

COLLEGE OF ARTS & SCIENCES

I. Course: Theo 101: Introduction to Theology

Fall Semester, 2021

Section A: MWF 10:30 a.m.-11:20 a.m.; CRN: 10025 Section B: MWF 11:50 a.m.-12:40 p.m.; CRN: 10026 Section C: MWF 2:30 p.m.-3:20 p.m.; CRN: 10027

Pre-requisite: (none)

II. Materials/Books:

Required:

-Catholic Church, <u>Catechism of the Catholic Church</u>. Second Edition. Vatican City: Libreria Editrice Vaticana, 2000.

-Cook, William. <u>Francis of Assisi: The Way of Poverty and Humility</u>. Eugene, OR: Wipf and Stock Publishers, 2008. (Previously published by Michael Glazier, 1989).

- -Kreeft, Peter. Fundamentals of the Faith. San Francisco, CA: Ignatius Press 1988
- -Revised Standard Version Bible. (This bookstore edition is preferred.)
- -Various articles on Library reserve (i.e., electronic course reserve via USF website).

Recommended (on library reserve at the circulation desk):

- -*Catholic Church, Compendium of the Catechism of the Catholic Church. 2006.
- -Keating, Karl. <u>Catholicism and Fundamentalism</u>. San Francisco, CA: Ignatius Press, 1988.
- -Kreeft, Peter and Ronald Tacelli. <u>Handbook of Christian Apologetics</u>. Downers Grove, IL: InterVarsity Press, 1994.
- -Tolhurst, James. <u>A Concise Companion and Commentary for the New Catholic Catechism</u>. Westminister, MD: Christian Classics, 1994.

III. Instructor Information:

Assoc. Professor: Dr. Richard A. Nicholas Office: Tower Hall, North 201

Office Hours: Monday and Wednesday, 3:30-4:30 and Friday, 1:55-2:20 p.m. and by

appointment.

Telephone #s: W: 815-740-3522; H: 815-740-4250

Email: rnicholas@stfrancis.edu (When sending an email, please confirm that it

was received.)

Fax: 815-740-4285

IV. Mission Statements:

USF Mission Statement:

As a Catholic university rooted in the liberal arts, we are a welcoming community of learners challenged by Franciscan values and charism, engaged in a continuous pursuit of knowledge, faith, wisdom, and justice, and ever mindful of a tradition that emphasizes reverence for creation, compassion, and peacemaking. We strive for academic excellence in all programs, preparing women and men to contribute to the world through service and leadership.

College Mission Statement:

Embracing excellence in its diverse disciplines of study, the College of Arts and Sciences serves as the home, shepherd, and guardian of Franciscan liberal arts values for the University. It serves to inspire in its students a love of learning through continual investigation, nurturing of curiosity, exploration, discovery, and sharing that leads to the passionate life as a servant leader. The College provides a rich environment of inspiration, learning, and service to prepare its students to build their future through programs and opportunities that represent the values of our Catholic/Franciscan University mission.

V. Course Description:

This course introduces theology as an authentic science. Assuming no previous theological background, the class explores the nature of divine revelation and salvation history in light of scripture, along with the fundamental Christian beliefs concerning Jesus Christ, the Catholic Church, the Christian life and how they can be structured around a covenantal theology. The primary goal of this course is to produce awareness and understanding of the Christian and Catholic Christian faith, as well as some basic skills needed for future course work and investigation of faith and religion. This course is intended not only to instill a knowledge and understanding of the faith but to provide an opportunity for the student to reflect upon the faith's relationship to one's own inner life and daily living.

VI. Course Objectives/Expectations:

By the end of the course, the student will be able to satisfactorily:

- -know and understand the course content concerning faith, revelation, sacred tradition, sacred scripture (Old and New Testaments), Church, doctrine, morals, and sacraments. -understand the significance (meaning) of the course content and then to reflect upon its relationship to one's inner life and daily living.
- -identify the fundamental elements of Covenant and understand how it provides meaning and order to salvation history and the course content.

(These objectives will serve as a basic for evaluation.)

VII. Course Requirements, Grading, Policies, and Evaluation:

- A. Requirements and Percentages of Total Grade.
 - 1. Tests: 65% total.

There will be four tests. Each one of the first three tests will constitute 15% of the final grade. The final test will constitute 20% of the final grade (a certain portion of it will be comprehensive and it will be given during the final examination

schedule). (Norm-reference grading/curving may be used if determined appropriate by the instructor.)

Reflection Papers/Chronicle: 10%

Each student will submit a <u>baseline</u> reflection paper which is based on the article, "Faith and Doubt" by Romano Guardini. This paper is intended to examine where the student is in his/her own personal spiritual life presently and how the student expects this course will make a difference, especially in reference to the various points made in the Guardini article. (E.g., "Where am I presently in my personal spiritual or inner life? Where do I anticipate going? How do the various points made by Guardini apply or not apply to me?") (Please consult the Baseline Reflection Paper Assignment Sheet for more details.)

The chronicle entries will be either open or guided. An open entry is one that is based on a point from the assigned readings of the week that resonates with the student personally. ("What stands out from the reading assignments? What theological, spiritual, religious questions present themselves? What answers present themselves? What reactions are evoked within me?") A guided entry is a response to a question supplied by the instructor. Students are to assume that the entry for the assigned week is open unless there is a guided entry listed on the syllabus addendum for that week. One entry may be based on an experiential assignment (more details may be given later). The chronicle (kept in a folder or binder separate from class notes) will be collected approximately every week (see the outline below and syllabus addendum for due dates). The minimum is one entry per week. (Optional additional entries are not to exceed three and will be applied to the chronicle portion of the project grade until its cap is reached.) The chronicle will begin the week after the baseline reflection paper is due. The chronicle entries are to be type-written (i.e., computer generated), long enough to make a significant and substantive point, and kept in a folder, binder, etc., separate from the class notes.

The <u>final reflection paper</u> is an assessment and thoughtful analysis of one's development throughout the entire semester. By re-reading the baseline paper (kept on file since the beginning of the semester) and reviewing the weekly chronicle entries, the student should ask and reflect upon the following questions, incorporating answers into the paper, as appropriate: "How have I changed and grown personally, spiritually, religiously, theologically over the course of the semester? How has the course content been integrated and applied to my life? Has a pattern developed? Where have I been, where am I now, where would I like to be in the future?" (The baseline paper is to be handed-in along with the final paper. Please consult the Final Reflection Paper Assignment Sheet for more details.)

The reflection papers and chronicle entries will be <u>evaluated</u> for: a) being on topic; b) thoroughness and depth of content (e.g., reflections, insights, analysis and assessment of one's development or lack thereof, etc.); c) facility with the content, themes, objectives, etc. d) appropriate length (i.e., long enough to make at in-depth

and significant points and additionally, in the case of the reflection papers, meeting the minimum page requirements); e) proper grammar and syntax; f) timeliness (i.e., meeting deadlines); g) academic integrity (i.e., is the assignment the student's own work, free from plagiarism, etc.?); h) proper formatting (Cf., next paragraph); etc.. The following scale will be used for the chronicle entries: "+" = superior involvement of the evaluated items (4/4 points); " $\sqrt{+}$ " = very good involvement of the evaluated items (approx. 3.75/4 points); " $\sqrt{}$ " = good involvement of the evaluated items (approx. 3.5/4 points); " $\sqrt{-}$ " = average involvement of the evaluated items (approx. 3.25/4 points); "-" = fair involvement of the evaluated items (approx. 3/4 points); "--" = poor involvement of the evaluated items (approx. 2.75/4 points or less). (Please note that the reflection papers and chronicle entries are personal and introspective and not formal research papers. Therefore, outside sources are not necessary per se but if used, must be properly referenced and cited to avoid plagiarism and maintain academic integrity since they contain someone else's thoughts and work.) The entire project will receive a single grade (consisting of both papers and the chronicle entries at more or less, 1/3 each) at the end of the semester after the final reflection paper has been graded.

The baseline and final reflection papers are to be <u>type-written</u> and double spaced <u>with inch margins</u> (10-12 font size). Name, date, and section letter are to be in the upper right hand corner of the first page. The subsequent pages are to be stapled with the first page in the upper left hand corner. The baseline paper is to be no less than two pages long. The final reflection paper is to be no less than three pages long. The papers are due at the end of the designated class periods. The chronicle entries are to be type-written (i.e., computer generated), long enough to make a significant and substantive point, and kept in a folder, binder, etc., separate from the class notes.

3. Quizzes/Assignments: 15%

Throughout the semester, there will be regular quizzes and other possible graded assignments. Quizzes are designed to help students keep a regular pace in working with the course material. Missed quizzes <u>cannot</u> be made-up regardless of whether the absence was excused or unexcused (see attendance section). If a student has an excused absence, the quiz may be taken <u>early</u> (but <u>not</u> later, after it has been given to the class) as long as the student makes <u>prior</u> arrangements with the instructor. The lowest quiz score may be dropped. Quizzes may be un/announced.

Some reading assignments will be stored electronically and sent to the students via their USF based e-mail accounts. (If a password is requested, use "nicholas.") It is the student's responsibility to access these items (e.g., attachments and articles) well in advance of any due dates, assignments, quizzes, tests, etc. to compensate for any unexpected delays and/or problems. Generally speaking, there is a hard copy of the reading assignment also at the USF Library's circulation desk. Please contact the instructor, a librarian, and/or an Information Technology advisor early if any issue arises. Other communication may also be sent via the USF-based e-

mail accounts, so students are obligated to check their USF-based accounts regularly.

4. Attendance/Participation/Conduct: 10%

Students are expected to attend every class session of the course in order that mastery of the subject matter is assisted by the instructor's leadership, activities, class discussions, notes, etc. Those who do so will be awarded points given at the end of the semester for <u>attendance</u> (approximately one point per class). Attendance is reserved only for those students who have been admitted into the University and are officially registered for the course.

In order for an absence to be considered <u>excused</u>, the following three items apply. (a) The absence must be for a serious and compelling reason, to be determined by the instructor. (b) The instructor must also be informed preferably before but no later than twenty-four (24) hours after the absence from class. (c) Documentation (to be determined by the instructor) is to be supplied by the student and given to the instructor. Work missed due to an excused reason (with the exception of a quiz, as noted above) may be made-up within seven (7) days (usually, as soon as possible) unless special circumstances warrant longer. After seven (7) days, a zero (0) will be given. (A "day" is defined as running twenty-four [24] hours from the ending time of class and week-ends and vacation days are typically included, unless special circumstances warrant otherwise.)

Work (e.g., quiz, test, assignment, paper, chronicle, etc.) done/due on the day that a student has an <u>unexcused</u> absence will not be graded, cannot be made up, and will receive a zero.

[In other words, if a student has an <u>unexcused</u> absence, the student will not earn any credit for any work (e.g., quiz, test, assignment, paper, chronicle, etc.) associated with the class of the <u>unexcused</u> absence. Even if the student wishes to complete the work and hand it in before missing class, no credit will be earned since the absence is considered unexcused. This policy includes making plans (e.g., travel) to leave class before a break/holiday officially begins on the USF calendar in order to extend it. Such an absence will be considered unexcused and no credit will be given for work associated with the class missed.]

The student will also lose an attendance point for each <u>unexcused</u> absence. Attendance accommodations (e.g., class via Zoom video conference) will be made for valid and documented COVID-related excused absences if <u>prior</u> arrangements are made by the student with the instructor. For COVID-related issues, the student is to consult and follow the various procedures and guidelines regarding USF's COVID-19 Response, including the USF Preparedness Plan and other materials incorporated in the Saints United resource hub (https://www.stfrancis.edu/saints-united/). (Cf., below IX. Institutional Policies §).

If a student is <u>tardy</u>, comes in late after his/her name has been called in the roll, the student is to inform the instructor after class. Otherwise, the unexcused absent mark will remain. Each tardy will receive only one-half of the attendance points given for that day.

Students are expected to be present during the <u>entire</u> class period. If a student leaves for an unexcused reason after the class has begun, before dismissal, the student will receive only one-half of the attendance points given for that day. If a student needs to leave class early for a sufficient and compelling reason (determined by the instructor), arrangements are to be made <u>before</u> class with the instructor in order for the absence to be considered excused (otherwise, it is considered unexcused).

<u>Participation</u> is expected and encouraged to be mindful, focused, on-task, following instructions, informed, prepared (e.g., completed readings and other assignments), well-founded, coherent, consistent, attentive, perceptive/insightful, prompt, regular, articulate (when appropriate), responsive, mature, respectful, and courteous. In other words, the student is to be present, attentive, on-task, follow instructions, contribute significantly/meaningfully, and add value to the class. The following <u>base scale</u> will be used to evaluate participation: *Excellent*= present, consistently attentive, engaged, and on-task, contributed significantly/meaningfully with insight, added great value to the class, etc.; *Good*= present, generally attentive, engaged, and on-task, contributed occasionally with commonality, added value to the class, etc.; *Average*= present, attentive but minimal engagement, minimal contribution, added minimal value to the class, etc.; *Poor*= occasionally not present, inattentive, disengaged, and lacking in contribution and added value to the class, etc.; *Deficient*= generally not present, inattentive, disengaged, no contribution, etc.

Some <u>attributes</u> and expectations involving courteous <u>conduct</u> include among other things: a) listening attentively when the instructor or fellow students are addressing the entire class (i.e., not carrying on private conversations); b) not speaking out of turn; c) showing respect for the classroom policies, the subject matter, and people's opinions, beliefs, dignity, etc.; d) turning off and putting away one's cell phone before class (i.e., not using or looking at it during class); e) not using computers, recording/storage/web posting devices, tablets, music players, and similar electronic devices unless expressed permission is given by the instructor; f) being properly prepared to participate in class (e.g., bringing the needed books, etc. to class, completing the assignments, etc.) and not doing work for other courses (i.e., being on-task and following instructions); g) taking care of personal matters before class so that one does not have to leave during class (e.g., not going to the restroom unless absolutely necessary) (and if one does leave, the student should speak to the instructor afterwards); h) not leaving before class is dismissed (especially not to answer a cell phone call); i) being mindful of distracting personal gestures and noises; j) not eating during class or chewing tobacco; k) abiding by the USF COVID-19 procedures and guidelines; 1) having the required technology (especially a web camera and microphone; see VII.E. below for more details), etc.

(This list is not all-inclusive and may be amended during the semester as needs arise.)

At the end of the semester, each student will be evaluated for participation/conduct according to the base scale (with its point equivalency). One participation/conduct point will be deducted from the base for each absence (excused or unexcused), one-half of a point will be deducted from the base for each tardy, leaving during class, leaving before dismissal, etc. One-half of a point will be deducted from the base for each disregard of an attribute/expectation (some listed above). The participation/conduct points will be combined with the attendance points at the end of the semester. N.B.: It is the student's responsibility as an adult to monitor his/her conformity to these attributes and expectations and not the instructor's. The instructor may note non-conformity without making an explicit remark to the student for each violation, etc.

<u>Late Work Policy</u>: All work (i.e., work not associated with an absence) is expected to be handed-in on time. If not, five (5) percentage points will be deducted from the final grade for each day it is late. A day runs twenty-four (24) hours from the ending time of class and week-ends and vacation days are typically included. No work will be accepted after seven (7) days have transpired and a zero will then be given unless special circumstances warrant otherwise. (Late work may be placed in the instructor's RICOH mailbox [Tower Hall, South 127] or preferably in the bin outside his office door or under the outer office door [Tower Hall, North 201] if it is locked. When doing so, please write the date and time the work is being dropped off on the front page of the work itself.)

<u>Unscheduled Class Cancellation</u>: In the event that a class period is cancelled unexpectedly (e.g., due to weather, an emergency, instructor's absence, etc.), students are responsible for checking their USF-based e-mail accounts for instructions, assignments, due dates, schedule changes, etc.

Response to COVID-19 Surge: A surge in COVID-19 cases locally or nationally may cause the University to put some or all classes on-line so that they may be continued if possible. If this occurs, the policies, procedures, etc. in this syllabus will be abided by and maintained as closely as possible, but they also may be deleted, altered, amended, added, etc.

N.B.: It is the student's obligation to assume responsibility for one's self and his/her work, attendance, participation, conduct, etc. The student is to take the initiative and approach the instructor when a situation arises (e.g., come during office hours or set up an appointment to discuss grades, studying, attendance, conduct, etc.). He/she is to have <u>back-up copies</u> of all assignments, check his/her USF-based e-mail (and their attachments) regularly and early, supply current and accurate contact information, etc. In addition, the classes and their content (e.g., class notes, handouts, attachments, articles, etc.), persons within them (e.g., students, instructor, guests), etc. are not to be photographed, recorded, stored, or

posted on social media, etc. by a student in any format without the prior consent of the instructor. A class, however, may be recorded by the instructor for benefit of a student (e.g., due to an absence, etc.). All rights are reserved by the instructor for any work authored by him and shared with course's students. Any further copying, storage, digitalization, distribution, sharing, posting, etc. in all formats is expressly forbidden.

B. Grading Scale:

A= 90-100 Excellent mastery of the course objectives and standards.

B= 80-89 Very good mastery of the course objectives and standards.

C= 70-79 Satisfactory mastery of the course objectives and standards.

D= 60-69 Poor/passing mastery of the course objectives and standards.

Failure/unsatisfactory mastery of the course objectives and standards.

C. Student Evaluation:

Students will be evaluated according to the requirements and policies stated (e.g., tests, papers/chronicles, quizzes, assignments, attendance, participation, conduct, etc.).

D. Course Evaluations/Surveys:

Information gleaned from course evaluations is an important part of maintaining quality and continuous improvement in courses. The University's expects students to thoughtfully participate in this anonymous evaluation process. Please note that instructors need not be evaluated every semester and every course.

E. Technology Requirements:

Each student is required to have access to the following: a) a computer with a 2 GHz or faster processor and 6 GB RAM or greater; b) a high-speed internet connection (1.5 MB/s or higher); c) monitor and video card with 1024x768 resolution or greater; d) keyboard and mouse; 3) web camera capable of video web conferencing (absolutely essential); f) speakers and microphone; g) appropriate operating systems, software, web browser, etc. (This list is only partial. For a more extensive list of items, please consult the *USF Fall 2020 Student Computer Requirements* document.)

It is imperative that students have the required technology needed to participate in the course activities (e.g., tests, quizzes, presentations, assignments, papers, discussions, Zoom classroom conferences, participation grade, etc.) especially if they are held on-line. Being fully operational will benefit one's progress and grade while lacking some components (e.g., a web camera, microphone, etc.) will negatively affect one's progress and grade.

VIII. Course Outline: [tentative and subject to change. For specific assignments, due dates, evaluation criteria, etc., please see syllabus addendum.]

Unit One: The Foundations of Belief.

- 1. Introduction
- 2. The Human Capacity for God
- 3. Faith and Doubt
- 4. The Nature and Transmission of Revelation
- 5. Sacred Scripture
- 6. Faith and Reason
- 7. Arguments for the Existence of God. TEST ONE: Friday, September 17, 2021

Unit Two: Exploring Salvation History (the Old Testament)

- 1. Doctrine of the Triune God
- 2. Creation of Heaven and Earth
- 3. Creation of Man and Woman in the Image of God
- 4. The Fall and the Problem of Sin and Evil
- 5. Ramifications of the Fall
- 6. Covenant with Abraham
- 7. Passover and Exodus
- 8. Sinai Covenant
- 9. Covenant with David; Rise and Fall of the Kingdom
- 10. The Exile

TEST TWO: Friday, October 15, 2021 [§ Note that this test date is just before Fall Break begins. No one will be excused in order to accommodate travel plans, personal preferences, break/holiday extensions, etc. The only acceptable excuse would be if you have a serious and compelling reason as outlined above (VIII.A.4) and follow the absence policy of notification and documentation. Unexcused absences will incur a zero for the test.]

Unit Three: Jesus Christ and the New Covenant

- 1. Nature of a Gospel
- 2. Infancy Narratives
- 3. Jesus' Baptism and Temptation
- 4. Sermon on the Mount
- 5. Miracles and Sending of the Disciples
- 6. Suffering and Death
- 7. Resurrection and Ascension
- 8. The Holy Spirit and Pentecost.

TEST THREE: Monday, November 15, 2021

Unit Four: Features of Catholic Christianity

- 1. The Church's Plan, Origin, Foundation, and Mission
- 2. The Four Marks of the Church
- 3. Liturgy as the Work of the Trinity and the Church
- 4. General Sacramental Theology
- 5. Baptism
- 6. Eucharist
- 7. Confirmation

- 8. Penance and General Moral Theology
- 9. The Last Things/Eschatology
- 10. The Life, Message, Mission, and Influence of St. Francis.

TEST FOUR: (given during examination period)

- -Section A: Wednesday, December 15, 2021 from 12 noon to 2:00 p.m.
- -Section B: Monday, December 13, 2021 from 12 noon to 2:00 p.m.
- -Section C: Wednesday, December 15, 2021 from 3:00 p.m. to 5:00 p.m.

DUE DATES FOR REFLECTION PAPERS/CHRONICLES:

Baseline Paper: 9/3

Chronicle Entries: 9/10 (1), 9/17 (1), 9/24 (1), 10/1 (1), 10/8 (1), 10/15 (1),

10/29 (1), 11/5 (1)

[N.B.: (#) indicates minimum number of entries due.]

Final Reflection Paper: 11/17

SUMMARY OF TEST DATES:

Tests: #1 9/17

#2 10/15

#3 11/15

#4 (see above)

WITHDRAWAL DEADLINE: Friday, November 12, 2021

This syllabus in not intended to be all-inclusive. The instructor reserves the right to adjust the syllabus, class schedule, outline, policies, classroom management/discipline, procedures, etc. as circumstances may warrant during the semester. Students are expected to follow all policies in the USF Catalog and Student Handbook, both of which can be found in the student portal. Policies not covered in this document will be handled in accordance with the USF Catalog and/or Student Handbook.

IX. Institutional Policies:

The student should use the USF portal as the first resource for guidance and support on items such as student complaints, safety, security and transportation questions, contact information for various USF departments, student support services such as counseling and academic resources. Information on these resources can be found in the "For Students" section of the USF portal.

A complete listing of university policies and procedures can be found in the University of St. Francis Course Catalog and Student Handbook. For the most current version of the catalog, please visit http://stfrancis.edu/academics/university-catalog

Students are expected to be familiar with and follow the various procedures and guidelines regarding USF's COVID-19 Response, including the USF Preparedness Plan and other materials incorporated in the Saints United resource hub (https://www.stfrancis.edu/saints-united/).

Academic Integrity:

Academic integrity requires that all academic work be wholly the product of an identified individual or individuals. Collaboration is only acceptable when it is explicitly acknowledged. Ethical conduct

is the obligation of every member of the University community, and breaches of academic integrity constitute serious offenses. Since a lack of integrity hinders the student's academic development, it cannot be tolerated under any circumstances. Violations include but are not limited to: cheating, fabrication, facilitating academic dishonesty, plagiarism, and denying others access to information or material. See the USF Catalog for further clarification and information on grievance procedures.

Services and Accommodations for Students with Disabilities (Americans with Disabilities Act):

The University strives to be in compliance with the Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA). A student who requires special accommodations or arrangements due to a disability should contact the Office of Disability Services. This contact preferably should occur no later than the first week of classes. Early contact before the semester starts is encouraged to allow sufficient time to provide accommodations. Extra time is needed for some types of accommodations such as sign language interpreters or special text formatting. Should a need arrive after the start of a semester; the student is encouraged to contact the Office of Disability Services as soon as possible. Note that accommodations are not retroactive. Each case will be reviewed on an individual basis to determine reasonable and appropriate accommodations.

USF is committed to ensuring the full participation of all students in its programs, regardless of the course format. If you have a documented disability and need a reasonable accommodation to participate in a course, complete course requirements, or benefit from the University's programs or services, please contact the Office of Disability Services at 815-740-3631 or ODS@stfrancis.edu. The Office of Disability Services is in the Academic Resource Center (ARC) and is located on the second floor of the LaVerne and Dorothy Brown Library in room L214. Consultations are welcome. Please contact the Office of Disability Services for an appointment.

Academic Support Services:

The Academic Resource Center (ARC) located in Room L214 in the Library (815-740-5060) offers various types of academic services. Online and distance learning students can contact ARC for appropriate resources. ARC serves students who need tutoring in many areas of study including writing and math. Library services include a number of online services and full text databases. Call the Library at 815-740-5041 for additional information. If you need academic-related resources or assistance, please contact the Academic Resource Center.

Notice of Copyright:

This course may contain copyrighted materials that are intended to support the learning experiences of students currently enrolled in the course. No student may retain or further disseminate any copyrighted materials, in their entirety or any portion thereof, under penalty of law.

Technology Support:

- 1. The Department of Academic Technology (DAT) administers the learning management system Canvas. If you are experiencing any difficulty using Canvas or need technical assistance, you have several options to receive support, including:
 - a. 24x7 Live Canvas Support. If you experience technical difficulties or have a question about Canvas, you can receive support 24 hours a day 7 days a week through the Canvas help menu. From the help menu, select **Chat with Canvas Support** for a "live" text-based click-to-chat session.
 - b. select **Report a Problem** to send an email support request, or speak to someone directly by using the toll-free number listed under the Canvas Support Hotline.

NOTE: Responses to Canvas' email-based Report a Problem request system will go to your USF stfrancis.edu email account, NOT your personal email.

- 2. Online Self-Service Help Resources. A student user guide and other resources for solving issues related to Canvas can be found at http://learnitnow.stfrancis.edu
- 3. Telephone Support from DAT. You can also phone the Department of Academic Technology for personal help at (815) 740-5080 or (866) 337-1497 (toll-free) between 8 a.m. and 4 p.m. Central Standard Time, Monday through Friday.

For any technical support issues that are not related to Canvas, please contact the USF Technology Support Center (TSC). You can reach them via:

- Phone: 1-815-768-TECH (8324)Email: techsupport@stfrancis.edu
- Web: http://techsupport.stfrancis.edu
- Or visit them on the first floor of Marian Hall

