

4. **Learning Activities (Non-Graded):** These non-graded Learning Activities are provided in each unit to aid students in their course of study. (Non-graded Learning Activities are provided to aid students in their course of study. You do not have to submit them. If you have questions, contact your instructor for further guidance and information.)
5. **Key Terms:** Key Terms are intended to guide students in their course of study. Students should pay particular attention to Key Terms as they represent important concepts within the unit material and reading.
6. **Discussion Boards:** Discussion Boards are a part of all Waldorf courses. Information and specifications regarding these assignments are provided in the Course Policies listed in the Course Menu bar.
7. **Unit Assessments:** This course contains eight Unit Assessments, one to be completed at the end of each unit. Assessments are composed of multiple-choice questions and written response questions.
8. **Unit Assignments:** Students are required to submit for grading a Unit Assignment in Unit VIII. Specific information and instructions regarding this assignment is provided below. A grading rubric is included with assignment instructions to provide you with a guideline your professor will use to assess your assignment.
9. **Ask the Professor:** This communication forum provides you with an opportunity to ask your professor general or course content related questions.
10. **Student Break Room:** This communication forum allows for casual conversation with your classmates.

Unit Assignments

Unit VIII Research Paper

For your final assignment for the course, you will complete a research paper on a topic of your choice related to emergency management. Start by reviewing the course concepts and determining your topic of choice. Below are some topics you might consider (you are not limited to those included below):

- Disaster preparation and planning at the local and national levels
- The transition of the emergency management field
- The reasons why education is so important in the emergency management field
- The responsibilities on the emergency manager during the disaster life cycle
- The possible disasters that could happen in your community and how to prepare for them
- The myths of disasters

For your research, you may either use the Waldorf Online Library or an Internet search of reliable sources (avoid sites such as Wikipedia). You are required to use at least two outside sources, and one source can be your textbook. Remember that all sources cited in-text, including your textbook, must be included on your reference list.

Your paper itself should be at least three pages in length excluding the title and reference pages.

Click [here](#) to view a PowerPoint Presentation on some tips for completing your Research Paper. Click [here](#) for the PDF version.

Each Assignment type (e.g., article critique, case study, research paper has its own rubric.) The Assignment rubrics for this course are attached as pdf links.

Submitting Course Papers/Projects

Once you have completed your papers/projects, submit your completed papers/projects by uploading through the Assignment tab in each unit. Do not e-mail your paper directly to your professor. By using the Assignment tab, your record will automatically be updated to indicate you have submitted your papers/projects and the assignment will be provided to your professor for grading. Instructions for submitting your assignment can be found under the Assignment tab in each unit.

APA Guidelines

Waldorf University requires that students use the APA style for papers and projects. Therefore, the APA rules for formatting, quoting, paraphrasing, citing, and listing of sources are to be followed. Information about using APA style can