

# Course Syllabus

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# English 1A Reading and Composition

## Instructor Contact Information

Instructor: Rebecca Snyder (this is me at the Library of Congress in Washington D.C.)



Email: [rebecca.snyder@reedleycollege.edu](mailto:rebecca.snyder@reedleycollege.edu) (<mailto:rebecca.snyder@reedleycollege.edu>)

Phone: 559-638-0300 x3273

Course [Coffee Shop Q&A Forum](#): This discussion board is available to answer more general questions, especially questions you think your peers might share. Your posts and my replies will be public.

- Notes:

- My preference is that you email me through the Canvas Inbox. You may also use your campus email address.
- Do not use your personal email address; your campus email is both more professional and less likely to get caught in the spam filter.
- Expect me to respond to emails and the Q&A Forum within 24 hours Monday through Friday. If you email over the weekend, I may not respond until the next Monday. If you have not heard back from me within that time frame, resend the email.

- Weekends: I do not always answer emails over the weekend. Plan to review the work during the course of the week so that I am able to answer your questions in a timely manner.

## Office Hours

Physical Office: Forum 7 (see important note below)

Zoom Office: <https://scccd.zoom.us/j/92003861488> (<https://scccd.zoom.us/j/92003861488>)

Office hours are subject to change.

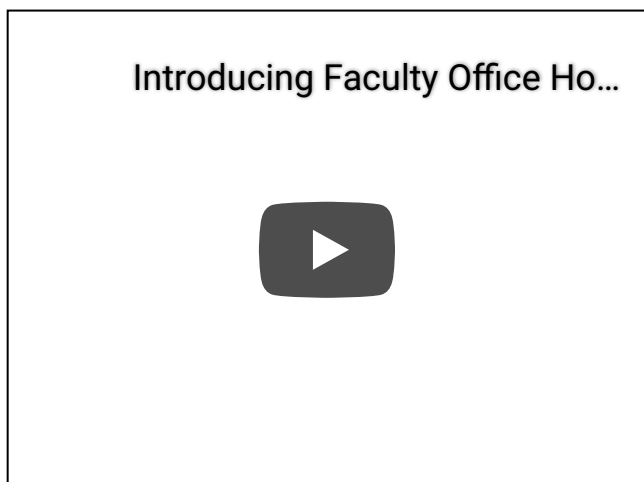
Monday 9:00 a.m. - 10:00 a.m. Zoom Only

Thursday 12-1:30 Office and Zoom

Notes:

- If these hours do not work with your schedule, I am available to students for many, many more hours than are listed here, especially by Zoom. Please feel comfortable making an appointment at other times.
- This schedule is subject to change.

Please review this helpful video on faculty office hours:





*The Big Burn* by Timothy Egan

ISBN-13 : 978-0547394602

All editions are acceptable, but I strongly recommend that you do not get a digital copy without good reason.

## Technical Requirements

You must utilize Microsoft Word (either the desktop version or the free Office 365 version provided by the college). Here are instructions on downloading those resources:

# Installing Office 365



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The Reading and Writing Center has also put together a helpful video about this on their [How-To Videos for Students](#) page.

You should utilize the latest Adobe Reader and the latest version of Google Chrome to access course materials. I recommend having multiple browsers (Chrome, Firefox, etc.). If you run into difficulty on one browser, the problem is often solved by changing browsers.

A note on accessing the course through your phone. I realize that you might sometimes access the course through your phone. If you do so, I recommend using the Canvas App rather than a browser. Also, know that some items will not work as well on your phone; be prepared to go to your desktop to review this material (do not skip it).

## Course Description

### Catalog Description

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. PREREQUISITES: English 132. (A, CSU-GE, UC, I) (C-ID ENGL 100)

## Learning Outcomes

1. Write a documented, well-organized research paper of at least 1,500 words [approximately 6 pages] that demonstrates critical thinking and command of the English language.
2. Complete a timed essay independently in class.
3. Summarize and comprehend college-level prose (will include a full reading).

## Course Policies

### Schedule

The class schedule, including reading assignments and due dates for assignments, is posted on Canvas. It is subject to update, as necessary. Make sure you are reviewing the modules, not just the To Do List in Canvas. I often give opportunities to resubmit and I often give reading assignments that will not show up in the Canvas To Do List.

## English Department Student Error Statement

Your instructors at Reedley College want you to be successful in your classes and therefore request you use your best work. Successful students in reading and writing classes make sure that they carefully address the prompt, proofread their writing, and follow MLA guidelines.

Please note that an instructor may choose to read only the first page or less of an assignment and return it to you with little or no feedback if the paper demonstrates lack of attention to correctness. This paper is also likely to receive a failing grade.

Successful students do the following:

- Follow their instructor's instructions and pay close attention to the rubric requirements.
- Seek assistance from the Reading and Writing Center, Tutorial Center, or Smarthinking
- Ask their instructor for guidance during his/her office hours
- Look for answers in their MLA handbook or online at the PurdueOWL website DAYS BEFORE their paper is due.

## Late Work

Understand that handing in work late makes you less likely to be successful in this course. However, if you find yourself in a circumstance where you need to submit work late, you may utilize the Late Work Bank. You have 10 days you can utilize as you see fit. For example, you may hand in one paper 10

days late or you may hand in one paper 7 days late and another 3 days late. And so on. My advice is to use these days wisely; do not squander them early in the semester or use them to procrastinate on challenging work.

The Late Work Bank is not available on assignments that are time-sensitive assignments, including the discussion board posts.

## Attendance and Add/Drop

If you are sick, do not come to class. Because of the times we are living in, it is always possible that the class might need to be accessed online, so our Canvas site is designed like an online class. Materials will be posted online and most assignments are submitted online; if you miss anything in class, you and I can meet when you are better or Zoom to get you caught up.

That said, you need to be regularly attending class and submitting work. If you are not active in class for two consecutive weeks, you may be dropped.

If you are experiencing an obstacle that causes you to be unable to submit for two weeks, but you intend to continue in the class, please inform me so that I do not drop you. Know that if you fall behind, it is difficult to catch up, so if you have a known time-frame during which you will be unavailable, communicate it with me so that you might be able to work ahead.

If you choose to drop, it is your responsibility to complete all paperwork with Admissions and Records.

## Diversity and Disability

### Disabled Students Programs and Services (DSPS)

If you have a verified need for an academic accommodation or materials in alternate media, please provide me with your accommodation sheet as soon as possible. I will work with the DSPS office to make sure that your needs are accommodated.

### Nondiscrimination Statement

Reedley College and all its centers comply with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender, disability, sexual orientation, religion or age. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities.

Harassment of any employee/student with regard to race, color, national origin, gender, disability, sexual orientation, religion or age is strictly prohibited. Limited English speaking skills will not be a barrier at Reedley College to participation in Vocational Education programs. Inquiries regarding compliance and/or grievance procedures may be directed to the college's Title IX Officer and/or the Section 504/ADA Coordinator.

# Disruptive Behavior

Disrespectful or disruptive behavior will not be tolerated. Anyone who engages in such behavior will be reported to the college for disruptive behavior. Students who disrupt the learning environment may be dropped.

# Plagiarism and Cheating

Students caught plagiarizing or cheating will receive a zero on the assignment and may be reported to the college for academic dishonesty. If you plagiarize on an essay assignment, you will not be allowed to revise for a better grade. Your class work will be submitted to Turnitin, which assists in evaluating the originality of the work.

# College Policies

Here are the college policies on academic dishonesty, cheating, and 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.

## Support

The campus has many resources to support you on your academic journey. I am highlighting a couple below that will help you be successful in this class.

## Reading and Writing Center

I strongly encourage you to utilize the Reedley College Reading and Writing Center. The link to enroll in their Canvas Course is available on the homepage.

## Smarthinking

Smarthinking is an online tutorial service available through our Canvas site. I encourage you to utilize this as you draft your essays.

## Grading

### Mandatory Assignments

You must complete all the major assignments, including the essays, annotated bibliography, and in-class essays, in order to pass the class.

You must write at least one passing research paper and at least one passing annotated bibliography in order to pass the class. This requirement will be noted in the gradebook.

### Grade Weights

Essays: 60%

Annotated Bibliographies: 20%

Formal Writing: 10%

In Class Essays: 5%

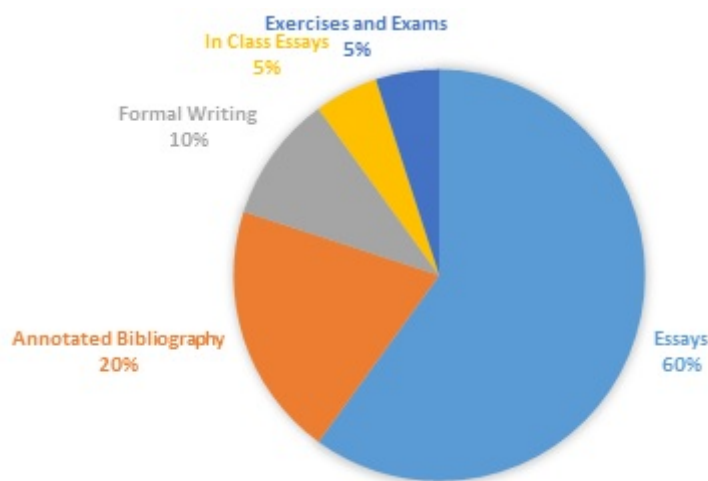
Exercises and Exams: 5%

Note: In the gradebook, you will see a category titled "Not Graded" that will have a weight of 0%. Assignments in this category are for record-keeping purposes. Three important items in this category are:

- Passing Research Paper: Yes / No
- Passing Annotated Bibliography: Yes / No



- Late Bank: Number of Days Remaining



## Grading Scale

A 90-100%





B 80-89%

C 70-79%

D 60-69%

F 0-59%

## Course Summary:

Date	Details	Due
Thu Jan 13, 2022	 <a href="https://scccd.instructure.com/courses/74947/assignments/2063539">01 Introductions</a> ( <a href="https://scccd.instructure.com/courses/74947/assignments/2063539">https://scccd.instructure.com/courses/74947/assignments/2063539</a> )	due by 9am
Mon Jan 17, 2022	 <a href="https://scccd.instructure.com/courses/74947/assignments/2063550">01 RR1 Exploring Your Beliefs</a> ( <a href="https://scccd.instructure.com/courses/74947/assignments/2063550">https://scccd.instructure.com/courses/74947/assignments/2063550</a> )	due by 11:59pm
Wed Jan 19, 2022	 <a href="#">02 Reading -- Due Thursday</a>	to do: 11:59pm
Mon Jan 24, 2022	 <a href="https://scccd.instructure.com/courses/74947/assignments/2063551">02 RR2 Incorporating Sources</a> ( <a href="https://scccd.instructure.com/courses/74947/assignments/2063551">https://scccd.instructure.com/courses/74947/assignments/2063551</a> )	due by 11:59pm

Date	Details	Due
Mon Jan 31, 2022	 <a href="#">03 RR 3 Academic Conversation -- Bring a first draft on Thursday</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063552">https://scccd.instructure.com/courses/74947/assignments/2063552</a>	due by 11:59pm
Mon Feb 7, 2022	 <a href="#">04 RR 4 Working Introduction, Thesis, and Outline--BRING A DRAFT ON THURSDAY</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063553">https://scccd.instructure.com/courses/74947/assignments/2063553</a>	due by 11:59pm
Wed Feb 9, 2022	 <a href="#">04 Thesis Exercise</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063546">https://scccd.instructure.com/courses/74947/assignments/2063546</a>	due by 11:59pm
Wed Feb 9, 2022	 <a href="#">05 Essay 1 Shitty First Draft</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063554">https://scccd.instructure.com/courses/74947/assignments/2063554</a>	due by 11:59pm
Thu Feb 10, 2022	 <a href="#">05 Reverse Outline</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063555">https://scccd.instructure.com/courses/74947/assignments/2063555</a>	due by 11:59pm
Tue Feb 15, 2022	 <a href="#">05 Essay 1 Complete Second Draft and Peer Review</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063545">https://scccd.instructure.com/courses/74947/assignments/2063545</a>	due by 11:59pm
Wed Feb 16, 2022	 <a href="#">06 RR 5 Works Cited Page</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063556">https://scccd.instructure.com/courses/74947/assignments/2063556</a>	due by 11:59pm
Fri Feb 18, 2022	 <a href="#">06 Submit to Turnitin</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063557">https://scccd.instructure.com/courses/74947/assignments/2063557</a>	due by 11:59pm
Mon Feb 21, 2022	 <a href="#">Essay 1</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063558">https://scccd.instructure.com/courses/74947/assignments/2063558</a>	due by 11:59pm
Fri May 13, 2022	 <a href="#">Late Work / Late Bank</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2063559">https://scccd.instructure.com/courses/74947/assignments/2063559</a>	due by 11:59pm
	 <a href="#">Extra Credit</a> <a href="https://scccd.instructure.com/courses/74947/assignments/2093449">https://scccd.instructure.com/courses/74947/assignments/2093449</a>	