



Class: ENGL 1301 Composition I Dual Credit

Instructor: Wendy Esch

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Zoom appointment:

1. Email me to set up a time.
2. Click this link to join: <https://southplainscollege.zoom.us/j/7683091604>

Office Hours:

Monday	Tuesday	Wednesday	Thursday	Friday
2:15 – 3:15 p.m.	1:00 – 3:00 p.m.	2:15 – 3:15 p.m.	1:00 -- 3:00 p.m.	9:00 – 11:00 p.m.

Course Description

This course is an intensive study and practice of the composition process from invention and researching to drafting, revising, and editing, both individually and collaboratively. The curriculum includes the teaching of effective rhetorical modes as well as audience, purpose, arrangement, style, and collateral readings. The instructional focus is on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Core Curriculum Objectives

This course will address the following core curriculum competencies:

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Teamwork**—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making.

Student Learning Outcomes:

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Write essays that exhibit logic, unity, development, and coherence.
3. Develop ideas with appropriate support and attribution.
4. Write appropriately for audience and purpose.
5. Read, reflect, and respond critically to a variety of texts.

6. Use American English, with an emphasis on correct grammar, parallelism, punctuation, spelling, and mechanics, in language appropriate for academic essays.
7. Write a minimum of six 500-word essays.

Required Supplies

The following are requirements for this course. You will need to purchase them immediately and consult them frequently as you complete coursework.

- Spiral notebook for notetaking
- Writing utensils

Ebook/Textbook Access

The textbook (ebook) required for this course will be provided to you in Blackboard. **You do not need to purchase a book/code from the bookstore.**

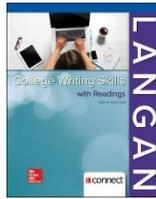
COLLEGE WRITING SKILLS

Author: LANGAN

Edition: 10TH 18

Published Date: 2018

ISBN: 2818560440758



How to access your Ebook and MindTap assignments/ Registration

1. The first time that you click on the MindTap assignment in Blackboard you will be required to register your account.

Software Requirements

You are required to have access to the following technologies:

- High-speed Internet connection
- **Internet Browser:** Blackboard is designed to work best with the **Mozilla Firefox or Chrome** browser. Blackboard experts do not recommend using Internet Explorer 8 or 9 because some users experience browser related problems with Blackboard when using Internet Explorer 8 or 9. Visit this website for a free download of the Mozilla Firefox browser: <http://www.mozilla.org/en-US/firefox/new/> Mac users may use either Firefox or Safari--both seem to work well with Blackboard.
- Blackboard account and Mindtap account – Provided with this course.
- **Access your FREE Microsoft Office 365: Word and PowerPoint:**
 - As a member of the SPC community, you have free access to Office 365.
 - Office 365 provides online access to Microsoft Word, Microsoft Excel, Microsoft PowerPoint, and 1TB of free online storage with Microsoft OneDrive. Microsoft is continuously adding new applications as well. (Please note: SPC does not currently subscribe to email through Office 365)
 - You can use Office 365 online or install it on your PC, Mac, or mobile device.
 - To access Office 365, go to <https://www.office.com/GetOffice365> and click the link "Find out if You're Eligible."
 - Complete the registration process with your SPC email address (your Blackboard username@southplainscollege.edu), create a new password, and wait for your online account to be provisioned. This takes a few minutes the first time you log in.

Communication

4. Drop by during my office hours.

You can reach me in several ways:

1. Email me at wesch@southplainscollege.edu
2. Send me a message with your cell phone in Remind.
3. Call my office at 806-716-2446 and leave a message.

Please note: I return emails, texts, and calls within 24 hours. However, I may not be immediately available to you should you need something, so

please do not wait until the last minute to complete assignments.

Ways that I will communicate with you:

1. **Your South Plains College email (This is the official communication path for this course). Plan to check it every day.**
2. **Remind text alerts** - I will text announcements about assignment deadlines, instructor absence, and/or class location changes. (We will set that up in class during the first week of the semester.)
 - <https://www.remind.com/join/1301dual>
3. **Announcements in your Blackboard class.**

Attendance and Participation Policy

This is an online class. Students must be responsible for checking into Blackboard daily for announcements/assignments and submitting work on time. There is no on-campus attendance requirement for this course. * Instructor's note: You must be present in your own life! When a course is structured to be completed online, you must hold yourself accountable for communication (with both your Instructor and your classmates), and for checking on and finishing work. This is the key to your success in the course! Students who have not submitted an assignment for three weeks and/or are not passing the class with a 60 or higher may risk being dropped from the class. Be advised – I will accept late work for a week past the due date, but there will be a deduction associated with all late assignments.

Grading Policy

Final grades will be assigned based on the following percentages:

Essay Assignments	
Essay	40%
Essay Work	15%
MindTap	30%
Discussions	15%
Total	100%

A (Superior):	90-100
B (Good):	80-89
C (Acceptable):	70-79
D (Poor):	60-69
F (Unacceptable):	0-59

GRADE TOTAL

It is up to you to monitor your average and course progress. If at any time you feel that you need to discuss your course progress with me, it is your responsibility to contact me to meet. You can find your current average via the 'Gradebook' link in Blackboard.

Reading Assignments and Video Lectures

Mandatory, assigned reading is required for this course; you may also be required to watch recorded video lectures. Reading and video lecture assignments can be found on the course calendar in Blackboard.

Announcements

Any information sent-out via announcements in emails, via REMIND, or posted as an announcement on the course website is essential and is, accordingly, an extension of assignment requirements and syllabus policies. Students must read all announcements and will be held responsible for any information posted in the announcements.

Essays

You will be required to submit three rough drafts and three final essays. There will be several steps to complete for each Essay. The first step is the completion of a rough draft. The second is participation in a revision workshop. The third is the submission of a revised final draft of your Essay. If you do not submit a rough draft on the due date, you will not be allowed to participate, which will result in a zero for the grade. Due dates can be found on the course calendar, and specific assignment details can be found in the module folders in Blackboard.

MindTap / Daily Coursework

Throughout the semester, you will be required to complete several online MindTap exercises, quizzes, and daily assignments. Availability and due dates are available on the course calendar. In addition to covering the content presented in the assigned chapters, MindTap exercises will help you review your grammar and help you think about the writing process. When averaged together, these assignments are worth 30% of your final grade, so the completion of your daily assignments is very important.

Discussions

Collaboration and communication are essential to success in both academic and professional settings. To practice these skills and further our knowledge of the subjects we cover in this course, each student will be required to participate in weekly video discussions. There are two parts to each module discussion assignment. The first is an initial post. The second part includes 1 or 2 responses to your peers, which will be due in the second half of each module. A point deduction will be applied to initial posts not posted by the first deadline, and no response posts will be counted for credit after the second deadline. The discussion posts are worth 15% of your grade. Please be respectful to all when posting and commenting on the Discussion Board.

Grading Time Frames

I grade all work as efficiently and quickly as possible. When your assignments are evaluated, you will have them back; please do not inquire as to whether or not your papers are graded.

Due Dates

Due dates are posted on the course calendar and are firm. Any written assignment submitted past the due date will receive an automatic deduction in points after the first 24 hours. Late assignments must be turned in within seven days of the due date to receive partial credit. After seven days, your papers will not be accepted, and you will receive a zero for the assignment. If there are excusable circumstances which might justify an extension on the assignment, arrangements must be made with your Instructor.

Please turn your work in on time, so your overall grade does not suffer from late deductions.

Due times are 9:00 a.m. on the date listed on the calendar.

Although I may post reminders about assignment due dates, it is ultimately your responsibility to keep up with these dates on your syllabus calendar.

Assignment Submission

I cannot accept any assignment via email, for any reason. All files must be submitted via the assignment tool in the Blackboard modules.

As an online student, you assume responsibility for your technology. I suggest three things:

1. Have a backup plan in place from day one, just in case your technology fails.
2. After submitting an assignment, return to the assignment submission before the due date or check your SPC email for submission acknowledgment to verify it's been submitted properly. If it's not submitted properly by the due date, you will not receive credit for it, regardless of whether you thought the paper had sent.
3. Don't wait until the last minute to submit assignments. If you have trouble, but no one is available to help you, you will incur the late deduction associated with late assignments.
4. Additionally, all files must be submitted as .docx documents (Microsoft Word). Other file formats such as .gdoc, .pages, .odt, .rtf, or .txt files will not work with Turnitin. **If you are writing your Essay on Google Docs, you will need to download the paper to your computer in Microsoft Word format before submitting to Turnitin.**

Please contact the Computer Help Desk at (806)716-2600 or Blackboard Help at (806)716-2180 with any problems related to technology. Remember, you are responsible for making sure your work has been submitted correctly.

Style Guide

We will use the MLA formatting and documentation in this course. Specific rules regarding this style guide can be found in Blackboard. All documents you submit should be formatted using MLA standards, and all citations you write, whether in-text or on a References page, should follow MLA guidelines for citation.

Academic Integrity

"Offering the work of another as one's own, without proper acknowledgment, is plagiarism" and will not be tolerated (*General Catalog* 23). Furthermore, cheating will not be tolerated (see *General Catalog* 23). You must do your own work on paragraphs and homework. Submitting portions of or complete papers downloaded from the internet, for example, is plagiarism. Allowing someone else to revise your writing is plagiarism. Submitting a paper written for another class is cheating. Depending on the nature and the severity of the problem, a student who cheats or plagiarizes may receive penalties ranging from a zero for the assignment to an "F" in the course. Extreme cases may result in disciplinary action up to and including expulsion from South Plains College.

****Do not, under any circumstances, turn in another student's work as your own. Do not, under any circumstances, give your work to anyone else to turn in as their own. Do not copy and paste from the internet. All of these situations are representative of academic dishonesty and will be treated as such.****

Disclaimer: Because we will use Blackboard to conduct a portion of this class, please note that the materials you may be accessing in chat rooms, bulletin boards, or unofficial web pages are not officially sponsored by South Plains College. The United States Constitution's rights of free speech apply to all members of our community regardless of the medium used. We disclaim all liability for data, information, or opinions expressed in these forums.

Note to Students with Disabilities

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2529.

If you have a disability-related need for reasonable academic adjustments in this course, make an appointment with me ASAP to privately discuss your specific accommodations. If you need immediate accommodations or physical access, please arrange to meet with the Disability Services Office before the next class meeting.

Diversity Statement

In this course, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is but also model society as it should be and can be.

Please Note The Instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes at any point during the semester. Continued enrollment by the student in the course indicates that the student agrees and will abide by all policies set forth in this syllabus by the Instructor.

Class Schedule – ENGL 1301 Fall 2020

This schedule serves to outline the material/subject matter we will cover in class. All major assignments will be accompanied by instructions detailing specific requirements and due dates via your Instructor and/or Blackboard.

Any written assignment submitted past the due date will receive an automatic deduction in points after the first 24 hours. Late assignments must be turned in within seven days of the due date to receive partial credit. Assignments submitted more than seven days past the deadline will receive a zero for the assignment unless there are excusable circumstances which might justify an extension on the assignment, arrangements must be made with your Instructor.

Please note that if there are readings or assignments due *on* a certain date, you need to be working on them and have them completed *before* they are due on the schedule.

ENGL 1301 Course Schedule Overview

<u>Week</u>	<u>ASSIGNMENTS</u>	<u>DEADLINE</u>
<u>Week 1 – Welcome</u>	The following assignments for Week 1 must be completed/submitted by this week's deadline: <ul style="list-style-type: none"> • Review the Syllabus and Calendar • Take the Syllabus Quiz • Discussion Post 1st post - Introductions • Plagiarism Video/Quiz 	Week 1 Assignments Deadline Tues., Sept. 1 9:00 a.m.
<u>Week 2</u>	The following assignments for this week must be completed/submitted by this week's deadline:	Week 2 Assignments Deadline

	<ul style="list-style-type: none"> • Complete Discussion Board replies to classmates • Print / Review Essay 1 Packet in Module 1 folder • Sign up for Mindtap and watch Welcome Video • Complete the following assignments in Mindtap. <ul style="list-style-type: none"> ○ Problem Set on Planning ○ Organizing Your Essay 	<p>Tues., Sept. 8</p> <p>9:00 a.m.</p>
<u>Week 3 – Labor Day</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Select/Submit Essay 1 Topic in Blackboard • Discussion Board 1st Post • Begin Essay 1 brainstorming/writing • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Writing Thesis Statements ○ Developing a Subject into a Thesis 	<p>Week 3 Assignments Deadline</p> <p>Tues., Sept. 15</p> <p>9:00 a.m.</p>
<u>Week 4</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Discussion Board replies • <u>Complete and Submit Essay 1 Rough Draft - Due Sept. 22:</u> • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Writing Introductions and Conclusions ○ Problem Set on Drafting 	<p>Week 4 Assignments Deadline</p> <p>Tues., Sept. 22</p> <p>9:00 a.m.</p>
<u>Week 5</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Peer Review Essay 1. • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Problem Set on Revising ○ Problem Set on Paragraphs 	<p>Week 5 Assignments Deadline</p> <p>Tues., Sept. 29</p> <p>9:00 a.m.</p>
<u>Week 6</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • <u>Revise and Submit Essay 1 Final Draft due Oct. 6</u> • Print/Review Essay 2 Packet in Module 2 folder • Select/Submit Essay 2 Topic in Blackboard • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Writing Unified Paragraphs ○ Revising Sentence Fragments 	<p>Week 6 Assignments Deadline</p> <p>Tues., Oct. 6</p> <p>9:00 a.m.</p>
<u>Week 7</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Begin Essay brainstorming/researching sources / writing essay • Begin creating Works Cited page – (3 sources required) • Discussion Board 2 -- 1st Post • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Revising Run-ons & Comma Splices ○ Choosing Appropriate Language ○ Developing an Argument 	<p>Week 7 Assignments Deadline</p> <p>Tues., Oct. 13</p> <p>9:00 a.m.</p>

<p><u>Week 8</u></p>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • <u>Complete and Submit Essay 2 Works Cited page in Blackboard</u> • Continue Work on Essay 2 • Discussion Board 2 – Reply Post • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Problem Set on Critical Thinking and Argumentation ○ Using Research in Argument ○ Problem Set on Finding and Evaluating Sources 	<p>Week 8 Assignments Deadline Tues., Oct. 20 9:00 a.m.</p>
<p><u>Week 9</u></p>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • <u>Complete and Submit Essay 2 Rough Draft Due Oct. 27</u> • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Problem Set on Taking Notes and Avoiding Plagiarism ○ Problem Set on Organizing & Writing Research ○ Problem Set on Quotation Marks 	<p>Week 9 Assignments Deadline Tues., Oct. 27 9:00 a.m.</p>
<p><u>Week 10</u></p>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Peer Review Essay 2. • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Embedding Quotations in Your Sentences ○ Introducing Quotations with Signal Phrases 	<p>Week 10 Assignments Deadline Tues., Nov. 3 9:00 a.m.</p>
<p><u>Week 11</u></p>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • <u>Revise and Submit Essay 2 Final Draft Due – Nov. 17</u> • Discussion Board 3 -- 1st Post • Print/Review Essay 3 Packet in Module 3 folder • Select/Submit Essay3 Topic in Blackboard • Begin Essay 3 brainstorming/writing • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Citing Quotations ○ Problem Set on MLA Style 	<p>Week 11 Assignments Deadline Tues., Nov. 10 9:00 a.m.</p>
<p><u>Week 12</u></p>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • <u>Complete and Submit Essay 3 Rough Draft - Due Nov. 24</u> • Discussion Board 2 – Reply Post • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Writing Coherent Paragraphs ○ Making Subjects and Verbs Agree 	<p>Week 12 Assignments Deadline Tues., Nov. 17 9:00 a.m.</p>
<p><u>Week 13</u></p>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Peer Review • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Understanding Sound Alike and Look Alike Words 	<p>Week 13 Assignments Deadline Tues., Nov. 24 9:00 a.m.</p>

<u>Week 13</u>	<ul style="list-style-type: none"> ○ Problem on Sentence Variety 	
<u>Week 14 – Thanksgiving</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • <u>Revise and Submit Essay 3 Final Draft due Dec. 1</u> 	<p>Week 14 Assignments Deadline Tues., Dec. 1</p> <p>9:00 a.m.</p>
<u>Week 15</u>	<p>The following assignments for this week must be completed/submitted by this week's deadline:</p> <ul style="list-style-type: none"> • Complete the following assignments in Mindtap <ul style="list-style-type: none"> ○ Varying Sentence Structure ○ Using Commas 	<p>Week 15 Assignments Deadline Tues., Dec. 8</p> <p>9:00 a.m.</p>

ESSAY MODULE SCHEDULE

Module 1- Descriptive Essay

Sept 7 – Oct 6

Module 1 Reading/Review

Review the following in your ebook before beginning your Mindtap assignments and Essay.
Chapter 1: Intro to Writing
Chapter 2: The Writing Process

Mindtap Assignments - Module 1

Complete the following assignments in Blackboard.
Problem Set on Planning
Organizing Your Essay
Writing Thesis Statements
Developing a Subject into a Thesis
Writing Introductions and Conclusions

Chapter 3: The First/Second Steps in Essay Writing
Chapter 4: The Third Step in Essay Writing
Chapter 5: The Fourth Step in Essay Writing
Chapter 6: Four Bases for Revising Essays
Chapter 8: Description

Problem Set on Drafting
Problem Set on Revising
Problem Set on Paragraphs
Writing Unified Paragraphs
Revising Sentence Fragments
Revising Run-ons & Comma Splices
Choosing Appropriate Language

Assignment Schedule for Module 1

Essay 1 Topic Submission	Due Sept. 15
Essay 1 Descriptive Rough Draft	Due Sept. 22
Essay 1 Peer Review	Due Sept. 29
<i>Essay 1 Final Draft</i>	<i>Due Oct. 6</i>

Module 2 – Argumentative Essay

Oct 6 – Nov 10

Module 2 Reading

Review the following in your ebook before beginning your Mindtap assignments and Essay.
Chapter 16 Argument
Chapter 17 Information Literacy
Chapter 18 Summarizing and Paraphrasing
Chapter 19 Writing a Source-Based Essay
Chapter 20 Writing a Research Essay

Mindtap Assignments - Module 2

Complete the following assignments in Blackboard.
Developing an Argument
Problem Set on Critical Thinking and Argumentation
Using Research in Argument
Problem Set on Finding and Evaluating Sources
Problem Set on Taking Notes and Avoiding Plagiarism
Problem Set on Organizing & Writing Research
Problem Set on Quotation Marks
Embedding Quotations in Your Sentences
Introducing Quotations with Signal Phrases
Citing Quotations
Problem Set on MLA Style

Assignment Schedule for Module 2

Essay 2 Topic Submission	Due Oct. 6
Works Cited	Oct. 20
Essay 2 Argument Rough Draft	Due Oct. 27
Essay 2 Peer Review	Nov. 3
<i>Essay 2 Final Draft</i>	<i>Due Nov. 10</i>

Module 3 – Compare/Contrast Essay **Nov 10 – Dec 1**

Module 3 Reading

Review the following in your ebook before beginning your Mindtap assignments and Essay.

Chapter 13: Compare/Contrast Essay

Chapter 36: Commas

Chapter 37: Commonly Confused Words

Mindtap Assignments - Module 3

Complete the following assignments in Blackboard.

Writing Coherent Paragraphs

Making Subjects and Verbs Agree

Varying Sentence Structure

Using Commas

Assignment Schedule for Module 3

Essay 3 Topic Submission	Due Nov. 10
Essay 3 Comparison - Contrast Rough Draft	Due Nov. 17
Essay 3 Peer Review	Due Nov. 24
<i>Essay 3 Final Draft</i>	Due Dec. 1

Final Exam.....FINAL EXAM WEEK -- DECEMBER 7 - 10

REMEMBER -- All final drafts are due by 11:59 p.m. (Midnight) on the due date listed.