Appendix A: Course Syllabus

Course Description

HUM 3321 is an introductory course that analyzes film form alongside themes of race, gender, sexuality, class and monstrosity.

Course Goals

This course aims to accomplish the following things:

1. To examine how film language creates in interaction between filmmaker;

2. To analyze how categories of race, class, gender, sexuality, and other   factors have been ideologically constructed through avenues such as commercial film;

3. To develop a vocabulary for how film creates a "politics of gaze"— that   is, focusing on the issues of whose view or story is authorized or not, and on what grounds;

4. To examine how all of the aforementioned factors work together in narrative and popular film;

5. To introduce the student to several theoretical approaches in film criticism.

Requirements

Readings, online lectures, viewing the films, and discussion participation are the components critical for the successful completion of this course. Completing the assigned readings before their corresponding lectures and discussions will enable you to raise relevant questions and to improve your learning experience and your class participation grade. Each week, there will be several online lectures exploring selected themes.

Threaded Conversations: Active participation in the online discussions is an important part of the course. Your contributions to the class will enrich your own experience and those of your classmates. Entries should consist of a minimum of 200 words. There will be 13 weeks of discussions, but you will be allowed three free passes in which you may miss a week or have your grade for that discussion dropped. Credit will be given for participation in discussion sessions and will constitute 50 percent of your grade.

Essay Assignments: You will complete one research paper during the term. The paper will be approximately five to seven pages, double-spaced in length. Your paper will be based on two films seen in class in relation to at least two of the required and/or optional readings for each film. A draft of your paper will be due during the sixth week of class and will be worth 15 percent of your grade. The

final version of your paper (with your first draft and revisions) will be due during the tenth week of class and will be worth 35 percent of your grade.

Unless otherwise noted, paper assignments should be submitted electronically no later than noon on Tuesday of the week in which the assignment is due. You are, however, encouraged to submit all assignments during the weekend prior to the due dates. *Late assignments lose one letter grade per day (or ten percent of the numerical grade).*

The essay assignments are due on:

Research Paper Draft	Week 6, **Tuesday at noon**
Research Paper Final Draft	Week 10, **Tuesday at noon**

Grading/ Evaluation

Evaluation Criteria: The criteria for grading include the following: demonstration of student's command of course materials; research; organization; style and presentation; analysis and insight. Spelling, punctuation, grammar, and clear writing will influence your grade as part of the "style and presentation" criteria.

If you haven't read it, Strunk & White's *The Elements of Style* is a great writing primer and costs under five dollars. (You can also access the manual on the Web at The New Bartleby Library[©] 1999, **http://www.bartleby.com/141/index.html** .) Specific assignment instructions and questions will be distributed in class and will be available on the course Web site.

Grading: The following elements and weights will determine your grade:

Threaded Conversations	50%
Research Paper, Draft 1	15%
Research Paper, Final Draft	35%

Appendix B: Course Web Site

Grading Scale:

93-100 =   A   (4.0)

90-92   =   A- (3.75)

87-89   =   B+ (3.25)

83-86   =   B   (3.0)

80-82   =   B- (2.75)

77-79   =   C+ (2.25)

73-76   =   C   (2.0)

70-72   =   C- (1.75)

Course Resources

Internet Movie Database on the Web:

Strunk, William Jr. (1999). *The Elements of Style*. Bartleby Library. Retrieved December 10, 1999 from the World Wide Web: **http://www.bartleby.com/index**.

Appendix B: Course Web Site

Course Text Books

Jason Grant McKahan, Caroline Joan (Kay) Picart, Gregory J. Thompson and Kathryn Field, *Multicultural Dimensions of Film: A Reader*. 7th Ed. NY: McGraw-Hill, 2001. ISBN: 0-07-251446-9

HUM 3321 *Course Web Site:*

http://english3.fsu.edu/~kpicart/humfilm/

HUM 3321 *Blackboard:*

http://campus.fsu.edu/

Web-based Activities

A note about Web-based activities: You may wish to change the font style or size used to display Web pages (Arial 12 point is recommended). That may make it easier to read the Web-based text.

For information on this procedure, click **Help** on the navigation bar at the course Web site. Scroll down to **General Help Files for all…,** and click **Using Netscape**. Under the Options menu, click **Personalize Netscape**. Also check the Help feature on your Web browser for instructions on changing font displays.

Assignment Submission

With very rare exceptions, all assignments for the Multicultural Film Course must be submitted electronically.

For the most part, Forms are used for electronic submission of assignments.

Forms: The most common mechanism for submitting assignments is via a feature of the World Wide Web called *Forms*. Whenever you type your own text into a page that offers blank spaces for that purpose, you are using an online Form. Forms may also include clickable buttons and lists from which you may choose one or more items.

When you submit an assignment by using Forms, remember the following:

♦ Make sure you answer all of the questions.

♦ Make sure that you answer each question in the proper part of the form.

♦ Make especially sure that you enter the information that identifies you and that there are no typographical errors in either your name or your e-mail address.

Appendix B: Course Web Site

♦ When you are finished, click **save** or **submit** to send your assignment. It will automatically be sent to the appropriate person.

♦ Make sure not to click **Reset** unless you really want to, since it will erase any information you have already entered.

♦ When you have submitted an assignment by clicking **Save** or **Submit**, you will receive a browser reply that immediately reports on the status of your submission. Generally the report will indicate a successful submission. However, if you have not answered all of the questions, your submission will be rejected, and you will be asked to complete the missing answers.

♦ If there is a technical problem with the process, you may receive an error code. If so, copy and paste this error into an e-mail message and send a trouble report to the IS Web development group at **webdev@slis-two.lis.fsu.edu**.

Your grades for all assignments will be sent to you via e-mail and are also accessible online via the **View your submitted assignments** link. The forms that are to be used to submit assignments can be found through a link in the assignments themselves.

***Time Limitations and Copying & Pasting Assignments into Forms**.* Most Internet service providers (ISPs) have built in limitations on the amount of time you can spend online without actively moving from one Web page to another. Unfortunately, the time you spend typing up your assignments in the Forms is not considered by an ISP to be "active" time, and it is very likely that you will "time out," and your ISP will break your connection if you are typing for more than 5-10 minutes. When your connection is broken you will probably lose all of your answers or
other work.

To combat this, you have two options:

1. In general, the preferable method would be to compose your assignments in whatever word processing program you have loaded on your computer and then copy and paste them into the form. You will almost always be able to execute the paste function before you lose your ISP connection. Check with your ISP to find out exactly how much time your have before an "inactivity" connection break occurs. Among other advantages, composing offline will allow you to check your spelling and make revisions easily. Be sure to save your work.

   When you are finished writing, you can use your computer's **Copy** and **Paste** capabilities to transfer your work from the word processing program into the Form for submission. To do this, in most cases just follow these steps:

♦ Move your answers over one at a time into the appropriate answer box of the form.

♦ In the word processing program, use your mouse to highlight all of the text you want to move. Do this by clicking the mouse at the beginning of the text, holding the mouse key down, and sliding the cursor to the end of the text.

♦ Once your text is highlighted, use the word processor's Pulldown Edit menu, and choose **Copy**.

♦ Move your mouse from the word processing program to Netscape. (If you are using a Windows 3.1 computer, you may have to exit the word processing program in order to do this easily.)

♦ Click with your mouse inside of the appropriate Form question box that should contain your corresponding assignment answer text. Once the cursor begins to flash inside of that box, use Netscape's Pulldown Edit menu, and choose **Paste**. Your text should appear within the Form box.

2. In some cases, you may be able to use your modem to reconnect to the ISP without closing Netscape. If you "time out," try reconnecting. Remember, however, that you must not close Netscape or all of your work will be lost. If you are using either a Macintosh or a Windows95 computer, you should be able to do this without a problem. Windows 3.1 Machines will probably not allow you to do it, however.

Help Index

The following are topics covered on the Help Index Web pages.

Help files specifically for distance education students

♦ Software and hardware you'll need, Internet access information

♦ Finding your way around course sites

♦ Printing and saving files

♦ The course calendar

♦ The navigation buttons

♦ Submitting assignments using Web browser forms

♦ Problems uploading RTF assignment files with assignment submission

- System

- Problems uploading ZIP assignment files with assignment system

- Problems uploading PowerPoint presentation files with assignment system

- Participating in asynchronous discussion groups

- Participating in real time discussion groups: ichat

- Finding out about the latest important course announcements

- Using Telnet, Acrobat Reader, and other helper software with Netscape

- Download, install, and configure RealPlayer products to work with Netscape

- PostScript viewer installation and configuration

- Sending e-mail to faculty and other students

- Forwarding e-mail from garnet

FAQs

- FAQ—New assignment submission system spring 1999

General help files for all distance learning communication students

- Introduction to the Internet

- Finding information on the Internet

- Introduction to UNIX

- Introduction to e-mail

- Introduction to Listservs

- Introduction to Listserv

- Introduction to FTP

- Using Netscape

- Procedures for installing home pages on FSU servers

♦ Introduction to HTML

♦ Advanced HTML: Frames

♦ Advanced HTML: Table attributes

♦ Advanced HTML: Creating graphics for Web pages

♦ Advanced HTML: Image maps for Web pages

♦ Advanced HTML: Forms and CGI

♦ Introduction to Usenet

Basic Navigation of Course Sites

Communication Distance Education courses are designed using Frames, which divide the screen up into several different areas, each of which has a specific function.

Further, each course is divided into several portions (such as a Syllabus, Assignments, Readings, Discussion areas, a Mailroom, etc.), each of which can be found by clicking on the appropriate navigation button, which can be found on the bottom of the screen.

Most courses are also divided into units, a list of which can be found at the far right on the screen. Courses that are not divided into Units will not include this frame.

Within each portion of a course (such as Readings or Assignments) or, if a course is divided into units, within each unit, you will find an Index, which lists all of the pages available within that portion or unit. This Index will be the first thing you see when you click on one of the navigation buttons at the bottom of the screen. For example, if you click **Readings** within a specific unit of a course, you will be provided with the *Index of Readings* for that unit. This Index will contain links to each of the readings contained within that Unit. In addition, most pages will include a link back to the Index. (Readings that are in *pdf* format, however, will not include returning links, since they are viewed using the Adobe Acrobat Reader rather than Netscape.)

If you are within a specific unit for a course, the navigation buttons for **Readings** and **Assignments** will take you to Unit-specific Indexes; if you are within the course Syllabus, those buttons will take you to course-wide Indexes. Other buttons such as **Online Resources**, **Discussions**, etc., are almost always course-wide.

You should always be able to tell at a glance where you are currently located within a course by looking at the color-coded bar at the top of each main frame (see, for example, the bar at the top of this page). In

addition, for those courses that are divided into units, the frame on the right of the screen will highlight the unit that you are currently in.

If you are using Netscape 3.0 or higher, clicking the **Back** button at the top of the screen will take you back one step, and will typically only change the information within the largest frame.

Note: Some links (such as the link to LUIS, or the link to these Help Files) will open a second Netscape browser on top of the browser that includes the Course files. If you are using a Windows computer, it will appear that the Course files have vanished, and that the **Back** button no longer functions. To return to the Course files, click Netscape's Window Pulldown Menu. This will display a list of all currently open Netscape browsers, and will allow you to move back and forth between them. If you wish, you may also close the second window and be returned to the window containing the Course files. (If you are using Netscape Communicator, use the Communicator Pull-down menu instead of the Window menu. Other browsers may use other menus.)