

SYLLABUS FOR ENGLISH 1301 SUMMER, 2011 COMPOSITION I

Shaltras Flowers

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HOURS: *Schedule appointments with instructor.

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Textbooks: (Required) *Patterns for College Writing*. Kirszner. 11th Edition. 2010.

ISBN: 9780312601522

(Required) *Life is So Good*. Dawson. 2001. ISBN: 978014100168

Supplies: Dictionary; Portable data storage device ("flash"/"thumb," travel drive, etc.); notebook paper; pens; pencils and a pocket folder.

Course Rationale:

Course Description: English 1301 occupies a central place in the sequence of courses that make up the DCCCD writing program. All writing courses in the DCCCD emphasize the basics of writing, reading and thinking. Each course in the program is designed to help the student develop positive attitudes towards communication skills and towards themselves as writers. The skills developed in English 1301 are preparation for writing assignments in other college courses and for writing tasks in the work world. The same techniques can be utilized for term papers, essay tests, or position papers for courses in History, Biology, or Economics or for developing a clearly focused report for a supervisor or client. Learning to adjust your writing to various time constraints will help in coping with both essay tests and term papers and with the work reports.

DCCCD Core Curriculum Intellectual Competencies: 1) Reading: the ability to analyze and interpret a variety of printed materials—books, documents, and articles—above the 12th grade level 2) Writing: the ability to produce clear, correct, and coherent prose adapted top purpose, occasion, and audience—above the 12th grade level 3) Speaking: the ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience— above the 12th grade level 4) Listening: the ability to analyze and interpret various forms of spoken communication, possess sufficient literacy skills of writing and reading— above the 12th grade level 5) Critical thinking: the ability to think and analyze at a critical level 6) Computer literacy: the ability to understand our technological society and to use computer-based technology in communication, problem-solving, and acquiring information. **LEARNING OUTCOMES:** Students will have demonstrated the ability to read, write, and research at grade level (grade 13).

LEARNING OUTCOMES:

- To understand and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentation.
- To understand the importance of specifying audience and purpose and to select appropriate communication choices.
- To understand and appropriately apply modes of expression, such as, descriptive, expository, narrative, scientific, and self-expressive, in written, visual, and oral communication
- To participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding.
- To understand and apply basic principles of critical thinking, problem solving, and technical proficiency in the development of exposition and argument.

WRITING EXPECTATIONS: Will vary by assignment.

FINANCIAL AID STUDENTS: If you are receiving Financial Aid grants or loans, you must begin attendance in all classes. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you re-pay financial aid funds. Failure to contact the instructor will result in your name being submitted to the Financial Aid Office as a “non attendee.” *All students receiving financial aid must open an Email account through Net Mail.* (See directions in this syllabus for opening an Email account.) Students who fail to attend or participate after the drop date are also subject to this policy. **“W” Date:** The last day to withdraw from Fall 2011 classes is **November 17, 2011.** Withdrawing from a course is a formal procedure which **you** must initiate. The instructor cannot do it for you, except under the most extenuating of circumstances. *If you simply stop attending class you will receive a failing grade.* However, if you must miss class or if you are not able to complete the semester, you should contact the instructor first, since other arrangements are possible.

RELIGIOUS HOLIDAYS/OBSERVANCES: Students who will be absent from class for the observance of a religious holiday must notify the instructor in advance. Please refer to the college catalog section on *Student Responsibilities.*

EMERGENCY/INCLEMENT WEATHER PROCEDURE: In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College web page: **www.eastfieldcollege.com** for the Inclement Weather announcement under “Features” on the front page. **The announcement will be posted immediately following the decision to close the college.**

ADA SERVICES: If you are a student with a disability and/or special needs who requires ADA accommodations, please contact Eastfield College Disability Services Office at 972-860- 8348. For any testing accommodation, you must go through the EFC Disability Services Office.

PRINTING ON CAMPUS: Printing in the Computer Lab (L-108), Library, and Learning Assistance Center will cost 5 cents a page. Students must bring a \$1.00, \$5.00, \$10.00, or \$20.00 bill to the lab to create an account. Accounts must be created before attempting to print. No change is made in the lab. Once the money is in the bill acceptor, it cannot be retrieved. Cash refunds are not possible. Accounts stay active as long as the account has value.

CLASSROOM ENVIRONMENT: Since every student is entitled to full participation in class without interruption, all pagers, cell phones, electronic games, radios, tape or CD players or other devices that generate sound must be turned off when you enter the classroom.

Disruption of class whether by late comers, noisy devices, or inconsiderate behavior will not be tolerated. Repeated violations will be penalized and may result in expulsion from the class. Sexual Harassment: Eastfield College has a zero tolerance policy on sexual harassment. All students shall report complaints of sexual harassment informally to the college Human Resources Director or formally to the Vice Chancellor of Educational Affairs.

ACADEMIC HONESTY: The purpose of the Student Code of Conduct is to provide educational guidelines for the teaching environment of The Dallas County Community College District. Such an environment presupposes both rights and responsibilities. Disciplinary regulations at the college are set forth in writing in order to give students general notice of prohibited conduct. Students should be aware of disciplinary actions for all forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion.

Plagiarism: “To use and pass off as one’s own the ideas or writings of another.” Three or more words taken in sequence from someone else that are not in quotes with the source identified are considered plagiarism. Please see the special attachment ***Plagiarism will result in failure in the specific paper assigned. Any additional plagiarism on future papers will result in failure of the course. Please see the amended attachment - you will sign the attachment so that this section is fully understood.***

TEST REVIEW MATERIAL:

If you attend class, this will not be necessary. **INCOMPLETES:** *A grade of “I” will be issued only under extremely extenuating circumstances.* My experience has been that an “I” is usually a deferred “F.”

OBTAINING YOUR GRADES AT THE END OF THE SEMESTER:

Grades are no longer mailed. Convenient access is available online or by telephone. Use your student identification number when you log in to e-Connect or call the DCCCD Touch Tone Services.

Web site address: <http://econnect.dccd.edu/>

Telephone number: **972-613- 1818.**

STUDENT E-MAIL: Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send your papers as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. The account is free. You may set it up by going to **www.dccd.edu** and click on Student Services, Online Services, and Student NetMail. All students receiving financial aid must open a student NetMail account.

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You will complete 6 papers in this class. The first 5 papers will be graded on a 0-10 scale. Paper 6 is worth 20 points. You will have weekly quizzes, but only 6 (@ 5 points each) will go toward your final score. At the end of the course, we add up the score. **There is no "averaging."** **The total number of points gained will comprise the grade.** Instructions for each paper will be given as we work with the individual assignments. **Each paper must be completed before you begin the next paper.**

GRADING SCALE:

A= 90-100 B= 80-89 C = 70-79 D = 60-69 F = < 60

Week 1

8/29/11 - 9/2/11

(Chapter 2)

Week 2

9/5/11 - 9/9/11

(Chapter 1)

Week 3

9/12/11 - 9/16/11

(Chapter 7)

Week 4

9/19/11 - 9/23/11

(Chapter 4)

Week 5

9/26/11 - 9/30/11

(Chapter 3)

Week 6

10/3/11 - 10/7/11

(Chapter 8)

Week 7

10/10/11 - 10/14/11

(Chapter 5)

Week 8

10/17/11 - 10/21/11

(Chapter 9)

Week 9

10/24/11 - 10/28/11

(Chapter 6)

Week 10

10/31/11 - 11/4/11

(Chapter 10)

Week 11

11/7/11 - 11/11/11

(Chapter 13)

Week 12

11/14/11 - 11/18/11

(Chapter 11)

Week 13

11/21/11 - 11/25/11

(Chapter 12)

Life Is So Good

Week 14
11/28/11 - 12/2/11
(Chapter 14)
Life is So Good

Week 15
12/5/11 - 12/9/11
(Chapter 15)

Week 16

FINAL PAPER PREPARATION AND COMPLETION