

Fall 2018 English 132

English 132 Accelerated Reading and Writing  
Section

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### WELCOME!

The purpose of this course is to assist you on your journey to becoming a better academic reader and writer. However, in order for these classes and me to assist you in this adventure, you need to be an active participant in this class. These courses are not just about the information I give you but how you interact with the information and how you engage with the class. In that sense, we are co-creating this class.

### CATALOG DESCRIPTIONS

#### English 132

In this course, students will develop academic reading and writing skills and processes. Students will develop basic reading skills into college-level proficiencies in vocabulary usage, literal comprehension, and analytical and critical comprehension. Students will use readings to enhance their writing skills and to learn how to integrate and document sources. Students will also develop the process of writing, revising, and finishing essays, which includes the logical development and organization of ideas. Emphasis will be on expository reading and writing. This course prepares students for English 1A, and it should be taken in a student's first or second semester. This course is not intended for students who have taken English 252, English 262, English 125, or English 126.

### STUDENT LEARNING OUTCOMES

#### English 132

Upon completion of this course, students will be able to:

1. Apply college-level, academic reading skills to read approximately 500 pages of academic texts, employing all stages of the reading process as necessary and appropriate:
  - a) apply semantic, syntactic, and morphological clues to discern unfamiliar vocabulary
  - b) analyze college-level, academic reading materials on a literal comprehension level (including topic, main idea, supporting details, and patterns of organization)
  - c) analyze college-level, academic reading materials on a critical thinking level (including inferences, author's purpose and tone, bias, and argument)
  - d) incorporate ideas and information from readings into writing
2. Write multiple source-based essays of at least 1,200 words that include:
  1. an introduction, multiple paragraphs, and conclusion with:
    - a) an arguable thesis sentence
    - b) supporting details that exhibit critical thinking and use secondary sources
    - c) correct MLA format, including a works cited page

- d) sentences that exhibit a command of sentence structure with minimal grammatical errors
  - e) use of third person
  - f) awareness of writing to specific audience
  - g) an avoidance of intentional and unintentional plagiarism
2. a timed in-class essay completed independently

### REQUIRED TEXTS AND SUPPLIES

1. *The Female Persuasion* by Meg Wolitzer
2. Flash drive
3. A **stapler**. All papers must be stapled!
4. A three-hole punch.
5. Keep all handouts I give you organized in a binder. Make sure you always bring them to class. This is why you need a three-hole punch!

### ATTENDANCE POLICY

- Roll is taken every day at the beginning of class. **At the beginning of most classes, there will also be an assignment worth 1 to 5 points.** If you walk in even 30 seconds late, you will be counted as late and will miss points for this assignment.
- I do not distinguish between excused and unexcused absences. All appointments, interviews, meetings with counselors **MUST** be scheduled outside of class time. If you work, inform your employer of your class schedule. I consider an unprepared student as absent.
- It is your responsibility to stay informed concerning any changes of assignment due dates, readings, etc. This means that being absent is not an excuse for not knowing what is happening in class. Always come to class prepared—even after an absence.
- **IMPORTANT:**
  -  If you are absent the first day of the semester, you will be dropped.
  -  If you attend the first class of the semester but are absent the second class—and you do not contact me prior to class—you will be dropped.
  -  If you have four absences, you will be dropped from the course at my discretion.
  -  I will **NEVER** give you permission to leave class early or even to miss class. If you leave a few minutes early, you will get a “Late” on your attendance. If you leave more than 10 minutes early, you will be counted as absent.

### BE SMART ABOUT YOUR ATTENDANCE.

- Do not skip class because you don't feel like going, have a little cold, a slight headache, or are tempted to take a trip somewhere.
- If you run into me on campus, then you better be in class that day.
- If you really do have to miss class, be smart about it. Contact me. Ask for the assignments. Arrange time for phone calls or video conferences with me while you are gone. Send in your assignments through email the morning they are do.

**REQUIRED COURSE WORK**

English 132	
Categories	Percentages
This class will be based on points received for each assignment. <u>Assignments may be added or deleted or points for a particular assignment may be modified as needed.</u> You can keep track of your points on Canvas.	
All of your scores will be added up and divided by the total possible points for the semester. This number is then multiplied by 100 to give you a score between 0 and 100.	

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|---|------------------|
| 1. Essay 1: What is your single story?                  | 10 points        |
| 2. Essay 2: Motivation                                  | 100 points       |
| 3. Essay 3: Gender                                      | 150 points       |
| 4. At least TWO Timed Essay                             | 50 points each   |
| 5. Essay 4: <i>The Female Persuasion</i> Thematic Essay | 150 points       |
| 6. Research Paper                                       | 150 points       |
| 7. Participation Points                                 | Up to 150 points |

Participation points include “beginning of the class” assignments, in-class work, homework, quizzes, etc.. This category basically includes all assignments other than essays.

**Grading Scale**

- 90 - 100% = A  
 80 - 89% = B  
 70 - 79% = C  
 60 - 69% = D  
 0 - 59% = F

**LATE ASSIGNMENTS**

I do not accept late homework, nor do I allow for you to make up class work which includes quizzes and timed essays. Occasionally, I will accept essays up to one week late, but this does not include the final research paper.

**PAPER POLICY**

All papers must be typed, saved as WORD files, and follow MLA guidelines. Read and review the PAPER POLICY below carefully.

1. All papers must be revised and typed in accordance with MLA guidelines. It is expected that you learn various functions in WORD to format your papers correctly.
2. All work leading to your final paper must be kept—for example, all prewriting, rough drafts, peer responses, and any other work produced. ***There are no exceptions to this policy.***
3. Word Processing Formats: The most common word processing format is Microsoft Word. If you use another word processing program, you will need to learn to save your work in Rich

Text Format (RTF). *Do not use Microsoft Works or any other program that does not allow for easy conversion. Using WordPad is unacceptable. If you have Pages, you must learn to convert files to WORD so they can be submitted to TURNITIN and read by others. I do not accept Pages files, Google Docs, or PDF files!!*

4. All essays will be turned in through TURNITIN through links on Canvas. *TURNITIN is a website that detects plagiarism.* This means that if you copy and or copy/paste writing from a website, another published source, or from a previous student of mine, without properly quoting and citing the source or sources, the plagiarism will be detected. You will be “caught.”
5. Should I discover while reading your essay that you have not run spell check or sufficiently proofread and edited your work, I will discontinue reading and return the essay to you. You will then have until the following week to revise the paper (the return date will be clearly marked for you). The highest grade such a "returned" paper can receive is a “C.”
6. You might be required to share some of your essays in progress for peer review. Additionally, at my discretion, sentences and/or paragraphs may be taken from essays or other assignments and shared with the class to help illustrate grammar concepts, writing concepts, MLA guidelines, and more.
7. With all our writing assignments, process will be focused upon as well as final product.

### **ESSAY REVISIONS**

Revision is an important part of writing, and you will revise your essays multiple times. If you want to revise your essay after it has been graded—and I highly suggest that you do if you get below a C—you will need to have a quick chat with me sometime within the week you get your essay back. Sometimes, we will have time to talk about these in class. Other times, you will need to come to my office. Then you will have another week or so to revise your essay. You will bring this revision into my office WITH your original graded draft. You also need to mark the changes on the new copy. We will then review it TOGETHER. Sometimes during that meeting, I’ll give you a better grade. Other times, you will need to work on it longer. This is okay. Every writer will tell you that revision is an important parts of writing and so expect to revise a lot and revise often. Please note, that you will not be able to revise your final essay.

### **CONFERENCES**

Throughout the semester, I will hold mandatory conferences during which we will talk about your essay. If you miss a conference, you will lose 5 points off of your final essay.

### **CLASSROOM RULES**

**My classroom** rules are meant to help us maintain an orderly classroom so that I can teach and you can learn. Some of these rules might seem strict, and indeed if you don’t follow them, you might be asked to leave the classroom for the day, but if everyone follows the rules, our class time will be productive!

#### **I have five rules**

- 1) When you come to class, get your materials out—paper, pens books, articles, etc. Put your cell phone in your purse or backpack—not in your pocket. Put your backpack/purse on the ground or another chair—somewhere off of the table. **There should be nothing on the table except for materials for class.**

- 2) **I have a NO CELL PHONES policy unless I authorize you to use yours.** All cell phones must be put in your purse or backpack—not in your pockets or on your lap. If I ask you more than once to put away your cell phone, you will have three choices:
  - Put it away.
  - Give it to me for the remainder of the class.
  - Leave and be counted as absent. Remember that you can be dropped from class if you are absent too many times.
  - If you do not follow these rules, and I have to ask you to put your phone away more than once, you will have the choice of leaving or giving me your phone.
- 3) Be respectful. This means:
  - a. No talking to your neighbor when I am talking.
  - b. No talking to your neighbor when someone else is talking.
  - c. If you have a comment/question, raise your hand, and I will call on you when I can.
  - d. No walking in front of me to throw away trash when I am talking. Wait until a break or the end of class.
  - e. No leaving class to talk to someone or text someone on your phone. You shouldn't even know if someone called you if you are following rule #2.
- 4) Be on time and ready to work. If you are not, you will lose participation points.
- 5) Be a Creator! Reading and writing can be difficult. Essays will require multiple revisions. Just know that every time you revise an essay, you are learning. Keep going. You are becoming a better writer.

### **DISRUPTIVE BEHAVIOR**

Disruptive behavior in the classroom should not be a problem, but I do reserve the right to ask a student to leave class whose behavior is impeding the learning of other students or making it impossible for me to do my job effectively. Disruptive behavior includes but is not limited to arguing with me, any other type of outburst, frequently interrupting students or the professor, habitually being late, or breaking any of my rules above. If you continually disrupt class, you will be asked to leave and, thus, counted as absent for that particular class. If the behavior becomes too disruptive, disciplinary steps will be taken, as per Board Policy 5550, “including but not limited to the removal, suspension or expulsion of a student.”

### **INFORMATION ABOUT THE READING/WRITING CENTER**

The READING/Writing Center is located in HUM 58. You may enroll in English 272, a ½ unit course designed to help you on any writing assignment from any class. You can also take advantage of their walk-in tutoring. I highly recommend that students use the writing center and sign up for the ½ unit course.

### **ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disability Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

### **PLAGIARISM AND CHEATING**

1. If it is discovered that you have cheated or plagiarized on an assignment—at any point during the semester—you will receive a zero on that assignment and perhaps a failing grade in the class. Additionally, a plagiarism report will be filed with the administration.  
*Plagiarism of the final essay for the semester will result in a failing grade in the class.*

2. *Plagiarism means to pass off the work of others as your own. Plagiarism is dishonest and represents an attempt to obtain the benefits of a college degree without doing the work.*
3. For more information about plagiarism and cheating, refer to the Current Class Schedule (Campus Policies).
4. **Bottom line:** Do not copy someone else's words or ideas without giving him/her credit. Do not use another student's paper as your own. Do not use a paper you wrote from another class in this class. Do not use a paper you wrote for this class in a previous semester. Do not have another person write the paper for you. All of these are forms of cheating. You will receive a zero on the assignment (whether it is something plagiarized on your papers or on the discussion board) and a report will be filed with the college administration for their review. Please be advised that you will submit the final drafts of your papers through Turnitin.com (through links on Canvas), so if you do plagiarize, you will be caught.

### TIME COMMITMENT AND ESSENTIAL INFORMATION

- English 132 is a five unit class. The average amount of homework for a unit hour is two-three hours. This means that the time needed outside of this class, for this class, is about TEN TO 15 (10-15) hours per week during the eighteen week semester.
- It is important to understand the time commitment necessary to be successful in this or any class.
- It is your responsibility to stay informed concerning any changes of assignment due dates, readings, etc. This means you need to be in class and aware.
- It is your responsibility to officially withdraw from this and/or any course. Failure to do so may result in an "F" grade being awarded.
- While this is not an online class, we will still be using an online site: Canvas. Thus, it is important to understand proper Netiquette. Rules for Netiquette apply in all emails, journals, discussion boards, etc. To review rules, copy and paste this link:  
<http://www.albion.com/bookNetiquette/0963702513p32.html>

### HELPFUL HINTS

- Keep a copy of each of your papers. This protects you if I should happen to lose one of your papers. You should save your work on your hard drive and back up your work to a USB or other storage device.
- Keep track of your work. You should save all of your work until the end of the semester so you can double check your final recorded grade. Of course, check your grade regularly throughout the semester.
- Should you discover that you are unable to regularly attend class for whatever reason, it is imperative that you discuss this with me as soon as possible. Telling me of work schedule changes, illness, family emergencies, etc. after missing several days/weeks is unacceptable.

### IMPORTANT DATES

August 13 (M)	Start of Fall 2018 semester
August 24 (F)	Last day to drop a Fall 2018 full-term class for full refund
August 31 (F)	Last day to register for a Fall 2018 full-term class in person
August 31 (F)	Last day to drop a Fall 2018 full-term class to avoid a "W" in person
September 2 (SU)	Last day to drop a Fall 2018 full-term class to avoid a "W" on WebAdvisor

September 3 (M)	Labor Day Holiday (no classes held, campus closed)
September 14 (F)	Last day to change a Fall 2018 class to/from Pass/No-Pass grading basis
October 12 (F)	Last Day to drop a full-term class (letter grades assigned after this date)
November 12 (M)	Veterans Day observed (no classes held, campus open)
November 22-23 (Th-F)	Thanksgiving holiday (no classes held, campus closed)
December 10-14 (M-F)	Fall 2018 final exams week
December 14 (F)	End of Fall 2018 semester

**OUR FINAL**

**Section 95003—Tuesday, Dec. 11 from 12-1:50 pm RC&ME Cohort**

**Section 53242—Thursday, Dec. 13 from 9 to 10:50 am**