

## **English 3 | Critical Reading and Writing | 3 units | spring 2023**

**Instructor:** Mr. Garza **Office:** Annex 2 **Phone:** 559-494-3000 ext. 3103 **email:** rick.garza@reedleycollege.edu

**Office hours:** MW 12:30 PM-1:30 PM; TTh 11:30 AM-12:30 PM; F 8:30 AM-9:30 AM

### **Course Description**

This course is designed to develop critical thinking, reading and writing skills beyond the level achieved in English 1A. The course will focus on the development of logical reasoning and analytical and argumentative writing skills based primarily on works of nonfiction.

### **Student Learning Outcomes**

**ENGL-3 SLO1:** Write multiple synthesized and documented, critical analysis papers of at least 1800 words which includes: a sophisticated introduction,

multiple body paragraphs, and a conclusion; an arguable claim that aims to contribute to or alter pre-existing ideas on the subject matter; supporting

details that exhibit critical thinking and use credible, multiple secondary sources; researched and evaluated sources for use in the development of their

own writing; correct usage of MLA format with correct use in-text citations and a works cited page; illustrates appropriate and purposeful use of

quotations; causal analysis, advocacy of ideas, definition, persuasion, evaluation, refutation, and interpretation effectively in college-level prose; an

annotated bibliography of multiple sources; correct citations (therefore avoiding plagiarism); identification of logical fallacies in other's writing and

avoid them in their own writing; details related to main point and with complex analysis; evidence of self-editing for errors and revise compositions;

use of third person/universal point-of-view; awareness of writing for a scholarly audience; controlled and sophisticated word choice; sentences that

exhibit a command of the complex/compound with minimal comma splices, sentence fuses, and fragments; use of denotative and connotative aspects

of language.

**ENGL-3 SLO2:** Demonstrate an ability to read and critically evaluate college-level non-fiction material from a variety of sources on themes from

different content areas; distinguish between valid and sound arguments and invalid and unsound arguments; recognize deductive and inductive

language; distinguish factual statements from judgmental statements and knowledge from opinion, identifying the deliberate abuses and

manipulations of rhetoric; make logical inferences from information presented; recognize denotative and connotative aspects of language.

**ENGL-3 SLO3:** Be able to communicate issues, supporting their comments with reference to texts or other materials, in class (and/or group)

discussions.

### **Required Text:**

*A Place to Stand*, Baca (ISBN: 0-802-13908-6) Grove Press

*A Pocket Style Manual*, 9th ed., Hacker (ISBN: 978-1-319-16954-1) Bedford/St. Martin's

**\*if you have a recent MLA handbook you purchased for another class that you would prefer to use you may; my feedback on your essays will, however, make reference to page numbers in the 9th ed. of *A Pocket Style Manual*.**

### **Grading:**

Essay 1	100 points
Essay 2	100 points
Essay 3	100 points
Essay 4	100 points
Essay 5	100 points
Quizzes	100 points
Final Exam	50 points

The grading scale is as follows: (note that scores are **not rounded**)

A	B	C	D	F
100-90%	89-80%	79-70%	69-60%	59% & Below
<b>650-585 points</b>	<b>584-520 points</b>	<b>519-455 points</b>	<b>454-390 points</b>	<b>389-0 points</b>

**There will be no extra credit offered for this course.**

### **Essays:**

You will write a total of five (5) essays. Each will be worth 100 points. All essays must be typed and follow Modern Language Association (MLA) guidelines. For each essay you will receive a prompt that will outline the specific requirements for each essay. Essays that do not follow directions or that fail to meet the minimum requirements will receive a failing grade or a zero at the instructor's discretion. All essays will be submitted to *Turnitin* via Canvas. Only new, original work may be submitted. **If you have submitted work to this class or another previously, you should not attempt to reuse that work—revision of that previous work is not a substitute for submitting new, original work.** All essays submitted are final drafts; there are no re-writes or revisions; work found to be plagiarized or contain plagiarized material will receive a failing grade or a zero at the instructor's discretion; in the event of plagiarism a student will not be permitted to redo the assignment for a grade or improved grade.

### **Lack of Effort Statement:**

Your instructors at Reedley College want you to be successful in your classes and therefore expect you to submit 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 poor effort in areas such as, but not limited, following directions, meeting the minimum requirements, and basic skills; this paper will receive a failing grade. Successful students do the following: follow their instructor's instructions, pay attention to the appropriate syllabus and rubric requirements, attend class regularly, seek assistance from the Reading and Writing Center, ask their instructor for guidance during his/her office hours DAYS BEFORE their paper is due.

### **Quizzes:**

There will be a total of 20 quizzes; each quiz is worth 5 points, for a total of 100 points. Quizzes are due on the posted dates. Each quiz may only be taken once; quizzes are not accepted late. Do not attempt quizzes until you've completed the corresponding reading material. Each quiz is timed; 10 minutes are allowed for each quiz; the timer begins as soon as you open the quiz; you must complete the quiz once you start it. Each quiz consists of 5 questions; all questions are multiple choice or true/false.

## **Attendance, Drop Policy, and Zoom etiquette:**

**Start of the semester:** The first thing you should do is review the syllabus thoroughly and take the Day One Survey. The Day One Survey (Syllabus/Course Policy Acknowledgement) should be completed by Tuesday 1/10/23, before 11:59 PM. If you do not complete the survey by this due date, I will assume you are no longer interested in taking the course; you will be dropped and your place in the class will be offered to someone on the wait list. You will only be offered an add code to re-enroll in the course if space is available.

**During the semester: Two criteria will be used to take attendance in this online course.**

1. Attendance will be taken for attending the Zoom class. You will be counted as present one of two ways. You will be counted present if you attend the Zoom class "live" or you may be counted present after you view the recorded Zoom class *and* post in the corresponding discussion thread. Additional details/instructions for posting a comment in the discussion will accompany each discussion thread. Watching and posting recorded classes for attendance must be completed by Sunday before 11:59PM of the corresponding week of the classes. Due dates will be clearly posted for each class. If you attend the class "live" you are not required to post in the discussion thread for attendance.

2. All assignments will be used for conducting "attendance". Failure to complete an assignment by the due date will be considered an "absence". Failure to complete the assignments on time may result in a drop from the course. Assignments may be completed ahead of the due dates; only incomplete assignments after the due date(s) will be considered "absences".

Students may be dropped from the course when the equivalent of two weeks or more of work have been missed at the discretion of the instructor at or before the end of the ninth week of the semester. Two Zoom classes will be held each week therefore two classes approximate one week of class. Missing four classes will result in a drop for non-attendance. A combination of missed classes and assignments may result in a drop. For example, failure to complete quizzes assigned for the week may result in a student being considered absent for the week and those "absences" may result in a drop from the course for non-attendance.

**Zoom etiquette:** Class lectures/discussion will be held "live" via Zoom. Attending these "live" Zoom classes is not mandatory—all sessions will be recorded and made available for those who cannot participate "live." The Zoom sessions should be treated as a professional environment, like a traditional classroom. **You are not required to have your camera on during the Zoom session, but if it is possible for you to do so it is greatly appreciated.** Please do not attend these sessions via video and/or audio if you are not in an appropriate environment that will minimize distractions for others who are participating. Any student determined to be intentionally engaging in disruptive behavior during these Zoom sessions will be asked to leave the Zoom class and will be reported and referred to the division dean and/or other appropriate administration for discipline. Inappropriate/disruptive behavior may result in failure of the course or removal from the course.

## **Late Work:**

Essay assignments may be submitted after the deadline. Late essays will have 10% deducted from the final graded score for each day it is late. Canvas will automatically begin applying the 10% deduction following the assignment deadline. Once an assignment reaches 0% due to the late work policy deductions the assignment cannot be made up for any points; alternative assignments and/or extra credit will not be available when an assignment has exceeded the late work policy for points.

In the event of an emergency you may contact me to discuss options; exceptions may be made on a case by case basis at the discretion of the instructor. Technical difficulties will not be considered an exception to the late policy if the assignment was being submitted at the last minute. Students should avoid waiting until the last minute to submit assignments whenever possible.

Quizzes may not be submitted late for any points as the correct answers are released following each assignment deadline.

## **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.

### **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 (including artificial intelligence, done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from failing grade—or zero points—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. **Students will not be allowed to redo assignments due to plagiarism. All instances of plagiarism and cheating will be reported to the appropriate dean.**

## **Accommodations**

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 DSPS as soon as possible.

## **Contact and Conferences**

Please do not hesitate to contact me if you are experiencing a problem, have any questions, need help or clarification from me, or have ideas and suggestions for the class. I am here to help you succeed.

## **Course Changes**

This syllabus may change during the course of the semester to better address the class's needs. A handout explaining the new expectations will accompany such changes.

## **Important Dates:**

Monday, January 16th - Martin Luther King Jr. Day (no classes held, campus closed)

Friday, January 20th - Last day to drop a full-term class for a refund

Friday, January 27th - Last day to register for a full-term class

Friday, January 27th - Last day to drop a full-term class to avoid a "W" (in person)

Sunday, January 29th - Last day to drop a full-term class to avoid a "W" (online via Self-Service)

Friday, February 17th - Lincoln Day (no classes held, campus closed)

Monday, February 20th - Washington Day (no classes held, campus closed)

Friday, March 10th - Last day to drop a full-term class (letter grade assigned after this date)

Monday, April 3rd - Friday, April 7th - Spring Break