Instructions for your essay and multiple-choice tests:

- It is important for you to write essays, they will be important to your overall grade in this class. You may have four or even more than four essays per semester.

- Each essay will be open book and take home. Please focus on your textbook for information—do not use other sources.

- Each essay should be 2-3 pages long, please type your paper and see the instructor if this is a problem. Your essay should have a one-inch border on the sides and the top and bottom. Please use a font size of 12 and you will need to double-space your work.

- Note your source—the textbook, should be noted on a separate page at the end of your essay.

- You will start your essay with a short, one paragraph—thesis statement. Please label this paragraph—thesis statement. In other words a short statement of the authors (your) point of view and your key points in the essay. Then—you will have a development section in which you discuss the facts of the issue as well as methods, techniques and other information you think is important. In the conclusion section—you can provide your critique—such as, is more research needed, what are your suggestions on how to make this work more scientific etc.

- Your name, date, course name/number, meeting times and name of your college should be typed (single space) at the very top left of your paper and above the one inch margin.

- **Please note, just below this type the entire essay question that you are going to answer.**
**If you need help with your essay please see the instructor or see a tutor on the SCC campus. Tutors can also, help you read and understand you’re textbook—see a tutor today!**

*When I evaluate your essay—I will ask myself, did the student answer the essay question? Did the student show a clear understanding of the material by presenting general and specific information such as the use of anthropological terms?*

If the student answers the essay question completely and shows that they have done extra work they could be given extra points for their effort—for example I-3 extra points.

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1) Please note---that your essays are due on the day that you take the multiple-choice portion of your test. The grades from your essay and the multiple-choice test will be blended for your total grade. NO LATE ESSAYS WILL BE ACCEPTED.
2) The essay is worth 30 points and the multiple-choice portion of the test is worth 70 points for a total of 100 points.
3) For your multiple-choice test you will need a “clean” 882 Scan Tron and a number two pencil.

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4) In order to prepare for your tests please:
   (a) Read your book
   (b) Come to class
   (c) Take notes in class on lectures and video tapes
   (d) Talk to a tutor for help if needed or go to the Student Success Center
   (e) Take the textbook pre-tests on line

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• “The finest eloquence is that which gets things done.”
  
  David Lloyd George