

welcome

Summer II 2021

Class: ENGL 1301 Composition I

Instructor: Wendy Esch

Zoom by appt: <https://southplainscollege.zoom.us/j/7683091604> (email me if you need to set up a time)

Email: wesch@southplainscollege.edu

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.

Ebook/Textbook Access

The textbook (ebook) required for this course will be provided to you through Inclusive Access. **You do not need to purchase a book/code from the bookstore. You will have access to your ebook from day one of the course.**

COLLEGE WRITING SKILLS

Author: LANGAN

Edition: 10TH 18

Published Date: 2018

ISBN: 2818560440758



How to access your Ebook and Connect assignments/ Registration

The first time that you click on the Connect assignment in Blackboard, you will be required to create your account.

A Word about Inclusive Access:

- **Textbook:** The textbook and resources for this course are available in digital format through the Inclusive Access textbook program at South Plains College. That means the e-book edition of the textbook and/or all required resources are provided to students through Blackboard from the first day of class. The fee for the e-book/resources is the lowest price available from the publisher and bookstore and is included in the student tuition/fee payment. Therefore, students do not have to purchase a separate textbook or access card for this course.
- **E-book features:** Access to a cloud-based e-reader is provided by RedShelf via Blackboard. RedShelf e-book features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download up to 20% of the book for offline access. Visit <https://solve.redshelf.com/hc/en-us/requests/new> for e-book issues and support.
- **Opting out of Inclusive Access:** As long as they meet the opt-out deadline, students may choose not to participate in the Inclusive Access program if they have a textbook from another source. Students should check with the instructor for advice before deciding to opt-out because Inclusive Access is the cheapest option for most students. Students should also find out whether course work is required in an online platform like *Mindtap* or *Connect*. If so, students who opt out would be required to purchase access to that platform in addition to acquiring the e-book on their own. To opt out of the Inclusive Access e-book/resources, students need to email tfewell4texasbookcompany@gmail.com before the census date. Students must include their first name, last name, student ID number, and the course they are opting out of in the email. Once students have been opted out of Inclusive Access, they will receive a confirmation email. Students who need assistance to opt out should contact the SPC Bookstore. The Inclusive Access fee will be refunded to students who opt out before the census date for their term of enrollment. The census date for fall and spring is the twelfth class day. The census date for shorter terms varies between the second and third class day.

Software Requirements

You are required to have access to the following technologies:

- High-speed Internet connection
- SPC Blackboard account
- **Internet Browser:** Blackboard is designed to work best with the **Mozilla Firefox or Chrome** browser. Both of these browsers are available for free online.
 - Visit this website for a free download of the Mozilla Firefox browser: <http://www.mozilla.org/en-US/firefox/new/>
 - Visit this website for a free download of the Google Chrome browser: <https://www.google.com/chrome/>
- Pearson Revel account will be provided with this course.
- Canva, a free online design software. The account is free and I will instruct you how to sign up for this.
- Adobe Spark account will be provided with this course. – You will receive an email with sign up instructions.
- **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. Microsoft is continuously adding new applications as well.
- 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

Communication

| To Contact Me: | Ways that I will contact you: |
|--|--|
| Email me at wesch@southplainscollege.edu . | <u>South Plains College email</u> -Plan to check it every day. |
| Zoom meeting – by appointment through email. | <u>Announcements</u> in your Blackboard class. |
| I will respond to your email you within 24 hrs. | |

Attendance and Participation Policy

I recommend that you access our course at least three times a week (or every 48 hrs) to work on the week's assignments. To experience more success, do not procrastinate and attempt to complete a whole week's assignments the day (or night!) before they are due. You should log in to Blackboard frequently and check your Course Messages, Announcements, and SPC email daily. I will post announcements and send emails regularly.

If you have not logged into our course by the fourth-class day, your access to the course will be blocked and the Registrar's Office will remove you from my class roll.

If you have not submitted any assignments by the twelfth-class day, your access to the course will be blocked and the Registrar's Office will remove you from my class roster.

Be advised – I will accept late work but only within a week of the due date and it will incur a late penalty.

Grading Policy

Final grades will be assigned based on the following percentages:

| Essay Assignments | | GRADE TOTAL | |
|----------------------------|------|--------------------|--------|
| Essays | 40% | A (Superior): | 90-100 |
| Essay Work | 15% | B (Good): | 80-89 |
| Connect Assignments | 30% | C (Acceptable): | 70-79 |
| Journal | 15% | D (Poor): | 60-69 |
| Total | 100% | F (Unacceptable): | 0-59 |

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 'My Grades' 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 or posted as an announcement on the course website is important 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 write three rough drafts and three final essays. There will be several steps to complete for each essay. Due dates can be found on the course calendar on your syllabus in Blackboard.

Connect/ Daily Work

Throughout the semester, you will be required to complete several online Connect exercises, quizzes, and assignments. Availability and due dates are available on the course calendar. In addition to covering the content presented in the assigned chapters, the Connect 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 crucial.

Journals

You will be required to complete journal entries in Blackboard over an array of topics. This assignment helps hone your writing skills and creativity. Entries will be graded on participation, interest, and length rather than grammar. When averaged together, these assignments are worth 10% of your final grade, so the completion of these fun assignments can really benefit your overall average.

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 task, 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 **NOON** 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.

Writing Assignment Submission - TURNITIN

You will submit some of your assignments to a TURNITIN link in the Writing Assignments folder in the Course Content menu. **Essays will not be accepted by email.** TURNITIN is a powerful program that helps detect plagiarism or improper use of sources in papers.

TURNITIN accepts the following file types: Microsoft Word, WordPerfect, PDF, RTF, OpenOffice (ODT), Google Docs.

Once your paper has been graded in TURNITIN Feedback Studio, you will be able to view my comments and marks on your paper.

How to Submit a Paper to TURNITIN:

1. Click on the Writing Assignments link in the Course Content menu on the left.
2. Click on the View/Complete link under the assignment you wish to submit.
3. Make sure the option is set to submit paper by single file upload (do not use cut and paste)
4. In the drop-down menu under author, your name will be filled in automatically but you will need to provide a title.
5. Browse for and double-click the file containing your essay.
6. Click the Upload button.
7. Next, you will see a screen that gives a preview of your paper. Check to see that you have submitted the correct file, but do not be alarmed if the formatting appears to be messed up. The formatting is usually fine when I view the paper in TURNITIN Feedback Studio.
8. IMPORTANT STEP: Click the Confirm button below the preview.
9. The next screen says: "Congratulations - your submission is complete! This is your digital receipt. VERY IMPORTANT LAST STEP: Take a screenshot of this digital receipt with your computer or take a photo with your phone camera and save it, OR print a copy of this receipt from within the Document Viewer (instructions are below).
10. Save and/or print a copy of the digital receipt, so you will have documentation that your paper was submitted correctly before the deadline. It happens from time to time that TURNITIN gives a "successful submission" message, but the paper does not actually submit properly, so to prove that you submitted your paper before the deadline, you must have this receipt for documentation. See the instructions below for how to save/print your digital receipts.
11. You may resubmit the paper multiple times before the deadline if you suddenly discover an error you need to fix.

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 properly.

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.

Online Tutors Available

Tutoring is available to SPC students for FREE! We look forward to helping you succeed in your classes. SPC provides both in-person and online tutoring in most courses. For a list of subjects or to schedule a tutoring session, go to the website:

<http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

and select the campus you would like to go to for tutoring or "Live Virtual Tutoring" for live online tutoring with an SPC tutor, then follow the link to the booking page.

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.

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 outlined in this syllabus by the Instructor.

Class Schedule – ENGL 1301 Summer II 2021

This schedule serves to outline the material/subject matter we will cover this semester. All major assignments will be accompanied by instructions detailing specific requirements and due dates via your Instructor and/or Blackboard. Please note that if there are readings or assignments due *on* a specific date, you need to be working on them and have them completed *before* they are due on the schedule.

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| <p>Week 1</p> | <p>Assignments Deadline</p> <p>Tues., July 13th</p> <p>12:00 P.M. Noon</p> <p><u>Underlined</u> assignments are due this week.</p> | <p>The following assignments for Week 1 must be completed/submitted by 12:00 P.M. Noon on Tuesday, July 13:</p> <ul style="list-style-type: none"> • <u>Course Syllabus Quiz</u> (unlimited attempts allowed until you make a 100) • Sign up for McGraw-Hill Account to access your Ebook and Connect Assignments • Review Chapters 1, 2, & 3 in your College Writing Skills Ebook. • <u>Complete Week 1 Connect assignments</u> • <u>Complete/Submit Journal 1</u> • Begin Essay 1 - Descriptive |
| <p>Week 2</p> | <p>Assignments Deadline</p> <p>Tues., July 20</p> <p>12:00 P.M. Noon</p> <p><u>Underlined</u> assignments are due this week.</p> | <p>The following assignments for Week 2 must be completed/submitted by 12:00 P.M. noon on Tuesday, July 20:</p> <ul style="list-style-type: none"> • Review Chapters 4, 8, & 22 in your College Writing Skills Ebook. • <u>Complete Week 2 Connect assignments</u> • <u>Complete/Submit Journal 2</u> • <u>Complete/Submit Essay 1</u> • Begin Essay 2 – Compare/Contrast |
| <p>Week 3</p> | <p>Assignment Deadlines</p> <p>Tues., July 27th</p> <p><u>Underlined</u> assignments are due this week.</p> <p>12:00 P.M. Noon</p> | <p>The following assignments for Week 3 must be completed/submitted by 12:00 P.M. on Tuesday, July 27:</p> <ul style="list-style-type: none"> • Review Chapters 5, 6, 13, & 23 in your College Writing Skills Ebook. • <u>Complete Week 3 Connect assignments</u> • <u>Complete/Submit Journal 3</u> • <u>Complete/Submit Essay 2</u> • Begin Essay 3 – Division/Classification |
| <p>Week 4</p> | <p>Assignments Deadline</p> <p>Tues., Aug. 3rd</p> <p><u>Underlined</u> assignments are due this week.</p> <p>12:00 P.M. Noon</p> | <p>The following assignments for Week 4 must be completed/submitted by 12:00 P.M. on Tuesday, Aug 3rd:</p> <ul style="list-style-type: none"> • Review Chapters 7, 15, & 25 in your College Writing Skills Ebook. • <u>Complete Week 4 Connect assignments</u> • <u>Complete/Submit Journal 4</u> • <u>Complete/Submit Essay 3 – DUE FRIDAY AUG 6th.</u> <u>Notice extension on Due Date for Essay 3 assignment.</u> <p><u>LAST DAY TO DROP SUMMER II COURSES -- Tues., Aug. 3rd</u></p> |

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| <p>Week 5</p> | <p>Assignments Deadline</p> <p>Tues., Aug. 10th <u>Underlined</u> <u>assignments are due</u> <u>this week.</u></p> <p>12:00 P.M. Noon</p> | <p>The following assignments for Week 5 must be completed/submitted by 12:00 P.M. on Tuesday, Aug 10th :</p> <ul style="list-style-type: none"> • Review Chapter 36 in your College Writing Skills Ebook. • <u>Complete Week 5 Connect assignments</u> • <u>Complete/Submit Journal 5</u> <p>ATTENTION: All assignments must be submitted by <u>12:00 P.M. on Tuesday, Aug. 10th</u> because grades are due tomorrow.</p> |
| | <p>Wed., Aug 11th</p> | <p>Last Day of the Semester - Congratulations, you have completed English Comp I in Summer II! Great job!</p> <p>Final grades due to the Registrar today.</p> |