English 1A

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| Instructor: Katie Beberian | Office: CC1- 214 |
| Course: MW 10-11:50 (58162 and 95176)  TTH 12-1:50 (58164 and 95177) | Office Hours: MW 12-12:50, TTH 10:45-11:45 |
| Email address: katie.beberian@scccd.edu | Online Office Hours: Fridays 11-12 |

## Course Description:

The official course description is as follows:

Students will read, analyze, and compose college-level prose, with emphasis on the expository; study writing as a process; explore different composing structures and strategies; edit and revise their own writing; and conduct research (gather, organize, evaluate, integrate and document information), culminating in a research paper and annotated bibliography. Students will write a minimum of 6000 words in formal academic language.

## Communication:

One of the most important parts of being successful in this course is communication between you as students and me as your teacher. There are many ways that you can communicate with me, ask questions, and get the extra help you need. Here are the best options:

#### Office Hours:

Please feel free to visit me in office hours! Many students are scared to come to office hours for one reason or another. Please always feel welcome to come. You can come if you are struggling with something, if you have questions that you’d like explained in person, if you’d just like to chat. If you’d like to meet and none of my times work for you, let me know, and we can schedule a different time. On Fridays, I’ll have an online office hour. I’ll be answering emails, and if you email me, we can set up a conversation via Skype.

#### Email:

For urgent matters, it is probably best to email me. I will try my best to respond to your emails within 24 hours on class days and 48 hours over weekends and holidays. That being said, I expect your emails to be professional, courteous, and proofread. I will not respond to sloppy or hastily written emails because Since this is an English class, we need to practice our best, professional writing. If you are unsure what constitutes a professional email, please visit this [guide to email writing](https://www.insidehighered.com/views/2015/04/16/advice-students-so-they-dont-sound-silly-emails-essay). If you don’t hear from me within the time limits above, I would resend your email, just in case I didn’t receive it.

I also expect you to check your [SCCCD Email](https://login.microsoftonline.com/) with regularity. I will be sending both announcements and private messages through this email address. Not checking your school email is not an excuse to not get information. If you do not check your school email, you can always [set it up to forward to your personal email address](http://www.fresnocitycollege.edu/index.aspx?page=1670#560). You are responsible for the information I send via email.

## Required Texts and Materials:

* Access to a computer, the Internet, printer and word processing program. Be aware that you will need Internet access to do homework daily, as all work will assigned and turned in via Canvas.
* Journal for in class note taking and writing (it is important to keep all your writing in one place so you can refer back to it later!)

## Grade Breakdown:

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| Blogs/ Homework | 200 points |
| Paper 1 | 75 points |
| Paper 2 | 100 points |
| Paper 3 | 100 points |
| Midterm | 50 points |
| Final | 50 points |
| Workshops/ Drafts | 115 points |
| Conferences | 20 points |
| Quizzes | 50 points |
| Participation | 200 points |
| Proposal/ Annotated Bibliography | 40 points |

What the points mean:

A: 900-1000 points

B: 800-899 points

C: 700-799 points

D: 600-699 points

F: 0-599 points

## Projects and Assignments:

#### Blogs:

Twice a week, you will have reading accompanied by a blog assignment. These blogs will be completed on [Wordpress](http://wordpress.com) and you will submit the link to your WordPress Blog to the “discussions” on Canvas. Each class day, there will be a new prompt on Canvas guiding the response that you will create on Wordpress. Hopefully, these Blogs will give you the opportunity to be creative, since you imbed images and video. You should be proud of the quality of your blogs and not be afraid to share, as I will often share these with the class. I believe that they are a great place to begin discussions. I do not accept late blogs. If you do not meet the word count and requirements, you will lose points. Blogs are normally due at class time the next class period.

#### Formal Writing Projects:

In this class, you will have three formal writing projects of various lengths. These writing projects are meant to get you to read, write, and respond as both a student in the university and a public intellectual. More information about these writing projects will be given to you during the semester. Generally, these projects require you to write multiple drafts before a project is complete, and they must be written toward an audience, which means you will need to contextualize and explain your claims and examples, give readers a clear sense of why your responses and ideas matter, and be proofread in the final text. We will talk more about this as they come up. Detailed instructions for each paper can be found on Canvas in the module labeled “Major Papers.”

#### Writing Process:

In this class, we will value the process that leads to the creation of papers, rather than just the finished process. Be prepared to give each other feedback and to share your papers with others, in order to write better papers. Also, be prepared to turn in multiple drafts of each paper, all of which will get point values. The points of your papers is spread out- it is not just about the finished process, but about the work and exploration that gets you there.

#### Midterm and Final Exam:

For this class, you will also have a midterm and final exam. Details about these will be given as they approach.

#### Quizzes:

Occasionally, especially on days when I suspect no one has done the reading, I will give quizzes for points. Come to class prepared. Each quiz will be worth 5 points and there will be 10 of them throughout the semester. Quizzes cannot be made up.

#### Conferences:

You will required to meet with me AT LEAST once during the semester for 20 minutes to discuss one of your papers. If you are in class through all my office hours, email me and we can work out another time. This is a chance to write a better paper and get help with it. If you’d like to have conferences for all three papers, you absolutely can. Please email me to schedule your conference. If you do this within the first half (9 weeks) of the semester, you’ll get the full 20 points. If you do it within the second half, you’ll get 15 of the 20.

## Participation Policy:

20% of your class grade will be based on participation because in an English class, much of what we learn is through class activities and discussion.

#### Attendance:

For this class, attendance and participation is vital to your success. You must complete journals, discussion, and in class activities to be marked present. There will be no “excused or unexcused absences.” Therefore, you will can be excused from participation 3 times during the semester, for any reason, before it starts negatively affecting your participation grade. After that, you will lose 25 of your 200 participation points for every missed day. After a total of 3 consecutive or 4 nonconsecutive absences you will be dropped from the class in the first half of the semester If you miss more than 8 classes (four weeks) in a semester, you will automatically fail the course.

#### Tardiness:

Being late to class is unacceptable. Therefore, every three tardies will count as one absence. If you are more than 15 minutes late to class or leave more than 15 minutes early, it will also count as an absence. If you come in after attendance,, you are responsible for telling me at the end of class that you were late to make sure I recorded you walking in late. Do not expect me to remember that you’ve walked in late.

#### Participation:

Being physically present in your class is not enough. Remember, you need to also participate in class in order to get participation points. This means doing the journals and quizzes, being prepared, being courteous to your classmates, and being an active participant in learning. For full class participation credit, I expect that you will:

* Have the reading done and be fully ready to discuss it
* Participate in group discussion, both full class and in groups
* Write when I ask you to write (and keep this writing all together; if I mess up attendance; this is proof that you were in class)
* Use the computers for class purposes only (I know it can be distracting to have a computer in front of you, but we’ll work on it!)

If you cannot meet these standards, you will be marked absent for the day.

## Other Class Policies:

#### Late Assignment Policy:

I do not accept late work. This is because I try not to give you busy work- I want everything to matter, and if you haven’t done the work by class time, you are not going to be able to participate in class. Sometimes Canvas goes down and sometimes computers have issues. You should make sure to backup your work somewhere other than Canvas and give yourself time for technological issues. Turning in a blog late will still result in getting zero points for that blog. Since papers are such a big part of your grade, I will make exceptions. For major papers, you will lose 10 points for each day the paper is late. If you are missing class for an excused serious and compelling reason and need to turn in something late, this can be discussed in a case-by-case basis.

#### Feedback:

Giving good feedback is very important to me as an instructor. Though I do not write on every piece of work you turn in, I do read it. Expect to get regular written feedback from blogs that can be viewed on Canvas, and extensive feedback on paper drafts. I also give informal feedback verbally during classes, which I cater to the weaknesses you might be struggling with. Please use the feedback from me and your peers to improve your writing.

#### Classroom Visitors:

This is a private classroom. Please do not bring guests, children, or pets to class. Only those

enrolled can stay in the classroom.

#### Extra Credit:

You can receive up to 50 points of extra credit in this course. To get this extra credit, you must attend English events on campus or in the community. This includes readings, plays, or any event for *One Book, One Campus.* For each event you attend, you need to provide photo proof and write a 300 word blog. As you do the blogs, please email them to me. These are due by the Friday before finals week. I will try to inform you of events as they come up. If you’re unsure if an event is approved for extra credit, feel free to ask me! However, be aware that it is much easier to get actual points, than to do the extra credit.

#### Computer Access:

You are required to have regular computer and Internet access for this course. Do not attempt to do your assignments on a phone or tablet without a keyboard. I will rarely (if ever) print assignments or handouts for you. Instead, they can be found on Blackboard You should be able to access assignments via Canvas. You should also be able to print the assignments that I do not print for you.

Drop Policy:

## It is district policy to drop the students who don’t show up the first day. After that, if you miss four days within the first half of the semester (9 weeks) you may be dropped from the course. Also, coming to class is not enough. If you do not do work for three consecutive class periods, you may be dropped from the course.If you stop coming to class, I will do my best to clean up the roster, but ultimately it is your responsibility to drop.

#### Cell Phone Policy:

If your cell phone rings or you are using your cell phone during class, you will be required to bring cookies or some other sweet to the next class period. The same policy goes for laptops, tablets, headphones, and other electronic devices.

#### Accommodations and Accessibility:

I do my best to create an accessible classroom. If you have a verified need for an academic accommodation or materials in alternate media (ie: Braille, large print, electronic text, etc.) per the American With Disabilities Act or Section 504 of the Rehabilitation Act please contact your instructor as soon as possible. More information about this can be found at the [DSPS Office.](http://www.reedleycollege.com/index.aspx?page=119)

#### Plagiarism/ Cheating

Remember to always quote and cite your sources appropriately, even if they are unpublished or from friends or classmates. An unacknowledged paraphrase, a patchwork from several sources, as well as the submission of someone else’s work (published or not), all constitute plagiarism in the eyes of the school. Please ask questions if you’re ever unsure BEFORE you turn in work. **Ignorance IS NOT an acceptable excuse.** You will automatically receive a zero points on the assignment and the incident will be noted on your academic record if you are caught plagiarizing. A second offence could cause you to fail the course.

#### Classroom Disruptions-

I hope to not have any problems with classroom disruptions in this course. I believe that a successful academic experience depends on mutual respect between the instructor and students. Please treat everyone in the classroom with respect. I strive to make the class a place where people feel comfortable discussing their ideas and thoughts without fear. That being said, if you cannot contribute to the culture of respect within the classroom, I follow college guidelines regarding misbehavior.

## Course Goals and Outcomes:

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| *Upon completion of this course, students will be able to:* | | | |  |
|  | 1. Write a documented research paper of at least 1,500 words that includes:    1. a sophisticated introduction, multiple body paragraphs, and conclusion    2. a clearly defined, arguable thesis sentence    3. supporting details that exhibit critical thinking and use credible secondary sources    4. correct usage of MLA format, including a works cited page    5. sentences that exhibit a command of the complex/compound with minimal comma splices, sentence fuses, fragments, and mechanics    6. controlled and sophisticated word choice    7. writing in third person/universal    8. an avoidance of logical fallacies    9. demonstration of an awareness of purpose and audience    10. appropriate and purposeful use of quotations    11. correct in-text citations    12. an annotated bibliography of multiple sources    13. an avoidance of intentional and unintentional plagiarism 2. Complete a timed essay independently in class 3. Summarize and comprehend college level prose (will include a full reading) | | | |

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## Campus Resources:

#### Library:

[The Reedley College Library](http://www.reedleycollege.edu/index.aspx?page=418) has many resources to help you in this course, especially when it comes to research. The library is open on campus from 7:30am to 8:00 pm Monday through Thursday and 7:30 am to 3:00 pm Fridays. However, if those hours don’t work for you there is [24/7 chat with a librarian](http://www.questionpoint.org/crs/servlet/org.oclc.admin.BuildForm?&page=frame&institution=13828&type=2&language=1) services.

#### Reading and Writing Center:

The [Reading and Writing Center](http://www.reedleycollege.edu/index.aspx?page=127) provides help and support for you as you write your papers. I highly encourage you to take your papers to the center. If I see you especially struggling in a particular area, I may request that you visit them. The Reading and Writing Center is located in HUM 58. They are open for walk-ins Monday through Thursday from 8:00 am to 4:00 pm. You can also submit papers online for feedback.

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