ENGL 1302 Syllabus
North Lake College

Instructor Information
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Office Location: H303 and North Campus
Office Hours: By appointment via Google Meet
Division Office and Phone: Liberal Arts, A310, (972) 273-3480

Course Information
Course Title: Composition II
Course Number: ENGL 1302
Section Number: 70427 / 70428
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: Online Only
Certification Date: Monday, March 30, 2020
Last Day to Withdraw: Friday, May 1, 2020

Course Prerequisites
Successful completion of ENGL 1301

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. Coordinating Board Academic Approval Number 2313015112

Student Learning Outcomes
ENGL 1301 supports the following learning outcomes from the Texas Higher Education Coordinating Board (THECB):

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., MLA, CMS, APA, etc.)

All essays in this course comply with the three learning outcomes from the Texas Higher Education Coordinating Board (THECB):

1. Participate in a group activity that requires research, data collection, and reflection, using the departmental assignment and/or the professor-approved list of tasks and questions. Students will demonstrate 75% proficiency. [P.L. 1, 2, 3, 4; C.L. 1, 4, 5]
2. Complete a visual interpretation, analysis, or synthesis project in standard written American English. Specific occasion, audience, and purpose are clearly outlined. Students will demonstrate 70% proficiency as measured by the Visual Communication Rubric. [P.L. 3, 4, 5; C.L. 1, 3, 4, 5]
3. Compose multiple drafts before submitting a developed research-based argument essay using proper research and substantiation. Research is delivered in standard written American English. Specific occasion, audience, and purpose are clearly outlined. Students will demonstrate 75% proficiency as measured by the English Research Rubric. [P.L. 1, 2, 3, 4; C.L. 1, 2, 3, 4, 5]

Texas Core Objectives
The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the activities you engage in will give you the opportunity to practice two or more of the following core competencies:

1. **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. **Communication Skills** - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication
3. **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. **Personal Responsibility** - to include the ability to connect choices, actions, and consequences to ethical decision-making
6. **Social Responsibility** - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Required Course Materials
There are no materials that you are required to purchase for this class. Your textbook will be freely available online, and we will use free software throughout the course. You will find the textbook inside our Blackboard course.
Graded Work
The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

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<thead>
<tr>
<th>Summary of Graded Work</th>
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<tbody>
<tr>
<td>Assignments</td>
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<tr>
<td>Getting Started Assignments</td>
</tr>
<tr>
<td>Unit 1 Essay Final Draft</td>
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<tr>
<td>Unit 2 Essay Final Draft</td>
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<tr>
<td>Unit 3 Essay Final Draft</td>
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<tr>
<td>Final Exam</td>
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<td>TOTAL: 1,000+ points</td>
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<table>
<thead>
<tr>
<th>Final Grade</th>
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<tbody>
<tr>
<td>Points</td>
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<tr>
<td>900-1,000</td>
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<tr>
<td>800-899</td>
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<td>700-799</td>
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<td>600-699</td>
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<td>0-599</td>
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Description of Graded Work
Getting Started Assignments: A series of 4 basic assignments that will get you set up to turn in essays during the semester.

Unit 1 Essay: A visual analysis essay.

Unit 2 Essay: A research essay.

Unit 3 Essay: A literary analysis essay.

Final Exam: Exam that will test your knowledge of course concepts.
Late Work Policy
I don’t accept late work; any essay not submitted by its deadline will not receive credit. If you have extreme extenuating circumstances (personal hospitalization, immediate family hospitalization, death in the family), talk to me as soon as possible, and we will work something out. Procrastination and voluntary obligations are not extenuating circumstances. I reserve the right to ask for documentation. I do not accept e-mailed essays or those turned in to my mailbox unless it is an emergency situation or Turnitin is down.

You must submit your assignments essays through Turnitin; I do not accept e-mailed essays or those turned in to my mailbox unless it is an emergent situation or Turnitin is down. Follow the submission instructions in the assignments. Any assignment received outside of Turnitin without prior approval will receive a zero.

Other Course Policies

Course Components and Evaluation
In order to earn a passing grade of C you must complete assignments at a minimal level of proficiency. Higher grades will require a more noteworthy performance on your part. As we go through the course we will review the specific criteria for each assignment.

You can expect that submitted work will be returned to you with grades and comments within two weeks, excluding weekends. In the event that there is a grading delay, I will notify you via email.

All formal written work is expected to be typed. All final papers must be turned in to Turnitin and be formatted according to MLA standards, or they are not complete and your grade will be penalized. Papers not submitted to Turnitin will not be graded. All essays containing research must subscribe to and use MLA 8th Edition (2016); MLA 7th Edition is not acceptable. Using the wrong MLA edition will result in a grade penalty on your final drafts.

All paper assignments will be covered in detail well before they are due. If you ever have questions about an assignment, please ask. I would rather spend time helping you understand an assignment before it is due than receiving work that does not meet the assignment requirements. You may submit a rough draft via email with specific questions you have about your draft up to noon the Friday before the final draft is due. You may also show me drafts at any stage of development, or talk to me about your plans for an assignment to see if you are on the right track, or to ask for help.

Classroom Etiquette
Each student is required to participate in class. In any classroom situation that includes discussion and critical thinking, there are bound to be many differing viewpoints. These differences enhance the learning experience and create an atmosphere where students and instructors alike will be encouraged to think and learn (and are kind of the point of higher
education). We may disagree sometimes, but we will always be respectful of one another—I will accept nothing less.

**Policy on Extra Credit and Grade Begging**
I am not required to offer you extra credit, and I generally will not. If I choose to offer extra credit, you will be notified of it via Blackboard and email and should do it if you feel that your grade may be borderline at the end of the term. In fact, it’s best to do the extra credit just in case.

Depending on how you do in the class, you may be inclined to send an email near the end of the term asking for extra credit, a few extra points, for your grade to be rounded up, etc. Do not do this. Any student who sends an email with this kind of request will immediately and irreversibly lose five points on his/her overall course grade (in other words, the reverse of what you want to happen).

**Academic Dishonesty Policy**
Plagiarism is using the words or ideas of another person without giving that person credit. Your professor and North Lake College takes plagiarism very seriously. Plagiarism is the wrongful act of taking the product of another person’s mind and presenting it as your own.

It may take these forms:
- Cutting and pasting, summarizing, or paraphrasing information from any source—including the internet--into a paper without credit to the source
- Copying a direct quotation without putting it in quotation marks and giving credit to the source
- Paraphrasing another person’s ideas without giving credit
- Buying papers from websites or other people
- Submitting your own essays that have been written/submitted to other classes or previous classes; **You may not submit assignments used for other classes or previous ENGL classes.**
- Submitting someone else’s paper as your own
- This gives the impression that you have written or thought something that you have in fact borrowed from another without any acknowledgement.

On essays where research is required, you must adhere to current (2016; 8th Ed.) MLA documentation practices (i.e. internal documentation through parenthetic references/attributions and external documentation through a works cited page). If you have questions regarding this expectation/material, discuss them with me.

The penalty for plagiarism—regardless of how much or little you plagiarize—is as follows:
- **First offense** - failure of the assignment without ability to makeup
- **Second offense** - failure of the course and further notification to college authorities

If you cheat, you will fail. Questions? Let me know. If you find yourself confused or in need of assistance, you are responsible for emailing me to get the help you need. I am happy to help you,
but I can only do so if you reach out. Let me help you before you make a bad decision and fail the class.

**Institutional Policies**

Institutional Policies relating to this course can be accessed using the link below. These policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

North Lake Institutional Policies (http://www.northlakecollege.edu/syllabipolicies)

**Course Schedule**

The following is a tentative course schedule. **All assignments listed below are REQUIRED.** I reserve the right to make changes to this schedule.

If you would like to receive reminders about due dates via text or push notification, sign up for Remind. To sign up, do the following:

- **For text messages:** Text the message @1302dl to the number 81010.
- **For push notifications:** On your phone, open your web browser and visit our Remind link to get started. Follow the instructions to sign up; you’ll be prompted to download the mobile app.

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Assignments and Due Dates</th>
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<tbody>
<tr>
<td>2-3</td>
<td><strong>On eCampus:</strong>&lt;br&gt;Unit 1 Introduction&lt;br&gt;Unit 1 Assignment Instructions&lt;br&gt;Unit 1 Readings &amp; Videos&lt;br&gt;<strong>Unit 1 Covers Textbook Chapters:</strong> Chapters 1-4, 23-26, and 29-30</td>
<td>● <strong>Unit 1 Final Draft</strong> (4/12 by 11:59PM)</td>
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<tr>
<td>4-5</td>
<td><strong>On eCampus:</strong>&lt;br&gt;Unit 2 Introduction&lt;br&gt;Unit 2 Assignment Instructions&lt;br&gt;Unit 2 Readings &amp; Videos&lt;br&gt;<strong>Unit 2 Covers Textbook Chapters:</strong> Chapters 9, 29, 30, 32, 42-49</td>
<td>● <strong>Unit 2 Final Draft</strong> (4/26 by 11:59PM)</td>
</tr>
</tbody>
</table>
| 6-7 | **On eCampus:**  
|     | Unit 3 Introduction  
|     | Unit 3 Assignment Instructions  
|     | Unit 3 Readings and Videos  
| | **Unit 3 Covers Textbook Chapters:**  
|     | Chapters 6, 7, and 40  
| | • **Unit 3 Final Draft** (5/10 by 11:59PM)  
| 8 | **On eCampus:**  
| | Unit 4 Instructions  
| | • Final Exam (5/13 by 11:59PM)  
| | ○ YOU’RE FINISHED WITH ENGL 1302!!  