**ENGL 130: Accelerated Writing**

Days / Times: M - Th 8:00 AM - 11:30 AM

Class Location: LAL - 1

Course #73412

Instructor: B. Nakamura

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Office Hours: 3:30-4:30 PM M - TH

Office Location: CCI 217

Last day to drop without a “W” on WebAadvisor:

Last day to drop with a “W”:

Final Exam Date/Time: Thursday, July 27 8:00AM

**Course Outcomes**

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

I. A. Write a source-based essay of at least 1,000 words that includes:

an introduction, multiple paragraphs, and conclusion

an arguable thesis sentence

supporting details that exhibit critical thinking and use secondary sources

correct MLA format, including a works cited page

sentences that exhibit a command of sentence structure with minimal grammatical errors

use of third person

awareness of writing to specific audience

an avoidance of intentional and unintentional plagiarism

II. B. Complete a timed essay independently in class

III. C. Analyze different ideas and information found in readings and incorporate them into writing

**Course Materials**

Malcolm Gladwell, *Outliers: The Story of Success* (Required, paper copy)

Notebook, Pens/Pencils, 2 bluebooks of any size, lined paper, ~$15.00 for printing costs

**Course Conduct**

*Homework*: Homework will mainly consist of reading the assigned texts and posting to the discussion boards/assignments on Canvas, along with various other assignments. Please make sure you are keeping up with the homework. Most assignments will be submitted to Canvas. Homework assignments that are submitted in writing will be due at the start of class, unless I give specific instructions.

*Warm-Ups & Quizzes*: Warm-ups will typically be an informal response, graded on a credit/no credit basis. Quizzes will serve as a way for me to check if everyone is completing the reading assignments. I do not allow quiz make-ups.

*General Writing Assignments*: This is a writing class; as a result, you can expect to do a lot of writing. We will write essays, short responses, and other assignments.

*Digital Submissions of Assignments:*Many assignments will be submitted to Canvas or an online database such as Turnitin. DOC and DOCX are the only formats that I accept for digital submissions. For this reason, I **strongly** recommend that you use Microsoft Word to write your papers. It is your responsibility to make sure that you have a file format that will be accepted by the database. If you need access to a computer to complete assignments, they are provided for you on campus in the library, Student Success Center, or the Writing Center. If you are having issues submitting assignments to electronic databases or are not sure if something was submitted properly, the best alternative is **to email me the assignment before the deadline** so that it is not late. You may still be required to submit the assignment correctly to Canvas before I will grade the assignment. Technical difficulties are not a valid excuse for not submitting work when there are a number of options available to you. If you need access to a computer, there are a number of computer labs available on campus in the library, writing center, etc. Please save all your work to a cloud drive to avoid losing assignments or coming to class unprepared. It is your responsibility to make sure you have access to online platforms that we will use.

*Reading Assignments*: You will be expected to read and take notes for class discussion. I will usually post reading questions to help you get the main ideas. I do not expect you to know everything from the reading, but I do expect you to try. If there’s something you don’t quite understand or want me to explain, come to class with questions.

*Home Groups*: Students will be placed into permanent groups of 5-6 for projects and class activities. These are your allies in class; get to know them, exchange contact info to keep up on assignments, etc. Groups may be formed by students or by the instructor. Throughout the semester, you will have an opportunity to evaluate your group members’ contributions to projects and assignments, and I may intervene or reassign groups as necessary.

*Peer Response & Workshops*: Throughout the semester, we will use class time to read and suggest revisions on peer drafts. We will look at student submissions, assignments and drafts together from time to time. This gives you a chance to get feedback on your paper before submitting it for grading, as well as helping to keep you on track with assignments. You must have a draft that meets the minimum page requirements to participate in the workshop. If you do not have a completed draft, you may attend the workshop to work on your draft for partial credit. Missing a workshop will result in a deduction of points from the final draft of the essay.

**Grading**

 Grades will be posted to Canvas, where you can access them 24/7. Grading will be based on percentages in the following categories:

Essays: 70%

Everything Else (Quizzes, Workshops, Homework, etc): 30%

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

**Course Policies**

*Instructor Contact*: It’s important to communicate with me in and out of class. I'm always willing to meet with students to discuss assignments and answer any questions in person or via email. Please use your student email to contact me to avoid getting blocked by a spam filter. I may respond immediately or it may be several hours before you hear from me. E-mail and Canvas will be the two primary ways in which I contact you out of class. While I generally make it a point to announce information in class, I may need to clarify or modify an assignment. If you have not set up your student email account and/or are not checking it regularly, you may miss important announcements that I send outside of class time.

*Lateness*: Being late to class is as unacceptable in the academic world as it is in the workplace. Some assignments (quizzes, warm-up writing, etc) will be given at the start of class. If you are late to class, you will not be able receive credit for these assignments. Similarly, you may lose points by leaving early. In addition to this, 2 tardies will count as one absence in calculating your attendance, and 2 instances in which you leave class early will count as an absence. A combination of leaving early and arriving late on the same or separate days will also count as an absence. If you are not present for at least half of the class time, you will be marked absent. Failure to arrive on time may result in being dropped from the class.

*Absences*: You are allowed to miss 2 classes, for any reason that you choose. In the interest of fairness and consistency to all students, I do not excuse absences for **any** reason. If you are having problems attending class, come speak with me privately as soon as you are aware of the issue and I will counsel you on the best course of action. If you miss any classes before the “no W” deadline without clearing it with me prior to the absence, you will be dropped from the class. If you accrue a third absence before the “W” deadline, you will be dropped for non-attendance. I will take attendance every day and will log it on Canvas; if you are curious about how many absences you have, please contact me and I will inform you.

*Use of Electronic Devices and Other Non-Attendance Issues:* Unauthorized use of electronic devices in class is a form of non-attendance, and can result in accruing one absence. I may not inform you of the absence. This policy is a matter of fostering an inclusive environment; I do not use my cell phone when you require my attention to ask a question, look at an essay, etc, and I hold you to the same standard. Other examples of non-attendance include sleeping, excessive chatter, or discussing matters not pertaining to the course material during group discussion; as non-attendance, any of these can result in being marked absent (and I will not necessarily inform you about the absence). Please do not take pictures of lecture notes on the board; studies show that you best retain information when you are articulating it for yourself (i.e. writing or speaking). If I see students taking pictures of notes on the board rather than writing them down, I will use any and all methods to encourage you to take notes, including additional in-class assignments, homework, quizzes on the material, etc.

*Revising Your Work*: Any essay that receives less than a passing grade (meaning a D or F) will be eligible for a revision. All other assignments are final. To revise an essay, you will meet with me outside of class time to discuss a revision plan no later than one week after the essay is handed back to you.

*Late Work:*I do not accept late work. Please use any and all methods to keep organized for this class. If you have an extenuating circumstance that would prohibit you from submitting an assignment on time, I may make arrangements for you at my discretion. You will need to clear it with me no less than one week before the due date. At my discretion, I may allow an extension on the assignment on an individual basis for serious and compelling reasons.

*About this Class & Me:* Some of my former students would say that I am a tough instructor, but many students would also say that I reward hard work generously. I wholeheartedly want students to pass my course, and I am always looking for ways to increase the pass rate in my class without compromising on standards and quality of student work. If you are willing to work hard, I am willing to help you in any way that I can. Please take advantage of every tool for success that is offered: come to my office hours, email me, ask questions in class, visit the writing center, and take charge of your education.

College is not like high school; it is supposed to be challenging and rewarding, and students who think it will be easy are misguided in their expectations. Your definition of hard work from high school may be very different from my definition. We are here to challenge ourselves and grow intellectually, like a gym for the mind. We will watch R rated films; we will discuss topics that people can only whisper about in other countries; we will talk about religion, politics, social issues, the economy, and a number of other things that you would not want to bring up on a first date. Some of these things may make you uncomfortable because you disagree with it on a fundamental level; that is good for you. Being outside your comfort zone is how you grow and learn. If something makes you uncomfortable because you feel it is inappropriate for an academic environment, then that is something entirely different, and I would encourage you to speak with me privately about the matter. In this classroom, you will meet many new people who will often have a radically different way of thinking than you do (I am probably one of them). While discussing issues in this classroom, you will be respectful, agree to disagree, and move on; anything less than this will result in your immediate removal from class.

*Accommodations*: If you have any need of special accommodations or materials in alternate media, per the Americans with Disabilities Act (ADA) or section 504 of the Rehabilitation Act please notify me immediately. Reasonable efforts will be made to accommodate your needs.

*Plagiarism:*Students at Reedley College are entitled to the best education that the college can make available to them, and they, their instructors, and their fellow students share the responsibility to ensure that this education is honestly attained. Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences.

Cheating is the act or attempted act of taking an examination or performing an assigned, evaluated task in a fraudulent or deceptive manner, such as having improper access to answers, in an attempt to gain an unearned academic advantage. Cheating may include, but is not limited to, copying from another’s work, supplying one’s work to another, giving or receiving copies of examinations without an instructor’s permission, using or displaying notes or devices inappropriate to the conditions of the examination, allowing someone other than the officially enrolled student to represent the student, or failing to disclose research results completely.

Plagiarism is a specific form of cheating: the use of another’s words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify contributors to work done in collaboration, submitting duplicated work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights.

Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from a failing grade on the particular examination, paper, project, or assignment in question to a failing grade in the course, at the discretion of the instructor and depending on the severity and frequency of the incidents. For more information, contact the Vice President of Student Services’ Office or the Vice President of Instruction’s Office.