

# CZE1131 (29221): Introduction to Czech Language & Culture 2

100% Online

Spring 2023, 5 credits

Asynchronous + 1 Synchronous hour on Friday Period 4 (10:40-11:30)

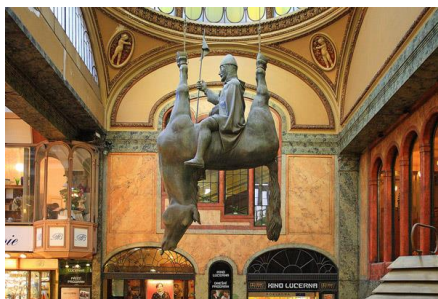
**Instructor:** Holly Raynard, hraynard@ufl.edu

**Office:** 3326A Turlington Hall, (352) 294-7150

**Office hours (Jan. 9-April 26):** Mon.12-1 PM, Wed.3-5 PM & by appointment (F2F or on Zoom)

- I recommend students reserve one or two 15-minute appointment blocks on Calendly (<https://calendly.com/hraynard/>) to avoid waiting, but it's not required. I will help student without an appointment on a first-come, first-served basis, limiting meetings to 15 minutes if others are waiting (but you can wait & come back again).
- To meet outside office hours, please email me to set up a Zoom or F2F appointment.
- I plan to host virtual consulting hours before each unit exam (1 or 2 days before, based on class preferences)

**Course website:** [elearning.ufl.edu/](https://elearning.ufl.edu/) (then use Gatorlink ID & password to log in to Canvas)



**Course description:** *Vítám vás na kurzu češtiny!* Welcome to Czech class! Whether your interest in Czech is social, academic or professional, knowledge of the Czech language will enrich your interaction with Czechs and Czech culture. This course aims to develop your communicative abilities in Czech—reading, writing, listening and speaking—while acquainting you with various aspects of Czech culture. After the first-year sequence, you'll be able to communicate on an elementary level about yourself; your family; college life; daily activities; and your interests, plans, and preferences. You will also be able handle basic social transactions related to food, shopping, health, school, travel & more.

**Prerequisites:** None (This class is intended for beginners.)

**Required texts & materials:** You will need a reliable computer & internet connection, a microphone, headphones or earbuds, and a computer camera. Since our textbook, *Reality Czech*, is a web-based, open educational resource, there are no books to buy! ☺ Check the Unit Overview pages on Canvas if you'd like to print out a hard copy of any grammar explanations or vocabulary lists.

## Course requirements<sup>1</sup> (explained in detail further below)

Participation in Weekly Synchronous Meetings – 15%

Homework – 28%

Quizzes and Tests – 50%

Oral Portfolio – 4%

Final Oral Interview - 3%

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<sup>1</sup> **This syllabus is tentative.** While I don't anticipate any major changes, I reserve the right to make adjustments as needed to ensure quality of instruction or to comply with (evolving) UF policies. Any changes—whether due to extreme weather, pandemic, or other reasons--will be announced on Canvas.

## Participation in Weekly Synchronous Meetings – 15%

We will meet in real time **every Friday (4<sup>th</sup> period, 10:40-11:30 AM)** for our weekly synchronous meeting.<sup>2</sup> Each week you will find a link on our Canvas Home page with instructions for that week’s meeting--including what platform we will use to meet (Zoom, Spatial Chat, etc.) and if there is a handout you should open or review beforehand. (You will also receive one weekly assignment notification that will direct you to this information.)

Since Fridays are our one and only hour in real time, the meeting will be dedicated to interpersonal communication. After an initial 5-minutes reserved for general course questions, we will practice oral communication exclusively. If you have further questions about the class or lessons, please come to office hours, send me an email, or schedule a meeting with me. The goal for Fridays is to *talk in Czech, not about Czech!*

To ensure our synchronous hour is used wisely, your participation will be assessed as per the following criteria:



### I will award participation points for the following behaviors:

- Attentiveness during class and engagement in course materials & activities;
- Being a responsive and supportive partner during group work: you “pull your weight” and allow your partner to communicate fully;
- Preparation for class: did you practice new concepts in HW so that you are ready & able to discuss the day’s topic without much delay?
- **Consistent communication in Czech**



### I will deduct participation points for the opposite behaviors:

- Inattentiveness or lack of engagement in course materials & activities;
- Being disruptive: arriving late, joining class from a loud or otherwise inappropriate / loud environment, exhibiting poor “netiquette.”
- Not having the equipment (computer, mic, headphones/earbuds, camera) to support full participation. (A phone will typically not be sufficient as you may need a full screen.)
- Being an unresponsive or unsupportive partner in group work: don’t expect your partner to do all the talking or note taking!
- Lack of preparation for class activities: you did not practice new concepts in HW & thus could not readily discuss the day’s topic;
- **Defaulting to English**; unwillingness or inability to communicate in Czech.

**Don’t be afraid of making mistakes!**  
**The goal is to communicate. Perfection is not required!**

**\*\*Absence policy\*\*:** If you don’t attend our weekly meetings, you can’t participate so I expect you to arrive on time and ready to engage!

**Unexcused or undocumented absences in our weekly synchronous meetings** will be reflected in course grade as explained below:

|                                                                                                |
|------------------------------------------------------------------------------------------------|
| <b>1 absence</b> - no penalty; every student gets 1 “freebie” absence                          |
| <b>2-3 absences</b> - proportionate % subtracted from <i>Participation grade</i> (zero points) |
| <b>4-7 absences</b> - 2% subtracted per absence from overall course grade                      |
| <b>8+ absences</b> - 20% subtracted from overall course grade                                  |
| <b>Arriving 10 minutes late on four occasions = 1 absence.</b>                                 |

<sup>2</sup> We *might* not have a synchronous meeting on Friday, February 17 since I will participate in an academic conference that weekend. More details will be provided closer to the date.

I don't subtract points for excused absences, but they will still affect your performance so please contact me if you are gravely ill or expect to miss multiple classes so that I can try to help you catch up!

## Homework (Domácí úkoly) –28%

Like last semester, all homework assignments are contained in our Canvas lesson modules. (If you are new to the class this semester, the required "Start here/Welcome Module" found on our Home page will show you how to find them.) Each lesson module (or *lekce* in Czech) has its own lesson overview page and is numbered to show the current unit & lesson (e.g., *Lekce 6.1, 6.2, 6.3*, etc.). Each lesson contain links to multiple assignments (see sample below):

3
Přehled lekce 3.5

**Chtěla bych čaj s citronem. Moje kamarádka si dá kávu s mlékem. Ordering food & drinks.**

In this lesson you will learn to order foods in a restaurant, using phrases like *Dám si ...* 'I'll have ...', and *Chtěla bych ...* 'I would like ...', and the accusative case—which you will have more opportunities to practice. You will also learn the preposition 'with' and recognize the instrumental forms that follow it.

**Instructions: How to Proceed?**

You should proceed through the table below, working left to right and then top to bottom. Concepts or vocabulary are introduced in the left-hand columns below; they are reinforced with practice activities to their right. After completing the topics in the table, there will be a final assignment that integrates all these components.

This lesson will probably take you about 2 hours to complete.

| Concepts or Vocabulary to Learn                                                                | Now Practice & Apply                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Read: ☞ <a href="#">Coffee with milk, tea with lemon - Instrumental Forms after 's' with</a> ↓ | Review food vocabulary with Quizlet flashcards: <a href="#">Practice Instrumental Singular - 'with'</a> . Read these phrases (5 + foods) aloud as you study them!                               |
| Read: ☞ <a href="#">Ordering food and drinks</a> ↓                                             | Quizlet Flashcards: <a href="#">Dám si ...</a> . Read words aloud as you study them!<br>Cvičení - <a href="#">Dám si and 2nd position</a><br>Cvičení - <a href="#">Ordering types of drinks</a> |
| Read: ☞ <a href="#">Chtěla bych ...</a> ↓                                                      | Cvičení - <a href="#">Chtěla bych, I would like...</a> . Practice conditional form of <i>chtít</i> along with accusative and instrumental forms of food and drink words.                        |
| Listening: Reality Czech - <a href="#">Pijete kávu nebo čaj?</a> e                             | Reality Czech - <a href="#">Pijete kávu nebo čaj?</a>                                                                                                                                           |
| Listening: Reality Czech - <a href="#">Radši pijete víno nebo vno?</a> e                       | Reality Czech - <a href="#">Radši pijete víno nebo vno?</a>                                                                                                                                     |

**Integrated Assignments**

These assignments apply multiple components from above:

- [Dialog: V restauraci](#) (You will record yourself in Part 3.)
- [Domácí úkol 3.5](#)

Assignments vary in type (either explanations to read/view, discrete practice exercises, or more integrated assignments) and will be weighted differently as described below.

### Readings or Videos: New Vocabulary, Explanation of Grammar Concepts & More

These items are presented in the left column of each lesson module, in the assignment table located just under the "Instructions: How to Proceed" subheading. You should read them carefully as they will prepare you for the practice exercises that follow immediately to the right.

### Discrete Exercises (largely self-graded)

- These exercises assess comprehension of discrete grammar concepts and your ability to apply concepts and use new vocabulary. They typically focus on 1-2 variables so that if you have any trouble, you can refer back to the corresponding explanation or vocabulary list to figure out what went wrong. Some exercises will also supply hints if you make a mistake.
- You will usually be allowed two attempts so that if you don't earn a satisfactory score the first time, you can try again. (But first refer back to the related reading so you understand any errors.) Canvas usually reveals the correct answers on the final attempt.
- Most of these exercises are self-graded by Canvas to give you immediate feedback. Since Canvas isn't always the best grader (e.g., it will mark you wrong for an extra space or punctuation mark), I will also review these myself--but not instantaneously. Please feel free to email me if Canvas made a mistake & I haven't fixed it within a day or two!
- To mitigate any Canvas grading glitches, if you average at least 85% on these assignments at the semester's end, I will convert your score to 95% in the Canvas Gradebook. (This is also my attempt to relieve anxiety if you don't understand the nature of an error right away.)

- While these exercises may take as much time as the Integrated Assignments, they are worth less overall (12% of the course and less than half of the HW grade) as they require less independent work.
- FYI: although these exercises use the Canvas “Quizzes” tool, each exercise is considered “Homework” in terms of your course grade, not an actual course quiz.

### **Integrated Assignments** (evaluated solely by instructor)

- These assignments are located at the very bottom of each lesson module page.
- They integrate a variety of components from the current lesson as well as past topics.
- I evaluate all such assignments myself and will leave both corrections and comments. Please review these so you can benefit from the feedback!!!
- I grade work with a plus-check-minus mindset: If work is very good (but not perfect), you will still earn 100% or close to it. (99% is usually a signal for you to recheck something.) If work is exceptional, you may earn 110%. I will downgrade (80%, 60%, 40%, etc.) for excessive or repeated errors, not using vocab or structures that are requested, missing work, etc.).
- If work is dramatically incomplete, you may be asked to resubmit it and will earn 0% until then.
- Such assignments are worth more overall (16% of the course grade and more than half of the HW grade) since they involve more independent work.

### **Oral Presentations:**

- You will again be expected to make oral presentations on unit themes, either during our synchronous meeting or in a recorded oral format which you will post to Canvas Discussions.
- Oral Presentations will fall under "Integrated Assignments" in the gradebook, but they will be worth more than a standard post-class HW assignment.
- Unlike other HW, oral presentations will have specific deadlines independent of weekly deadlines). They **cannot** be submitted/presented late for full credit.

### *When is Homework (HW) due?*

I have tentatively set **weekly homework deadlines of Thursday at 1:00 PM** (with the exception of Weeks 9 and 15 when HW will be due on Tuesday, allowing you time to review HW before the exam). Any assignments submitted after the weekly deadline will be given **half credit**. Assignments submitted more than one week late will receive **no credit**.

**I strongly recommend you complete one lesson module per day (or close to it)** as it's best to learn language at least 3-4 days a week. (You will also receive my feedback more quickly that way.) On our “Course Resources Page” you can find a link to a **suggested schedule for completing work** this semester; you can modify it to fit your weekly demands. In the “Start Here/Welcome” module you'll also learn more on why it's better to language several times a week rather than in 1-2 long study sessions.

If you have any questions about weekly HW, please stop by office hours or email me with your concern/s!

Note: If I see that students do not complete coursework throughout the week and rather submit all work on Wednesdays & Thursday, I will likely change the above policy and institute multiple weekly due dates. (There is a fine line between being flexible and encouraging bad habits--which will vary person by person, so I will monitor and adjust as needed.)

### *Will I get a notification for each assignment?*

No. Since each lesson module contains numerous short exercises, **you will not get a Canvas notification to do each and every assignment**. Instead, you will get just **one** weekly assignment notification that links to the five modules you must complete that week. You will need to set aside enough time during the week (usually 2 - 2.5 hours per module or 10 to 15 hours per week) to complete these modules in advance of the weekly deadline.

**Canvas bug:** I will usually assign some kind of grade to everyone when I first review a given assignment -- even if you haven't submitted your assignment yet. So if you see a “zero” for an assignment you

haven't yet submitted, please don't worry! You can still submit work on time for full value or late for reduced value. I have learned that it is far better to do grade "bookkeeping" this way on Canvas. (Since individual assignments don't have due dates, Canvas assigns 100% for unsubmitted homework--which may give some students an inaccurate sense of their overall course grade.)

### Quizzes & tests (Kvízy a testy) – 50%

**Timeline:** There will be a quiz nearly each week and five unit tests this semester. (See schedule further below for test dates.) I will drop your two lowest quiz grades at the end of the semester.

**Where to find them:** All quizzes and tests are contained in lesson modules. They will also be entered into the Canvas calendar so if you set up notifications, you will receive alerts when they are due.

**Technology:** Unit exams will be proctored by the Honorlock platform; Quizzes will not. You should familiarize yourself with Honorlock policies and technology requirements (in the "Start here/Welcome" module) well before the first exam. Most exams will have a listening or speaking component so you should have a mic and headphones/earbuds. You will also need to have your computer camera on.

**Content:** Exams and quizzes will generally cover content introduced in homework and weekly meetings though the contexts or formats may be somewhat different. (For example: homework may ask you to select the best Czech menu item for friends with dietary restrictions whereas a test may ask you to decipher a Czech recipe, etc.) Quizzes tend to focus on discrete items (new vocab or case endings); while exams may include some discrete items, they focus on more integrated skills. I grade these two types of assessments differently:

- **Discrete assessments** focus on specific objectives like grammar points or vocabulary items. These are graded discretely, based on the number of correct vs. incorrect items. Grammar and vocabulary mistakes count as 1 point each; spelling mistakes count as ½ point each.
- **Performance-based tasks**, in contrast, will require you to integrate many skills in order to handle a social transaction (i.e., to persuade, get directions, gather information to reach a decision, etc.). These sections are graded more holistically--based on how successfully you execute a given task. (You can see some example assessment rubrics on Canvas.) Exams will often include an oral/aural component, whereby you do a role-play or solve a problem with another student. Since you will be required to perform (to speak and comprehend, not just memorize information), **the best practice is regular participation in weekly meetings and nightly homework!**

**Oral components:** Most exams will involve speaking and/or listening tasks. They may be asynchronous or synchronous; in the event of a synchronous oral section, you will be assigned a (brief) time slot during our regular Thursday synchronous meeting time.

**Review opportunities:** Each lesson module before the unit exam is dedicated to unit review. I will also hold online consultation hours before each exam (1 or 2 days before, depending on class preferences).

**Make-ups:** If you miss a test or quiz for an *excused* reason (see "Absences"), you should contact me to schedule a make-up. Make-up privileges might be granted in the case of a non-medical, non-emergency or non-university-approved event; advance notice is typically required for such consideration.

**\*\*Good student bonus\*\*:** Students who 1) complete *all* unit homework, 2) submit homework **across or throughout the week** (= not less frequently than 3 days each week), and 3) have *no* weekly absences in the given unit can self-correct that unit's exam to receive extra credit. In this way students can regain up to 50% of the points they originally missed. (For ex: 70% will be raised to a max of 85%, provided all corrections are accurate.) Any open-book exams or oral assessments cannot be self-corrected.

### Course Portfolio – 4% (Due by 5 pm on Tuesday, May 2)

Like last semester, you will create a portfolio project that will both showcase what you've learned this semester and serve as a resource you can refer back to later (e.g., pre-trip) to refresh basics about you & your family, activities, preferences, etc. Format will consist of a PowerPoint presentation with both images and oral recordings (approx. 3-4 minutes per unit) that address prompts related to themes from Units 6-10. You will develop select portfolio components during regular homework assignments--and can then revisit & revise your work at the end of the semester to submit for a final grade. (You may also be asked to comment on the content of others.) To learn more about this assignment, please see the respective Unit Overview modules. See Canvas for an evaluation rubric on Performative Communication.

### **Oral Final Exam – 3% (30 minutes during our exam block on Tues. 5/2 or TBA)**

You will schedule a 30-minute meeting with me on Zoom during finals week (either during our official time block on **Tuesday, May 3 @ 3-5 PM** or at an alternate time if a mutually convenient time can be arranged). The exam will take the form of an oral interview (est. 25-30 minutes): you can expect to be interviewed on topics from Units 6-10 and also to pose related questions. (Your Portfolio should provide good preparation!) You may be asked to engage in a short role-play. The See Canvas for evaluation rubric on Interpersonal Communication.

**Grading Scale:** Letter grades are based on the percentages shown in the table below:

|           |                  |           |    |           |    |
|-----------|------------------|-----------|----|-----------|----|
| 97-100%   | A (No A+s at UF) | 87-89.99% | B+ | 77-79.99% | C+ |
| 93-96.99% | A                | 83-86.99% | B  | 73-76.99% | C  |
| 90-92.99% | A-               | 80-82.99% | B- | etc.      | C- |

Last Day to change grade to S/U basis: **Friday, January 27**. More UF grade info can be found here: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>:

### **Course Policy on Absences, Make-up Work:**

#### *Synchronous meetings:*

- If you must miss a synchronous meeting, it is *your* responsibility to find out what you missed. (Note that exams could echo such content or activities.) Such sessions will not be recorded.
- If you do not have a microphone, headphones/earbuds or camera for our synchronous meetings, you will be downgraded or possibly marked absent (if unable to fully participate).
- While I don't regularly hold quizzes during our synchronous hour, I may do it once or twice. If I do and you are late, you may miss part or all of the quiz. Makeups will adhere to policy stated below.

#### *Quizzes/Exams or Homework Delays*

- You may make up a missed quiz or exam if you have an *excused reason* (due to illness/trauma, serious family emergencies, religious holidays, participation in special curricular requirements or official university activities (see more [examples in the UF catalog](#)).
- Please contact me as soon as you are aware of the conflict or problem. If you are sick or have an excused absence, you will be given enough time to make up accruing homework and exams.
- If you have a time conflict with a synchronous meeting, quiz or exam for another reason, I *may* be able to offer you a makeup opportunity if you reach out to me in advance!
- You are expected to provide official documentation of an excused absence. Note that UF offers [telehealth visits](#) if you need a medical note.

### **\*Tentative\* Weekly Course Schedule**

The following schedule outlines the main topics we will cover during the semester as well as dates for synchronous meetings and tentative dates for unit exams. We will cover units 6-10 this semester (spending 13-15 instructional days on each unit), with a test at the end of each unit. Our curricular "week" aims to revolve around our synchronous meeting day on Friday, when we apply skills from the previous week to interpersonal communicative tasks. For detailed unit goals and individual lesson modules and activities), please see Canvas.

| Week & Chapter    | Topic                                                                                                                                                                                                                             | Meet:                                      |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| Week 1 / Unit 6   | Leisure time activities and chores; introduction to verbal aspect                                                                                                                                                                 | Fri. Jan. 13                               |
| Week 2 / Unit 6   | Making your "to do" list: nuances of verbal aspect, modal verbs                                                                                                                                                                   | Fri. Jan. 20                               |
| Week 3 / Unit 6   | Intro to future tense, new year's resolutions                                                                                                                                                                                     | Fri. Jan. 27                               |
| Week 4 / Unit 6-7 | School subjects, accusative review, (re)intro to genitive case<br><b>Unit 6 exam planned for Mon. Jan. 30*</b>                                                                                                                    | Fri. Feb. 3                                |
| Week 5 / Unit 7   | Discussing academics from application to admission & more                                                                                                                                                                         | Fri. Feb. 10                               |
| Week 6 / Unit 7   | Student & university profiles; review of locative case<br>If our synchronous meeting is canceled for 2/17, I will be available to meet with students individually earlier in week<br><b>Unit 7 exam planned for Fri. Feb. 17*</b> | Check back for updates re:<br>Fri. Feb. 17 |
| Week 7 / Unit 8   | Where & when: intro to "going," talking about time in Czech                                                                                                                                                                       | Fri. Feb. 24                               |
| Week 8 / Unit 8   | Daily routines (personal hygiene verbs, reflexive verbs)                                                                                                                                                                          | Fri. Mar. 3                                |
| Week 9 / Unit 8   | Recap: times of day, days of week, every month...<br><b>Unit 8 exam planned for Fri. March 10*</b>                                                                                                                                | Fri. Mar. 10                               |
| March 11-19       | Spring break! No classes this week.                                                                                                                                                                                               | None                                       |
| Week 10 / Unit 9  | Holidays: dates, gift giving, indirect objects & dative case                                                                                                                                                                      | Fri. Mar. 24                               |
| Week 11 / Unit 9  | Going to someone's house (more dative case), cultural etiquette & generalizations: passive voice with "se," discussion of selected holidays                                                                                       | Fri. Mar. 31                               |
| Week 12 / Unit 9  | <b>Unit 9 exam planned for Wed. April 9</b><br>Start: Travel destinations and activities, verbs of motion (going by ground transport)                                                                                             | Fri. Apr. 7                                |
| Week 13 / Unit 10 | Travel by flight & itineraries, travel supplies                                                                                                                                                                                   | Fri. Apr. 14                               |
| Week 14 / Unit 10 | Czech & Florida travel sites, transit timetables                                                                                                                                                                                  | Fri. Apr. 21                               |
| Week 15 / Unit 10 | <b>Unit 10 exam planned for Wed. April. 26.</b><br>UF classes end on April 26 so we have no meeting on Friday, but I am available to meet 1:1 with students earlier in the week.                                                  | no scheduled meeting for<br>Fri. Apr. 28   |
| Finals Week       | <b>Oral Interview:</b> Schedule 30 minutes with me on <b>Tuesday, May 2 @ 3-5 PM</b> (I am amenable to alternate time slots if available)                                                                                         |                                            |

### Spring 2023 Holidays & Other Important Dates

Martin Luther King, Jr. Day: **Monday, January 16**

Spring Break: **Saturday, March 11- Sunday, March 19**

Reading days: **April 27-28** (no school or exams)

Finals Week: May 1-May 5. Our scheduled final exam time block is **Tuesday, May 2 @ 3-5 PM.**

### Special programs, dates & deadlines:

- **Foreign Language and Area Studies (FLAS) grant:** [Apply to CES](#) by **January 27**  
These grants provide tuition and a stipend to support your study of Czech at UF in 2023-2024 academic year or to study intensively overseas this summer (int'l flight, room & board also covered).
- **UF Study Abroad Fair: Wed. Jan. 25.** 10 am - 3 pm, Reitz Union North Lawn
- **Study Abroad Scholarships 101: Thu. Jan. 25 & Thu. Feb. 2** at 4-5 pm, UFIC (in HUB)
- **UF in Prague:** Summer B 2023. [Apply to UFIC](#) by **March 1.** Contact UFIC for scholarship deadline info (usually earlier than program deadline).

- If you are interested in intensive Czech language summer programs, please come see me for recommendations!
- We also have **Minor** (18 credits) and a **Certificate** (12 credits) [programs in East-Central European Studies](#) and [European Union Studies](#) as well as a **major/B.A. degree** in [International Studies](#) (European track) that will allow you to combine your interest in Czech with a number of disciplines.



## ADDITIONAL NOTES

### Academic Honesty & UF Honor Code

All students are bound by the Honor Pledge: "[o]n all work submitted for credit by students at the university, the following pledge is either required or implied: On my honor, I have neither given nor received unauthorized aid in doing this assignment." Violations of the code (including acts like cheating, plagiarizing, multiple submissions, etc.) will not be tolerated. Before submitting any work for this class, please familiarize yourself with the Honor Code (especially pp. 11-13) and consequences for violating it: <https://regulations.ufl.edu/wp-content/uploads/2020/12/UF-Regulation-4.040.pdf>

Please note that using Google Translate (or similar tools) to write your assignments constitutes "unauthorized aid" (and usually yields glaring errors!).

### Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

### Online Course Evaluations

At the end of the semester, you are expected to provide feedback on the quality of instruction in this course. These evaluations are conducted online at <https://gatorevals.aa.ufl.edu/students/>. Evaluations are typically open for you to complete during the last 2-3 weeks of the semester. Students will be notified when the evaluation periods opens, and they can complete evaluations through the email they receive on GatorEvals or via <https://ufl.bluera.com/ufl/>.

### Counseling and Wellness Center (CWC)

The CWC teaches students skills to cope with anxiety and to support mental health and personal wellness. CWC services include traditional, group, and couples' therapy as well as consultation, crisis services, workshops, biofeedback, and more. Contact the CWC at: (352) 392-1575, 3190 Radio Road or [counseling.ufl.edu/](https://counseling.ufl.edu/). Call the University Police Department: 392-1111 or 9-1-1 for emergencies.

**Questions or concerns? Please contact me: [hraynard@ufl.edu](mailto:hraynard@ufl.edu)**

I am on campus most days and am happy to answer short questions whenever I'm around—before or after class, in a quick email message, phone call, etc. Longer questions or complicated concerns are better discussed in office hours or a separate meeting. If office hours are not accessible to you, I am happy to meet at other times. If you'd like to schedule a meeting, please let me know!