Eastfield College
Arts and Communications Division
Spring 2015
ENGL 1302.43281, 1302.43282, 13023.43283
3 Credit Hours

Instructor: Jennifer Conway
Room: G207
Days/Times: M-F (3 credit hrs)

Contact Information:
Office: C236
Phone: 972-391-1047
Email address: JenniferConway@dcccd.edu
Hours Available: by appointment


Course Description:
ENGL 1302: Composition II
2014 Core Curriculum Foundational Component Area: 010 Communications
Course Description: Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. (3 Lec.) Coordinating Board
Academic Approval Number 23.1301.51 12

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.)

**Core Objectives:**
ENGL 1302 develops the following Core Objectives:

- **Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
- **Communication** - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication.
- **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.

**Core Objective Development Statements:**
ENGL 1302 demonstrates **Communication** by requiring students to produce a clearly written research-based argumentative/persuasive college-level essay.
ENGL 1302 demonstrates **Critical Thinking** by requiring students to use effective research strategies, in the evaluation of sufficient, reliable, evidence-based library information sources to be incorporated into a research essay.
ENGL 1302 students demonstrate **Teamwork** through peer editing and peer review of research essay drafts and through the collaborative exploration of English components including logic, ethics, merit, credibility, synthesis, grammar, punctuation, etc., prior to final essay submission.
ENGL 1302 develops **Personal Responsibility** by requiring students to write multiple drafts, follow student codes of conduct in regards to plagiarism in the research essay writing process (e.g., summarizing, paraphrasing, directly quoting, parenthetical in-text citing, etc.), and to practice academic honesty as a standard for their academic rigor and a representation of themselves.

**Evaluation Procedures:** Assignments will be composed of quizzes, participation and discussion boards, a presentation, formal essays, and a research project.

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<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Daily Participation and Discussion Boards</td>
<td>20%</td>
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<tr>
<td>Quizzes</td>
<td>20%</td>
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<tr>
<td>Argumentative Essays #1, #2, #3</td>
<td>20%</td>
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<tr>
<td>Daily Assignments</td>
<td>20%</td>
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<tr>
<td>Research Paper</td>
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<td><strong>Total:</strong></td>
<td><strong>100%</strong></td>
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“I” Grades: I only use the grade of incomplete for cases involving extenuating circumstances.

**Grading Scale:**

A=90-100   B=80-89   C=70-79   D=60-69   F=0-59
**Attendance Policy:** You are expected to be in **attendance** for every class meeting, on time, with text and materials, and prepared to participate. Please read the following carefully.

a. Tardy is tardy.
b. Three tardies constitute one absence.
c. No more than two absences are permitted—excused, unexcused, emergencies or not—two are permitted. More than two absences will result in a **deduction of five points** from your final average for each subsequent absence.
d. Late arrivals or early departures in excess of ten minutes count as absences.
e. If you are absent, you will lose your final exam exemption in my course.

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**Course Outline:**

<table>
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<tr>
<th>Week 1</th>
<th>1/20-1/24</th>
<th>Syllabus, Intros, NetMail, eCampus, Notes—Rhetoric, Rhetorical Situation, Rhetorical Techniques and examples, Appeals HW Reading: pg 1-6, 10-14, 17-19—Argument, Appeals, Rhetoric</th>
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<td><strong>Quiz #1</strong>—HW Reading (50%); Email from NetMail (25%) prior to class; Log onto Blackboard class pg (25%) prior to class Examples of Appeals and Techniques Discussion Board #1: Rhetorical Analysis of a Song—due by midnight Sat 1/26; focus on formal style/tone</td>
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<td><strong>Quiz #2</strong>—HW Reading Claims and Support Review Claims and Support Lecture—Logic and Logical Fallacies HW: Reading for quiz next time: Logic and Logical Fallacies—Chapter 10 pp 272-303</td>
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<td>Week 3</td>
<td>2/3-2/7</td>
<td><strong>Quiz #3</strong>—Logic and Logical Fallacies Arg Essay #1 Assignment—Using the Library Databases Paper Drafting HW Reading: Recognising and Avoiding Plagiarism pp 350-357</td>
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<td><strong>Quiz #4</strong>—Avoiding Plagiarism Paper Revision/Checklist Discussion Board #2—Peer Editing of Arg #1—due by midnight Sat 2/9 Arg Essay #1 due by midnight Mon 2/11, posted to SafeAssign</td>
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<td>Week 4</td>
<td>2/10-2/14</td>
<td>Arg Essay #2 Assignment—Course of Action Food, Inc. viewing Complete Food, Inc. Discussion; Essay ideas HW: Go to the Library—check out a book source and bring to class next time</td>
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<td>Week 5</td>
<td>2/14-2/21</td>
<td>Paper Drafting Making your Work Cited DB #3—Intro and one paragraph from Arg #2 (and peer replies) due by midnight Sat 2/23 NO School—Staff Development</td>
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<td>Week 6</td>
<td>2/24-2/28</td>
<td>Paper Revision/Checklist Arg #2 due by midnight Wed 2/27, uploaded to SafeAssign</td>
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<td>Week</td>
<td>Dates</td>
<td>Assignment Details</td>
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| Week 7 | 3/3-3/7 | Arg Essay #3 Assignment—Claim of Policy; use of online image; responsible use of online sources  
Use of Images—Rhetorical Analysis of Advertisements/Commercials; pp 240-68  
Examining Logical Fallacies  
HW: Begin paper drafting; **find** and **bring** an ad for class on Tuesday  
Ad analysis presentations  
Finding an online image; Citing Images  
DB #4—Justifying Your Image Choice—due by midnight Wed 3/6  
Paper Revision/Checklist  
Arg Essay #3—due by midnight Sat 3/9; posted on SafeAssign |
| Week 8 | 3/10-3/14 | MLA Week—format and documentation  
Practicing Parenthetical Documentation  
HW Reading: pp 350-357  
Examining Logical Fallacies  
Quiz #5—Parenthetical Documentation  
Corrections—Format, Works Cited, Parenthetical Documentation  
**Corrections due by midnight Sat 3/16**  
Spring Break |
| Week 9 | 3/24-3/28 | Organization Week—Thesis and Topic Sentences  
Revising thesis and TS for strength and precision  
Paper organization  
**Corrections—due by midnight Sat 3/30**  
Organization corrections continued  
Other mechanical/grammatical issues |
| Week 10 | 3/31-4/4 | Sentence Structure Week—Fragments, Run ons, Sentence Variation, and Mechanics  
Review of clauses, conjunctions, and sentence structure  
**Corrections due by midnight Sat 4/6**  
Organizational corrections continued  
Other mechanical/grammatical issues |
| Week 11 | 4/7-4/11 | Argumentative Essay #2 Presentations  
Argumentative Essay #2 Presentations continued  
Research Paper Assignment and Proposal  
Quiz #6—Research Proposal Due by midnight Mon 4/15 |
| Week 12 | 4/14-4/18 | Research: Notetaking suggestions/options  
Practice Notetaking/Direct Quotes/Paraphrasing  
Practice Embedding of Quotes  
HW: Library—check out three print sources  
LAST DAY TO WITHDRAW WITH A “W”  
Library Database Research  
Making an **Annotated Bibliography**  
DB #5—Source Exchange—due by midnight Sat 4/20  
Research/Library Day  
Paper Conferences by appointment  
Continue making **Annotated Bib** |
| Week 13 | 4/21-4/25 | Research/Library Day  
Paper Conferences by appointment  
Continue making **Annotated Bib** |
| Week 14 | 4/28-5/2 | Paper Drafting  
Evaluating Credibility of Electronic (and Print) Sources |
| Quiz #7—Annotated Bibliography, due by end of class (counts as quiz grade) |
| Quiz #8—Evaluating Sources—bring sources |
| Making your WC draft—bring all six (minimum) sources to class |
| Quiz #9—Research Works Cited—due by midnight Sat 5/4 (counts as quiz grade) |

| Week 15 5/5-5/9 |
| Research Organisation |
| Paper Drafting |
| Paper Conferences |

| Week 16 5/12-5/15 |
| Research Project Due—uploaded to SafeAssign PRIOR to the END of class during Final Exam time 5/16 9:00-10:50am |

Classroom Etiquette: Since all students in the class are entitled to participation in a class devoid of interruption, all cell phones, MP3 players, electronic games, CD players, laptops, recorders, or other electronic devices (for personal, not class use) must be turned off and put away (not on your desk/in your lap) when class commences. Any disruption of class, whether by inconsiderate behavior, electronic devices, or late arrivals will not be tolerated. Repeated violations will be penalized and may result in expulsion from the class. Refer to student code of conduct, pp. 237-248 in the EFC catalogue or the online version of the EFC webpage.

ACADEMIC HONESTY & PLAGIARISM—English Departmental Policy
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 or words without quotation marks. For such an offense, a student will receive a zero on the assignment and could even 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, unless you are using a direct quote. 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.

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 (https://www1.dcccd.edu/cat0608/ss/code.cfm).

**Consequences for Academic Dishonesty and/or Plagiarism:** Any student in this English class found guilty of cheating on an examination or of Plagiarism (using the definitions given for both terms in the attached document) 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.

**INSTITUTIONAL POLICIES**

**DROP / WITHDRAWAL POLICY AND SEMESTER DROP DATE**
If you are unable to complete this course, it is your responsibility to withdraw. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. You must withdraw through the Admissions/Registrar’s Office (C119) in person or by mail by April 16, 2015. You may also withdraw through eConnect. Failure to withdraw before the deadline will result in receiving a performance grade, usually a grade of “F.” You will receive a “W” (“Withdraw”) in each class dropped. A “W” shows up on your transcript BUT does not hurt your GPA.

***STOP BEFORE YOU DROP: THE 6 DROP RULE***
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 six courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated six 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: https://www1.dcccd.edu/coursedrops.

**DISTRICT THIRD ATTEMPT POLICY/ REPEATING A COURSE**
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. More information is available at:
http://www.dcccd.edu/Current+Students/Paying+for+College/Third+Course+Attempt/.

FINANCIAL AID STATEMENT
If you are receiving Financial Aid grants or loans, you must begin attendance in all classes. Do not withdraw or stop attending any class without first consulting the Financial Aid Office (C237). Non-attendance or withdrawals may affect your eligibility to receive further financial aid and could cause you to be in a position of repayment for the current semester. Also, students who do not withdraw from a class but fail to attend or participate after the drop date are also subject to this policy, that is, may be in a position of repayment for the current semester.

TEXAS SUCCESS INITIATIVE (TSI)
The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student's basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college level classes. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. Additional information is available at
https://www1.dcccd.edu/cat0506/admiss/tsi_requirements.cfm.

ADA STATEMENT—STUDENTS WITH LEARNING, MENTAL, OR PHYSICAL DISABILITIES
Students requesting accommodations due to the presence of a disability must identify themselves in a timely fashion and demonstrate/document the need for accommodation through the Disability Services Office (DSO). For information regarding the rights and responsibilities of students with disabilities, contact (DSO) at (972) 860-8348 voice/TDD.

FAMILY EDUCATIONAL RIGHTS and PRIVACY ACT of 1974 (FERPA)
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are
acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

ACADEMIC HONESTY POLICY/CODE OF CONDUCT
Academic honesty is expected, and integrity is valued in the Dallas County Community College District. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but it 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. More information is available at https://www1.dcccd.edu/cat0406/ss/code.cfm. In this course, violators of the Academic Honesty Policy will receive an “F” for the work done under academic dishonesty and cannot be made up.

PRINTING ON CAMPUS
Printing in the Computer Lab (L108), Library, and Learning Assistance Center (LAC) will cost 10 cents a page. You must bring a one, five, ten, or twenty dollar bill to the lab to create a print account before you can print. No change is made in the lab. Once the money is in the bill acceptor, it cannot be retrieved. No cash refunds are possible. An account stays active (and therefore, you can print) as long as the account has value (that is, has money in it).

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.

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 assignments/drafts 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 https://www1.dcccd.edu/netmail/activate.cfm All students receiving financial aid must open a student NetMail account. You can check your NetMail by going to http://www.dcccd.edu/netmail/home.html

INCLEMENT WEATHER STATEMENT
In the event there is inclement weather that affects regular scheduled classes and events on the Eastfield College campus, the Dallas County Community College District and Eastfield College web pages will display a notification of any closings or delays. If there is no notice of changes or delays, then classes are in session as usual. You also may refer to announcements on major television and radio stations (like KEOM-FM radio 88.5) in the event that the DCCCD or Eastfield College Internet sites cannot be accessed.

OBTAINING GRADES AT THE END OF THE SEMESTER
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. Web site address: http://econnect.dcccd.edu/. Telephone number: 972-613-1818.
DISCLAIMER RESERVING RIGHT TO CHANGE SYLLABUS/COURSE SCHEDULE

The instructor reserves the right to amend this syllabus as necessary.