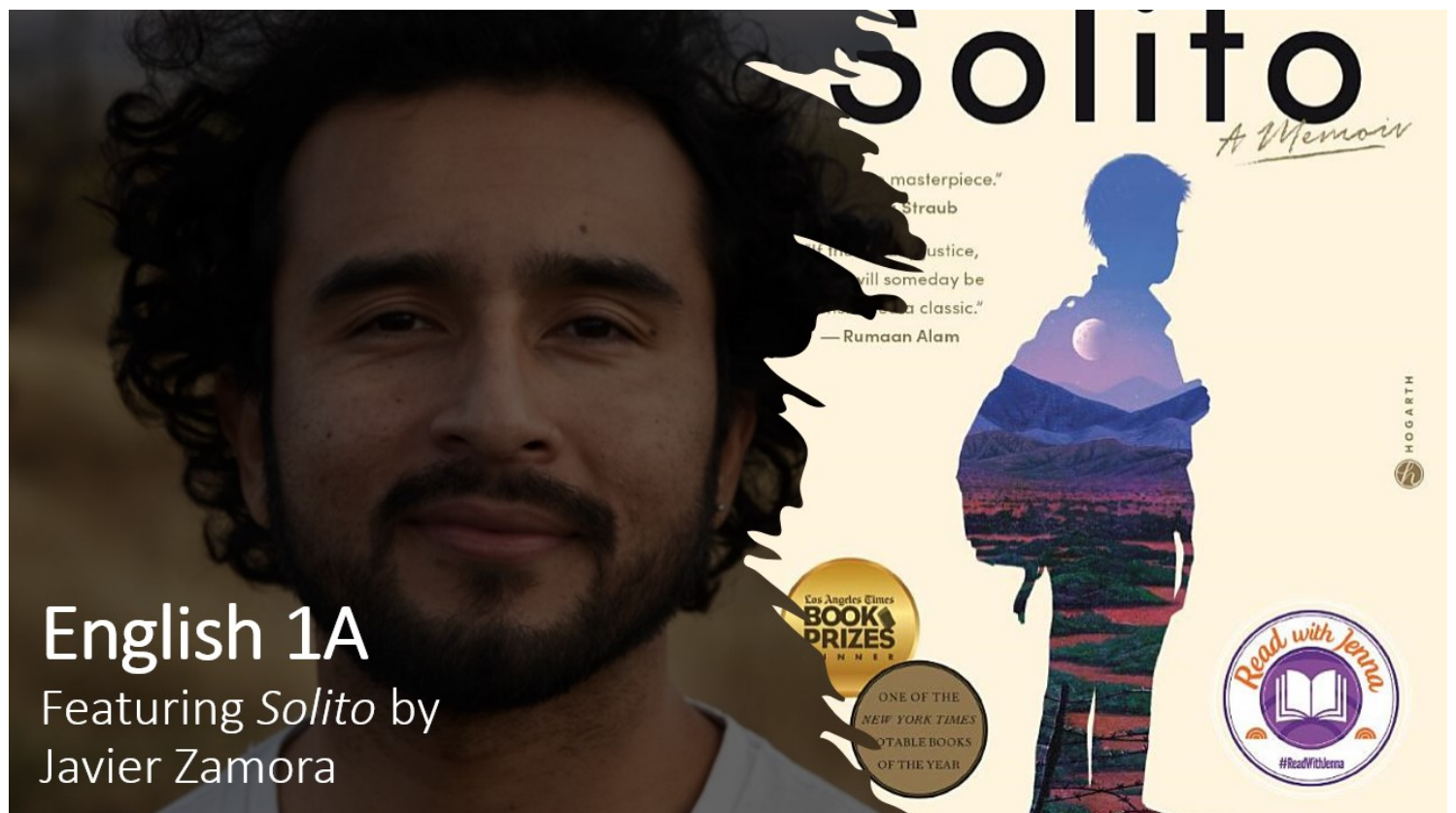


# Course Syllabus

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 Edit

# English 1A Reading and Composition



## Instructor Contact Information

### • Instructor Contact Information

Instructor: Rebecca Snyder (this is me at the Library of Congress in Washington D.C. and Leakey's Bookshop in Inverness Scotland)



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

Phone: 559-638-0300 x3273

o 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 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

Office: Forum 7

[Zoom Meeting ID 89563770224](https://scccd.zoom.us/j/89563770224) (<https://scccd.zoom.us/j/89563770224>)

Monday 12:00 p.m. - 1:00 p.m. Zoom and In Person

Tuesday 11:00 a.m. - 12:00 p.m. Zoom

Thursday 10:00 a.m. - 11:00 a.m. Zoom and In Person

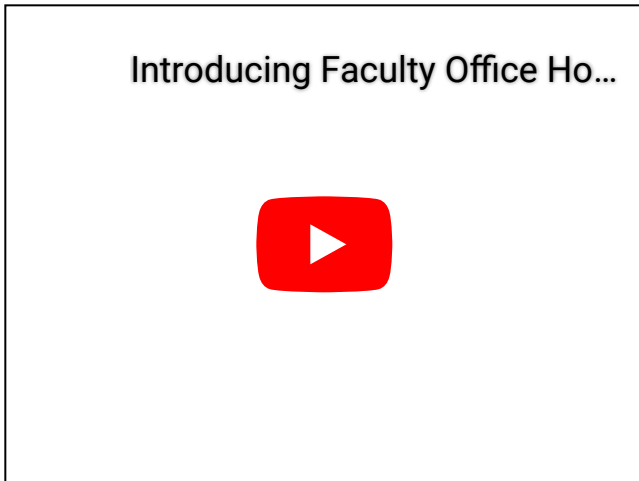
Notes:

- o 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

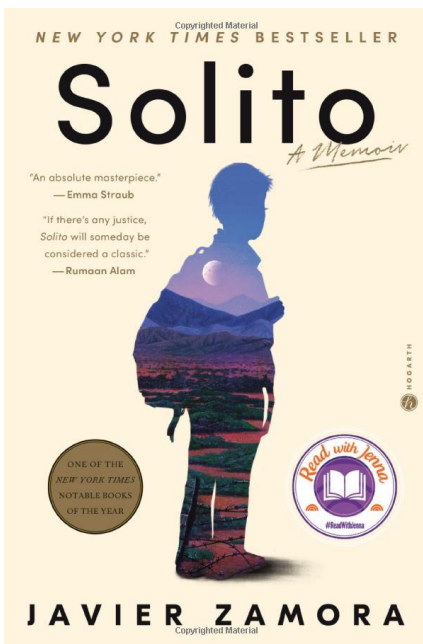
at other times.

- This schedule is subject to change.

Please review this helpful video on faculty office hours:



## Required Book



*Solito* by Javier Zamora

ISBN-13 : 978-0593498064

All editions are acceptable, but I strongly recommend that you do not get a digital copy without good reason. Look around for bargains--used and library copies are acceptable.

## Other materials

This is the only book you are required to buy, rent, or check out from the library. However, know that there will be additional readings from free sources that you will be expected to read.

# 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



Powered by Panopto



1x



The Reading and Writing Center has also put together a helpful video about this on their [How-To Videos for Students \(https://scccd.instructure.com/courses/20110/pages/how-to-videos-for-new-students\)](https://scccd.instructure.com/courses/20110/pages/how-to-videos-for-new-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 schedule, not just the To Do List in Canvas. I often give opportunities to resubmit and reading assignments that will not show up in the Canvas To Do List.

### Homework

Work is assigned in weekly modules. The modules will be released on Friday (except the first week) and work will need to be completed by NEXT Monday at midnight, meaning you will have 10 days to complete all the work. Some of the work involves discussion boards and peer reviews that requires you to post and respond to others. In those cases, you will need to both respond to other students and provide opportunities for the students to respond to you. In those cases, mid-week due dates will be announced for the original submission.

Your work must reflect college level effort or it will not receive credit. In other words, do not expect partial credit for work that does not answer the prompt or fails to meet the requirements of the assignments. For example, do not hand in one page of a four page assignment expecting to get partial credit.

### 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.

The Late Work Bank is not available on assignments that are time-sensitive assignments, including the discussion board posts. Assignments where the late bank is available will remain open to submission after the due date. (Email me if they are not--sometimes I make mistakes with the due dates.)

## Attendance and Add/Drop

Although an online class does not record attendance daily, you do need to participate every week. You must complete the "Introduction" assignment by Wednesday of the first week or you will be dropped as a No Show. After that, you need to participate every week. If you have not completed any assignments for two weeks before the end of the drop period, you can 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 Online

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.

Most students cheat or plagiarize because they get desperate and don't feel like they can do the work. Don't succumb to that feeling--get help from me or the Reading and Writing Center.

## College Policies

Here are the college policies on academic dishonesty, cheating, and plagiarism:

**Academic Dishonesty:** 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:** 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. 48 Administrative Policies 2022-2023 Reedley College Catalog

**Plagiarism:** 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. 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.

## 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 our Homepage.

## Smartthinking

Smartthinking 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%

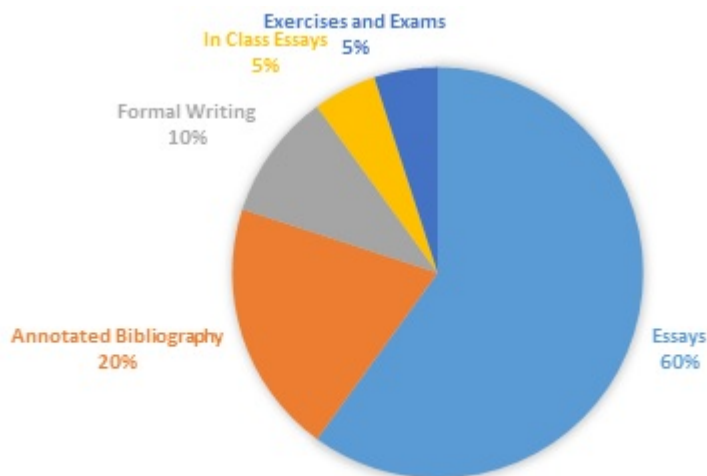
Formal Writing: 10%

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
Wed Aug 9, 2023	<a href="https://scccd.instructure.com/courses/96338/assignments/2873446">01 Introduction Discussion Board</a> <a href="https://scccd.instructure.com/courses/96338/assignments/2873446">https://scccd.instructure.com/courses/96338/assignments/2873446</a>	due by 11:59pm
Mon Aug 14, 2023	<a href="https://scccd.instructure.com/courses/96338/assignments/2874714">01 Golden Lines</a> <a href="https://scccd.instructure.com/courses/96338/assignments/2874714">https://scccd.instructure.com/courses/96338/assignments/2874714</a>	due by 11:59pm