QUEUE

INTELLECTUAL SOFTWARE

AMERICAN GOVERNMENT SERIES

AMERICAN GOVERNMENT

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PROGRAM PURPOSE

AMERICAN GOVERNMENT is intended to serve as an introduction to and/or review of American government. After completing this series the student will be able to:

- Define the following terms:

Democracy	Federal Government
Enfranchisement	Delegated Powers
Popular Sovereignty	Implied Powers
Tyranny	Concurrent Powers
Federalism	Inherent Powers
Political Elites	Sedition
Separation of Powers	Subversion
Political Legitimacy	Procedural Rights
Political Culture	Substantive Rights
Treason	Double Jeopardy
Habeas Corpus	Just Compensation
Federalism	Primary
Unitary Government	Electoral College

- Understand how the system of checks and balances works.
- Appreciate the impact of demands, supports, and apathy on the political system.
- Know how the three branches of government function.
- Know the history of the Articles of Confederation, including the Virginia Plan, the New Jersey Plan, and the Connecticut Compromise.
- Appreciate the contribution of the Federalist Papers to the ratification of the Constitution.
- Understand why the Bill of Rights was drafted.
- Know the contents of the first three articles of the Constitution.
- Have a grasp of the manner in which rules are made, applied, and adjudicated.
- Understand the powers of the Supreme Court.
- Understand the differences between the unitary and federal forms of government.
- Know the areas in which the national government has exclusive control in federal governments.
- Understand how dependencies are governed.

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- Appreciate the advantages and disadvantages of Federalism.
- Understand the freedoms guaranteed by the First Amendment.
- Know the requirements for citizenship stated in the Fourteenth Amendment.
- Appreciate why the United States is called "The Land of Immigrants."
- Know the difference between fundamental and non-fundamental rights.
- Appreciate the rights and freedoms guaranteed by the Fourth, Fifth, Sixth, Eighth, Thirteenth, Fourteenth, and Fifteenth Amendments.
- Appreciate the role of public opinion in a democracy.
- Understand the process of political socialization.
- Identify specific influences on the voter.
- Know how public opinion is measured.
- Know what limitations were put on the right to vote and how various groups won the right to vote.
- Understand the requirements for voter registration.
- Understand the process by which the President is elected.
- Appreciate the process by which one becomes a party candidate and wins an election.
- Know the history of the party system.
- Know how the political parties function.
- Understand the duties and responsibilities of the President.
- Appreciate the role of the White House staff.
- Understand and appreciate the basic structure and function of the congress.
- Understand and appreciate the basic structure and function of the judiciary.
- Know the role of the Supreme Court.
- Understand how the Civil Service system works.
- Understand the structure of the Federal bureaucracy.
- Know how the executive departments are organized.
- Understand the activities of bureaucrats.

PROGRAM CONTENTS

The **AMERICAN GOVERNMENT** series contains five disks. The first four programs each contain ten lesson modules; the fifth contains nine. Much of the material is presented in chronological order, and many of the concepts and key terms introduced in earlier modules are used in later modules. For these reasons, the programs are most effective when used sequentially in the order listed here, although each program can be accessed separately. Each module presents a series of related concepts, explains each concept, and tests the understanding of the student using three tutorial techniques: multiple choice, where the letter of the correct answer is typed in; fill in the blank, where the correct answer must be typed in; and the "cloze" technique, where a word is blanked out after being presented on the screen, and the student must type it in again. These techniques are explained in more detail in the **SPECIAL FEATURES** and **OPERATING INSTRUCTIONS** of this manual.

The **MODULE CODES, NAMES** and main topics in the **AMERICAN GOVERNMENT** series are:

DISK I

MODULE CODE	NAME
L10	**AMERICAN DEMOCRACY** Definition of democracy, popular sovereignty, enfranchisement, the history of democracy.
L15	**CONSTITUTIONAL DEMOCRACY** Definition of tyranny, separation of powers, the three branches of government, the system of checks and balances, Federalism, unity.
L20	**REVIEW QUESTIONS**

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L25   **POLITICS**
Definitions of political power and politics, inputs
into the political system—demands, supports, apathy.

L30   **POLITICAL SYSTEMS**
Rule making, application and adjudication,
leadership selection, interest identification, political
culture, socialization and legitimacy.

L35   **POLITICAL SYSTEMS REVIEW**

L40   **CONSTITUTIONAL HISTORY**
The Articles of Confederation, The Virginia Plan, The
New Jersey Plan, The Connecticut Compromise,
Federalist Papers, Bill of Rights.

L45   **THE CONSTITUTION I**
Amendments to the Constitution, Article 1.

L50   **THE CONSTITUTION II**
Articles 2 and 3, implied powers, habeas corpus,
elections.

L55   **JUDICIARY AND REVIEW**
Characteristics of a democracy, treason, the
Supreme Court.

DISK 2

DISK 3

DISK 4

DISK 5

SAMPLE ITEMS

1. From **DISK 1, MODULE L10, AMERICAN DEMOCRACY**, after the correct answer , C, has been given:

> Popular sovereignty is a term used to describe a government whose leaders acknowledge and believe that power flows from the people. This type of government is also called republican. The notion of popular sovereignty was built into the Preamble to the Constitution: "We the People of the United States...do ordain and establish this Constitution for the United States."
>
> 1. In a popular sovereignty, the leaders recognize that power is derived from
>   A the military
>   B the people
>   C the church   B
> **CORRECT**

2. From **DISK 2, MODULE L50, AMENDMENTS** , after the correct answer, **WARRANT,** has been typed in:

> The Fourth Amendment aims to curb abuses of police power. Upon request, police must produce a warrant before searching a person's home or property, tapping one's telephone, or reading one's mail. A warrant is a document issued by a court stating what the police hope to find and authorizing them to look for it. The police may search, without a warrant, a person believed to be dangerous.
>
> 1. A __WARRANT__ gives police the right to search one's home.
>
> **CORRECT**

3. From **DISK 3, MODULE L20, REVIEW** , after the incorrect
   answer, B , has been given:

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2. **Which one of the following is the**
   best indicator of the voting
   preference for most people?

   > A. religious influences
   > B. family influences
   > C. socio-economic level
   > D. party preference   B

   (D) **Party preference has an obvious and**
        explicit relationship to voting
        behavior.

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4. From **DISK 4, MODULE L50, A BILL BECOMES A LAW,** after
   the correct answer, B , has been given:

   If the House and Senate pass different
   versions of a bill, a conference
   committee is appointed to iron out the
   differences. Both the House and the
   Senate usually pass the compromise bill
   which is then sent to the President to
   be signed into law. Many bills come to
   the President with additions called
   "riders" attached. A rider is an
   amendment to a bill which has nothing to
   do with the content of the bill.

   1. **The president then is faced with a**
      decision. He can: A. veto the entire
      bill because he does not like the
      rider B. accept the rider and sign the
      bill C. either A or B   B
   CORRECT

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5. From **DISK 5, MODULE L50, REVIEW** , after the incorrect
   answer, **A**, has been given:

**8. Which of the following is NOT a part
of the Executive Office of the
President?**

**A National Aeronautics and Space
   Administration**
B Council of Economic Advisors
C Veterans' Administration
D Office of Management and Budget   A

**The Veterans' Administration is one of
the independent agencies.**

SUGGESTIONS FOR USE

Grade   Recommendations

The **AMERICAN GOVERNMENT** series is designed for use by high
school, college, and adult education students.

Preparation For Classroom Use

Even though the nine to ten modules in each program can be accessed in
any order, students should be told to do the lessons in the order listed in
the menu. Lessons often build on concepts or use key words introduced
in earlier modules. Also, some topics are started in one module and then
continued in the next.

SPECIAL FEATURES

Intellectual Software tutorial programs are designed to be highly interactive. Students do not simply move through a program by passively reading text on the screen. Programs use a variety of different question and answer formats to maintain student interest.

Intellectual Software tutorial programs have the following features:

- Programs have 6-10 lesson modules, each of which can be individually selected from the main menu. Each module takes about 15 minutes to complete.

- Three types of formats may be used:

    1. Multiple choice questions for which students select the letter of the correct choice
    2. Fill-in-the-blank questions for which students type in the correct word
    3. "Cloze" procedure questions for which students type in the word blanked out in a tutorial reading passage (in Apple versions)

- Immediate feedback tells students when their answers are correct. Throughout, the emphasis is on success. Instead of being told that they are "wrong" or "incorrect" after they have entered an incorrect answer, students are simply shown the correct answer and given a brief explanation.

- Students can exit from a lesson at any time. In Apple programs with management systems, the student's place in the lesson is saved automatically so that he or she can resume the lesson from that point the next time.

- Students are shown a summary after they have finished or exited from a lesson. The summary displays the number of questions attempted, the number correct, and the percentage score.

APPLE OPERATING INSTRUCTIONS

STARTING THE PROGRAM

Note: Do not put a write-protect tab on this disk.

1. Insert the disk into the disk drive. Close the disk drive door. If you are using an Apple IIe or IIc, make sure that the CAPS LOCK key is down. It should remain down while you are using this program.

2. Turn on the monitor. Turn on the switch on the left at the back of the computer.

3. Wait for the red disk drive light to go off. You should see the second of two Intellectual Software title screens. Press any key to continue.

4. When prompted, type in your name. If you make a mistake, back-space with the left arrow key and retype to correct your error. Press the RETURN key to continue.

5. If your program has a management system, it will ask: "Is this the first time you have used this disk? (Y/N)." Press Y for Yes and go on to #7 of these directions.

6. If you have used this disk before, the system is asking this question because it cannot find your name on its files. Pressing N for No will display "You must type your name exactly as when we first met." Press any key and then enter your name again. Make sure that the CAPS LOCK key is down!

7. The menu of lesson modules available on this disk should now appear. Type in the code of the desired module (e.g., L10). Press RETURN to start the lesson.

RUNNING A LESSON

General Directions:

- To continue from one question or screen to the next, press any key whenever the small ☐ prompt appears.

- To exit from a lesson without finishing, press the ESCAPE (ESC) key instead of entering an answer. ESCAPE will not work if the ESC key is pressed when the ☐ prompt is on the screen.

- After exiting from a lesson or finishing it, you will see a summary of your scores for that lesson. Press any key to return to the title screen.

Multiple Choice Questions:

- Answers to multiple choice questions are automatically accepted without the use of the RETURN key. Consider your answer carefully before pressing a key since typing corrections cannot be made.

- Type the letter of the correct answer when the dash (cursor) appears.

- The computer is programmed to accept only the letter A, B, C, D, or E as an answer. If any other character is entered, the program responds: "PLEASE ANSWER WITH ONE OF THE CHOICES: A, B, C, D, OR E ☐." Press any key before entering another answer.

Fill-in-the-Blank Questions:

- Do not type in the answer until you are cued. Either a dash (the cursor) will appear, or the answer blank will "shrink" as the invisible cursor appears in the first space. This cue appears almost immediately.

- Type slowly to ensure the recording of all letters or numbers in the answer.

- Make sure your answer is spelled correctly. Correct typing errors by backspacing with the left arrow key and then retyping.

- Type numbers from left to right when entering answers to math problems. Insert commas when necessary (e.g., 35,000).

- Press RETURN to record your answer.

Cloze Technique Questions:

- A reading passage will appear on the screen. After a few moments, a word in the passage will be blanked out. The cursor will then appear at the beginning of the blank.

- Type in the missing word. Make sure the word is spelled correctly. Backspace with the left arrow key and retype to correct any errors.

- Press RETURN to record your answer.

- The above sequence is repeated within the same reading passage until the material has been thoroughly reinforced.

MANAGEMENT SYSTEM INSTRUCTIONS

Note: Unless you specified with your order that you wanted a management system, your program will not include the management system described below. If you do have a management system, the program will ask: "Is this the first time you have used this disk?" after you enter your name. If you do not have a management system, this question will not appear.

If you would like to add a management system to your disks, return them to Intellectual Software. The charge for adding management is $10.00 per disk.

In order for the management system to work properly, the disks must not be write-protected. Do not put a write-protect tab on the disk.

STUDENT USE

Students interact with the management system only when they enter names which do not appear on the file, or when they restart the program after exiting from a lesson without finishing it.

- Remind students to enter their names exactly the same way each time they use the program. If a student enters her name as **KATE** one day and as **KATHARINE** the next, the management system will list her as two different people.

- When a student resumes the program after using **ESCAPE** to exit from a lesson, the unfinished lesson module will be highlighted on the menu. The program will suggest that the student work on that lesson. If the student selects the highlighted module, the lesson will resume where the student left off.

- Any other module may be selected instead, but then the system will not continue to hold the student's place in the unfinished module. The student would have to restart that module from the beginning if he or she returned to it at another time.

TEACHER USE

Teachers must load the management system in order to see the students' records. To load the management system, follow the directions below.

At any point before or after a lesson module:

Apple II and II+ Users: Press down the CONTROL key. While continuing to hold down the CONTROL key, press down both the SHIFT and the M keys. Release the keys when LOADING MANAGEMENT SYSTEM appears on the screen.

Apple IIe and IIc Users: Press down the CONTROL key. While continuing to hold down the CONTROL key, press down the right bracket ( ]) key. Release the keys when LOADING MANAGEMENT SYSTEM appears on the screen.

When the red disk drive light goes off, the following management system menu will be displayed:

MICROTUTOR II

MANAGEMENT SYSTEM

-- STUDENT RECORDS --

YOU MAY CHANGE DISKS NOW

(1) ALL STUDENT RECORDS TO SCREEN
      (SHIFT - 1 FOR HARD COPY)
(2) INDIVIDUAL RECORDS TO SCREEN
      (SHIFT - 2 FOR HARD COPY)
(3) ERASE ALL STUDENT RECORDS
(4) CUSTOMIZE SYSTEM
(5) RETURN TO TUTOR

TYPE NUMBER:

YOU MAY CHANGE DISKS NOW means that you may look at the records in the management system of any other Intellectual Software tutorial disk by simply removing the disk currently in the drive and then inserting the disk you wish to examine. There is no need to restart the program on the second disk in order to get into its management system.

Type the number of the desired option:

(1) ALL STUDENT RECORDS TO SCREEN
(SHIFT-1 FOR HARD COPY)

This option allows you to see the score tables for all the students in the file. Proceed from one screen to the next by pressing **RETURN** when prompted. Individual score tables are displayed in the order in which the students entered their names in the system.
To print out all the records, depress the 1 key while holding down **SHIFT**. The program will ask: "Is the printer on and connected properly? **(Y/N)** ." Make sure that the printer is on before pressing Y. Press **N** to return to the management system menu.

(2) INDIVIDUAL RECORDS TO SCREEN
(SHIFT-2 FOR HARD COPY)

This option allows you to see the score table for an individual student. You will see a numbered list of the students in the file. Type the number of the student whose record you wish to see and then press **RETURN**.

(3) ERASE ALL STUDENT RECORDS

This option clears all names and scores from the management system. The management system can hold only ten students' records. If an eleventh student tries to enter his or her name, a **DISK FULL** message will appear. You must then record or print out the current records, if desired, and then erase them from the disk to clear the management system. Typing 3 will display **CONFIRM ERASE ALL STUDENT RECORDS? (Y/N)**. Type **N** for NO to change your mind and select a different option. Type **Y** to erase all records.

(4) Option 4 on this menu should be disregarded. Option 4, CUSTOMIZE SYSTEM, will apply to new Intellectual Software programs with diagnostic modules planned for production in the near future.

(5) RETURN TO TUTOR

This option loads the tutorial program.

SCORING TABLE DESCRIPTION

The table that displays a student's scores looks like this:

1. TED BROWN

PERCENT CORRECT BY TOPIC

MODULE: # ITEMS	-1-	-2-	-3-	-4-	-5-	-6-	-7-	-8-
L45: 19				53				
L15: 17	65							
L35: 14		29						
L55: 5					80			
L55: 10					100			

TOPICS NEEDING
INSTRUCTION: *   *   *   *   *
PRESS RETURN KEY TO PROCEED

Ted is the first student to have used this disk. The code numbers of the modules Ted worked on, in the order in which he selected them, are listed vertically below the MODULE: # ITEMS title. Next to the colon after the module number is the number of questions Ted completed in that module. L55 is listed twice because Ted used ESCAPE to exit from that module after completing 5 questions; he then went back to do 10 more questions the next time. The score for each attempt is listed separately.

Ted's percentage scores for the modules he attempted are listed under the columns (1-8) that correspond to the first digits in the module codes. For instance, when Ted worked on either L10 or L15, his score would be under Column 1 of the PERCENT CORRECT BY TOPIC heading. His scores for modules L30 and L35 would be under Column 3.

TOPICS NEEDING INSTRUCTION merely indicates the numerical range of module codes on the disk. Most Intellectual Software programs using this management system use the following module codes: L10, L15, L20, L25, L30, L35, L40, L45, L50, and L55. Therefore, there will usually be asterisks under columns 1 through 5. This feature allows you to see whether or not a student has worked in all modules without consulting the module codes in the main menu. If a percentage score appears above an asterisk, the student has worked in that section of the program.

SUPPORT

If you have any questions or problems, call Intellectual Software at 1-800-232-2224 (In Connecticut, Hawaii, Alaska, and Canada, call 203-335-0908). Defective disks will be replaced free of charge within 90 days of invoice date. Disks damaged after 90 days may be replaced at $10.00 per disk. Mail the damaged disk to Intellectual Software at 562 Boston Avenue, Bridgeport, CT 06610, for a prompt replacement.

Backup disks are available for $10.00 per disk. Customers are limited to one backup disk for each disk purchased. Backup disks are for archival purposes only.

Never expose any computer software to excessive heat or cold. Do not leave your software near a strong magnetic field such as might be produced by an electric appliance, stereo, or speaker magnet. Always place your software in its sleeve when you are not using it. This will protect it from dust and fingerprints. Finally, never touch the exposed parts of the disk which are visible through the holes in the disk cover.