Course Syllabus

**SOC 4020: Sociology of Work**

Fall 2018

**Instructor: Kate Inman, PhD**   
kinman@uwyo.edu  
Office Hours: via email or by appointment in "Conferences."

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| **Required Texts** | ***Working in America: Continuity, Conflict, and Change in a New Economic Era,*** **4th edition**. Amy S. Wharton, ed. Boulder: Paradigm Publishers, 2015.  ***Unequal Prospects: Is Working Longer the Answer?*** Tay K. McNamara and John B.  Williamson. Routledge/Taylor and Francis, 2013.  **Online readings** as assigned. |
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| **Course Overview** | This class has been designed for upper-level undergraduate students.  Students in the class are expected to have a significant interest in the course content and be prepared to thoroughly discuss the materials.  We will examine the social organization of work, significant issues that emerge on the job, inequality in the workplace, and how work and family interact and impact each other.  The course will be framed historically and conceptually with comparative analysis of work-life experiences, issues with hiring, and the role emotions play in employment.  We will explore the impacts of globalization on the labor process and the distribution of society's material and symbolic rewards.   The main goals of the discussions and written assignments are for you to demonstrate an understanding of the subjects, develop the ability to make and defend a logical argument, and make critical judgments in the production of sociological papers.  You will learn more about these discussions and assignments in the course. There will be an exam in each numbered unit of the course. **You MUST take these exams on one of the days specified for each exam.**It will also be important for you to keep up with the readings and discussions as these will prepare you for the exams.   One of the benefits of taking an online class is the opportunity to participate in thoughtful discussions, do your own research, and share what you find with the rest of the class. The field is always changing; the texts only cover so much, and I'm sure you will find other issues and authors not covered in this class. Please feel free to seek out additional readings, introduce them to your fellow students, and use them in your short papers and exercises. Since I cannot stand up in front of you and lecture, I will rely on you to help create a safe, fun learning environment in which you can take part in threaded discussions, share information, teach each other, and learn from many different sources. I will do my best to facilitate this process. |
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| **Course Objectives** | General **course objectives** are as follows:   * Complete all readings, discussions, exercises, assignments and exams * Learn about historical, conceptual, and empirical aspects of work and employment in relation to the national and global economy * Learn to think critically about, discuss, and assess in writing, concepts and issues relevant to the sociology of work |
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| **Course Requirements** | All the activities and assignments you create throughout the course will make up your final grade.  These will include:   * A series of threaded discussion entries based on weekly readings * Three short paper assignments * Two short exercises * A series of films with discussions * Six exams (one in each numbered unit)   All Unit readings are required except those that are marked as optional.  Please keep up with weekly readings – your threaded discussions depend on them and they will be graded in a timely fashion.  Assignments are announced throughout the Units.  If any changes are made to the course, I will announce these via email and/or through the announcements in the course. Please keep up with your **UW email**and check for**announcements** regularly. |
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| **Grading Criteria** | Grades will be weighted as noted on the Syllabus page in the course.  Grades will be based on the following scale:     A+ = 100% to 97%     A  =  <97%% to 93%     A- = < 93% to 90%     B+ =  < 90% to 87%     B  =  < 87% to 83%     B- = < 83% to 80%     C+ = < 80% to 77%     C =  < 77% to 73%     C- = < 73% to 70%     D+ =  < 70% to 67%     D =  < 67% to 63%     D- = < 63% to 60%     F =  < 60% to 0% |
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| **Course Policies and Procedures** | **Online classes are, by their nature,** **self-directed**.  You are responsible for your own progress through the course, your own work, and your own grade.  It is important that you maintain participation and communication with me and the rest of the class, not only to earn your grade, but also because you have valuable experiences and thoughts to share with the class as a whole.  Each of you has her/his own perspective on life.  As a member of this online community, your contributions can help make this class special and fun.  **Contact Information:**  Should you experience computer or other **technical difficulties**, help is available through the **UW Online Help Desk   ([helpdesk@ecampus.uwyo.edu](mailto:helpdesk@ecampus.uwyo.edu); or 800-448-7801** and follow the operator's prompts for Online UW technical assistance).  If you have problems with the course platform or need information on how to do something in, or operate, **WyoCourses,** scroll down the brown bar to the far left and click on **“HELP”** to get **help from Canvas** personnel.  You can also log into  the WyoCourses home page online (<http://www.uwyo.edu/wyocourses/> and see helpful links there.  If you need help with **administrative problems**, please contact **Dr. Malcolm Holmes in the Criminology/Sociology Department (307-766-3342 or mholmes@uwyo.edu)**.  For **instructional problems** or questions, please email me at [**kinman@uwyo.edu**](mailto:kinman@uwyo.edu)**.**  **Class Participation:** You are required to participate in all aspects of the class.  Attendance is recorded through participation in weekly threaded discussions and completion of assignments.  Please keep up with weekly assigned readings and discussions.  **Assignments:**  Due dates for assignments are posted with the assignment instructions and on the calendar.  Please include your full name, course number, and the unit and assignment name/number (for example: “<your name>, SOC 4020, Unit 3, Assignment 1”) on every assignment.  Please submit assignments to me in Microsoft Word or rich text (\*.rtf).  If you do not have MS Word, do your work in the word processing program that you have, then save and submit your document in MS Word or rich text.  Most current computer software allows you to save documents into these formats.  If yours can’t do this, **let me know IMMEDIATELY**.  You will not be able to complete the course if I cannot read your assignments.  **Please back up your written work!**  With a backup system in place, you won’t lose your work.  You might want to work on assignments off-line, then copy them into the appropriate online site or send them as attachments.  This will reduce your time online and allow you to keep a copy of your work.  It also reduces the chance of getting cut off in the middle of creating your work.  **Late work:** Each unit’s work must be done within the time frame specified.  I have listed dates during which each unit, reading, discussion, and assignment will be due.  Please note that readings are assigned weekly, as are discussions.  Please keep up with the work assigned in each unit and complete it by the date and within the week it is assigned.  Late assignments will not receive full credit unless you have contacted me ahead of time for an extension.  **Being Absent:**  Non-participation in weekly class activities is counted as absence.  If I do not receive any communication from you at all for a week or two, I will email you a letter of concern.  If I do not hear from you, you will receive an “F” for your final grade unless you return to class and do all the assigned work.  It is up to you to withdraw from the class if you are too far behind to catch up.  You are responsible for solving your own computer problems.  They are not an excuse for missing class. |
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| **Other Issues** | **Emails**: Please identify yourself with your full name and course number (SOC 4020) when emailing me.  This means **SIGNING YOUR NAME TO YOUR EMAILS**.  If your email address does not include your name, I cannot identify you by your address.  I receive email from other sources outside this class, so I need clear identification from you in order to respond in a timely fashion.  **The chat room (Chat) and Conferences** are available for informal discussions, group discussions of assignments, and my office hours.  I will be available by appointment for questions and discussion in either the chat room or in Conferences.  You may also email me with questions.  If needed, I will schedule one or more times for discussion of various topics in one of these venues.  **Netiquette:**  Please be considerate of others in the class.  Online humor can be misleading if it is not clearly labeled as such.  Challenging someone’s ideas does not have to be confrontational.  It can be fair and honest, *and* can be done in a friendly, non-threatening way.  Sharing in this way can make the course both fun and allow us all to grow in a safe learning environment.  Continued offensive or inappropriate communications can be cause for administrative action and possible exclusion from the class.  **eTutoring**. University of Wyoming students now have access to free online tutoring, 24 hours a day, seven days a week through an e-Tutoring program. UW students can go to <https://www.etutoring.org/LOGIN.CFM?INSTITUTIONID=294&RETURNPAGE> and follow the instructions to access e-Tutoring. Once logged in, students can view a schedule of available tutors for undergraduate subjects including math, science, writing, Spanish, Web development and others. Tutoring sessions are conducted in real-time between tutors and students with online interaction and an audio connection.  **The UW Writing Center:** The Writing Center is a free resource that helps all writers (students, faculty, staff, and community members) develop their writing skills at every stage in the writing process. Graduate, Undergraduate, and Professional writing consultants are available to help writers as they brainstorm ideas, organize their thoughts, construct drafts, and revise their writing. While the Writing Center is available to help writers with course-related writing (essays, reports, exercises, memos, proposals, research papers, etc.) they can also assist with other types of projects as well (employment/application materials, on-the-job writing, emails, letters, theses, dissertations, etc.).  The Writing Center is located in Coe Library, room 302, and they are generally open from 9:00am-5:00pm Monday-Friday. You can view their availability and make an appointment by visiting <http://www.uwyo.edu/ctl/writing-center/>.  **Disability Services:**  The University of Wyoming is an affirmative action/equal opportunity educator and employer.  If you have a physical, learning, sensory or psychological disability and require accommodations, please let me know as soon as possible. You will need to register with, and provide documentation of your disability to, University Disability Support Services (UDSS) in SEO.  You may apply on-line at UDSS’ web site: [www.uwyo.edu/udss](http://www.uwyo.edu/udss) or you may contact UDSS for more information at (307) 766-6189, TTY: (307) 766-3073. |
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| **Academic Dishonesty** | Learning can only occur in an environment of honesty, trust, tolerance and academic integrity. Therefore, the work you present for your assignments must be your own. Using someone else’s words or ideas and presenting them as your own without proper credit or citation to the original author is called "plagiarism" and is taken seriously by me, by the Criminology/Sociology Department, and by the University of Wyoming. This is grounds for possibly failing the course or expulsion from the University.  Please see[**UW Regulation 6-802 on academic dishonesty**](http://www.uwyo.edu/generalcounsel/_files/docs/uw%20reg%20updates%202016/uw%20reg%206-802.pdf)for a description of the policies and penalties; the Arts and Sciences policies and procedures for due process concerning alleged plagiarism; and my document posted in the course for more on plagiarism.  **PLEASE EMAIL ME IF YOU HAVE ANY QUESTIONS ABOUT PLAGIARISM.** |