributed in class. [INDIVIDUAL GRADE]
- Attend the class and participate in discussions (including online discussions) and other activities, be ready to discuss topics assigned in class (see course schedule for meeting dates) [INDIVIDUAL GRADE].
- Take notes (during the class) and write an entry in your learning journal after each class [INDIVIDUAL GRADE].
- Participate in the 'celebrations of knowledge' (in class). [INDIVIDUAL GRADE]
- Prepare a presentation [INDIVIDUAL GRADE]
- Work on a team project - write an essay and present the results in class [GROUP GRADE]

See COURSE OBJECTIVES and COURSE SCHEDULE for details.

XIDS-requirements

- Writing support
- Library exploration
- Study skills development

The First-Year Seminar Lab is posted in CourseDen within a course called "XIDS 2002 Lab". You can also find the [assignments](https://westga.view.usg.edu/d2l/home/1874552) by following this link <https://westga.view.usg.edu/d2l/home/1874552>

Be sure to complete the three assignments in the Lab to get your full 15% credit.

Business Living, Learning Community requirements

- LLC Fireside Chats (attendance at least 1/month)
- Career Services
 - Workshop
 - Mock interview
 - + Complete assignments from the XIDS 2002 Lab - Major/Career exploration

Course-specific requirements:

Attendance and Participation

The course concentrates on structured experiences using the experiential learning model, and thus requires class participation. As activities and discussions take place in group context there are **NO make-ups for missing a class.**

The doors close at the beginning of the class. If you are late you will not be allowed to enter the class.

Sleeping in class, checking your phone, not participating in class activities will result in receiving 0 points for attendance even if you are physically present.

Celebrations of knowledge

There are four '**celebrations of knowledge**'. (Please see the course schedule on CourseDen).

To prepare for each celebration please study your notes from the class and activities we completed in class, as well as study any reading assignments announced in class and/or on CourseDen.

Bring a pencil (with an eraser) to each quiz.

ScanTrons (if needed) will be provided for you.

There are NO make-ups. If you miss the celebration you receive 0 points.

With proper documentation and with prior approval (from professor), university-sponsored events or sickness might constitute the basis for your absence to be excused if communicated before the class. You must submit relevant documentation before the class you are missing.

All the documentation should be submitted into submission folder on CourseDen ("Special accommodations & excused absences" folder). You must also send a message to the professor via CourseDen messaging tool **prior to** the class/quiz you are missing.

RESPONSE TIME

In-class quizzes will be graded within seven business days (Monday-Friday 9 am-5pm) from the quiz date.

Learning Journal & Course Notes

During each class you will take notes and will summarize key learning points after each class. Learning journal will be collected and graded every two weeks.

RESPONSE TIME

Learning reflections will be graded within seven business days (Monday-Friday 9 am-5pm) from the due date.

Presentations and essay

You will give two presentations in class. One is an individual assignment (mid-term presentation) and one is the outcome of a group work (final presentations). For the group assignment you will also write an essay.

RESPONSE TIME

Presentations will be graded within seven business days (Monday-Friday 9 am-5pm) from the due date.

Extra Credit Assignments

If you attend more than 4 Fireside talks you will receive 1 extra percentage point for each additional talk attended.

There will be **no** other extra-credit assignment. Time management is an important and appreciated skill. You must take responsibility for planning and pacing your work throughout the semester.

HOW WILL I BE GRADED?

Your final grade is calculated as a weighted average of points received for different assignments in this course.

First-year seminar /XIDS-requirements (total 15%):

Writing center – workshop - 5%

Library – workshop - 5%

Center for Academic Success – academic coaching - 5%

Business Living, Learning Community requirements (total 15%):

LLC Fireside Chats (attendance at least 1/month) - 8%

Career Services – XIDS lab, workshop and mock interview - 7%

Course-specific requirements (total 70%):

'Celebrations of knowledge' (In-class) - 15%

Attendance and Participation - 15%

Learning Reflections & Course Notes - 15%

Presentation 1 (Individual) - 10%

Essay & Presentation 2 (Group) - 15%

Final grade

A: 90%+

B: 80% < 90%

C: 70% < 80%

D: 60% < 70%

F: Less than 60%

Course Schedule

Course schedule is tentative and a subject to change at the discretion of the professor. You will be informed of any changes in class and/or via an announcement on CourseDen.

Week	Topic
1	Pack Premiere Course Introduction & Review of Requirements & What It Means to be a College Student
2	Online class/origins of culture
3	Why Do We Need to Talk about Culture? Introduction to Culture Sources of Culture & Socialization
4	Dimensions of Culture Learning journal due
5	Dimensions of Culture cnd. Review and Celebration of knowledge 1
6	Values and culture Learning journal due
7	Cultural values Cultural dilemmas
8	Review and Celebration of knowledge 2 Perception Learning journal due
9	Student Presentations (Individual assignment)
10	Cultural Shock and Cultural Integration
11	Stereotypes, Implicit Bias and Categorization Learning journal due
12	Review & Celebration of knowledge 3 Communication
13	Communication Conflict Resolution Learning journal due
14	Cross-cultural Team Building
15	Leadership Review & Celebration of knowledge 4 Learning journal due
16	Student Presentations (Group assignment)

COMMUNICATION

Please communicate any problems you have. If you need special accommodations, please make sure that you inform me about your situation prior to the beginning of the course or as soon as the need for my assistance arises. Please do not wait until the end of the semester (or on the due date) as at that point I will not be able to help you. **Submit any relevant documentation to "Special accommodations and excused absences"** in "About the Course" folder on CourseDen and e-mail the professor via the CourseDen messaging tool.

Before contacting the professor, consider whether the answer to your question would benefit other students in the class. If so, please post your question to the Q&A Forum. For details, please visit:

COURSEDEN -> CONTENT -> QUESTIONS?

If your question relates to your individual situation, please communicate via **messaging tool on CourseDen**. Please make sure that the subject line specifies what your e-mail is about:

Like this: Assignment #2. **Not like this:** Question.

E-mail format

To make sure that your questions are answered promptly and accurately, please follow the format outlined below. Your professor will not answer messages that do not follow this format.

<p>Subject line</p> <p>Dear Doctor Chwialkowska,</p> <p><i>I am in your Class Name, Section Number that meets on This Day [1].</i></p> <p>This is the question I have or the help I need [2].</p> <p>I have looked in the syllabus, Q&A forum, and at my notes from class and online and I asked someone else from the class [3], but I am still not sure about the answer.</p> <p>This is the action I would like you to take [4].</p> <p>Saying Thank You is always a good idea [5],</p> <p>Yours sincerely,</p> <p>First Name & Last Name [6]</p>	<div data-bbox="762 647 1377 745"> <p>Address your professor appropriately.</p> <ul style="list-style-type: none"> ✓ NEVER use "Hey" or "Yo!" or "Hi!" </div> <div data-bbox="762 745 1377 1032"> <p>Write a clear and concise message.</p> <ul style="list-style-type: none"> ✓ Avoid wordiness; get to the point: <ul style="list-style-type: none"> ▪ State your problem by being specific and detailed (I will not be in class on Monday; I apologize for missing class on Wednesday; I would like to schedule an appointment to meet with you to discuss my assignment). ▪ Include the question relevant to your problem; ▪ If you need a response, politely ask for one. </div> <div data-bbox="762 1032 1377 1368"> <p>Proofread your message.</p> <ul style="list-style-type: none"> ✓ Never click on "Send" before proofreading your message. <ul style="list-style-type: none"> ▪ Make sure you have complete sentences and that you use punctuation correctly. ▪ Check for spelling mistakes. ▪ Pay attention to mechanics (proper capitalization) and grammar mistakes. ▪ Do not use texting abbreviations. ▪ Whenever possible, use paragraph breaks to organize your message. </div> <div data-bbox="762 1368 1377 1429"> <p>Sign with your full name</p> </div>
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Response time

I will respond to questions sent via CourseDen email and those posted on Q&A Forum within 48 hours during business days (Monday-Friday 9am-5pm). As UWG emphasizes the importance of work-life balance, I will not be responding to any communication after business hours, during weekends and holidays.

WHAT ELSE DO I NEED TO KNOW BEFORE TAKING THIS COURSE...

Basic Technical Skills Required

To successfully complete the course, you need to have the following technical skills:

- Navigating CourseDen.
- Communicating via CourseDen email tool.

- Using CourseDen discussion board.
- Taking quizzes on CourseDen.
- Uploading assignments to CourseDen submission folders.
- Using a Web browser such as, e.g., Mozilla Firefox.
- Ability to google information and use it to solve basic problems.

Reading the Syllabus

Please read the syllabus at the beginning of the semester. When you are informed about the course requirements, you can plan your time to achieve the best result possible.

As this syllabus provides you with a summary of the course of study, examination requirements, and schedule, please consult it before writing an e-mail to your professor or posting to the Q&A forum.

You will also take Syllabus Quiz, and at the beginning of the course.

Deadline

Deadlines defined as:

a : a date or time before which something must be done

b : the time after which copy is not accepted for a particular issue of a publication (Merriam-Webster Dictionary)

Late submissions will not be accepted.

Planning

This is a content-rich course and successfully completing it will require self-discipline and planning. That is why you are informed of all the deadlines and assignments at the very beginning of the course.

Please see COURSE SCHEDULE for deadlines and mark them in your calendar.

What Result Is Not

Hard work does not guarantee that your result is achieved. For instance, telling a professor that you worked very hard on the project does not mean that the result you achieved meets the criteria for an A grade.

NO RESULT + EXCUSE ≠ RESULT

When you are late, having a good excuse does not turn back the clock and make you be on time. Likewise, not delivering what is expected of you and having an excuse does not make a result magically appear.

Taking Notes

Whether you are taking an in-class class or an online class, it is important to take notes both when you listen to a lecture, watch a video posted on CourseDen, or read your textbook, lecture slides, and articles. Taking notes is a very important skill that is necessary in your future career. Here you can find an interesting guide on how to take notes from your textbook: [Taking notes](#)

Honor Code

By submitting any of the assignments and online quizzes, you agree with the following statement:

"I pledge on my honor that I have not given or received any unauthorized assistance on this assignment/examination."

You also acknowledge that you were made aware that if your submission turns out to be plagiarism, or does not adhere to the UWG Honor Code in any other way, **you will receive 0 points for this assignment and a failing grade for the entire course.**

In case of group assignments, you are made aware that even if your group member and not you personally plagiarized a part of the assignment, you and all group members are going to be held accountable – **every group member will receive 0 points for this assignment and a failing grade for the entire course.**

Accessibility

To participate in the course, you will need internet access. All required materials aside from the textbook will be posted on CourseDen or distributed in class.

[CourseDen compatibility check](#)

[D2L Accessibility](#)

[Software FAQs](#)

[Acceptable Use Policy of Computer & Network Equipment](#)

Some of the practice exercises (not graded) will require you to use online applications (Quizlet). If you wish to complete them, here you can find the necessary links:

Quizlet: [Quizlet](#)

[Quizlet privacy policy](#)

[Quizlet accessibility policy](#)

Below you can also find links to technical requirements when watching TED talk videos, and viewing PDF documents.

[TED talks technical requirements](#)

[Adobe technical requirement](#)

You will also need to create and upload a video on YouTube

[YouTube privacy policy](#)

[YouTube uploading videos](#)

[YouTube support](#)

[YouTube accessibility](#)

For more information on technology requirements for courses at UWG, please see the **IMPORTANT LINKS** file on CourseDen

OTHER RULES AND POLICIES

Netiquette

- ✓ Please show respect, courtesy, and professionalism toward your classmates in all communication.
- ✓ Use spell check before posting to the discussion forums or when you write e-mails.
- ✓ Be respectful of others' views and opinions.
- ✓ Express your views even when your point of view contrasts the majority view presented.
- ✓ Think and edit before you click "Submit".
- ✓ Be aware that sometimes humor can be misinterpreted as being sarcastic (online discussions provide a limited possibility for reading your body language/facial expression).
- Don't use ALL CAPITAL LETTERS as this is considered "shouting".
- Avoid using acronyms.
- Do not dominate any discussion. Give your colleagues the space to join the discussion.
- Avoid using slang language.

ACADEMIC SUPPORT

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact Accessibility Services.

Center for Academic Success: The Center for Academic Success provides services, programs,

and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu University Writing Center: The University Writing Center assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu

ONLINE COURSES

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the UWG Online site. Students enrolled in online courses can find answers to many of their questions in the Online/Off-Campus Student Guide. If a student is experiencing distress and needs help, please see the resources available at the UWG Cares site. Online counseling is also available for online students.

HONOR CODE

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing. The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG. Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the Student Handbook.

UWG EMAIL POLICY

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

CREDIT HOUR POLICY

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance:

http://www.usg.edu/hb280/additional_information

You may also visit our website for help with USG Guidance:

<https://www.westga.edu/police/campus-carry.php>

ACADEMIC HONESTY POLICY

You must adhere to the Academic Honesty Policy:

Lying, cheating, stealing, or engaging in plagiarism in pursuit of one's studies is a violation of academic honesty policy at UWG and will not be tolerated (Please read the university's catalog for the official statement on academic integrity and plagiarism). Students are responsible for understanding plagiarism.

In general, **plagiarism** is defined as the use of intellectual material produced by another person without acknowledging its source. The following are some examples of what is considered plagiarism:

- * Copying of passages from works of others into an assignment, paper, discussion board posting, without acknowledgment.

- * Cutting/pasting information available on the web or online databases.

- * Using the views, opinions, or insights of another without acknowledgment.

- * Paraphrasing another person's characteristic or original phraseology, metaphor, or other literary device without acknowledgment.

NOTE: Violations of the academic honesty policy may result in expulsion from the University.

Being caught cheating during the exam or plagiarizing an assignment results in a failing grade for this course. There are no exceptions to this rule.

IMPORTANT LINKS

CourseDen Help & Troubleshooting

Please contact Courseden Help & Troubleshooting if you encounter technical difficulties unrelated to the course content as I will not be able to help you with technical problems.

[CourseDen \(D2L\)](#)

Monday-Friday

8:00 AM – 5:00 PM

678 839 62 48

online@westga.edu

[ITS FAQs](#)

[CourseDen Tutorials](#)

[ITS Chat](#)

[CourseDen Compatibility](#)

[D2L Accessibility](#)

[Software FAQ](#)

[Acceptable Use Policy of Computer & Network Equipment](#)

[About CourseDen](#)

[Textbook website](#)

[University Bookstore](#)

[Ingram Library Services](#)

[Course Evaluations](#)

[UWG Campus Writing Writing Center](#)

Accessibility Services and Academic support

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accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. *Please submit a copy of your SAR into „Special accommodations & Excused absences Documentation“ folder on CourseDen, and e-mail me via CourseDen messaging tool.*

Monday-Friday
8:00 AM-5:00 PM
(678) 839-6428
(678) 839-6429
counseling@westga.edu
[Accessibility Services](#)

For an after-hours psychological crisis, please call 678-839-6428 and you can be connected to our on-call counselor.

Student Rights and Responsibilities

The document at the following link contains important information pertaining to your rights and responsibilities in this class. Because these statements are updated as federal, state, university, and accreditation standards change, you should review the information each semester.

[Common Language for Course Syllabi](#).

ONLINE COURSES

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the UWG Online site.

Students enrolled in online courses can find answers to many of their questions in the Online/Off-Campus Student Guide.

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The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the Student Handbook.

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Title IX

The Title IX Coordinator monitors UWG's compliance with Title IX, oversees complaints, and carries out on-going Title IX trainings.

[Title IX](#)

HB280

[HB280](#)