COURSE SYLLABUS
SUMMER II 2012

English 1302.4400 Online
Composition II

Instructor: Shazia Ali, Ph.D
Office: G216
Phone: (972) 391-1067
Email: shazia.ali@dcccd.edu

OFFICE HOURS: 
By Appointment.

COURSE DESCRIPTION: English 1302: Composition II (3 credit hours)
Prerequisite: English 1301 and have met Texas Success Initiative (TSI) standard in Reading and Writing.

In this course students refine the writing, research, and reading skills introduced in English 1301. A related goal is the development of critical thinking skills. Writing assignments emphasize argumentation and persuasion. Students will also write a formal research paper. (3 Lec.)

Coordinating Board Academic Approval Number 2304015135

REQUIRED TEXTBOOKS:

ISBN: 9780205617449

English 1302 Student Learning Outcomes
Upon successful completion of this course, students will:
1. Demonstrate knowledge of individual and collaborative research processes.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

WRITING EXPECTATIONS: Students will compose essays that adhere to grammatical and stylistic standards of academic American English and that follow Modern Language
Association (MLA) style. Essays will need to adhere to stylistic, topic, and length requirements designated for each assignment. Essays will be graded according to students’ ability to follow specific assignment guidelines, grammatical instruction, and MLA style requirements.

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 repay 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 NetMail. See directions in this syllabus for opening an Email account.

ACADEMIC HONESTY & PLAGIARISM

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog at http://www1.dcccd.edu/cat0506/ss/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. Cheating includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. Plagiarism is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. Collusion is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

In any written paper, you are guilty of the academic offense known as plagiarism if you partially or entirely copy the author’s sentences, words. For such an offense, a student will receive a zero on the assignment and can receive an F for the course. You cannot mix the author’s words with your own or “plug” your synonyms into the author’s sentence structure. To prevent unintentional borrowing, resist the temptation to look at the source as you write. The author’s words, phrases, sentences must be put in your words, in your way of writing. When you do this, you are demonstrating the ability of understanding and comprehension. If you summarize, paraphrase or directly quote from an author, you must use the appropriate documentation because the ‘idea(s)’ still belong to the author.

Please be advised that academic dishonesty and plagiarism are serious issues that may result in serious consequences. Students should be aware that they are responsible for their behavior concerning these issues. This class will adhere to the student’s “Responsibility” as detailed in the DCCCD district-wide statement and the Eastfield College Student Code of Conduct explained in the Eastfield College and district catalogs or on-line at the district website.
Consequences for Academic Dishonesty and/or Plagiarism: Any student in this English 1302 class found guilty of cheating on an examination or of Plagiarism (using the definitions given for both terms in the attached document, student “Responsibility”) will receive one or more of the following penalties:

- The grade of zero (0) on that particular assignment.
- A course grade of F (depending on the severity of the student’s dishonesty or plagiarism).
- The professor may request that the student drop the class.

“W” DATE: Check the Academic Calendar for last day to drop in the course. Failure to officially withdraw from this course by this date will result in a performance grade being assigned, and usually this grade is an F or an N.

STOP BEFORE YOU DROP!! For students who enrolled in college-level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. The Eastfield College Advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access the following weblink: https://www1.dcccd.edu/coursedrops.

EVALUATION: In this course, grades will be based on each student’s performance on all assignments. For the essays, please refer to the attached grading criteria that details how grades are assigned. Grades given for daily activities will be based on the purpose and nature of the assignments. We will use the following letter/number grades:

A = 90 — 100  
B = 80 — 89  
C = 70 — 79  
D = 60 — 69  
F = 59 or below with regular class attendance throughout the semester  
N = given to students who do not attend class regularly yet remain registered in the course. The “N” will affect the student’s ability to receive financial aid.

COURSE/ASSIGNMENTS GRADES Assignments will be evaluated using the following point values:

- 10 Discussion Boards @ 10 pts each ------------ 100
- 10 Quizzes @ 10 pts each --------------------- 100
- 10 Journals @ 30 pts each ------------------- 300
- 3 Essays @ 100 pts each ---------------------- 300
- 2 Timed Writing @ 100 pts each -------------- 200

Total Points --------------------------------- 1000
**GRADING CRITERIA:**

All assignment grades will be determined using the following grading criteria:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>The A assignment is superior. The purpose of the assignment is fully achieved. It demonstrates mastery of the assigned task and diligence in its presentation.</td>
</tr>
<tr>
<td></td>
<td>The writer has carefully followed all directives given by the instructor.</td>
</tr>
<tr>
<td></td>
<td>The assignment is clearly presented in the appropriate manner (i.e., the assigned argumentative strategy).</td>
</tr>
<tr>
<td></td>
<td>The assignment is exemplary in that it has a well-formed and well-organized content.</td>
</tr>
<tr>
<td></td>
<td>Ideas show evidence of careful reasoning. They are well-developed with specific supporting details.</td>
</tr>
<tr>
<td></td>
<td>If the assignment calls for research, it is done and presented thoroughly and effectively.</td>
</tr>
<tr>
<td></td>
<td>All grammatical and stylistic elements of writing are done with care and precision.</td>
</tr>
<tr>
<td></td>
<td>Sentence structure is varied and precise with no major errors.</td>
</tr>
<tr>
<td></td>
<td>Any supporting materials, required or included, demonstrate excellence in planning and presentation.</td>
</tr>
<tr>
<td>B</td>
<td>The B assignment demonstrates a good attempt to perform the assigned task. The purpose is mostly achieved.</td>
</tr>
<tr>
<td></td>
<td>The writer has followed all or most of the directives given by the instructor.</td>
</tr>
<tr>
<td></td>
<td>The assignment is presented in the appropriate style (i.e., the assigned argumentative strategy).</td>
</tr>
<tr>
<td></td>
<td>The assignment has good organization and exhibits a good attempt at formation of content.</td>
</tr>
<tr>
<td></td>
<td>Ideas show good reasoning and development, with many details included, but some aspects of development and/or reasoning may be slightly uneven.</td>
</tr>
<tr>
<td></td>
<td>If the assignment calls for research, it is done and presented thoughtfully and carefully.</td>
</tr>
<tr>
<td></td>
<td>Most of the grammatical and stylistic elements of writing are done well, but a few minor or perhaps even a major error exists.</td>
</tr>
<tr>
<td></td>
<td>Sentence structure is concise and mostly free of errors.</td>
</tr>
<tr>
<td></td>
<td>Any supporting materials, required or included, demonstrate a good effort in planning and presentation.</td>
</tr>
<tr>
<td>C</td>
<td>The C assignment demonstrates an acceptable attempt to perform the assigned task. The purpose of the assignment is performed satisfactorily.</td>
</tr>
<tr>
<td></td>
<td>The writer has followed most or some of the directives given by the instructor.</td>
</tr>
<tr>
<td></td>
<td>The assignment is presented in the appropriate style (i.e., the assigned argumentative strategy).</td>
</tr>
<tr>
<td></td>
<td>The assignment has satisfactory organization and formation of content.</td>
</tr>
<tr>
<td></td>
<td>Ideas show acceptable reasoning, but development is general with only a few specifics.</td>
</tr>
<tr>
<td></td>
<td>If the assignment calls for research, it is done and presented in a satisfactory manner.</td>
</tr>
<tr>
<td></td>
<td>Some of the grammatical and stylistic elements of writing may be done well, but often multiple errors exist.</td>
</tr>
<tr>
<td></td>
<td>Mostly, sentences are free of errors, but some structures may be troubled.</td>
</tr>
</tbody>
</table>
Any supporting materials, required or included, demonstrate a satisfactory effort in planning and presentation.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Definition</th>
</tr>
</thead>
</table>
| D Poor | The D assignment demonstrates a poor attempt to perform the assigned task. The purpose of the assignment is performed in a limited or partial manner.  
- The writer has followed some of the directives given by the instructor.  
- An attempt is made to appropriately present the assignment (i.e., the assigned argumentative strategy), but sometimes the style is only partially formed.  
- The assignment has deficient organization, and formation of content is lacking in some manner, i.e. depth of understanding, coherence, unity.  
- Some ideas may show an attempt to reason, but development is general to poor with few specifics.  
- If the assignment calls for research, it is usually lacking.  
- Some of the grammatical and stylistic elements of writing may be done acceptably, but errors exist and may impede meaning.  
- Some sentences are free of errors, but some structures may be troubled.  
- Supporting materials, required or included, demonstrate an effort in planning and presentation but may be limited in scope or in understanding or good judgment. |
| F Failing | The F assignment demonstrates an unacceptable attempt to perform the assigned task. The purpose is not achieved.  
- The writer might have followed some of the directives given by the instructor.  
- The writer might attempt to appropriately present the assignment (i.e., the assigned argumentative strategy).  
- The assignment may have organization and formation of some type of content.  
- Many ideas lack reasoning and development.  
- If the assignment calls for research, it may be lacking or nonexistent.  
- Some grammatical and stylistic elements of writing may be done well, but errors often exist and may impede meaning.  
- Some sentences are free of errors, but some structures may be troubled.  
- Any supporting materials, required or included, demonstrate minimum effort, and often planning and/or presentation are nonexistent. |

**Regarding Late Assignments:** Deadlines are a part of the professional world and of life. Therefore, all unexcused late work will receive a penalty. If you are having trouble with an assignment or have another problem, please notify me as soon as possible so that we can make other arrangements.

**ATTENDANCE:** Since this is an online class I will not be taking attendance. But I will be checking from my end how often you are logging into the class and your timely work will constitute towards good attendance.

**ONLINE CLASSROOM ENVIRONMENT:** The academic environment is a serious one and
is not a “party” atmosphere. Students in this class are expected to behave with decorum and courtesy to the professor and to all their fellow course students. Bad behavior will not be tolerated. Students who choose to behave inappropriately will be taken out of the online class and may not return until they have met with the professor to discuss inappropriate behavior and methods for improving in-class behavior. In addition, students exhibiting inappropriate behavior may be asked to drop the class.

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.edu) or the Inclement Weather announcement under the Features area of the front page. The announcement will be posted on the Eastfield College website immediately following the college president’s decision to close the college.

REPEATABILITY ISSUE: Pending legislative action and DCCCD Board approval, effective for Fall Semester 2005, the Dallas County Community Colleges will charge a higher tuition rate to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in higher tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. For complete information and updates, go to the following online address: http://www.dcccd.edu/ThirdCourseAttempt/.

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. Set up your email immediately by going to www.dcccd.edu and click on Student Services, Online Services, and Student NetMail. All students receiving financial aid must open a student NetMail account.

RELIGIOUS HOLIDAYS/OBSERVANCES: I respect your religious rights, and I will gladly work with you so that you may observe your religious holy days. Students who will be absent from class for the observance of a religious holiday not covered in the DCCCD holiday schedule must notify me in advance so that we may do any necessary rescheduling for test and/or assignment deadlines. Please refer to the college catalog section on “Student Responsibilities.”

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.
INCOMPLETES: Incompletes are reserved for emergency situations only. Students who request an incomplete must have proof of an emergency extenuating circumstance and must have the majority of course work completed. (Please do not request an incomplete if you have not done well on a particular assignment or on your course grade.)

OBTAINING YOUR GRADES AT THE END OF THE SEMESTER: Eastfield College is doing its part to be green. Grade reports are no longer mailed. Convenient access is available online or by telephone. Just use your student identification number when you log in to e-Connect or call DCCCD Touch Tone Services. Website address: http://econnect.dcccd.edu/. Telephone number: 972-613-1818. Please—do not email the instructor to ask for your semester grade.

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.
English 1302, Online  
Summer II 2012  
Course Schedule

July 9 (M)  Classes Begin  
July 12 (R)  4th Class Day  
August 2 (R) Last Day to Withdraw with a Grade of "W"  
August 9 (R) Final Exams  
August 9 (R) Summer Session II Ends

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Assignment Due</th>
<th>Points</th>
</tr>
</thead>
</table>
| 7/10   | Tuesday| Orientation Quiz 1   
Discussion Board 1  
Journal 1         | 10     |
| 7/13   | Friday | Discussion Board 2 & 3  
Quiz 2 & 3   
Journal 2 & 3  
Begin Working on Essay 1 | 20     |
| 7/16   | Monday | Continue Working on Essay 1  
Discussion Board 4 & 5  
Quiz 4 & 5   
Journal 4 & 5 | 0      |
| 7/19   | Thursday| Submit Essay 1   
Begin Working on Essay 2 | 100    |
| 7/23   | Monday | Discussion Board 6 & 7  
Quiz 6 & 7   
Journal 6 & 7  
Continue Working on Essay 2 | 20     |
| 7/25   | Wednesday| Submit Essay 2   
Begin Working on Essay 3 (Final Research Paper) | 100    |
| 7/27   | Friday | Discussion Board 8 & 9  
Quizzes 8 & 9  
Journals 8 & 9 | 20     |
| 7/30   | Monday | Timed Writing 1 | 100    |
| 8/3    | Friday | Submit Essay 3 (Final Research Paper)  
Discussion Board 10  
Quiz 10   
Journal 10 | 100    |
<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8/6</td>
<td>Monday</td>
<td>Timed Writing II</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Points Possible</td>
<td>1000</td>
</tr>
</tbody>
</table>

*** All work can be completed before the due dates listed on the calendar.