

Welcome to ADS 422/522 Alcohol and Drug Treatment Continuum

My name is Erin Nielsen Ogdahl and I will be your instructor for this course. I have been a part time faculty with the ADS Department since 2006. In addition to teaching, I have a business providing family law services. I have a BA in Social Work and Criminal Justice and a Master's Degree in Social Work from the University of Denver. I attended law school at USD and while there was a Graduate Assistant in the ADS Department. While living in Colorado I worked as a Drug Therapist and held a level three certification in addictions counseling. I hope to bring my experiences within the drug and alcohol field, as well as the law, to this course.

This class is held via D2L, which means there will be no face to face classroom time, and no scheduled meeting times. It is extremely important that you pay careful attention to the syllabus, as there are many important dates outlined. I will be available by e-mail (through D2L) to answer any questions that you may have. During the week, I will respond within 24 hours to your questions. I will not respond during the weekend. All assignments and exams will be graded and returned to you within ten (10) days. You will receive all grades and feedback through D2L.

In order to be registered for the course you must have a valid USD ID and password. If you have a USD e-mail account you have a valid USD ID and can access D2L anytime. If not, Continuing Education will require and provide you with instructions for obtaining a valid USD ID. Once the USD ID is established you will be able to access **Welcome to ADS 422/522 Alcohol and Drug Treatment Continuum** on the first day of class and for the rest of the semester.

The Course Homepage will coordinate your work in this course. To begin, you should read the Syllabus. An important step is to read the Online Registration Packet from Continuing Education found at www.usd.edu/ce/Orientation.pdf. This guide will also provide you valuable information on **Etiquette/Netiquette**. Students will be respectful and courteous to other persons even if the discussion should become intense. Learning occurs when we learn to see each other as sources of information and realize that we are all fallible, including your instructor. Never post anything that can be perceived negatively by another student. Never email or post in anger. Always be respectful of the views of others.

Any technology questions and/or problems should go to <http://www.usd.edu/technology/>. Make sure that all issues are resolved by the first day of class.

Although attendance for an online class is different from a traditional classroom, it is still a very important part of this course. In a normal three credit class, you would be required to be in class three hours per week, use that as your guide with D2L. You will be required to log in to D2L at least twice a week. All students need to log into D2L the first day of class. At some point during the first week of the class you should go into the

discuss page and introduce yourself to the class. **Any student who has not contacted the instructor by September 10, 2009 (the last day a class can be dropped with 100% refund) will be dropped from the course.**

Because the entire educational process rests upon an atmosphere of academic honesty and trust, the University community must promote and protect the sanctity of such an environment. To that end, the College of Arts and Science considers the following infractions as being inimical to the objectives of higher education:

Cheating is defined as intentionally using or attempting to use unauthorized material, information, or study aids in any academic exercise. Plagiarism is defined as intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise (from Student Conduct Code)

At the discretion of the instructor, a student caught cheating or plagiarizing may be:

- a. given a zero for that assignment or exam
- b. allowed to rewrite and resubmit the assignment or exam for credit
- c. assigned a reduced grade for the course
- d. dropped from the course
- e. failed in the course

Any student who feels s/he may need academic accommodations or access accommodations based on the impact of a documented disability should contact and register with Disability Services during the first week of class. Disability Services is the official office to assist students through the process of disability verification and coordination of appropriate and reasonable accommodations. Students currently registered with Disability Services must obtain a new accommodation memo each semester. For information contact: Ernetta L. Fox, Director Disability Services, Room 119 Service Center, (605) 677-6389, www.usd.edu/ds; dservices@usd.edu

IMPORTANT DATES:

August 31, 2009-first day of class

September 10, 2009—last day to drop with a full refund

November 16, 2009—last to drop with a “W” versus an “F”

HAVE A GREAT FALL SEMESTER!!!