As your instructor, I am here to help you succeed. I can offer assistance through e-mail, by phone, in person in my office, or online in a chat space. Use Blackboard mail to set up an appointment if you need help with an assignment or if you would like to talk about the course content.

- Online/Telephone Office Hours: By appointment only
- Responses to your work: Unless you are notified otherwise, grades and feedback will be posted within one week of the assignment deadline. In general, grades will appear in MyGrades and feedback can be downloaded in the same place where you submitted your work.
- Responses to Student E-mails: I will respond to student e-mails within 48 hours Monday-Friday.

**Course Description:** An overview of the basic concepts of criminal victimization, including society's response to victims and their problems.

**Expected Course Outcomes:** Upon successful completion of this course, students should be able to:

- Demonstrate an understanding of the role of victims in the criminal justice system
- Describe the effects of victimization on individuals
- Critique the treatment of victims by criminal justice agencies
- Discuss social implications of victimization
- Discover services available to victims
- Evaluate victim-assistance and prevention programs
- Promote awareness of victim-related issues
- Offer policy ideas to improve treatment of victims and reduce victimization in our society.

**Texts:**


**Course Requirements:**

Each week, you will complete the assignments in listed under Learning Modules. Within each Learning Module, you will find the Learning Objectives, Powerpoint Slides on Readings, Discussion, Quiz and an Assignment. In addition to the weekly Learning Modules, you will be required to perform a service-learning project and complete 2 exams. **Due dates for assignments and discussions are listed next to the Module Number.**

**Evaluation:** Your grade will be based on the following:
Discussions: Students are required to post weekly to our Blackboard discussion board on topics posted. Students are also required to respond to another student's posting each week. Thus a total of 2 separate postings are required. Late postings will not be accepted. Postings will be graded based on academic relevance and must display some analytical ability. Spelling and grammar count. Criteria for grading your assignments are listed on the Homepage under Grading Rubrics.

Assignments: Assignments are posted on Vista under each learning module. Ten points will be deducted per calendar day for papers submitted late.

Quizzes: Quizzes will be given for each module. Due dates for the module is listed on the course calendar. Your quizzes consist of multiple-choice questions. I will drop your lowest quiz score. No make-up quizzes will be given. If you miss a quiz, then that test will be the one I drop.

Service Project: Victimization is one of those social problems about which many people complain, but do not know what to do. This project is to enable you to learn what is useful in helping victims of crime and/or decreasing victimization in our society. You can do something to aide/change the current situation. First you will need to locate a suitable project related to crime victims and put in a total of 15 hours of your time as a volunteer. You will need to submit a description through Vista by September 30th with the location and what you will be doing. Your final write-up will be due December 5th. The write-up consists of questions about your experience, which will be posted on Vista and must be submitted using Vista. You are also required to turn in an authorization of hours form signed by your supervisor. Criteria for grading your assignments are listed on the Homepage under Grading Rubrics.

Exams: You will be given a midterm and a final exam consisting of multiple-choice and essay questions. The due dates for the exams are listed on the Course Calendar. The exam will be available for 3 days prior to the due date. You will have 4 hours to complete the exam once you open it.

Academic Integrity: Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate catalogs. Section II of the Student Code of Conduct addresses the University’s policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to University materials, misrepresentation/falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through
the established procedures of the University Judiciary Program, which includes either an “informal” resolution by a faculty member, resulting in a grade adjustment, or a formal hearing procedure, which may subject a student to the Code of Conduct’s minimum one semester suspension requirement. All of the work in this course is assigned individually and should be completed individually. Failure to follow this rule will qualify as academic dishonesty.

**Disruption of Campus Life Statement:** It is the purpose of the institution to provide a campus environment, which encourages academic accomplishment, personal growth, and a spirit of understanding and cooperation. An important part of maintaining such an environment is the commitment to protect the health and safety of every member of the campus community. Belligerent, abusive, profane, threatening and/or inappropriate behavior on the part of students is a violation of the Kennesaw State University Student Conduct Regulations. Students who are found guilty of such misconduct may be subject to immediate dismissal from the institution. In addition, these violations of state law may also be subject to criminal action beyond the University disciplinary process.

**Plagiarism and Cheating:** No student shall receive, attempt to receive, knowingly give or attempt to give unauthorized assistance in the preparation of any work required to be submitted for credit as part of a course (including examinations, laboratory reports, essays, themes, term papers, etc.). When direct quotations are used, they should be indicated, and when the ideas, theories, data, figures, graphs, programs, electronic based information or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged.

**Student Support Services:** Kennesaw State University welcomes all students, recognizing that variations of abilities contribute to a richly diverse campus life. The Student Development Center offers the following programs: Adult Learner Programs, Minority Student Retention Services, International Student Retention Services, Odyssey Peer Mentoring Program. Please visit the Student Development Center for additional information.

**disAbled Student Support Services:** A number of services are available to help students with disabilities with their academic work. In order to make arrangements for special services, students should visit the office and make an appointment to arrange an individual assistance plan. Students who wish to participate in an activity or program offered by the university and need accommodations should contact the office sponsoring the program at least five days prior to the program so that arrangements can be made. The course strives to meet all Americans with Disabilities Act guidelines and regulations. Please visit the disAbled Student Support Services website for additional information and obtain any necessary accommodations.

**Writing Center:** The Writing Center is more than a free service available to all members of the university community; it is a place where anyone who writes—those who love it, those who struggle with it, and everyone in between—can come for help in becoming a better writer. In fact, that is the goal of the Writing Center: to produce not just better writing but better writers. Please visit it at: http://www.kennesaw.edu/english/WritingCenter/index.shtml

**Drop Date:** The last day to drop without academic penalty is **October 12th**.