English 1302 Syllabus
Richland College

Instructor Information
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Course Information
Course Title: Composition 2
Course Number: ENGL 1302
Section Number: 83426
Semester/Year: SPRING 2020
Credit Hours: 3 hours
Class Meeting Time/Location: Online
Certification Date: 01/27/2020
Last Day to Withdraw: 02/29/2020

Required Course Materials
Robert P. Yagelski’s Writing: Ten Core Concepts with MindTap

(Students will not need to purchase the textbook as the publisher is offering students access to the ebook and MindTap at no charge as part of a pilot program)
To access the course material:

1. Go to: http://ecampus.dcccd.edu/
2. Click on “Access eCampus”
3. For Username, enter your student ID number preceded by an “e” (for example: “e1234567”)
4. Enter your password. The default password is the same as your username.
   In the box on the right, you should see a list of courses in which you are enrolled. Click on English 1302—Composition II.
6. Use the menu on the left to navigate the site.

Email is the primary means of communication in this course. To update your email:

1. Follow 1-4 above.
2. Under the “tools” box on the left, click on Personal Information.
3. Click on “Edit Personal Information.”
4. Provide a working email address in the space provided 5. Click “Submit” at the bottom of the page.

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>Syllabus Quiz</td>
<td>1 @ 20 points</td>
<td>20 points</td>
</tr>
<tr>
<td>Reading Quizzes</td>
<td>4 @ 10 points each</td>
<td>40 points</td>
</tr>
<tr>
<td>MindTap</td>
<td></td>
<td>100 points</td>
</tr>
<tr>
<td>Discussion Board Posts</td>
<td>5 @ 30 points each</td>
<td>150 points</td>
</tr>
<tr>
<td>Peer Review</td>
<td>3 @ 30 points each</td>
<td>90 points</td>
</tr>
<tr>
<td>Paper 1: Summary/Critique Essay</td>
<td>1 @ 100 points</td>
<td>150 points</td>
</tr>
<tr>
<td>Paper 2: Poetry/Song Analysis Essay</td>
<td>1 @ 100 points</td>
<td>150 points</td>
</tr>
<tr>
<td>Paper 3: Literary Analysis Essay</td>
<td>1 @ 250 points</td>
<td>300 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>
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</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. You will be allowed one attempt.

**Discussion Board:** You will complete initial discussion board posts and respond to two other posts. The posts should be written in academic English. The initial posts will be approximately 300-word in length and the responses will need to be 100-word each.

**MindTap:** You will need to complete exercises on writing and grammar exercises on MindTap.

**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).

**Online Courses**

The instruction for this course is entirely online. You will be asked to read texts, watch video clips, listen to audio clips, participate in discussion boards, write essays, and take quizzes—all online. The lessons and instructions are on our eCampus course page, which you should check every week day for announcements and to keep up with the course material. You must have access to the minimal technological requirements (listed on the “Getting Started” page on eCampus) to complete the course requirements, which include completing and submitting assignments in Microsoft Word. You should also have some experience working on a computer, writing emails and essays, and communicating online.

**Attendance & Participation**

In an online class attendance will be determined by the frequency of a student’s interaction on the course site. The eCampus system records each student’s time spent
in the online course. The professor will check student’s online participation and time spent to determine attendance and participation grade.

Late Policy:
Since this is an eight-week class, no late assignments will be accepted. Failure to turn in assignments by the deadline will result in a 0.

In case of an emergency, please email the instructor a day in advance and request an extension. Extensions will be granted on a case by case basis. You must contact me as soon as possible rather than wait until after the assignment is due or at the end of the semester.

Assignment Submission

- Most assignments, papers, discussion board posts, quizzes will be due on consecutive Sundays by the end of day (11:59 pm)

- 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 in Roman-based 11 or 12-point font. Lines should be double-spaced. MLA documentation style 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 right of each page.

- All assignment should be submitted through the assignment submission link in the appropriate format on eCampus.

- **DO NOT** email assignments to the professor. Emailed assignments will receive a 0 on the assignment.

- **DO NOT** upload PDF documents. Only **MS Word** documents will be graded.

Assignment 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.

**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.

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
This course comprises of weekly folders. To access each folder, go to the eCampus page for this course, select the left course menu called “Lessons—Assignments,” and you will see the weekly folders. The folders will not be all available at the beginning. You will have to complete assignments that are due that week and then the next week’s assignment will be available. This is not a self-paced course; all of the assignments
have due dates, which are outlined in the assignment calendar located on the eCampus course page.

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>Discussion 1</td>
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<tr>
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<td>Syllabus Quiz</td>
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<td></td>
<td>MindTap Exercises</td>
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<tr>
<td>Week 2</td>
<td>Discussion 2</td>
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<td></td>
<td>Reading Quiz 1</td>
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<td></td>
<td>MindTap Exercises</td>
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<td></td>
<td>Peer review</td>
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<td></td>
<td>Submit paper 1: Summary/Critique of Short Fiction</td>
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<td>Week 3</td>
<td>Discussion 3</td>
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<td></td>
<td>Reading Quiz 2</td>
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<td>MindTap Exercises</td>
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<tr>
<td>Week 4</td>
<td>Discussion 4</td>
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<td>Peer Review</td>
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<td>Mindtap Exercises</td>
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<td></td>
<td>Reading Quiz 3</td>
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<td>Submit Paper 2: Poetry/Song Analysis</td>
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<td>Week 5</td>
<td>MindTap Exercises</td>
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<td>Using Library Resources</td>
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<td>Making Arguments/Counterarguments</td>
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<td>Week 6</td>
<td>Discussion 5</td>
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<td>Reading Quiz 4</td>
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<td>MindTap Exercises</td>
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<td>Revision, Editing and Proofreading</td>
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<td>Week 7</td>
<td>MindTap Exercises</td>
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<td></td>
<td>Peer review</td>
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<tr>
<td>Week 8</td>
<td>Submit Paper 3: Literary Analysis Paper</td>
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