

Welcome to English 1A



Instructor: Lori Levine

Course Description

This is a reading and writing class. During the class, you will read, analyze, and compose college-level prose, with emphasis on the expository. You will study writing as a process and explore different composing structures and strategies. You will revise your own writing and conduct research (gather, organize, evaluate, integrate, and document information), culminating in a term research paper and annotated bibliography. You will write a minimum of 6,000 words in formal academic language. (See the end of the syllabus for Course Objectives and Outcomes).

My theory about writing:

I believe that all writing is practice. So, whatever you write in this class, be it an email, a text, a discussion board post, or an essay, try to use your best writing. Take an extra minute to read your email or text after writing it to make sure it makes sense, especially if you are writing on your phone. We all know about silly autocorrections!

Theme for the Course

During the semester, we will be exploring issues in education and what helps us to succeed.

The Best Ways to Contact Me

Through Email

Lori.levine@reedleycollege.edu

If you do not hear back from me within 24 hours (unless it's the weekend), please email me again.

Through the Canvas Inbox

You can send me a message through Canvas. The link to the inbox is on the left side of the Canvas page or on the bottom toolbar of the Canvas app. Again, If you do not hear back from me within 24 hours (unless it's the weekend), please message me again.

Zoom Hangout Hours

Every week, I will have Zoom Hangout Hours. These are hours where you can come and chat with me—through zoom! We can talk about your grades, your essays, your assignments or anything else you need to talk about. Zoom will allow us to video chat from your computer or your phone. When you “call in” you will be placed in a waiting room. If I am with a student, then just wait and I will let you in when I’m finished with the other student(s).

Zoom Hangout Hours (These are subject to change based on need.)

- Mondays: 11 to 11:50 am
- Wednesdays: 1 to 1:50 pm and 5:00 to 6:50 pm
- Thursdays: 11 to 11:50 pm
- Extra times can be added as needed if these times don't work for you.

Google Voice

My google voice # is 559-549-3399. You can call or text me. I will pick up calls during my office hours unless I am with a student. Leave a message. I will return calls/texts within 24 hours unless it is the weekend.

Note: Overall, I'm pretty good at returning emails and texts, so if I don't, it probably means that either your message didn't make it to me, or it got buried. So, if I don't respond within a day, please message me again.

How I will Contact You

By Announcement:

I will post weekly announcements on Canvas. You can set up Canvas so you receive an alert for these. You will be expected to read the announcement and watch any videos in the announcements. **Many times I will ask you to reply so I know you are reading the announcements. I will give you participation points for these.**

Change your alerts to make sure you get all announcements: Go to <account>, <notifications>. Next to announcements, click on the check mark (✓).

By Email

I will send emails to your student email. Make sure you are checking this daily. This is where you will also get emails from the school.

By Canvas Inbox

I will also message you through your Canvas inbox. You can also set up alerts for these. Go to <account>, <notifications>. Next to conversations, click on the check mark (✓).

Make sure you are checking Canvas, your email, and announcements daily for updates. Students who get in the habit of checking Canvas and email daily seem to do better because they don't forget about deadlines, etc. Knowing what we are doing in class is your responsibility.

Workload Expectations

I think it's important to know how many hours you will be expected to put into this class. In the college catalogue it states, "One unit equals one hour of classroom lecture per week plus two hours of study." English 1A is a **4 unit class, so that means you could have up to 12 hours of work a week (this includes time you would normally spend in the classroom)**. Realistically, the work for each week will vary. Some weeks will be "heavy reading/discussion board/other activities" weeks. Other weeks, will be "essay writing" weeks.

Being online can sometimes add in extra complications because YOU have to make sure to get online and do the work. For some people this is difficult.

I also think that for some students, Covid adds an extra layer of complication. You might have children at home or other family members with whom you share a computer or that you have to care for. If this is the case, try and have a schedule. Reedley is also loaning out computers for students to use and offers wi-fi in the parking lots.

Many students ask how to pass the class. Basically, to pass the class, you need to do the work on time (see my late policies below). Essays need to meet the department standards which I will talk about later. Some students need help with their reading and writing, so you will have many opportunities to get help from me, from our embedded tutor, from other tutors in the reading/writing center, and from our campus learning specialist Linda Reither. Don't be shy if you are confused! Ask for help.

Supplies

1. *The Smartest Kids in the World and How They Got That Way* by Amanda Ripley. Make sure you buy this. Do not rent it as you will need to mark in the book. You can buy it from the bookstore.
2. *The Other Wes Moore* by Wes Moore. Make sure you buy this book too as you will need to mark in it. Do not rent it. You can buy it from the bookstore.
3. A computer (with a web cam if possible so we can zoom and see each other). While it might be tempting to do all of your work on your phone, it will be difficult. You can access zoom through your phone.
4. A printer and paper: You will want to print out handouts from class so that you can annotate them. While you can read and annotate online, there is a lot of research that explains how reading something on a piece of paper is better. Also, you will want to print out all essay assignments so you can have them next to you as you write.

Attendance Policy

It is important that you participate in all aspects of this class which means completing assigned work on time. You completing work is how I take "attendance."

The first time I take attendance is during the first week. If you don't complete the assignments that week, you will be dropped.

If you don't post to the discussion board or complete other class assignments for 10 days in a row (including weekends) that means you are not participating in class and you run the risk of being dropped.

If you decide that you no longer wish to participate in the class, then you are responsible for dropping it!

Late Discussion Boards and Other Participation Point Assignments

As a rule, I don't take late "class work" (discussion boards, quizzes, and other participation point assignments); however, I do understand that sometimes "life" happens and gets in the way of school. If something does come up, then you should contact me right away and, **occasionally**, I will offer partial points for late work, but this is decided on a case by case basis and not guaranteed.

Class Grades

Grades can be viewed through the Canvas grade feature. Go to the "Grades" Tab.

The grades for this class are weighted.

- **Participation Points--Discussion Boards, TWO Mandatory Meetings, and Other Assignments— Basically Anything OTHER than an Essay)** 20%
- **Essays** 70%
- **The Final Exam (a timed essay) and Other Timed Essays** 10%

Grade Scale

A= 90-100%

B=80-89%

C=70-79%

D=60-69%

F=0-59%

IT IS YOUR RESPONSIBILITY TO MONITOR YOUR GRADES!

Mandatory Meetings

To encourage you to see me during the semester, you will be required to "meet" with me twice (on zoom or over the phone)—once in the first 9 weeks and once in the second 9 weeks. Of course, you can meet with me more that, and I encourage to meet with me more than twice. These meetings will last from 10 to 15 minutes or longer if necessary. These meetings are a time for you to check in with me. We can discuss your grade, an assignment, an essay, or anything else that has to do with the class. These meetings are meant to encourage you to talk to me.

Meetings can take place during my Zoom Hangout Hours or at another prearranged time. Each meeting will be worth 10 points.

As a reminder, I'll set up a Google doc in where you can sign up, but of course, you can always just drop by a zoom office hour.

Essay Information

Below is some general information you need to know regarding your essays.

Since this is a writing class, you will be writing several essays during the semester—some are “out-of-class” meaning you have time to get help on the essays. Some, like the final, are timed, meaning you only have a couple of hours to write them. These are done through the quiz feature. **If you decide not to turn in one or more of these writing assignments you will not pass the class.** For each essay, you will have plenty of opportunity to get help.

MLA Format:

All essays must be written in MLA format. There is a video on this as well as a handout in a folder under the **General Writing Handouts and Other Information**. Essays not written in MLA format will lose points.

Word Processing Formats:

Save your documents as a .doc, .docx, or .rtf. Sometimes students want to upload essays using Google docs. Do NOT upload a Google Docs essay. Instead, save your essay as a .docx and upload that.

Turning in Essays:

All essays will be submitted to Turnitin (a link will be provided for each assignment on Canvas). If you are having an issue turning in an essay, contact me IMMEDIATELY.

Late Essays:

I have a 1 week grace period for the out-of-class essays except for the final research paper due at the end of the semester—there is no time to turn in the research paper a week late. At most, I might give you an extra day on the research paper. If you do take advantage of my late policy, please contact me and explain why you need an extension.

Likewise, if for some reason you cannot take a timed essay (it will always be open for several days) you need to contact me. Don't just NOT do them.

Sharing Work:

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.

Revising Essays:

I let students revise the first two out-of-class essay. Unfortunately, there will be no time to revise the research paper. The goal is to help you pass the class, and sometimes, you might

need to work more on your essay. Here are the revision steps if I offer you the chance to revise an essay:

1. Read your essay and my comments.
2. Contact me within the week so we can arrange to talk over the phone or via zoom. You can also just show up in one of my zoom office hours that week.
3. **After we talk, you will have another week or so to revise it (we will agree on a due date). We will then set up a meeting and I will read it with you on a zoom or phone call.**
4. Occasionally, you will need to revise again.

To get a better grade, you will need to significantly improve your essay. If it looks like too much of the essay is the same, you will not get a better grade.

Discussion Board

The discussion boards are where you will write about readings that we will be using for our essays. Some students decide not to do the discussion boards, don't do all of the required posts, or do them after of the due date and so don't get credit for them. Please note that the discussion boards along with a few other assignments are worth 20% of your grade.

If you decide not to do a significant portion of the discussion boards on time, and if your other grades are borderline, you might end up with a D or F for the class because these assignments are worth so much.

As you are writing in the discussion boards, keep these rules in mind:

1. Use spell check and proof read your entries.
2. Be substantial. Occasionally, I ask you to write a certain number of words. I do this so you remember that your posts need to be thought out and exhibit critical thinking.
3. Take the time to think about what you are writing so that your comments are well-written and complete.
4. When responding to someone, use their name.
5. **Write using paragraphs. Do not write one long paragraph. That makes it difficult to read.**
6. If I ask you to respond to others, don't merely say "I agree." Instead, explain why you agree or disagree. Try to carry on a discussion. There is an example in the first discussion board you will complete.

7. Remember that **this is an academic environment** and not a text message, a direct message, or an e-mail to your friends. Your comments should be grammatically sound. Your words should also be spelled correctly and your sentences punctuated correctly. **Inappropriate language is not acceptable.**
8. Make sure that you capitalize "I." Do not abbreviate words. Make sure you use academic English. "Stupid" is not very academic and doesn't tell the reader much!
9. **The following is an example of what is not allowed:**
 - a. i really thing that this is a stupide essay bec i dont like it i really like the other essay better
10. **This is better:**
 - a. I thought that the author's supporting arguments were weak. For instance, the example he used regarding visiting his grandparents did not go into enough detail to really convince me of his point.

Quizzes

You will take reading quizzes and grammar quizzes throughout the semester. Here are some quiz tips:

- Don't wait until the last day to take a quiz.
- Print out all quiz material.
- Review the material and take notes before you attempt a quiz.
- Apply what you have learned in the quizzes to your essays.

Other Assignments

You will be assigned other work that does not fall into one of the categories above, this includes replying to announcements which I will occasionally ask you to do for points. All of these other assignments are a part of your participation points.

Plagiarism

Plagiarism is bad, bad, bad and will not be tolerated. Plagiarism is defined as follows:

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 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.

Copying someone else's Discussion Board counts as plagiarism. Copying someone else's essay or parts of his/her essay is also plagiarism.

If you plagiarize in my class, I will give you a zero on the assignment even if the assignment has already been graded and I find out that you plagiarized after the fact. You might fail the class, and I might report you to the VP of Student Services.

Canvas Issues

In the first module is a Reedley College Student Resources Page that will direct you to people who can help you. Canvas works best on Google Chrome. It does not seem to work well on Explorer.

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 Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible. I will work with the DSPS office to make sure that you get the help that you require. In order to get accommodations, you must be signed up with DSPS.

Important Dates

August 10 (M) Start of Fall 2020 semester

August 10 - October 9 (M-F) Short-term classes, first nine weeks

August 21 (F) Last day to drop a Fall 2020 full-term class for full refund

August 28 (F) Last day to register for a Fall 2020 full-term class in person

August 28 (F) Last day to drop a Fall 2020 full-term class to avoid a "W" in person

August 30 (SU) Last day to drop a Fall 2020 full-term class to avoid a "W" on WebAdvisor

September 7 (M) Labor Day Holiday (no classes held, campus closed)

September 11 (F) Last day to change a Fall 2020 class to/from Pass/No-Pass grading basis

October 9 (F) Last Day to drop a full-term class (letter grades assigned after this date)

October 12 - December 11 (M-F) Short-Term classes, second nine weeks

November 11 (W) Veterans Day (no classes held, campus open)

November 26-27 (Th-F) Thanksgiving holiday (no classes held, campus closed)

December 7-11 (M-F) Fall 2020 final exams week

December 11 (F) End of Fall 2020 semester

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.

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 Works 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.