English 1302 Syllabus
Richland College

Instructor Information
Name: Dr. Afrin Zeenat
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Office Phone: 972-238-3738
Office Location: Lavaca 248
Office Hours: Tuesday 9:00-11:00 am
Thursday 9:00-11:00 am
Division Office and Phone: Lavaca 208, 9722386943

Course Information
Course Title: Composition 2
Course Number: ENGL 1302
Section Number: 83057
Semester/Year: SPRING 2020
Credit Hours: 3 hours
Class Meeting Time/Location: 9:05AM-10:00AM/Sabine Hall 258
Certification Date: 02/03/2020
Last Day to Withdraw: 04/16/2020

Required Course Materials
No Textbook Required
Supplemental handouts to be provided when necessary

Stationary:
1 inch 3-ring binder
Ruled notebook paper
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.)

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 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>Points</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>50 points</td>
<td>50 points</td>
</tr>
<tr>
<td>Syllabus Quiz</td>
<td>1 @ 20 points</td>
<td>20 points</td>
</tr>
<tr>
<td>Reading Quizzes</td>
<td>4 @ 20 points each</td>
<td>80 points</td>
</tr>
<tr>
<td>Grammar Quizzes</td>
<td>5 @ 10 points each</td>
<td>50 points</td>
</tr>
<tr>
<td>Writer’s Notebooks</td>
<td>10 @ 20 points each</td>
<td>200 points</td>
</tr>
<tr>
<td>Peer Review</td>
<td>3 @ 30 points each</td>
<td>90 points</td>
</tr>
<tr>
<td>Paper Draft/Teacher -student conference</td>
<td>3 @ 20 points</td>
<td>60 points</td>
</tr>
<tr>
<td>Paper 1: Summary/Critique Essay</td>
<td>1 @ 100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Paper 2: Poetry/Song Analysis Essay</td>
<td>1 @ 100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Paper 3: Literary Analysis Essay</td>
<td>1 @ 250 points</td>
<td>250 points</td>
</tr>
</tbody>
</table>

**TOTAL: 1,000 points**

**Final Grade**

<table>
<thead>
<tr>
<th>Points</th>
<th>Percentages</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>900-1,000</td>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>800-899</td>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>700-799</td>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>600-699</td>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>0-599</td>
<td>0-59%</td>
<td>F</td>
</tr>
</tbody>
</table>

**Description of Graded Work**

**Reading Quizzes**: The reading quizzes will have multiple-choice questions you must answer within a 30-minute time-limit or require some creative response/analysis of the literary texts you will read in class. You will be allowed one attempt.
Grammar Quizzes: The grammar quizzes will have multiple-choice questions you must answer within a 30-minute time-limit. You will be allowed two attempts at the quizzes and your highest score will be counted towards your final course grade.

Writer's Notebooks: Through the course of this semester students will be writing in class on various topics. These will be approximately 300-word in length and should be completed in class.

Papers: The first and second papers will be 600-word in length, while the final paper will range from 1200-1500 words. All the papers should be written in MLA style and submitted in a Word file (No pdfs).

Assignment Submission & Formatting

All assignments must be formatted according to appropriate standard formatting for the genre of the document. Be sure that your name and the date of the assignment appears on every assignment in an appropriate place. You will submit assignments on Blackboard through SafeAssign.

All essays must be typed with black ink in Roman-based 12-point font. Lines should be double-spaced. MLA documentation style (eighth edition) will be used in this class. The following must appear on the top left corner of the first page of each essay: Student's name, Instructor's name, Course Identifier, Date. Page numbers must appear at the top of each page.

Do not email assignments to the professor. Emailed assignments will receive a 0 on the assignment.

Late Work Policy

Every assignment in this course has a specific due date. As a rule, late work will not be accepted. The instructor may choose to make exceptions in the case of documented absences/emergencies.

Attendance

Attendance is mandatory. Roll call will be taken in every class and will account for 50 total points. If you miss class, you miss valuable information that will not, even with an
excused absence, be repeated. You will also miss in-class work that cannot be made-up. When you miss, it is your responsibility to find out from one of your classmates what we covered in class.

There will be in-class writing/quiz at the beginning of class every day. If you are late to class, you will miss the writing/quiz and the grade associated with it.

**Excused Absences:** Excused absences will only be given for illness with a doctor’s note, a college sanctioned activity, death of a family member, or at your instructor’s discretion. It is your responsibility to make up all missed assignments within the first week of returning to class.

If you have an extended period of absence that results from sickness, death of a family member, personal problems, or any other significant reason, it is your responsibility to notify your instructor and to contact the dean of students. Documentation for illnesses or personal problems should be given to the instructor. The instructor should be notified within the first two weeks of the semester of all known athletic events and religious observances for which you will miss class.

**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](#).

Academic Honesty is to be upheld in all circumstances or else the instructor will be forced to deal with it harshly. In addition, plagiarism of any kind is strictly discouraged. Possible grade sanctions for academic dishonesty or plagiarism typically include a numerical F for the assignment and an F in the class. Papers written in a different class cannot be recycled in this class.

**Plagiarism** is using someone else’s words or ideas without giving credit and is a serious academic offense. It can range from:

- Turning in a paper any part of which you did not write,
- Cutting and pasting a paper together from various sources without attributing the sources correctly,
- Changing a few words but basically keeping most of the words and sentence structure of the original,
- Using the ideas of another without giving credit to the person who originally had the
idea.
•Using the exact words of the source without using quotation marks even if you give the name of the source.

**Note:** You must be able to demonstrate that written work submitted is original. This means that it is your responsibility to maintain copies of drafts, notes, and any other materials that can demonstrate the original nature of the writing. If you edit and revise on a computer, it will be necessary occasionally to save drafts of an assignment as it is revised in order to show how the final draft evolved.

**Collusion** is working with someone so closely on your paper that large sections have been reworded by someone other than you.

**Collaboration** with others is encouraged in the writing process (getting ideas, planning, revision, editing), but the final paper should be entirely your own writing, and edited mostly by you.

Both plagiarism and collusion are serious academic offenses. Consequences will include the following:

• a performance grade of "0" for the assignment or test,
• documenting the incident in the your DCCCD file,
• taking other appropriate disciplinary actions.

More on plagiarism: http://owl.english.purdue.edu/owl/resource/589/01/

**Recycling:** Papers written for another class, or written in previous semesters, will not be accepted. The purpose of a writing course is to practice your writing. Turning in old work defeats that purpose.

**Inclement Weather:** When the college is closed, all classes are also cancelled. If a weather delay affects college operations, then class will be cancelled if it is scheduled before the college resumes operations.

**Addenda:** Cell phones should be turned OFF or to SILENT upon entering the classroom or my office. **Text-messaging, checking social media, and listening to music** during class is not permitted. If you are seen doing any of these, you will be asked to leave the class. However, you will be allowed to use your cell-phones for academic purposes.
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)

Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Homework Due</th>
<th>Class Time</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td></td>
<td>Explanation of course policy and syllabus</td>
<td>Paper 1: Summary/Critique of short fiction</td>
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<td></td>
<td></td>
<td>Writer’s Notebook 1</td>
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<tr>
<td>Week 2</td>
<td></td>
<td>Discussion of short fiction</td>
<td>Syllabus Quiz</td>
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<td>Writer’s Notebook 2</td>
<td>Writer’s Notebook 2</td>
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<td></td>
<td>Reading Quiz 1</td>
</tr>
<tr>
<td>Week 3</td>
<td>Summarizing, Paraphrasing and Quoting</td>
<td>Practice writing plot summary/Quoting/adding textual evidence</td>
<td>Reading Quiz 2</td>
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<tr>
<td></td>
<td>Writer’s Notebook 3</td>
<td>Critiquing</td>
<td></td>
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<tr>
<td></td>
<td>Writer’s Notebook 3</td>
<td>Writing thesis sentences</td>
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<td>Grammar Quiz 1</td>
<td></td>
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<tr>
<td>Week 4</td>
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<td>Writer’s Notebook 3</td>
<td>Paper 1 due 11:59 PM, March 1</td>
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<tr>
<td></td>
<td></td>
<td>Critiquing</td>
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<tr>
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<td></td>
<td>Writing thesis sentences</td>
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<td></td>
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<td>Grammar Quiz 1</td>
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<tr>
<td>Week 5</td>
<td>Reading Quiz 1</td>
<td>Revising/Editing/Proofreading</td>
<td>Paper 1 due 11:59 PM, March 1</td>
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<td></td>
<td></td>
<td>Peer Review</td>
<td></td>
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</tbody>
</table>
| Week 6 | Grammar Quiz 2  
Revision, Editing and Proofreading  
Teacher-student conferences | Paper 1 due by 11:59PM, March 1, 2020 on eCampus |
|---|---|---|
| Week 7 | Paper 2: Poetry Analysis/Song Analysis  
Poetic Devices  
Writer’s Notebook 4 | |
| Week 8 | Discussion of poetic devices  
Structure: Introductions and conclusions  
Writer’s Notebook 5  
Reading Quiz 3 | |
| Week 9 | SPRING BREAK | |
| Week 10 | Discussion of songs  
Essay Structure: Introductions and conclusions  
Writer’s Notebook 6  
Grammar Quiz 3 | |
| Week 11 | Peer review Workshop  
Teacher-student conferences | Paper 2 due 11:59 pm, Sunday, April 5, 2020 on eCampus |
| Week 12 | Paper 3: Argument Essay  
Rubric/Student sample  
Writer’s Notebook 7 | |
| Week 13 | Using Library Resources  
Templates for making arguments and counter arguments  
Grammar Quiz 4  
Writer’s Notebook 8 | |
| Week 14 | Writing thesis sentence  
Planting a naysayer  
Making arguments/counter arguments  
Reading Quiz 4  
Writer’s Notebook 9 | |
| Week 15 | Revising/Editing/Proofreading | |
| Week 16 | Grammar Quiz 5  
Writer’s Notebook 10 | Peer review workshop  
Teacher-Student conferences | Paper 3 due by 11:59 pm on May 8, 2020 on eCampus |