College of Liberal Arts and Social Sciences
Division of Humanities
AN 101: Introduction to Anthropology
Fanuchånan (Fall) 2024

Meeting Time:
AN101-03: Online Asynchronous (OLL-ASN)

Final Exam:
Tuesday, December 10 at 8:00 am to Wednesday, December 12 at 7:50 pm

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Student self-enrollment key: ⬛⬛⬛⬛⬛

Instructor Contact Information

Dr. Rebecca Grunzke
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Office Location: SOE 208E
Office Hours: Mondays & Wednesdays 11am–12:30 pm; Tuesdays 2:30–5:30pm; by appointment
Time Zone: Chamorro Standard Time (CHST/UTC +10)
        (See a time zone map.)

I am available through my Virtual Office Hours Chat during my office hours (at a minimum). You may also message me privately through Moodle. If you have a question that might benefit your course mates, please consider posting it to our "Lounge" Q & A forum. I strive to respond to messages within 24 hours.

Course Description

This course is an introduction to anthropology: the comparative study of human beings. The basic principles of archaeology, cultural anthropology, linguistics, and biological anthropology

are explored as they relate to the study of human beings, and to each other as sub disciplines of anthropology. (3 credit hours)

Required Text

Hasty, Jennifer, David G. Lewis, and Marjorie M. Snipes. 2022. *Introduction to Anthropology*. OpenStax. ISBN-13 (Digital): 978-1-951693-99-2

This text is peer-reviewed, openly licensed, and 100% free to you. A low-cost print option is also available.

Other materials will be posted weekly in Moodle.

Required Skills, Materials, and other Resources

Taking an online class is quite different from taking a traditional face-to-face class. There are certain skills and equipment needed, as well as other resources like Internet access. Here are some things you will need to successfully complete this class:

- Reliable access to a computer with broadband Internet access. Broadband Internet access is commonly available for residential customers. The UOG campus also has a few computer labs for student use. Many coffee shops and other public spaces also have Wi-Fi hotspots. We strongly recommend that you use malware protection and a VPN app to protect yourself from infection or hacking on public Wi-Fi networks. A desktop or laptop computer is highly recommended. Mobile devices such as iPads, Android tablets, and smart phones are not recommended, as they may have compatibility issues. You may use them for convenience to view most content for this class, but you should use a full computer for the more important class activities.
- This computer should also have the following:
    - Mozilla Firefox browser with Cookies enabled and the Pop-up Blocker disabled so that you can access and work in this class. Firefox is the most compatible browser for use with UOG Moodle.
    - MS Word and PowerPoint so that you can read, edit, and create documents and presentations for this class. All in the University of Guam community have access to Microsoft Office 365, providing you with the most updated version, free of charge, of these materials. Visit MS Office 365 at UOG for more information.
    - Adobe Acrobat Reader so that you can open PDF documents provided in this class.
    - A media player such as Windows Media Player or VLC Player Free so that you can play audio and video files provided in this class.

- Virus and spyware protection so that you can protect yourself and your classmates while you are working on the Internet.
- You need to be comfortable enough with computers to perform the following tasks without help from anyone:
  - Send and receive email messages, including messages with an attachment.
  - Be able to find files on your computer that you have saved or downloaded.
  - Be able to navigate through web pages.
  - Be able to search for items on the Internet by using a search engine.
- You need to be able to communicate clearly and effectively in writing to help avoid miscommunications. You will also need a good understanding of online etiquette (also known as "netiquette"). You can find some netiquette guidelines below under "Virtual Classroom Interaction."
- You need to be self-motivated, disciplined, and you should have good time-management skills. Even though you can access this class at any time of the day on any day of the week, you still need to follow the set course schedule. You need to be able to manage your time and meet deadlines set for the class. **This is not a self-paced class.** For a typical class in a regular 16-week semester, you should be able to commit 6-10 hours per week to your course work. Remember that procrastination can cause you more problems online than in a face-to-face class. There are chances that your computer can crash; your Internet connection can drop; or the UOG Moodle system may become unavailable.
- You will need an account with the UOG Moodle system. For assistance with the UOG Moodle system, please contact the UOG Moodle Help team by email at moodlehelp@triton.uog.edu or call (671) 735-2620.
- You will be expected to carefully read and follow instructions.
- You will be expected to keep track of deadlines and due dates.
- You will be expected to have all the skills and resources listed above.
- You will be expected to ask for help if and when you need it.

Alignment of Student Learning Objectives with Standards and Assessments

Course LOs: With successful completion of the course, students will be able to:	Program LOs	University ILOs	Core Foundations SLOs (Student Learning Outcomes)	Assessment Methods

CLO1. Demonstrate introductory-level knowledge and be able to apply the fundamental **concepts** in the four-field approach to anthropology including archeology, biological anthropology, cultural anthropology, and linguistics.	SLO2. Utilize the concept of cultures as a fundamental organizing concept of anthropology	ILO1. Mastery of critical thinking and problem solving ILO3. Effective oral and written communication ILO4. Understanding and appreciation of culturally diverse people, ideas, and values in a democratic context ILO6. An appreciation of the arts and sciences ILO7. An interest in personal development and lifelong learning	CT1. Applying the concepts essential to examination and evaluation argumentative discourse. CT3. Synthesizing information in order to examine alternatives and arrive at reasoned conclusions. OC1. Developing and presenting material around a central theme. OC2. Using organization and language to effectively present material to an audience. Written Communication (all apply) Information Literacy (all apply)	Chapter Reading Quizzes Archaic *Homo* poster group activity Public Anthropology Paper Mini-Fieldwork Activity Exams
CLO2. Demonstrate introductory-level knowledge and be able to apply the fundamental **theories** in the four-field approach to anthropology.	SLO1. Understand the current issues and debates in the subfields of anthropology; SLO3. Articulate knowledge of the history and theories of anthropology	ILO3. Effective oral and written communication ILO4. Understanding and appreciation of culturally diverse people, ideas, and values in a democratic context ILO6. An appreciation of the arts and sciences ILO7. An interest in personal development and lifelong learning	CT1. Applying the concepts essential to examination and evaluation argumentative discourse. CT3. Synthesizing information in order to examine alternatives and arrive at reasoned conclusions. OC1. Developing and presenting material around a central theme. OC2. Using organization and language to effectively present material to an audience. Written	Chapter Reading Quizzes Archaic *Homo* poster group activity Public Anthropology Paper Mini-Fieldwork Activity Exams

			Communication (all apply).	
CLO3. Demonstrate introductory-level knowledge and be able to apply the fundamental **research methodologies** in the four-field approach to anthropology.	SLO4. Collect anthropological data according to generally accepted professional anthropological practices; and SLO5. Analyze anthropological data in both oral and written forms	ILO1. Mastery of critical thinking and problem solving ILO2. Mastery of quantitative analysis ILO4. Understanding and appreciation of culturally diverse people, ideas, and values in a democratic context ILO5. Responsible use of knowledge, natural resources, and technology	CT1. Applying the concepts essential to the examination and evaluation of argumentative discourse. CT3. Synthesizing information to examine alternatives and arrive at reasoned conclusions. Information Literacy (all apply). Written Communication (all apply). Quantitative Reasoning (all apply)	Chapter Reading Quizzes Archaic *Homo* poster group activity Public Anthropology Paper Mini-Fieldwork Activity Exams

Methods of Instruction

The methods of instruction will follow a communicative and collaborative schema trying to develop participants' inductive processes. Through lectures, readings, exercises, videos, and discussions, the participants will be the protagonists of their learning process. Supplemental information required for the successful completion of the course requirements will be provided in Moodle, where students will find links to resources, enrichment activities, required deliverables, and communication tools.

Evaluation and Grading

To determine whether students have achieved the course learning objectives, students will be evaluated with the following assessment activities.

Chapter Reading Quizzes (15 percent)

Chapter Reading Quizzes measure short-term acquisition of the knowledge necessary to engage fully in other course activities. Quiz items normally include multiple-choice and multiple-answer formats. All reading quizzes are completed on Moodle. These quizzes may be taken as many times as desired, but they **must** be taken prior to the deadline. Reading quizzes may not be taken late or made up, but the lowest quiz score will be dropped. See the course schedule and the Quizzes tab in Moodle for more information.

Participation (10 percent)

Participation is based on "attendance," contributions to class discussions and activities, and responses to classmates. It includes but is not limited to staying current with electronic communication and activities (e.g., the use of Moodle), reading assigned materials, preparing all course assignments on time, responding actively to fellow students, asking questions, and creating a positive learning environment. Students are encouraged to "take risks" to build on what they have learned. Participation cannot be made up.

Public Anthropology Paper (15 percent)

Each student will complete an original Public Anthropology Paper pertaining to your choice among the four main subfield(s) of archaeological, biological, cultural, or linguistic anthropology. Each paper should be no less than 500 and no more than 750 words (the equivalent of about 2–3 pages, double-spaced in a professional 12-point font) and must be uploaded to the designated workshop. Students will then assess their own work and the submissions of 3 of their classmates by the designated due date. Your assessments will include an evaluation using a rubric and a substantive comment of at least 75 words. These peer assessments will contribute to your participation grade.

Mini-Fieldwork Activity (15 percent)

Each chapter of the course textbook contains a Mini-Fieldwork Activity set apart in a grey box. We will complete a few of these activities as a class, but many of these activities will be available to you for this free-choice assignment. (Please see the complete list on Moodle.) Unless otherwise specified, each paper should be no less than 500 and no more than 750 words (the equivalent of about 2–3 pages, double-spaced in a professional 12-point font) and must be uploaded to the designated workshop. Students will then assess their own work and the submissions of 3 of their classmates by the designated due date. Your assessments will include an evaluation using a rubric and a substantive comment of at least 75 words. These peer assessments will contribute to your participation grade.

Exams (30 percent)

There are three (3) exams to be taken online (in Moodle) by the dates specified in the course schedule. All exams will consist of criterion-referenced, objective items (e.g., multiple choice, multiple answer, matching, and fill-in-the blank). The exams will measure knowledge regarding the content from each third of the course (including material from assigned readings, handouts, class notes, films, and discussions). An alternate format make-up exam will be administered only for documented emergencies of a medical or legal nature. The exams will be administered and completed online using the Safe Exam Browser in Moodle. Please see the course schedule and Moodle for due dates.

Students may also earn extra credit on each exam (except the final) by creating a **glossary entry**. Extra credit will be commensurate with the quality of the entry.

Final Exam (15 percent)

You will take a comprehensive final exam during the days designated on the university's Final Exam Schedule. The final exam will consist of criterion-referenced, objective items (multiple choice, matching and fill-in-the-blank) addressing material from the entire semester, i.e., it will be cumulative and comprehensive. An alternate format make-up exam will be administered only for documented emergencies of a medical or legal nature. The exam will be administered and completed online using the Safe Exam Browser in Moodle. Please see the course schedule and Moodle for the administration date.

Chapter Reading Quizzes	**15%**
Public Anthropology Paper	**15%**
Mini-Fieldwork Activity	**15%**
Exams (3)	**30%**
Final Exam	**15%**
Participation	**10%**

Grading Scale

Letter Grade	Grade Point Value	Percent Grade	Definition
A+	4.00	98-100%	**Outstanding** Honors-level performance with superior quality and extraordinary distinction.
A	4.00	93-97%	

Grade	GPA	Percent	Description
A-	3.67	90-92%	
B+	3.33	87-89%	**Good** Solid accomplishment, indicating a substantial mastery of course materials and a good command of skills required by the course.
B	3.00	83-86%	
B-	2.67	80-82%	
C+	2.33	77-79%	**Adequate** Students have achieved the level of competency needed for advancing to a subsequent course that has this course as prerequisite.
C	2.00	70-76%	
D	1.00	60-69%	**Deficient** Minimal passing, but not adequate to take a subsequent course that has this course as prerequisite.
F	0.00	<60%	**Failure** Inadequate to receive credits.

Assignment descriptions/percentage allocations may be modified to enhance the course. Students will be notified well before any changes. Changes will not be a detriment to final grades.

Course Expectations

Class Attendance and Punctuality

This class is designed so that you become a community of active and engaged learners; therefore, you are expected to be present at all class meetings on time and for the entire session. Absences also include being out of class for significant amounts of time (i.e., arriving late and/or leaving early). If an emergency should arise and you are unable to be in class, or if you must arrive late or leave early, please notify the instructor prior to class. In case of illness or emergency, the instructor may require documentation of the absence. You are responsible for all class material missed during your absence. You should check Moodle for announcements and updates and/or check with a classmate.

Readings, Quizzes, and Assignments

You are expected to complete all reading assignments before class, and you should always bring your textbook and be prepared to discuss the material. Much of our class time is devoted to taking what you have learned and read in assignments and applying it to class discussions and activities. In fairness to classmates and the instructor, late assignments will not be accepted, unless previous arrangements have been made with the instructor; however, points will be deducted for all late assignments. Assignments are automatically considered late if they are not submitted in the proper Moodle tool by the deadline; late assignments may not be emailed to the instructor. To receive full credit, assignments must be primarily in the students' own words (i.e., generating an Originality Report demonstrating less than 10% concordance with external sources) and submitted on time. Deadlines are posted well in advance to allow students to avoid last-minute emergencies caused by unforeseen circumstances.

Assignments are expected to be typed, double-spaced, in a professional 12-point font, and adhering to the American Anthropological Association (Chicago Manual of Style) referencing format, where applicable. Please proofread your work before submitting it. Points will be deducted for excessive errors in grammar, mechanics, and style. Clarity in writing is important for clarity of understanding. **All assignments must be completed to pass this class.**

Virtual Classroom Interaction

There are several things to keep in mind with regards to interaction in the virtual classroom.
- Communicating with the Instructor
  - At any point during this course, you are welcome to contact me via email with questions regarding grades, instructions, advisement, or even for personal issues. I check my email frequently and will typically respond to messages within 24 hours.
  - I have included a "Lounge" forum in the Moodle shell where you can post any questions you might have regarding the class. I will post answers to your questions in this forum so that you, and anyone else with the same questions, can always refer to the forum for answers. Students are also invited to provide answers and feedback based on their own experience. Such sharing of information allows us all to help each other.
- Communicating with classmates
  - In the virtual classroom, you will see a "Participants" list in the main navigation bar. This will include links to all students enrolled in the class. You can send messages to your classmates through this system or email them directly.
- Online Etiquette (aka: Netiquette)

- Do not SHOUT. Using All Caps when you type is "shouting" online. Remember to turn off your Caps Lock.
- Be prompt. Follow class schedules and respond to email messages promptly.
- Participate. Participation helps everyone learn. Especially for group activities, be sure to do your share of the work.
- No flaming, trolling, or cyber bullying. You are all expected to be respectful and professional. If you have any concerns with classmates, please contact your instructor regarding the problem.
- Stay on topic and try to back up any claims or statements that you make.
- Do not dominate any discussion. Give other students the opportunity to join in the discussion.
- Use and cite credible sources.
- Do not plagiarize.
- Avoid jokes and sarcasm as these are often misinterpreted online.
- Use emoticons if they will help to convey the tone of your message.
- Always re-read what you type before you send it. Remember that you cannot take back anything that you post. Also remember that people cannot see you or hear you. That means that they cannot see your body language or hear the tone of your voice. They can only rely on what you type. So, try to make sure that what you type cannot be misinterpreted. Be clear and brief.
- Be patient and open-minded. Do not judge others or jump to conclusions. Remember that, just as others might misunderstand you… you might misunderstand them. If something sounds confusing or offensive, ask for clarification before you jump to conclusions. Never respond out of emotion because what you say online can stay online and may be used against you in the future. Also remember that other students may not be native English speakers and may have difficulty in saying what they really mean online.
- Respect the privacy of others. Do not post or communicate personal or confidential information in the virtual classroom.
- Remember that the UOG Moodle system keeps logs of all your activity inside of UOG Moodle.

Tobacco-Free/Smoke-Free/Vape-Free Campus

UOG is a tobacco-free/smoke-free, vaping/e-cigarette-free campus. Thank you for not using tobacco products or e-cigarettes on campus, for helping to fight cancer, and for helping to make UOG a healthy learning environment.

No Recording Policy

Recording of class meetings (both online and in-person) is not allowed. Not only is the delivery of course content the intellectual property of the instructor, but students enrolled in the course have privacy rights. Unauthorized recording and distribution of online courses may violate federal law. While resource materials will be provided for you to add to your own resources, and the professor will provide presentations for viewing, the material remains the property of the professor and permission is needed for their use or reference.

Title IX/EEO/ADA Guidance and Services

The University is committed to providing an inclusive and welcoming environment for all members of our community. Federal and local laws protect the University community from any act of sex discrimination. Such acts violate the essential dignity of our community members. If you need assistance with EEO (Equal Employment Opportunity) and/or Title IX concerns, please contact the Director of EEO/ADA &TITLE IX Office at 671-735-2244, 671-735-2971, TDD 671-735-2243 or eeo-ada@triton.uog.edu.

For individuals covered under the ADA (Americans with Disabilities Act of 1990), if you are a student with a disability requiring academic accommodation(s), please contact the Student Counseling and Advising Service Accommodations Office to discuss your specific accommodation needs confidentially. The SCAS counselor will provide you with an approved accommodation letter, which you can then discuss with me. To register for academic accommodations, please contact or visit the Student Center, Rotunda office #6, disabilitysupport@triton.uog.edu or telephone/(TDD) 671-735-2460.

For applicants or employees with a disability requiring employment or workplace accommodation(s), please contact the Director of EEO/ADA and TITLE IX Office to discuss your specific needs. Please provide documentation concerning your disability and the need for employment or workplace accommodation. Their office is located at the lya Hami Hall, Dorm 2, right side entrance, first floor, Room 104, and their contact numbers are indicated above.

Honor Code/Academic Dishonesty

Entering the honored profession of education means that you will hold yourself, as you will your students, to a high level of academic honesty. Students who violate this, by copying the work of others, lying, forgery, cheating, etc., demonstrate a violation of the Code of Ethics. Professionalism is expected in your actions, your language, and your effort. Any student caught cheating or plagiarizing assignments will receive a zero on the assignment and a failing grade for the class. University/Department policy will also apply.

Plagiarism (taken from plagiarism.org):

Many people think of plagiarism as copying another's work or borrowing someone else's original ideas. But terms like "copying" and "borrowing" can disguise the seriousness of the offense.

According to the Merriam-Webster Online Dictionary, to "plagiarize" means:

- To steal and pass off (the ideas or words of another) as one's own
- To use (another's production) without crediting the source
- To commit literary theft
- To present as new and original an idea or product derived from an existing source.

In other words, plagiarism is an act of fraud. It involves both stealing someone else's work and lying about it afterward.

But can words and ideas really be stolen?
According to U.S. law, the answer is yes. The expression of original ideas is considered intellectual property, and is protected by copyright laws, just like original inventions. Almost all forms of expression fall under copyright protection if they are recorded in some way (such as a book or a computer file).

The following are considered plagiarism:
- Turning in someone else's work as your own
- Copying words or ideas from someone else without giving credit
- Failing to put a quotation in quotation marks
- Giving incorrect information about the source of a quotation
- Changing words but copying the sentence structure of a source without giving credit
- Copying so many words or ideas from a source that it makes up a substantial portion of your work, whether you give credit or not (see our section on "fair use" rules)

Most cases of plagiarism can be avoided, however, by citing sources. Simply acknowledging that certain material has been borrowed and providing your audience with the information necessary to find that source is usually enough to prevent plagiarism.

COVID Guidance

When to isolate, quarantine, or get tested: All students should review and follow the latest guidance from DPHSS regarding when it is necessary to get tested and the timeframes for

isolation or quarantine. For more information, please see the [UOG COVID-19 Updates and Operations website](.).

Masks: The mask mandate for indoor and outdoor settings has been rescinded. Masks are not required on the UOG campus. However, masks are still encouraged and recommended in general. Use of KN95, KF94, N95, or 3-layer surgical masks are recommended for employees and students working and attending classes on campus. Cotton, neoprene, and other fabric-only masks are not recommended, as they may not provide adequate protection against the new COVID-19 variant. KN95 masks are available upon request, while supplies last. (Recommended masks are available for purchase at the Triton Store).

Student Support

The following is a list of resources that students can utilize as needed:

- Problems with course instructions or other content – Contact instructor for classification.
- Technical problems with UOG Moodle system – Contact the UOG Moodle Help by email at [moodlehelp@triton.uog.e](.)du or by phone at 671-735-2620.
- Problems with WebAdvisor or GoTritons student email – Contact the UOG Office of Information Technology (aka: the computer Center) by email at [helpdesk@uog.edu](.) or by phone at 671-735-2640.
- [UOG Library Resources and Services](.)
- [UOG Student Services](.) for Admissions, Records Office, Financial Aid Office, Student Life Office, Housing and Resident, counseling, Student Health, and other services

Course Schedule

Week	Dates	Topic	Learning Outcome(s)	Assignments Due
1	8/14–8/18	Course orientation	CLO 1	∉ Reading: Syllabus ∉ Syllabus and Course Orientation Quiz ∉ Update Moodle profile
2	8/19–8/25	What is anthropology? Introduction to anthropological research methods	CLO 1; CLO3	∉ Reading: Chapters 1 & 2 ∉ Reading Quizzes
3	8/26–9/1	Culture concept theory Introduction to biological anthropology: Evolution and early human evidence	CLO1; CLO2	● Reading: Chapters 3 & 4 ● Reading Quizzes
4	9/2–9/8	The Genus Homo Emergence of Modern Humans	CLO1; CLO2	∉ Reading: Chapter 5 ∉ Reading Quiz

Week	Dates	Topic	Learning Outcome(s)	Assignments Due
5	9/9–9/15	Language and Communication	CLO1; CLO2	∉ Reading: Chapter 6 ∉ Reading Quiz
6	9/16–9/222	Economic Anthropology	CLO1; CLO2	∉ Reading: Chapter 7 ∉ Reading Quiz ∉ **Exam 1**
7	9/23–9/29	Political Anthropology	CLO1; CLO2	∉ Reading: Chapter 8 ∉ Reading Quiz ∉ **Public Anthropology Workshop**
8	9/30–10/6	Social Inequality The Global Impact of Human Migration	CLO1; CLO2; CLO3	∉ Reading: Chapters 9 & 10 ∉ Reading Quizzes
9	10/14–10/20	Kinship, Family, and Marriage	CLO1; CLO2	∉ Reading: Chapter 11 ∉ Reading Quiz
10	10/21–10/27	Gender and Sexuality	CLO1; CLO2	∉ Reading: Chapter 12 ∉ Reading Quiz ∉ Key Concept Review Item for Exam 2
11	10/28–11/3	Religion and Culture	CLO1; CLO2	∉ Reading: Chapter 13 ∉ Reading Quiz ∉ **Exam 2**
12	11/4–11/10	Human-Animal Relationships Anthropology of Food	CLO3	∉ Reading: Chapters 18 & 14 ∉ Reading Quizzes
13	11/11–11/17	Anthropology of Media	CLO3	∉ Reading: Chapter 15 ∉ Reading Quiz
14	11/18–11/24	Art, Music, and Sport Medical Anthropology	CLO3	∉ Reading: Chapters 16 & 17 ∉ Reading Quizzes
15	11/25–12/1	Indigenous Anthropology	CLO1; CLO2; CLO3	∉ Reading: Chapter 19 ∉ Reading Quiz ∉ **Mini-Fieldwork Workshop**
16	12/2–12/8	Why Anthropology Matters Final Review	CLO3	∉ Reading: Chapter 20 ∉ Reading Quiz ∉ **Exam 3**
17	12/10–12/12	Final Examination	CLO1; CLO2; CLO3	∉ **Final Exam (available until 7:50pm on 12/12)**