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| **FALL 2019 ENGLISH 1A**  **THIS SYLLABUS CONTAINS MY POLICIES. IF YOU HAVE A QUESTION ABOUT CLASS, CHECK HERE FIRST. IF YOU DON’T FIND AN ANSWER, THEN ASK ME.**  Below are the different sections of English 1A and English 205 that I teach. Make sure you highlight your section. |

**English 1A-50013:** Reading and Composition 🖉 M 10:00-11:50 (SOC 35) and W 10:00-11:50 (LRC 104)

This is connected to **English 205-51035:** English Success Skills 🖉 M 12:00-12:50 (SOC 35) and W 12:00-12:50 (PORT 2)

**English 1A-50026:** Reading and Composition 🖉 T 1:00-2:50 (SOC 35) and TH 1:00-2:50 (PORT 2)

This is connected to **English 205-52096:** English Success Skills 🖉 T 12:00-12:50 (SOC 35) and TH 12:00-12:50 (PORT 2)

**English 1A-50048:** Reading and Composition 🖉 T 9:00-10:50 (PORT 2) and TH 9:00-10:50 (PORT 2)

# WELCOME!

This class is all about reading and writing. We will be doing a lot of both! This semester, we will be focusing on education.

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# CATALOG DESCRIPTIONS

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 term research paper and annotated bibliography. Students will write a minimum of 6,000 words in formal academic language.

**(Course Objectives and Outcomes are listed at the end of the syllabus.)**

# HOW TO PASS THIS CLASS

There are many things you can do to help you pass this class. Sometimes, students don’t take action until the very end when it’s too late. To keep you from doing that, here are some tips to help you.

* **Plan to spend between 5 to 8 hours doing homework ever week.** You will spend the time reading different texts, annotating them, completing homework, writing essays, etc. Some weeks might be less; other weeks might be more.
* Plan to get help from me on your essays during my office hours.
* Attend all class sessions. Attendance is mandatory, and I expect students to come to class daily. (see attendance policy below).
* Stay informed! Knowing what’s going on in class, including homework due dates, is your responsibility. You are responsible for your actions and your lack of actions.
* Take your work seriously.
* **Keep EVERY handout and returned assignment until AFTER your grade has been issued.**

EXTRA CREDIT**:** If you enroll in English 272 at the Reading/Writing Center and complete 27 hours, you will get 10 extra participation points. You must bring me a note from them week 17 with your hours written on it.

# REQUIRED TEXTS AND SUPPLIES

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| 1. https://images-na.ssl-images-amazon.com/images/I/51OKpowdWBL._SX330_BO1,204,203,200_.jpg***The Smartest Kids in the World***by Amanda Ripley 2. **Course Handbook**—You can buy this in the bookstore 3. Flash drive   SanDisk Cruzer Glide - USB flash drive - 16 GB - USB 2.0AmazonBasics Office Stapler with 1000 Staples - Black   1. A **stapler** | 1. A **notebook** Case of Jot 100-Sheet Classic Black & White Composition Notebooks (24 2. A binder 3. 3 blue books   Image result for blue book |

ATTENDANCE POLICY: **BE SMART ABOUT YOUR ATTENDANCE!**



* If you are absent the first day of the semester, you will be dropped.
* If you are absent the second day of class—and you do not contact me prior to class—you will be dropped.
* If you have four absences before the drop date, you will be dropped from the course at my discretion.
* I will NEVER give you permission to leave class early or to miss class. If you miss a significant amount **(20 or more minutes)** of class, you might be counted as absent. You should still come to class, but this will affect your grade.
* Roll is taken every day at the beginning of class. **At the beginning of class, there will also be an assignment worth 2-5 points.**  I call these 1-minute freewrites. 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
* If you really do have to miss class, be smart about it. Contact me. Let me know what’s going on.

PLEASE NOTE: For those students also enrolled in English 205 co-req, if you are dropped from that course, you will be dropped from this course.

**I DO NOT ACCEPT LATE HOMEWORK.**

# COURSE GRADES

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| Grading Scale  100-90% = A  80-89% = B  70-79% = C  60-69% = D  0-59% = F | CHECKING GRADES  * Grades are available on Canvas. You should check your grade regularly. * It is important to understand that grades are based on percentages—not points. * If a grade has not been recorded, first check with me to see if the assignment (such as a paper) has been graded. Please, do not ask or email a day or two after a paper has been submitted asking for the grade. It usually takes me two weeks to grade essays. * Also, do not email or ask me “what do I need to get on an assignment to pass the class."  You can play the "what if / what score" game on your own through Canvas.  As long as an assignment has been created in Canvas, through Grades you can play with scores.  This function of Canvas Grades will be demonstrated in class. |

# HOMEWORK/ IN-CLASS WORK/ PARTICIPATION/ OTHER

This part of your grade includes any assignments that we do in-class, homework, quizzes, annotations, 1-minute freewrites, and anything else that we do that isn’t an essay. You need to be in class to get points for this category. I DO NOT accept late homework. If you aren’t going to be in class, you need to turn in your homework BEFORE class. Don’t bring it to me at the end of class; I won’t accept it.

# ESSAY POLICIES

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

**THE GOOD NEWS:** Essays can be turned in up to one week late with approval by Ms. Levine. Occasionally I will give you more than one week; however, if that is the case, you will not be able to revise your essay

1. 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.***
2. Word Processing Formats: Save documents in Microsoft Word format. ***I do not accept Pages files, Google Docs, or PDF files!!***
3. All essays will be turned in through TURNITIN through links on Canvas. *TURNITIN is a website that detects plagiarism*.
4. You will be required to share your whole essay or a part some of your essay 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.



# ESSAY REVISIONS

I allow students to revise the first two out-of-class essays. NOTE: Just because you revise your essay once DOES NOT mean you will get a better grade. You CANNOT go from a 69% to a 70% just by correcting a few grammar mistakes or revising a sentence here or there. Even to move up 1 percentage point, **you need to revise significantly**. Sometimes it will take 2 or 3 times to get a better grade. I DO NOT hand out grades. You must earn your grade.

SEE THE HANDBOOK FOR MY REVISION POLICY.

# CONFERENCES

Throughout the semester, I occasionally hold mandatory conferences during which we will talk about your essay. These mandatory conferences are worth up to 5 participation points each.

# CLASSROOM RULES

**I have three rules:**

1. Be prepared when class officially starts, that means you need to have your materials out, your cell phone put in your backpack/purse (NOT YOUR POCKET) and have your backpack/purse under your desk or on a chair—NOT on your desk. You should complete the one-minute freewrite as soon as you get to class.
2. **No cell phones unless instructed to use them** If I ask you more than once to put away your cell phone, you will have three choices:

* Put it away for the remainder of the class.
* 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 four 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 class or giving me your phone.

1. Be respectful. This means:
   1. No talking to your neighbor when I am talking.
   2. No talking to your neighbor when someone else is talking.
   3. If you have a comment/question, raise your hand, and I will call on you when I can.
   4. **No walking in front of me to throw away trash when I am talking or to leave to use the bathroom or get water**. It’s very distracting to me and other students. Believe me, they are all looking at you! Wait until a break or the end of class.
   5. No cell phones.

# DISRUPTIVE BEHAVIOR

I 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. 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 bring me your accommodations form from the DSPS office.

# 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. *Cheating is copying someone else’s homework or quiz material.*
4. For more information about plagiarism and cheating, refer to the Current Class Schedule (Campus Policies).
5. ***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, 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.

# STUDENT LEARNING OUTCOMES

**Please Note: Simply completing the outcomes does not mean you will pass the class. You must meet the departmental standards on completed work.**

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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:    * a sophisticated introduction, multiple body paragraphs, and conclusion    * a clearly defined, arguable thesis sentence    * supporting details that exhibit critical thinking and use credible secondary sources    * correct usage of MLA format, including a works cited page    * sentences that exhibit a command of the complex/compound with minimal comma splices, sentence fuses, fragments, and mechanics    * controlled and sophisticated word choice    * writing in third person/universal    * an avoidance of logical fallacies    * demonstration of an awareness of purpose and audience    * appropriate and purposeful use of quotations    * correct in-text citations    * an annotated bibliography of multiple sources    * 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) |

# STUDENT LEARNING OBJECTIVES

**Please Note: Simply completing the objectives does not mean you will pass the class. You must meet the departmental standards on completed work.**

In the process of completing this course, students will:

1. Write multiple essays of at least 1,500 words, including at least one research paper with documentation.
   * Arrange and integrate ideas in a multiple body essay, complete with topic sentences, supporting data, and background, as necessary
   * Indicate an arguable thesis
   * Gather, analyze, and synthesize peer-reviewed sources and/or original research, such as interview, survey, or observation
   * Employ MLA formatting
   * Reduce dependence on the instructor’s guidance; students will ultimately independently and accurately recognize and self-correct errors in sentence construction, punctuation, and mechanics
   * Craft increasingly mature and cogent writing while choosing the appropriate tone and academic voice
   * Practice sound choices in identifying and avoiding logical fallacies
   * Employ appropriate use of third person universal
   * Identify appropriate audiences for their compositions
   * Employ quotations, discriminating among sources for accuracy and validity
   * Employ MLA formatting guidelines for Work Cited Page and in-text citations
   * Develop an annotated bibliography from sources for a research paper
   * Recognize the appropriate use of sources, while avoiding intentional and unintentional plagiarism
2. Write an organized essay with thesis and adequate support independently within a class period.
3. Read and understand college level prose, including:
   * Identifying the model, summarizing the thesis, and locating supporting information.
   * Naming rhetorical devices such as irony and parallelism and translating metaphorical language, so as to determine an author’s intent, both explicit and implicit.
   * Answering questions from assigned reading differentiating between an author’s intent and personal reaction.
   * Describing, evaluating, and questioning the purpose, audience, organization, and style of assigned readings.

# IMPORTANT DATES

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| August 12 (M) | Start of Fall 2019 semester |
| August 23 (F) | Last day to drop a Fall 2019 full-term class for full refund |
| August 30 (F) | Last day to register for a Fall 2019 full-term class in person |
| August 30 (F) | Last day to drop Fall 2019 full-term class to avoid a “W” in person |
| September 2 (M) | Last day to drop a Fall 2019 full-term class to avoid a “W” on WebAdvisor |
| September 2 (M) | Labor Day (no classes held, campus closed) |
| September 20 (F) | Last day to change a Fall 2019 class to/from Pass/No-Pass grading basis |
| October 11 | Last Day to drop a full-term class (letter grades assigned after this date) |
| November 11 (M) | Veterans Day observed (no classes held, campus open) |
| November 28-29 (Th-F) | Thanksgiving Holiday (no classes held, campus closed) |
| December 9-13 (M-F) | Fall 2019 final exams week |

# SEMESTER OVERVIEW

The schedule below is a very brief overview of the semester. It does not give you all of the reading assignments or the activities we will be doing, but you can see essay due dates, etc. Please note, that this is subject to change. This overview does NOT include all assignments. Pay attention during class for more, more, and more!

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| **Week 1** | Syllabus  Reading/Writing Center  Start Unit 1: Victims and Creators | **Week 10** | Unit 3: *The Smartest Kids in the World* |
| **Week 2** | Unit 1: Victims and Creators  **Take: Timed Essay 1 for Unit 1**  Start Unit 2: Is college worth it? | **Week 11** | **Due: Out-of-Class Essay 2 for *The Smartest Kids in the World***  Start Unit 4: Research Paper |
| **Week 3** | Unit 2: Is college worth it? | **Week 12** | Unit 4: Research Paper  Research Prospectus Due |
| **Week 4** | Unit 2: Is college worth it? | **Week 13** | Unit 4: Research Paper  Draft of annotated bibliography due |
| **Week 5** | Unit 2: Is college worth it? | **Week 14** | Unit 4: Research Paper |
| **Week 6** | * Finish Unit 2: Is college worth it? * **Due: Out-of-Class Essay-1 for “Is college worth it?”** * Start Unit 3: *The Smartest Kids in the World* | **Week 15** | Unit 4: Research Paper  Due: Research Paper partial draft |
| **Week 7** | Unit 3: *The Smartest Kids in the World* | **Week 16** | Unit 4: Research Paper  Conferences of new research draft  Thursday NO CLASS / Thanksgiving |
| **Week 8** | Unit 3: *The Smartest Kids in the World* | **Week 17** | **Due: Research Paper (Out-of-Class Essay 3)**  Discuss Finals |
| **Week 9** | Unit 3: *The Smartest Kids in the World*  **Take: Timed Essay 2 for Unit 3** | **Week 18** | Finals Week –  **Take Timed Essay 3--Final**  TTH 9 am class—Final is Tuesday @9 am  TTH 1 pm class—Final is Tuesday at 1 pm  MW 10 am class—Final is Wednesday at 10 am |