

Online Courses

The following graduate courses may be taken online:

- PUAD 505 Introduction to Management of Nonprofits
- PUAD 613 Economic Analysis for Public Administration
- PUAD 654 The Community, Marketing, and Public Relations
- PUAD 655 Philanthropy and Fund Raising
- PUAD 659 Nonprofit Law, Governance, and Ethics
- PUAD 660 Accounting and Finance
- PUAD 664 Nonprofit Financial Management
- PUAD 720 Performance Measurement
- PUAD 729 Issues in Public Management: Nonprofit Issues

George Mason uses WebCT as the online course platform:
<http://www.irc.gmu.edu/coursetools/webct/>

A sample of Course Policies

A. On-Line Participation, General

Students are enrolled in the WebCT class by the professor using your gmU email address. **ACTIVATE** your GMU email account if you have not done so already!

This course is offered online, via the Internet and the World Wide Web, using WebCT technology and courseware, which allows students to participate at any time, from any location. Because of this flexibility, it is important to plan your time carefully. **Students are expected to sign-on to the class discussion (your "virtual classroom") and participate in discussions and other activities at least two times per week.** You should expect to spend a minimum of three hours per class week online -- the same amount of time you'd spend in the physical classroom. You'll be sending and receiving e-mail, performing on-line research and participating in Web explorations and "tours," and interacting socially and professionally with classmates. See Ground Rules for On-Line Participation for additional guidance.

A class week is defined as the period of time between Monday and the following Sunday. Assignments scheduled for completion during a class week should be completed by Sunday of the week assigned. Written assignments and formal papers should be

completed and successfully submitted, or postmarked, so that they are in my hands on the due date. Instructions for written assignments will be posted in the course. [NOTE: Because this is an online course designed to get feedback on assignments to you directly via the Internet, you must make prior arrangements with me before submitting a paper via the US Postal Service. If you ever have problems transmitting your assignments to me, telephone me immediately, and we'll get the problem solved.]

B. Ground Rules for On-line Participation

1. Students should use e- mail for private messages to the instructor and other students. The Class Discussion is for shared conversation as one would experience in a classroom; these are public messages.
2. Students are expected to visit the course 2 times per week and should expect to spend 3 hours per week of on- line course discussion or other appropriate online activities related to this course.
3. All students will participate in on- line course discussion. Conventions of "on-line etiquette," which include courtesy to all users, will be observed. This is no different than the courtesy displayed, and respect for ideas and differing opinions found, in most intellectual settings.
4. Students may get assistance and direct any questions to: webct@gmu.edu.
5. Students will normally submit papers via e- mail, uploaded to the computer and routed to the instructor.
6. Assigned papers may be submitted via the US Postal Service if arrangements are made with the instructor beforehand. Specific instructions for all papers and memos will be included within the course