English 1302 Syllabus
Richland College

Instructor Information
Name: Dr. Terry D. Heflin
DCCCD Email: THeflin@dcccd.edu
Office Phone: 972-238-6140 (ACCESS Office)
Office Location: The English Corner ~Bonham Hall, B228
Office Hours: 2:00 pm to 3:00 pm ~ Tuesday/Thursday
Division Office and Phone: L208; 972-238-6943

Course Information
Course Title: Composition II
Course Number: ENGL 1302
Section Number: 83045
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: 11:00 am-12:20 pm/ B145
Certification Date: Monday/February 3, 2020
Last Day to Withdraw: Thursday/April 16, 2020

Required Course Materials

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.

Course Prerequisites
Prerequisite Required: 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. (3 Lec.)

Coordinating Board Academic Approval Number 2313015112

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.)

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
Graded Work
The table below provides 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>Points</th>
<th>Totals</th>
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<tbody>
<tr>
<td>3 Major Essays, including drafts:</td>
<td>100 points each</td>
<td>60%</td>
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<tr>
<td>Literary Analysis</td>
<td></td>
<td></td>
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<tr>
<td>Annotated Bibliography Research Paper</td>
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<tr>
<td>Position Paper (Digital Translation ~ Final)</td>
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<tr>
<td>Summaries w/Peer Reviews/Short Written Responses</td>
<td>25 points each</td>
<td>10%</td>
</tr>
<tr>
<td>Class Collaborative Activities</td>
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<tr>
<td>Opinion/Support Reading Sheets</td>
<td>20 points each</td>
<td>15%</td>
</tr>
<tr>
<td>Discussion Boards</td>
<td>10 points each</td>
<td>5%</td>
</tr>
<tr>
<td>Annotated Bibliography Research Proposal</td>
<td>50 points</td>
<td>10%</td>
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**TOTAL: 100%**

*Note: A percentage of each essay grade is comprised from the pre-writing, planning and drafting materials that accompany those essays. You must submit those materials with your final products to be eligible for full credit.*

Final Grade

<table>
<thead>
<tr>
<th>Percentages</th>
<th>Letter Grade</th>
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<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>
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</tbody>
</table>
Description of Graded Work

- Literary essay is a 3-5 page paper focusing on style, mood, tone, and audience. Literary devices will also be addressed that provide evidence for the author’s theme and purpose.
- Annotated Bibliography Research paper is a 6-8 page assignment focusing on a major topic of a student’s choice utilizing scholarly databases. The research will include a formal written abstract as well as the presentation of 4 to 5 credible sources. Credible evidence and MLA documentation are its prime focus.
- Position Paper (Digital Translation) is the Final essay. A 3-5 page paper, its main focus will be taken from the Annotated Research topic. To illustrate the chosen topic, in addition to written exposition, the paper will include a visualization that literally exemplifies the topic’s position.
- Various summaries of different lengths will be written from material found in the text as well as from supplemental material. Each summary will be peer reviewed.
- Opinion/Support Sheets are 2-3 pages in length and will be completed over all reading material. The prime focus of the sheets is to present a claim, evidence, and a warrant for the opinions of the reader. Correct presentation of direct quotes as well as proper MLA in-text citations and Work Cited format will be shown.
- Discussion boards of 250 words will be completed over various class activities and reading material to extend the conversations begun in class.
- Research proposal is a 1 page written assignment that will be completed prior to the writing of the Annotated Bibliography paper.

An assignment outline of due dates for all major essays will be handed out with the essay instructions. Class announcements in Blackboard will also pinpoint all essay requirements’ i.e., rough drafts, proposals, annotations, etc., due dates, and will be posted in a timely manner.

**You should complete all assigned reading before each class meeting. Be prepared to participate in class discussions and to treat other students with respect.

No written assignments may be submitted by email except with prior approval. Unless notified, all assignments will be electronically submitted through Blackboard. Keeping up with your grades is your responsibility. Grade disputes must be settled within one week of grade posting so as to avoid end-of-term grade-grabbing. I post class announcements regularly, so be sure to check Blackboard at least once per day.
Attendance and Your Final Grade

Success in this class depends on regular attendance; you miss valuable instruction and explanation of assignments, etc. In conclusion, communicate with me. Please make every attempt to come to class and be on time! I understand that emergencies happen from time to time, so please make every attempt to notify me if you must miss a class. If you do miss a class, you are responsible for completing your assignments on time.

- **Punctuality:** Your participation and engagement in small group discussions and class activities is important to your growth as an academic writer. Everyone benefits when there is active participation in class. **NOTE:** this is considered a lecture class; however, I will not be the only speaker. Most class meetings will include collaboration between you and other students. Tardiness is extremely disruptive. If you must be late, please enter quietly and take a seat in the back of the room.

- Again, if you must miss a class, you are still responsible for **all** material and assignments presented. Missed in-class activities cannot be made up, and participation points will be lost. Email me as soon as possible prior to missing a class.

- There will be a class sign-in sheet for each class meeting.

Late Work Policy

Assignments are due by 11:59 p.m. on the due date. **I do not accept late work without prior approval.** If an emergency arises on the day an assignment is due, please be sure to contact me asap. **I do not accept any unsolicited late work via email.**

Other Course Policies

Classroom Etiquette:

Respect & Civility ~ The faculty, staff, and administration of Richland College believe that one of the responsibilities of the College is to provide the best possible learning environment for students. The primary learning environment is the classroom. The lack of consideration for others shown by students who create disruption and distractions in classes by inappropriate and untimely laughing and talking, general inattentiveness, and tardiness is not acceptable behavior.

- **Cell Phones, etc.:**

  Cell phone use during class is NOT permitted. These items should be off and out of sight during class, unless we are using them for classroom purposes. There is also to be no unnecessary playing in backpacks or any other unnecessary distraction that detracts from the learning environment.
Email Etiquette:

Email is a great way to stay in touch with me and with each other. Note: when you email instructors, be specific by letting us know who you are and what class you are taking. **Write in complete sentences with proper structure for audience appropriateness and readability.** Be cordial. Emails are not tweets or texts.

Academic Honesty:

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](#).

Acts of dishonesty are the most grievous of academic offenses, as academic dishonesty disrupts the successful creation and transfer of knowledge. Academic dishonesty also communicates disrespect between colleagues. **As you know, academic dishonesty includes but is not limited to cheating, collusion, and plagiarism. Plagiarism is the act of taking someone’s words or ideas and submitting them (either orally or written) as if they were your own.** Some common examples of plagiarism and collusion include:

- The “lifting”, copying, or purchasing of online or printed material from an original or secondary source for use or representation as an original text without proper citation and/or documentation
- The quoting or paraphrasing of facts/ideas from an online or printed source without using proper punctuation, citation, and/or documentation
- The giving or receiving of course material or content for future use in a course where the material is represented as an original work by the submitting writer.
- The giving or receiving of an inappropriate level of assistance in a course

In Case Class in Dismissed or In Case of Campus Closing:

- If class is cancelled, there will be a notice posted on the classroom door. Please check the class Announcements. I will post updated instructions on Blackboard. The student is responsible for checking Blackboard and following the instructions as given.
In the unlikely event that campus is closed and the class cannot meet as scheduled, the instructor will post updated instructions on Blackboard. The student is responsible for checking Blackboard and following the instructions as given. The campus is considered open and students are expected to come to class until an official announcement from Richland College is given. Please allow some time for the instructor to coordinate a workable solution when Richland College announces it is closed.

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.

Richland Institutional Policies (http://www.richlandcollege.edu/syllabipolicies)

Help with Writing:
- **The English Corner** is located in Bonham 228. There you can receive supplemental instruction and tutoring from qualified English instructors. You may also use the Corner as a study area to complete your homework. No appointment is necessary. The Corner is open from 9AM – 6PM.
- The English Corner is also available online to help you. Just click on the red Community tab after you login to eCampus. Then, click on the Online English Corner.
- **The Writing Center** is located in Medina 216. There you can receive free tutoring by appointment or on a drop-in basis. Phone: 972-238-6226.
- Additional help is available online at [Purdue’s Online Writing Lab (OWL)](http://www.purdue.edu/).

Academic Progress
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check [Advising](http://www.richlandcollege.edu/advising/) for more details.

Obtaining Final Course Grades Using eConnect
Final Grade Reports are no longer mailed; they are available online at [eConnect](http://www.richlandcollege.edu/ecn/) or by telephone at 972-613-1818. Your grades will also be printed on your Student Advising Report, which is available in the Admissions and Student Records Office, T170.
Course Schedule

**IMPORTANT:** Each student is required to obtain a copy of the text (see title & publication above); either electronic or print version is acceptable. Reading assignments will be given, and class discussions and small group collaborations as well as written assignments will originate from the material in the text. Success in the course is dependent on each student having a copy of the book.

**Listing of Topics by Week**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Readings &amp; Assignments</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Course Introduction &amp; English Resource Presentation</td>
<td>MLA Ppt presentation; Chapter 1 (pgs 23 – 26); Student Introduction Short Writing Response with peer review</td>
</tr>
<tr>
<td>2-5</td>
<td>Literary Analysis: Explication</td>
<td>Summaries w/ peer reviews, Discussion Boards &amp; Class collaborative activities; Mood, Tone, &amp; Audience; Chapter 2 (pgs 48-50), others TBA: Style; Figurative Language Ppt; Readings: “Promise”; “Story of an Hour”; Opinion/Support Reading Sheets; Literary Analysis (Major Essay #1) ~ TBA</td>
</tr>
<tr>
<td>6-12</td>
<td>Basics of Argument &amp; Research</td>
<td>Summaries w/ peer reviews, Discussion Boards &amp; Class collaborative activities; Utilizing research databases; Rhetorical development ~ Toulmin (claim, evidence, warrant); Chapter 5 &amp; 6 (pgs TBA), others TBA: Readings: “Every Body’s Talking”;“Coca-Cola—Taste the Change”; Opinion/Support Reading Sheets; Research Proposal (guest speaker); Library Research Presentation; Research Proposal ~ TBA; Annotated Bibliography Research Paper (Major Essay #2) ~ TBA</td>
</tr>
<tr>
<td>13-16</td>
<td>Position: Claims of Values</td>
<td>Summaries w/ peer reviews, Discussion Board &amp; Class collaborative activities; Visual presentation &amp; analysis; Chapter 9 (pgs TBA), others TBA: Reading: “A Never Ending War”; Opinion/Support Reading Sheet; Digital Translation Position Paper (Major Essay #3: FINAL) ~ TBA</td>
</tr>
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**Supplemental materials not listed above will also be offered in class.

An essay calendar will be handed out the same day as the essay instructions.

Disclaimer

The instructor reserves the right to amend this syllabus as necessary