

Course Syllabus

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English 72 (# 52834) Writing Center Theory and Practice

HUM 58

F 12-2:00

Syllabus (Spring 2018)

“In learning you will teach, and in teaching you will learn.” – Phil Collins

Course description:	<p>1 unit: 1 hour lecture with 2-3 hours of reading, reflection, writing each week. This course provides instruction and guided practice in peer learning assistance. The course is intended for those interested in helping students with written compositions while also enhancing their own writing skills and for students intending to enter the field of education. Reader-based feedback and active learning strategies are practiced. Areas for study include composition theory, collaboration learning, writing centers, and writing across the curriculum. Concurrent enrollment in English 125 or English 1A is recommended.</p> <p>We will be engaging in weekly reading, writing, and class discussions. You are advised to come prepared. Understand that study time is important even though this is only a one unit class. For each hour of in-class you are expected to spend 2-3 hours outside of class studying/reflecting/writing in response to course content.</p>
Course Objectives and Learning Outcomes	<p>1. Upon successful completion of this course, students will be able to:</p> <ol style="list-style-type: none"> 1. Guide writers through understanding and completing assignments by applying writing center theory and practices to specific writers' needs. 2. Reflect on their own writing processes and growth in their own skills and learning. 3. Implement collaborative techniques in their group sessions. <p>2. Objectives:</p> <p>In the process of completing this course, students will:</p> <ol style="list-style-type: none"> 1. Describe composition theory and writing center philosophy 2. Employ interpersonal dynamics in dealing with students' needs. 3. Identify the learning assistant's role while helping student writers <ol style="list-style-type: none"> 1. Recognize and respond to the diverse needs of various writers

	<ol style="list-style-type: none"> 2. Use a variety of teaching strategies while helping student writers. 3. Know the role of technology in the writing center and writing instruction 4. Analyze his/her own written compositions to a greater extent
Canvas course site	You will need to be officially enrolled before you will be allowed to enter the site. All communication related to this class will use either our Canvas course site (Announcements, Discussion Board, Canvas messaging etc.) or your District-supplied e-mail address (@my.scccd.edu). Please check your district e-mail address regularly or find out how to forward messages from that address to an address you are in the habit of checking.
Necessary programs	In order to do work from home, you should have the following programs (all of which are installed on computers on campus): Internet browser (such as Internet Explorer or Firefox); district e-mail account (my.scccd.edu); word processor (MS Word preferably, see Paper Format below); Adobe Acrobat Reader for research materials
Attendance	<p>You <u>must</u> be present for weekly class meetings. THIS IS PART OF YOUR GRADE, 15 pts per session</p> <p>IMPORTANT DATES:</p> <p>January 8Instruction begins</p> <p>January 15.....Martin Luther King, Jr. Day Holiday (Campus Closed)</p> <p>February 16..... Lincoln's Day Holiday (Campus Closed)</p> <p>February 19..... Washington's Day Holiday (Campus Closed)</p> <p>March 9 Last day to withdraw from college or to be dropped from 18-week classes</p> <p>March 26-30..... Spring recess (Classes reconvene April 2)</p> <p>May 14-18.....Final examinations</p> <p>May 18.....End of Spring Semester 2018</p> <p>May 18.....Graduation exercises</p>
Grades	<p>You will write weekly reflections, short papers every other week, two pieces for <u>Paper Jam</u>, as well as complete a Final Project. No paper seriously deficient in the area of mechanics (spelling, grammar, punctuation) will receive a passing grade. The point and grade scales are listed below. A basic ten percentage point grading scale will be used. Total points by the end of the course may vary depending on the number of weekly assignments.</p> <p>Weekly reflections, 15 points each; Additional assignments will include: CV poem, 25 points; two sets of four chapter summaries, 50 points each, 3 short papers, 100 points each; various article annotations, 25-50 points each, 3 <u>Paper Jam</u> articles, 25 points each; Professional Resume, 50 points; Final Conference Reflection, 100 points.</p>
Plagiarism	<p>Use of another's work as though it were your own will not be tolerated. In the current Reedley College Catalogue, plagiarism is defined as follows:</p> <p>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</p>

	<p>to identify the contributors to work done in collaboration, submitting duplicate 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.</p>
Paper format	<p>All work must be typed, double-spaced and in 12-point type of a standard typeface (Times Roman, preferably). You must submit your work via the Submissions area. <u>You must submit files in one of the following formats: Word documents (*.doc or *.docx) or Rich Text Format files (*.rtf).</u></p>
Schedule of assignments	<p>Introductions and Welcome</p> <p>Distribution of Sourcebook for Tutoring</p> <p>Weeks 1 and 2 January 12, January 19, January 26</p> <p><i>*These are provided by RWC training library, you do not purchase them as these are used every semester by ENG 72 and 72a tutors.</i></p> <p>WORK DUE:</p> <p><i>* Completed Getting to Know You Tea and Empathy Grid, 25 pts</i></p> <p><i>*CV Poem, end of Week 2</i></p> <p><i>*Weekly reflection, end of Week 2</i></p> <p>2. Reading Tutor Handbook <i>*You will each receive your own personal copy to be kept in your tutoring binder.</i></p> <p>3. Learning Style Materials. Learning Styles Reflection Paper assigned end of Week 2, due end of Week 4, 100 pts.</p> <p>4. Reading: Chapters 1-4 from <i>The Bedford Guide for Writers</i> Prepare a one page bullet list of "take-aways" for <i>each</i> chapter. 4 pages total.</p> <p>Week 1REVIEW: Active Threat Training</p> <p>Topic:Mental Health First Aid Training</p> <p>Week 3 January 26th WORK DUE:*Weekly reflection 15 pts, *4 Pages <i>The Bedford Guide for Writers</i> Chpts1-4, 25 pts</p> <p>8 am -5pm</p> <p>RWC will be closed. Lunch/snacks will be provided</p> <p>***Assign/Distribute: MI reading; ***Assign/Distribute: ESL Student Reading</p> <p>Week 4 Feb 2 WORK DUE</p> <p>*Personal Learning Styles paper 100 points</p> <p>*Weekly Reflection due Complete *Annotated Reading on ESL students</p> <p>Topic: "Learning Styles and Multiple Intelligences"</p> <p>Topic: ESL</p> <p>ESL lecture, Instructor Rebecca Al Hader</p> <p>Week 5 Topic: "Reading"</p>

WORK DUE

*Weekly Reflection due, * 4 pages of take
aways, *Bedford Guide for Tutors* Chpts5-8

"Reading" content assigned
Reading Lecture, Instructor Julie Thurber
Assigned: Literacy History paper 100 pts (due
end of Week 7)

Week 6

WORK DUE

*First Paper Jam Articles by *FRIDAY NOON*
*Personal Literacy History paper by *FRIDAY
NOON*

SAFE SPACE TRAINING

Week 7

WORK DUE

*Weekly Reflection

Topic: Deaf Culture and Basic American Sign
Language

Week 8

WORK DUE

*Weekly Reflection on Diversity presentation

Topic:
Multi Cultural Issues at RC
Unity Through Diversity in Student Center

Week 9

WORK DUE

*Second Paper Jam Article due

Topic: Intro to "Cultural Literacy" Assign inventory
and personal reflection, 100 pts, due Week 11
Assign Mid Term Reflection, 2 pages

Week 10

WORK DUE

MIDTERM CONFERENCE/Binder review
*Midterm Reflection 50 points

Topic: MIDTERM

Week 11 March 23rd

WORK DUE

*Weekly Reflection

Topic: Cultural Literacy... Brief Intor to Mythology
*Cultural Literacy Assignment , inventory and 3
page reflection, 150 pts, due Week 12 (*after*
Spring Break)

--SPRING BREAK MARCH 26-30--

Week 12 April 6

WORK DUE

*Weekly Reflection due

*GETTING READY FOR NCWCA
CONFERENCE AT SANTA CLARA
UNIVERSITY*
*LEAVING SAT APRIL 7 AT 5:30 AM,
RETURNING SAME DAY BY 8 PM.*

*Week 13 April 12

WORK DUE

*Weekly Reflection, *third paper Jam article

Week 14

WORK DUE

*Weekly Reflection

Week 15

WORK DUE

Topic: Preparing your professional Resume, IN CLASS FRIDAY

*Professional Resume, 50 points

Week 16

WORK DUE

*FINAL Conference Reflection , 100 points

Week 17


Final In-Class DISCUSSION

Total Points

1060

Grading scale	A	1060-954	100%-90%	*Total points may be greater by the end of the semester depending on weekly assignments. In any case, a 10 point scale will be used to calculate the final grade. Please check your grade on Canvas on a weekly basis. *The instructor reserves the right to modify content and schedules as she deems necessary during the course of the semester.
	B	953-847	89%-80%	
	C	846-740	79%-70%	
	D	739-633	69%-60%	
	F	Below 633	59%-00%	

Course Summary:

Date	Details	
Fri Jul 7, 2017	 Week 5 Reading strategies and specific article https://scccd.instructure.com/courses/21843/assignments/397333	due by 11:59pm

Date	Details	
Fri Jan 19, 2018	 Weeks 1 and 2: CV Poem Assignment https://scccd.instructure.com/courses/21843/assignments/397339	due by 12pm
Fri Jan 19, 2018	 Week 1 Tea and Empathy Getting to Know you Grid https://scccd.instructure.com/courses/21843/assignments/398097	due by 11:59pm
Fri Jan 19, 2018	 Week 2 reflection https://scccd.instructure.com/courses/21843/assignments/397326	due by 11:59pm
Thu Jan 25, 2018	 Paper Jam Assignment 1 of 2 https://scccd.instructure.com/courses/21843/assignments/397317	due by 11:59pm
Fri Jan 26, 2018	 Week 3 Paper 1 Learning Styles Inventories and Self Reflection Paper https://scccd.instructure.com/courses/21843/assignments/397328	due by 11:59pm
Fri Jan 26, 2018	 Week 3 reflection Sept 1 https://scccd.instructure.com/courses/21843/assignments/397329	due by 11:59pm
Fri Feb 2, 2018	 Week 3-4 Reading Bedford Guide Chpts 1-4'. Create 4 page list of "take aways" from this material https://scccd.instructure.com/courses/21843/assignments/397327	due by 11:59am
Fri Feb 9, 2018	 Week 5 Reflection Sept 15 https://scccd.instructure.com/courses/21843/assignments/397334	due by 11:59am
Fri Feb 9, 2018	 Weeks 5 - 6 Readings: 1. Pardede pgs 1-8. 2. Schema Theory. Read and annotate. Bring both to class on Friday. https://scccd.instructure.com/courses/21843/assignments/397342	due by 11:59pm
Fri Feb 16, 2018	 Weeks 5-6 Bedford Guide Chapters 5 and 6 (pgs 72-110) Read and create 4 page list of important "take-aways" https://scccd.instructure.com/courses/21843/assignments/397341	due by 11:59am
Fri Feb 16, 2018	 Week 6 Reflection...topic reading comprehension https://scccd.instructure.com/courses/21843/assignments/397335	due by 11:59pm
Fri Feb 23, 2018	 Week 5 Paper 2 Personal Literacy Narrative assigned (due Week 7 September 29) https://scccd.instructure.com/courses/21843/assignments/397332	due by 11:59am
Tue Apr 3, 2018	 Week 17 Professional Resume https://scccd.instructure.com/courses/21843/assignments/397325	due by 11:59pm
Fri Apr 13, 2018	 Week 10 Cultural Literacy packet and Paper Due Week 12 EXTENDED Week 13 NOV 9 https://scccd.instructure.com/courses/21843/assignments/397319	due by 12pm

Date	Details
	📄 ATTENDANCE TOTAL POINTS POSSIBLE 120 (https://scccd.instructure.com/courses/21843/assignments/397315)
	📄 Final Project: 3 page Summary and Reflection on your participation in the 2017 Tutor Expo Conference (https://scccd.instructure.com/courses/21843/assignments/397316)
	📄 Week 10 Paper Jam Article (https://scccd.instructure.com/courses/21843/assignments/397321)
	📄 Week 10 11 12 13 TUTOR EXPO PRESENTATION ASSIGNMENT ON MENTORING (https://scccd.instructure.com/courses/21843/assignments/397318)
	📄 Week 10 Multicultural event Reflection (https://scccd.instructure.com/courses/21843/assignments/397320)
	📄 Week 11 In class Discussion Cultural Literacy Greek Mythology (https://scccd.instructure.com/courses/21843/assignments/397323)
	📄 Week 11-12 REQUIRED MID TERM CONFERENCE BINDER REVIEW COMPLETE SELF ASSESSMENT (https://scccd.instructure.com/courses/21843/assignments/397322)
	📄 Week 14 1 page Summary, 2-FAT Paragraphs (https://scccd.instructure.com/courses/21843/assignments/397324)
	📄 Week 4 In class MBTI Bingo (https://scccd.instructure.com/courses/21843/assignments/397330)
	📄 Week 4 Reflection Sept 8 (https://scccd.instructure.com/courses/21843/assignments/397331)
	📄 Week 7 Application of reading strategies for Resilience Article (https://scccd.instructure.com/courses/21843/assignments/397336)
	📄 Week 8 Reflection Students with special needs? (https://scccd.instructure.com/courses/21843/assignments/397337)
	📄 Week 9 Mid Term Conference Discussion (https://scccd.instructure.com/courses/21843/assignments/397338)
	📄 Weeks 3 - 4 Helping ESL students (https://scccd.instructure.com/courses/21843/assignments/397340)
	📄 Weeks 7 8 Paper Jam Article 2 (https://scccd.instructure.com/courses/21843/assignments/397343)