

IS 204: WI / Themes in Popular Culture: The Zombie Apocalypse & Other Doomsday Beliefs
MW: 10:00—11:15am (CRN #60307)
Palanakila 213

INSTRUCTOR:
OFFICE:
OFFICE HOURS:
TELEPHONE:
EMAIL ADDRESS:
EFFECTIVE DATE:

Malia Lau Kong
Palanakila 136
MW: 11:20—1:50pm
Also by appointment
236-9132
maliakon@hawaii.edu
Fall 2015

ARE YOU PREPARED?



WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O'ahu's Ko'olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

An interdisciplinary study of a specific event, person, idea, or process in popular culture which will bring together various methodologies and conceptual tools to create a complex analysis. Topics covered will include: the concept of popular culture, how elements of popular culture are created and circulated, how elements of popular culture connect to historical, political, social, symbolic and intellectual history, how different groups in society are related to the elements of popular culture, and how popular culture plays a role in the lives of individuals. (3 hours lecture)

WRITING INTENSIVE COURSE HALLMARKS

- Writing promotes learning of course content.
- Writing is considered to be a process in which multiple drafts are encouraged.
- Writing contributes significantly to each student's course grade.

- Students do a substantial amount of writing, a minimum of 4,000 words. Depending on the types of writing appropriate to the discipline, students may write critical essays or reviews, journal entries, lab reports, research reports or reaction papers.

*To allow for meaningful teacher-student interaction on each student's writing, the class is restricted to 20 students.

STUDENT LEARNING OUTCOMES

Upon completion of this course, the student will be able to do the following:

- Identify the connection between the theme in popular culture with larger political, social, and intellectual patterns in society.
- Analyze the connection between the theme in popular culture and other themes, either contemporary or historical.
- Participate effectively in group discussions, given evidence of thoughtfulness and an engagement with other people's positions.
- Connect local elements of popular culture to global economic and political systems.
- Explain and justify an evaluation of the role of popular culture in the student's life.

COURSE TASKS

In order to meet the course SLOs and fulfill the Writing Intensive Hallmarks, you will complete the following tasks the course is revolved around:

- ✓ Write **2** Research Papers on the following topics:
 - Write the **Apocalypse NOW Paper** (4—6 pages / minimum 1000 words): Evaluate the way in which the American public (i.e., “us”) is currently living in an Age of Anxiety as our fears & anxieties about the state of the world today are manifested in popular culture. This analysis will be supported by the arguments put forth by Sigmund Freud in his *Civilization & Its Discontents* and the authors of the following articles: “The Walking Dead in an Age of Anxiety” and “Survivalist Themes in TV Shows, Movies Tap into Fear of the Big Fall.” Furthermore, this analysis will be evidenced through real-life events and metaphors & social commentaries utilized by *World War Z*, *Land of the Dead*, & other pop culture references (must find at least one other pop culture reference in order to get a broad understanding of how the Horror genre manifests the fears & anxieties of our society).
 - Write the **Surviving, Living, & Thriving in the Post-Apocalypse Paper** (4—6 pages / minimum 1000 words): Evaluate the way in which people survive, live, and thrive in the post-apocalypse in *One Second After* & *World War Z* & the pop culture references used to complete both the in-class & homework Apocalypse in Pop Culture Logs (pop culture references must include specific episodes from *The Walking Dead* TV series and at least one other pop culture reference in order to get a broad understanding of life in the post-apocalypse). This analysis must be supported by the theories of Sigmund Freud in his *Civilization & Its Discontents*, Thomas Hobbes in his *Leviathan*, and Daniel W. Drezner in his *International Politics and Zombies*. By combining the specified pop culture references and these theories, the paper blends both theory and reality (as evidenced in books, TV shows, movies) in order to create a concrete argument on what life in the post-apocalypse is like and whether it's possible to thrive in the post-apocalypse. This paper is a culmination of readings, Logs, in-class discussions, etc. done throughout the semester.
 - Must be typed, double-spaced, include footnote citations as applicable, have a topic sentence for each paragraph, have an introduction, body, & conclusion, make use of transitions between sentences, include a word count and be grammatically and mechanically correct. *First-person statements should be used as sparingly as possible, if at all.* Please remember that when turning in your paper draft, I am not your spell checker or editor. Although I will point out grammatically incorrect sentences and spelling errors, I will not fix your paper for you. If you find that you need help with writing, please visit the **Writing Center** for further assistance.
 - **It is mandatory that you turn in a draft of both papers. You will also need to attend a mandatory conference with me regarding your drafts during Week 9 & Week 16 of the semester. Failure to turn in these drafts &/or attend these conferences will result in a 20%**

point penalty on each paper & may result in failure for the class.

- The Apocalypse NOW Paper and the Post-Apocalypse Paper are each worth up to 100 points total. Late papers will be assessed a 20% late penalty. Papers will be graded according to the rubric guidelines handed out in-class at a later date. Plagiarism is so bad that you will automatically fail the class if you do it—so don't!
 - Time management is a MUST in this class. Since the due dates are not a surprise, I expect you to turn in your paper on-time regardless of how fantastic your reason is. For your final paper, the Post-Apocalypse Paper, I expect you to email me (be sure to check for a confirmation email from me within 24 hours saying I received your paper) your final paper before or on **Wednesday, December 16, 2015 by 6:00pm** regardless of how fantastic your reason is. Failure to turn in this paper when due will result in automatic failure for the class as final grades are due ASAP.
- ✓ Write **4** Reaction Papers (minimum 250 words; max 500 words) on designated readings according to the class schedule.
- Guidelines for Reaction Papers:
 - Only **2** paragraphs. No more, no less. Each reaction paper should be **evenly divided** between analysis and personal reaction.
 - 1st Paragraph: write an **analysis** of the assigned reading. Be sure to include the main ideas/arguments of author and supporting evidence used by the author to evidence these main ideas/arguments. No first person statements in this paragraph.
 - 2nd Paragraph: write your **personal reaction** to the assigned reading (i.e., what did you like, dislike, find enlightening, irritating, confusing, impressive, surprising, **AND** why). This is the place to use first person statements.
 - Must be typed, double-spaced, have a topic sentence for each paragraph, make use of transitions between sentences, include the word count, and be grammatically & mechanically correct.
 - Reaction Papers are worth up to 10 points total and are due on specific days according to class schedule. If you are absent on the day in which a Reaction Paper is due, you must email me your paper before the start of class so that your paper is not considered late. Late papers are penalized 2 points regardless of reason.
- ✓ In-Class Think/Write/Discuss Logs: Complete in-class thinking & writing logs on responses to specific questions based off of selected readings, hypothetical scenarios, and responses to specific questions based off of selected pop culture references. Some of these logs include "Apocalypse in Pop Culture In-Class Logs" which are like the logs you complete for homework. Furthermore, some of these logs will help clarify your thoughts and serve as evidence of what life is like in the post-apocalypse for your Surviving, Living, & Thriving in the Post-Apocalypse Paper. Each log will be turned in at the end of class. These logs are worth a total of 60 points. *Since these logs are assigned to be completed & discussed in-class, if you are absent, you will need to make-up the points (minus the points earned for discussing the log in-class as this cannot be made up; this amounts to 25% of the total points of the log) by completing the log for the missed classed which will then be due in one week.*
- ✓ Complete **8** Apocalypse in Pop Culture **Homework** Logs: Complete at-home reading/viewing, thinking & writing logs on responses to specific questions based off of specified pop culture references according to the class schedule (i.e., see class schedule for what each log should be completed on). These logs will help clarify your thoughts, and will serve as evidence of what life is like in the post-apocalypse for your Surviving, Living, & Thriving in the Post-Apocalypse Paper. Each log will be turned in on designated days according to the class schedule. Each log is worth up to 10 points total. If you are absent on the day in which a Homework Log is due, you must email me your paper before the start of class so that your log is not considered late. Late logs are penalized 2 points regardless of reason.
- ✓ Complete **2** Apocalypse Share & Tell Paragraphs & present to class on designated days according to the class schedule. For this assignment, you will need to find how popular culture utilizes the apocalypse/post-apocalypse in the specified genre designed below. After you find a song, video game, TV show, comic book, movie, &/or book that is about the apocalypse/post-apocalypse or can be *interpreted*

as being about it, write a 3—5 sentence paragraph on how what you picked is about the apocalypse/post-apocalypse. Remember that standard grammatical & mechanical rules apply when writing this paragraph. Each paragraph and presentation will be worth up to 5 points total. A late penalty of 1 point will be assessed if completed after the due date regardless of reason.

- The Popular Culture Example Genre for each assignment is specified below:
 - Apocalypse Share & Tell Paragraph #1: Music, Video Game, or Comic Book
 - Apocalypse Share & Tell Worksheet #2: TV Show, Movie, or Book
- ✓ Complete the Household Inventory List & 4 Reaction Paragraphs on *The Walking Dead* “Quizzes” (quizzes taken twice during semester) found in our Laulima site. The Household Inventory List is passed out in-class will need to be filled out. You will also need to take the *How Long Would You Survive a Zombie Apocalypse?* Quiz found on the homepage of our class Laulima site and write a 2—3 sentence reaction to your results (and if this is the quiz taken towards the end of the semester, how your results may have differed from the first time you took quiz). Furthermore, you will also need to take the *Which Character (on The Walking Dead) Are You?* Quiz found on the homepage of our class Laulima site and write a 2—3 sentence reaction to your results (and if this is the quiz taken towards the end of the semester, how your results may have differed from the first time you took quiz). For each of these “quizzes” you will take them at the beginning of the semester and again towards the end of the semester. Each of these assignments are worth 3 points each and due on the designated day according to the class schedule. A late-penalty of 1 point will be assessed if turned in after the due date.
- ✓ Complete a variety of in-class activities (45 points total)
 - You will be frequently required to participate in group assignments, discussions, and role-playing scenario exercises. Some assignments will be worth more points than others depending on the assignment. Included in this grade are for your in-class participation in the Emergency Response Scenario Group Assignment and the Domsday Prepper Plan, Presentation, & Assessments Individual Assignment.
 - **Since all of these activities require being present for class, you will NOT be able to make-up these activities, regardless of reason, if class is missed. However,** your first 4 absences will automatically be excused (meaning you are able to make-up the points for these days). On the other hand, any absences beyond these first 3 absences **will NOT be excused, regardless of reason (unless, of course, the zombies are walking the earth, which though, in this case, grades would be the least of your worries).** After your 4th unexcused absence, your final grade will automatically drop one letter grade.
 - Participate in class by being physically, as well as mentally, present and respectful of others. This includes turning off your cell phone, not talking story with friends, not listening to music, and coming to class on time. This also includes not monopolizing class discussion with your own point-of-view and not being respectful of what your classmates have to say. The class is a designated **Safe Zone**. Negative comments will **NOT** be tolerated. Please prepare yourself to face the consequences if you engage in any disrespectful behavior. *Please note that plagiarism also falls in the category of disrespectful behavior and will result in automatic failure for assignment &/or class.*

ASSESSMENT TASKS AND GRADING

Apocalypse NOW Paper			= 100 points (22% of final grade)
Post-Apocalypse Paper			= 100 points (22% of final grade)
4 Reaction Papers	x	10 points each	= 40 points (9% of final grade)
In-Class Logs			= 60 points (14% of final grade)
8 Homework Logs	x	10 points	= 80 points (18% of final grade)
2 Apocalypse Share & Tells	x	5 points each	= 10 points (2% of final grade)
In-Class Activities (includes Respect & Participation)			= 45 points (10% of final grade)
Household Inventory List & 4 Reaction Paragraphs	x	3 points each	= 15 points (3% of final grade)
			= 450 points total

****Everyone starts the class with an "A" (450 points)!
What you do with your "A" is now up to you!***

To keep your	You can't lose more than	Which means
A	45 points	A = 405 points & above
B	90 points	B = 360 points & above
C	135 points	C = 315 points & above
D	180 points	D = 270 points & above

*(Hopefully, this will not happen, but if it turns out that more than 180 points is lost, an "F" for the class will result.)

*The "N" grade is only given in circumstances in which the student has worked conscientiously, attended regularly, finished all work, fulfilled course responsibilities, and has made measurable progress. However, either the student has not achieved the minimal student learning outcomes and is not prepared to succeed at the next level, or the student has made consistent progress in class but is unable to complete the class due to extenuating circumstances, such as major health, personal, or family emergencies. The "N" grade is **NOT** given in circumstances in which you have NOT made consistent progress in the class &/or attended class regularly.

REQUIRED TEXTS TO PURCHASE

1. [Civilization & Its Discontents](#) by Sigmund Freud
2. [Theories of International Politics & Zombies](#) by Daniel W. Drezner
3. [One Second After](#) by William R. Forstchen
4. [World War Z](#) by Max Brooks (Abbreviated as WWZ in class schedule)

METHOD OF INSTRUCTION

- ❖ This course makes use of multiple **learner-centered activities** to help you learn the material. In other words, this class will not rely solely on lecture, but be a class that relies more heavily on thinking, writing, & discussing. If you find that this teaching style does not work for you, please drop the class.
- ❖ **Spoiler Alert:** We will be viewing, writing about, & discussing specific episodes of The Walking Dead in-class. While it is not required that you have seen all 5 seasons of TWD, please note that if you are currently watching the show and not caught up with the most recent season, we *may* inadvertently end up spoiling certain character deaths and events on the show for you.
- ❖ **Viewer Discretion is Advised:** Please be aware that this class will be viewing TV Shows & Films and reading books/selections that come from the Horror genre which can be quite explicit (i.e., with violence, profanity, nudity, sexual situations, etc.) & scary and usually receives an "MA" (for TV Shows) or "R" (for films) rating. If you are unable to view shows & films or read items such as these, this is probably not the right class for you.

RECOMMENDATIONS THAT WILL HELP YOU IN THIS CLASS

1. Make sure you adhere to the due dates to avoid the late penalty that is assessed for all late work. Communication is one of the keys to success in this class so please let me know if something is preventing you from completing the assignments for this class. If you have extenuating circumstances that are preventing you from participating fully in this class, please let me know so that we can create a plan of action.
2. This class is not only **writing-intensive** but also **reading-intensive AND thinking-intensive**. Since we will move at an extremely fast pace, it is crucial for you to keep up with the readings and paper assignments.

3. You will be expected to write thoughtful & analytical papers on given topics AND keep up with all assigned readings. Seriously consider dropping the class if you find that the topic of the Zombie Apocalypse & Other Doomsday Beliefs does not interest you since lack of interest in a subject corresponds to a negative grade.
4. Faithfully attend class since failure to attend class on a regular basis corresponds to a negative grade.
5. Always take notes. This includes anything that is written on the board, viewed on the overhead projector, discussed with one another, gleaned from videos, etc. These notes can help you write your final paper!
6. Bring required readings to class according to the class schedule. We will typically refer back to these readings in class. Also, these readings will help you complete in-class assignments.
7. Ask questions if you don't understand and definitely let me know if you are having any problems in the class.

***This class is designed to be accessible to all students. Thus, please take note of the following statement:**

DISABILITIES ACCOMMODATION STATEMENT

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale 'Akoakoa 213 for more information.

CLASS SCHEDULE*

**Note: Class schedule is subject to change. All changes will be announced in class.*

DATE	ASSIGNMENTS DUE ON THIS DAY IN-CLASS (UNLESS OTHERWISE NOTED)	REQUIRED READINGS FOR THIS DAY	CORRESPONDING CLASSROOM TOPICS & EVENTS ON THIS DAY
Week 1: M 8/24			1. Introduction to the Class
W 8/26	1. Household Inventory List DUE 2. <i>How Long Would You Survive a Zombie Apocalypse?</i> Quiz Reaction Paragraph DUE 3. <i>Which Character (on The Walking Dead) Are You?</i> Quiz Reaction Paragraph DUE	1. Get Ready Hawai'i* 2. The Disaster Preppers Next Door* 3. Be Honest: The Apocalypse Seems Kind of Exciting, In a Way* 4. At AMC, Zombies Topple Network TV* *Found in Laulima Resources Folder	1. The Apocalypse in Popular Culture: Doomsday Preppers, The Walking Dead, & Surviving the Apocalypse
F 8/28	*Last day to register; Last day for 100% refund		
Week 2: M 8/31			1. The Zombie Apocalypse: Emergency Response Simulation Group Scenario
W 9/2	1. Apocalypse Share & Tell #1 (Music, Video Game, or Comic Book) DUE	1. The Story of the Flood* 2. Genesis 6—9* 3. The Revelation to John (Apocalypse)* *Found in Laulima Resources Folder	1. The Apocalypse in Popular Culture: Historical, Philosophical, Political, Psychological, & Religious Context of the Apocalypse I 2. <i>Music, Video Game, or Comic Book Group Share</i>

Week 3: M 9/7	HOLIDAY: LABOR DAY		NO CLASS
W 9/9	1. Apocalypse Share & Tell #2 (TV Show, Movie, or Book) DUE	1. The End of the Buddhist Law (Found in Laulima Resources Folder)	1. The Apocalypse in Popular Culture: Historical, Philosophical, Political, Psychological, & Religious Context of the Apocalypse II 2. <i>TV Show, Movie or Book Group Share</i>
Week 4: M 9/14		1. The Walking Dead in an Age of Anxiety* 2. Survivalist Themes in TV Shows, Movies Tap into Fear of the Big Fall* *Found in Laulima Resources Folder	1. Apocalypse Now: Tsunamis. Earthquakes. Nuclear Meltdowns. Hurricanes. Revolutions. Economies on the Brink. North Korea. ISIS. What the #@%! Is Next?
W 9/16	1. Reaction Paper #1: Theories of International Politics & Zombies DUE	1. Daniel W. Drezner's <i>Theories of International Politics & Zombies</i>	1. The Infallibility OR Fallibility of Society to Survive the Apocalypse 2. Max Brooks: Why World War Z
Week 5: M 9/21	1. Reaction Paper #2: When There's No More Room in Hell DUE *Last day to drop & receive 50% refund; Last day to drop with NO "W"	1. When There's No More Room in Hell, The Dead Will Shop the Earth: Romero and Aristotle on Zombies, Happiness, and Consumption (Handout; Also Found in Laulima Resources Folder) 2. <i>World War Z: Introduction, Warnings, & Blame</i>	1. The Zombie Apocalypse As Social Commentary & Metaphor 2. Romero's Land of the Dead
W 9/23	1. Reaction Paper #3: When They Aren't Eating Us DUE	1. When They Aren't Eating Us, They Bring Us Together: Zombies and the American Social Contact (Handout; Also Found in Laulima Resources Folder) 2. Thomas Hobbes' <i>Leviathan</i> (Handout; Also Found in Laulima Resources Folder) 3. <i>World War Z: The Great Panic & Turning the Tide</i>	1. Life in the Post-Apocalypse: Communitarianism vs. Individualism 2. Life in the Post-Apocalypse: Dictatorship vs. Democracy 3. Romero's Land of the Dead
Week 6: M 9/28		1. <i>World War Z: Home Front USA</i>	1. Life in the Post-Apocalypse: The Breakdown of Civilization 2. TWD: Days Gone Bye
W 9/30		1. <i>World War Z: Around the World, And Above</i>	1. Life in the Post-Apocalypse: Survival vs. Morality 2. TWD: Guts
Week 7: M 10/5		1. <i>World War Z: Total War & Goodbyes</i>	1. Life in the Post-Apocalypse: The Great

			Leader & The Moral Human Being—Is It Possible to Be Both? 2. TWD: Tell It To The Frogs
W 10/7	1. Reaction Paper #4: The Undead Martyr DUE	1. The Undead Martyr: Sex, Death, & Revolution in George Romero's Zombie Films (Handout; Also Found in Laulima Resources Folder) 2. Sigmund Freud's <i>Civilization & Its Discontents</i>	1. Life in the Post-Apocalypse: Tribalism vs. Nationalism 2. TWD: Vatos
Week 8: M 10/12	1. Homework Log #1: WWZ, Introduction & Warnings OR TWD, Season 6, Episode 1 OR Pre-Approved Reference DUE		1. Apocalypse NOW Writer's Workshop
W 10/14	1. Apocalypse NOW Paper Mandatory Draft DUE	1. <i>One Second After</i> , Chapters 1 & 2	1. Life in the Post-Apocalypse: Barbarism vs. Civilization 2. TWD: Wildfire
Week 9: M 10/19	NO CLASS		1. NO CLASS in lieu of Apocalypse NOW Paper Individual Conferences—Be Sure to Sign Up for a Conference!
W 10/21	1. Homework Log #2: WWZ, Blame OR TWD, Season 6, Episode 2 OR Pre-Approved Reference DUE	1. <i>One Second After</i> , Chapter 3	1. Is Life in the Post-Apocalypse Worth Living? 2. TWD: TS-19
Week 10: M 10/26	1. Apocalypse NOW Paper Final Draft DUE	1. <i>One Second After</i> , Chapter 4	1. Life in the Post-Apocalypse: Tribalism & The Stranger 2. TWD: Clear
W 10/28	1. Homework Log #3: WWZ, The Great Panic OR <i>One Second After</i>, Chapters 1—5 OR TWD, Season 6, Episode 3 OR Pre-Approved Reference DUE	1. <i>One Second After</i> , Chapter 5	1. Life in the Post-Apocalypse: A Return to Barbarism 2. Life in the Post-Apocalypse: Vengeance As Justice or Law As Justice 2. TWD: "A"
F 10/30	Last day to drop with "W" on record		
Week 11: M 11/2		1. <i>One Second After</i> , Chapter 6	1. Life in the Post-Apocalypse: Keeping the Faith 2. TWD: No Sanctuary
W 11/4	1. Homework Log #4: WWZ, Turning the Tide OR <i>One Second After</i>,	1. <i>One Second After</i> , Chapter 7	1. Life in the Post-Apocalypse: A Return to Civilization or a Civilized

	Chapters 6 & 7 OR TWD, Season 6, Episode 4 OR Pre-Approved Reference DUE		Barbarian? 2. TWD: Conquer
Week 12: M 11/9	1. Homework Log #5: WWZ, Home Front USA OR TWD, Season 6, Episode 5 OR Pre-Approved Reference DUE	1. <i>One Second After</i> , Chapter 8	1. How To Survive the Post-Apocalypse
W 11/11	HOLIDAY: VETERANS DAY		NO CLASS
Week 13: M 11/16		1. <i>One Second After</i> , Chapter 9	1. How To Survive the Post-Apocalypse
W 11/18	1. Homework Log #6 WWZ, Around the World, and Above OR One Second After, Chapters 8 & 9 OR TWD, Season 6, Episode 6 OR Pre-Approved Reference DUE		1. How To Survive the Post-Apocalypse
Week 14: M 11/23		1. <i>One Second After</i> , Chapter 10	1. How To Live In the Post-Apocalypse
W 11/25	1. Homework Log #7: WWZ, Total War OR TWD, Season 6, Episode 7 OR Pre-Approved Reference DUE	1. <i>One Second After</i> , Chapter 11	1. How To Live In the Post-Apocalypse
Week 15: M 11/30	1. <i>How Long Would You Survive a Zombie Apocalypse?</i> Quiz Reaction Paragraph DUE 2. <i>Which Character (on The Walking Dead) Are You?</i> Quiz Reaction Paragraph DUE	1. <i>One Second After</i> , Chapter 12	1. How To Thrive In the Post-Apocalypse
W 12/2	1. Homework Log #8: WWZ, Goodbyes OR One Second After, Chapters 10—12 OR TWD, Season 6, Episode 8 OR Pre-Approved Reference DUE		1. How To Thrive In the Post-Apocalypse
Week 16: M 12/7	1. Post-Apocalypse Paper Mandatory Draft DUE		1. The Post-Apocalypse: A Dystopian Paradise
W 12/9	NO CLASS		1. NO CLASS in lieu of Post-Apocalypse Paper Individual Conferences—Be Sure to Sign Up for a Conference!

***Post-Apocalypse Paper DUE ON WEDNESDAY, 12/16/15 by EMAIL (in Word Document format) by 6:00pm OR turned in at Palanakila 136 by 2:00pm. If you email me your paper or turn in your paper to my office & I am not there to receive it, be sure to check for an email confirmation from me that I received your paper (I will email you back within 24 hours). Do NOT turn in your paper to my office after 2:00pm on 12/16 if I am not present in my office to receive your paper.**