English 1302 Composition II Online 1st 8 Weeks Spring 2020 Syllabus

North Lake College

Instructor Information
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Course Information
Course Title: Composition II
Course Number: ENGL1302
Section Numbers: 79437 or 79426
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: Online
Certification Date: 01/27/2020
Last Day to Withdraw: 02/26/2020

Course Prerequisites
This is a Texas Common Course Number. This is a Core Curriculum course selected by the colleges of DCCCD.
Prerequisite Required: ENGL 1301
Coordinating Board Academic Approval Number 2313015112

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.)

**Student Learning Outcomes**

1. Participate in a group activity that requires research, data collection, and written reflection, using the departmental assignment and/or a professor-approved list of tasks and questions. Students will demonstrate 75% proficiency.
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 75% proficiency as measured by the Visual Communication Rubric.
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.

**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

No textbook required. All materials are available on eCampus or distributed in class.


You are responsible for all information and content posted to our eCampus class, and you are required to access eCampus/Blackboard daily. You must have access to a computer, *Microsoft Office 360* software, a pdf file reader, audio hardware, and a digital or cell phone camera. All papers must be created and submitted in *Microsoft Word* file format, and you are required to submit digital images.

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

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.

Summary of Graded Work

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Descriptions</th>
<th>Weights</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation Average</td>
<td>See descriptions below = 1 average grade</td>
<td>25%</td>
</tr>
<tr>
<td>Composition Average</td>
<td>4 papers = 1 average grade</td>
<td>50%</td>
</tr>
<tr>
<td>Exam Average</td>
<td>4 exams = 1 average grade</td>
<td>25%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>100%</strong></td>
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</tbody>
</table>
Final Grade

<table>
<thead>
<tr>
<th>Percentages</th>
<th>Letter Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>0-59%</td>
<td>F</td>
</tr>
</tbody>
</table>

Descriptions of Graded Work

Descriptions and rubrics for all assignments are provided in eCampus. Click the Syllabus button, locate your assignments by title, and click links to open assignment guides. These assignment guides represent extensions of this syllabus and require your strict adherence.

Participation Assignments

- Complete the Course Orientation and Power Statement assignments
- Complete lesson quizzes, exercises, and activities as presented in class or online
- Participate in Blackboard Collaborate chats as announced in class or online
- Complete the online Peer Review Assignments (online students only)
- Complete the Teacher for a Day (TFAD) assignment (blended students only)
- All participation assignments will be averaged to create a Participation Average grade

Compositions

- Complete four compositions (C1, C2, C3, and C4) to create a Composition Average grade

Exams

- Complete the Orientation Exam and three Lesson Exams (E1, E2, and E3) for a total of four exams averaged to create an Exam Average grade

Extra-Credit

- Extra-credit information and guides are provided in eCampus under the Syllabus button.

Attendance Policy and Your Final Grade

To excuse an absence due to an anomalous circumstance, an unpredictable event outside your control, or a unforeseeable situation such as a medical emergency, death in the
family, natural disaster, or illness, you may request an excused absence by informing me of your situation and submitting documentation via email within a week of your absence (seven business days). Viable documents include medical leave forms, legal forms, receipts, obituaries, press releases, witness testimonies, or similar documents. I reserve the right to determine the merits of your request and documentation, and I reserve the right to penalize your final grade for unexcused absences and reject your missing and late assignments.

Unexcused absences mandate a 5 point per absence deduction to your semester grade.

**Late Work Policy**
You are required to complete and submit assignments according to the Course Schedule provided at the end of this syllabus. I do not accept assignments after deadlines expire unless you meet the criteria of my attendance policy. Unexcused absences, technology problems, computer crashes, printer problems, transportation issues, eCampus problems, employment conflicts, alarm clock problems, vacations, school and club activities, undocumented family emergencies, and so forth do not excuse or extend your assignment deadlines. I reserve the right to determine which assignments are eligible for late submissions.

**Make-up Assignment Policy**
If you experience an anomalous circumstance as described in my attendance policy and miss an assignment deadline, please follow my attendance and late work policies. Upon notice, I will arrange a make-up assignment for you.

**Communication Policy**
I frequently email class announcements and assignment reminders. You are required to use an email account, accept my email messages, check daily for my email messages, and follow my email instructions.

**Graded Assignment Policy**
I do not discuss assignment assessments during or near class times, and I do not discuss graded assignments you have not reviewed. After I assess an assignment and report your grade in eCampus and/or Turnitin.com, you are required to study my feedback, determine if you need to visit with me, prepare questions, and request a meeting via email. Meetings typically occur during my office hours.

**Academic Dishonesty Policy**
You must adhere to DCCCD Policies for Scholastic Dishonesty and North Lake College’s Policies regarding Cheating, Plagiarism, and Collusion. In terms of plagiarized assignments, I reserve the right to enact the following penalties:
• A first offense warrants a grade of zero on any plagiarized assignment, and your name will be entered on a plagiarizing student database.
• A second offense warrants an automatic failing grade in the course. A record of your offense and course expulsion will be recorded in your academic record.
• Any offense of plagiarism can warrant suspension from the college.

Additionally, I require all of your learning artifacts to be authentic, original, and specific to my class content and curriculum. I do not recognize “double dipping” or “paper swapping” or “paper recycling” as legitimate methods for gaining an education. This means I will not accept papers written previously, submitted to other professors, written for other classes, and/or written by anyone other than you, the student attending my 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

WEEK 1

- Class begins 1/21
- Click the **Start Here** button, complete the course orientation and your introduction with Power Statement before 11:59pm, 1/22
- Click the **Exams** button and complete the *Orientation Exam* before 11:59pm, 1/23
- Click the **Lessons** button and complete *Lessons 1 and 2* before 11:59pm, 1/26

WEEK 2

- Click the **Lessons** button and complete *Lesson 3* before 11:59pm, 1/27
- Click the **Lessons** button and complete *Lesson 4* before 11:59pm, 1/28
- Click the **Lessons** button and complete *Lesson 5* before 11:59pm, 1/29
- Click the **Exams** button and complete *Exam 1* before 11:59pm, 1/30
- Click the **Syllabus** button, study the *C1 Assignment Guide*, and complete a draft of your C1 before 11:59pm, 2/2
- Click the **Peer Reviews** button and upload your C1 draft for peer review before 11:59pm, 2/2
- DO NOT SUBMIT YOUR C1 FOR FINAL GRADING AT THIS TIME

WEEK 3

- Check your email on 2/3 for your C1 peer review assignment
- Click the **Syllabus** button and study the *Peer Review Assignment Guide* before 11:59pm, 2/3
- Click the **Peer Reviews** button, click **File Exchange**, download your assigned C1’s, review C1’s according to the *Peer Review Assignment Guide*, and upload your reviews before 11:59pm, 2/5
- Visit the NLC Writing Center (library lower level) for extra-credit before closing time 2/7 (call the writing center to verify closing time)
- Send your hardcopy letter in a stamped envelope via US Postal Service before closing time 2/8 (check your local US Postal Service center’s business hours)
- Click the **Submit Assignments** button and submit your final C1 to eCampus before 11:59pm, 2/9
WEEK 4

- Click the Lessons button and complete Lesson 6 and 7 before 11:59pm, 2/10
- Click the Lessons button and complete Lesson 7 and 8 before 11:59pm, 2/11
- Click the Lessons button and complete Lesson 9 before 11:59pm, 2/12
- Click the Exams button and complete Exam 1 before 11:59pm, 2/13
- Click the Syllabus button, study the C2 Assignment Guide, and complete a draft of your C2 before 11:59pm, 2/14
- Click the Peer Reviews button and upload your C2 draft for peer review before 11:59pm, 2/16
- DO NOT SUBMIT YOUR C2 FOR FINAL GRADING AT THIS TIME

WEEK 5

- Check your email on 2/17 for your C2 peer review assignment
- Click the Syllabus button and study the Peer Review Assignment Guide before 11:59pm, 2/17
- Click the Peer Reviews button, click File Exchange, download your assigned C2’s, review C2’s according to the Peer Review Assignment Guide, and upload your reviews before 11:59pm, 2/19
- Visit the NLC Writing Center (library lower level) for extra-credit before closing time 2/21 (call the writing center to verify closing time)
- Click the Submit Assignments button and submit your final C2 to eCampus before 11:59pm, 2/23

WEEK 6

- Click the Lessons button and complete Lessons 10 and 11 before 11:59pm, 2/24
- Click the Lessons button and complete Lessons 11 and 12 before 11:59pm, 2/25
- Click the Lessons button and complete Lesson 13 before 11:59pm, 2/26
- Click the Exams button and complete Exam 3 before 11:59pm, 2/27
- Click the Syllabus button, study the C3 Assignment Guide, and complete a draft of your C3
- Click the Peer Reviews button and upload your C3 draft for peer review before 11:59pm, 3/1
- DO NOT SUBMIT YOUR C3 FOR FINAL GRADING AT THIS TIME
WEEK 7

- Check your email on 3/2 for your C3 peer review assignment
- Click the Syllabus button and study the Peer Review Assignment Guide before 11:59pm, 3/2
- Click the Peer Reviews button, click File Exchange, download your assigned C3’s, review C3’s according to the Peer Review Assignment Guide, and upload your reviews before 11:59pm, 3/4
- Visit the NLC Writing Center (library lower level) for extra-credit before closing time 3/6 (call the writing center to verify closing time)
- Click the Submit Assignments button and submit your final C2 to eCampus before 11:59pm, 3/8

WEEK 8

- Click the Syllabus button and click the Reflection Essay Assignment Guide (C4) before 11:59pm, 3/9
- Complete your Reflection Essay (C4) before 11:59pm, 3/10
- Click the Submit Assignments button and submit your Reflection Essay (C4) before 11:59pm, 3/10
- Submit SAGE and extra-credit reports via email before 11:59pm, 3/11
- The Spring 2020 1st 8 Weeks Semester ends

End of Syllabus