

DEPARTMENT Humanities and Social Sciences

COURSE OUTLINE – Fall 2025

SO1000 (EC): Introductory Sociology – 3 (3-0-0) 45 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Dr. Michael Holland **PHONE:** 780-539-2973
OFFICE: C404 **E-MAIL:** mholland@nwpolytech.ca
OFFICE HOURS: Fridays 10:30-11:30 am, or by appointment

CALENDAR DESCRIPTION: This course examines the theory, methods, and substance of sociology. How societies and individuals are shaped and modified by culture, socialization, deviance, stratification, group processes, industrialization and social movements will be covered.

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS:

Introduction to Sociology – 3rd Canadian Edition

Open Textbook, BCcampus Open Education

Available at: <https://opentextbc.ca/introductiontosociology3rdedition/>

Note: ProctorU applies only if you select the online take-home exam option.

Students who choose the in-person exam will not use ProctorU.

Students are responsible for all fees associated with ProctorU, a live proctoring service for online exams. Fees are paid when you schedule your exams through ProctorU.

Pricing per exam is as follows:



60 minutes or less – \$16 USD

61–120 minutes – \$25 USD

121 – 180 minutes – \$31 USD

DELIVERY MODE(S): EC – Asynchronous Online: No scheduled lectures or meetings. All instruction and interaction occurs online via MyClass. Students are expected to engage weekly and meet assignment deadlines.

LEARNING OUTCOMES: Upon completion of the course, you will be able to:

- **Define and apply** key sociological concepts and theories.
- **Use** the sociological imagination to **analyze** real-world issues.
- **Evaluate** how social institutions shape individuals and society.
- **Reflect** on your own experiences using sociological thinking.
- **Communicate** sociological insights through writing, discussion, and visual media.
- **Compare and apply** major sociological perspectives to social issues.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check the transferability of this course at the Alberta Transfer Guide main page

<http://www.transferalberta.alberta.ca>.

** For courses with alpha (letter) grading, a grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

Item	Weight	Description
Quizzes (8 total)	20%	Short, timed quizzes to check understanding of key concepts and readings. Open-book, designed to keep you engaged and on track with each module.
Discussion Forums (4 total)	20%	Post one response and one peer reply in each forum. Forums encourage engagement and sociological thinking. Grading is based on a simple rubric (pass/fail) that considers quality of engagement and appropriate length.
Reflection Papers (3 total)	30%	Three 3–4 page, double-spaced reflections connecting course concepts to your experiences, current events, or media

Item	Weight	Description
		(including an optional film/video reflection). Papers must use APA style .
Final Exam	30%	You may choose either an in-person exam (scheduled by the Registrar) or a comprehensive take-home exam submitted online. If you select the online option, it will be administered through ProctorU (fees apply). The exam covers all course materials: readings, videos, discussions, and activities.
Total	100%	

GRADING CRITERIA

Please note that most institutions will not accept your course for transfer credit **IF** your grade is less than C-.

Grading Chart for courses with Alpha Grading:

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100	C+	2.3	67-69
A	4.0	85-94	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Module	Theme & Description	Readings	Assignments & Activities
1	<i>Sociological Imagination & Research</i> – Examines connections between personal experiences and wider society	Syllabus Ch. 1–2	Syllabus quiz (ungraded) Intro discussion forum; Reflection Paper #1; Module 1 Quiz

Module	Theme & Description	Readings	Assignments & Activities
2	<i>Culture & Socialization</i> – Examines how norms and values shape social life	Ch. 3 & 5	Discussion forum; Module 2 Quiz
3	<i>Social Structure, Groups & Organizations</i> – Examines how people learn roles and interact with others	Ch. 4 & 6	Discussion forum; Module 3 Quiz
4	<i>Deviance, Crime & Social Control</i> – Examines how societies define and respond to deviance	Ch. 8	Discussion forum; Reflection Paper #2; Module 4 Quiz
5	<i>Social Inequality</i> – Examines institutions and hierarchies that create inequality	Ch. 9–12	Discussion forum; Module 5 Quiz
6	<i>Institutions: Family & Religion</i> – Examines institutions that shape social life and values	Ch. 14–15	Discussion forum; Module 6 Quiz
7	<i>Media and Popular Culture</i> – Examines how media shapes society and popular culture through power, identity, and meaning	Ch. 16	Discussion forum; Module 7 Quiz
8	<i>Social Change & Urbanization</i> – Examines how cities grow and transform, and how collective action and social movements drive change	Ch. 18 & 20	Discussion forum; Reflection Paper #3; Module 8 Quiz; Final Exam (2 options)

STUDENT RESPONSIBILITIES:

Ultimately, you are responsible for your learning and performance in this course.

If at any point in the semester, you feel you are struggling with the course material or with your coursework, please do not hesitate to ask me for assistance. Please contact me by e-mail for an appointment. **Furthermore, it is your responsibility to track your grades: Please do not contact the professor for such information.**

Submission & Late Policies:

- Missed tests and assignments will receive a grade of 0 unless you have a valid reason supported with appropriate documentation (i.e., a medical note from an M.D.) and you discuss it with me **well in advance of any due date**.
- Note: extensions will be given only when students notify the instructor before the deadline and present valid evidence excusing lateness.

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available <https://www.nwpolytech.ca/about/polytechnic-leadership/policies-directory>.

**Note: all Academic and Administrative policies are available on the same page.

Additional Information:

This course will make extensive use of our course website (myClass) to support your learning. You are expected to keep current with the content of the site, and I advise you to log on often.

Professional Conduct:

- Please be aware that I respect that everyone's time is valuable, please afford me the same courtesy.
- Instead of preoccupying your mind with questions such as, "How do I get an 'A'?", ask yourself "How can I work to expand my knowledge, perspective, and outlook on the real world?"
 - Please only use your NWP e-mail account to contact me to avoid having your message blocked by SPAM filters.
 - Always include "SO1000" (with your section - EC) in the subject line (or I may never even receive your message).
 - Finally, in our academic environment, please practice writing e-mails formally, as you will need to do so regularly. For example, use a simple greeting, do not use slang or abbreviations, and always sign off with your name!
- **Use of AI-Generated Content:**

You are expected to complete all course work using your own knowledge and effort. Submitting content generated by AI tools (e.g., ChatGPT, Gemini, or similar) without explicit permission is considered a form of academic misconduct. All submitted work should reflect your understanding and engagement with the course material. If you're unsure whether a tool is appropriate to use, please check with me first. AI tools may be used for brainstorming or grammar checking only if the final submission reflects your original thought and analysis. You must clearly note any use of AI assistance in your assignment.

USING PROCTORU:



This course uses ProctorU Live for online exams. To utilize this service, you are required to complete the following steps:

- Create a ProctorU account by clicking the ProctorU link in the course.
- Download and install the Guardian Web Browser, Google Chrome, and the ProctorU extension.
- Schedule each exam at least 3 days (72 hours) in advance. If you miss this deadline, you cannot take the exam.
- Pay for the proctoring service. The fees are exclusively your responsibility and in no event shall be the responsibility of Northwestern Polytechnic.

For more detailed instructions [click here](#), and for video instructions [click here](#).

Before each exam, you must complete a room scan with your web camera, during which you will show your surroundings to a live proctor.

The invigilator will ask to view (but not collect or store) your student identification to verify your identity and will remotely access your computer to unlock the exam. When monitoring your actions via video streaming, the invigilator may possibly record your actions if they suspect academic integrity behavioural issues. You will be verbally notified if/when recording begins.

The collection of and access to the personal information listed above is permitted under subsection 33(c) of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25, which states, "No personal information may be collected by or for a public body unless that information relates directly to and is necessary for an operating program or activity of the public body." In addition, subsection 39(4) states, "A public body may use personal information only to the extent necessary to enable the public body to carry out its purpose in a reasonable manner."

Records Retention: Any video records of you created by ProctorU will be kept by ProctorU for a maximum of 7 days in order to make a decision about any possible academic integrity infraction, after which time it shall be permanently deleted. All other personal information collected and stored by ProctorU within your profile account will be permanently deleted if the account has not been used after one year.

Consent to Store Personal Information Outside Canada

ProctorU is an American company. An agreement is in place between ProctorU and Northwestern Polytechnic by which ProctorU will take reasonable steps to protect



your personal information from unauthorized access and disclosure. Information about how ProctorU protects your privacy can be found in their [Privacy Policy](#).

By using the ProctorU service via Northwestern Polytechnic, you consent to the storage of and access to your personal information outside of Canada.

This consent is in effect from the day you register with ProctorU and expires one year after completion of your exam.

Additional privacy and liability information regarding the use of ProctorU is available on the NWP website.