Composition II Syllabus
Eastfield College

Instructor Information
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Course Information
Course Title: Composition II
Course Number: English 1302
Section Number: 49641
Semester/Year: Spring/2020/Flex Term – 8 Week 1
Credit Hours: 3
Class Meeting Time/Location: L305 | Tue/Thu | 7:00 PM – 8:20 PM
January 21 – March 12, 2020
Certification Date: January 27, 2020
Last Day to Withdraw: February 26, 2020

Course Prerequisites
ENGL 1301

Course Format
This is a blended, 8-week course. Some course requirements will be completed in the classroom, and some will be completed online.
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 the successful completion of this course, students will be able to:
1. Demonstrate knowledge of individual and collaborative research processes. Develop ideas with appropriate support and attribution.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays. Read, reflect, and respond critically to a variety of texts.
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. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
4. Personal Responsibility - to include the ability to connect choices, actions, and consequences to ethical decision-making
Core Objective Development Statements

➢ ENGL 1302 demonstrates **Communication** by requiring students to produce a clearly written research-based argumentative/persuasive college-level essay.
➢ English 1302 demonstrates **Critical Thinking** by requiring students to use effective research strategies, in the evaluation of sufficient, reliable, evidence-based library information sources to be incorporated into a research essay.
➢ English 1302 students demonstrate **Teamwork** through peer editing and peer review of research essay drafts and through the collaborative exploration of English components including logic, ethics, merit, credibility, synthesis, grammar, punctuation, etc., prior to final essay submission.
➢ English 1302 develops **Personal Responsibility** by requiring students to write multiple drafts, follow student codes of conduct in regards to plagiarism in the research essay writing process (e.g., summarizing, paraphrasing, directly quoting, parenthetical in-text citing, etc.), and to practice academic honesty as a standard for their academic rigor and a representation of themselves.

Required Course Materials

➢ Supplies: Access to Microsoft Word, Google Docs, or other word processing software, and internet access

Notes:
(1) All supplies are required on the **first** day of class.
(2) 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.

Technology Requirements

Some specific software is required for this class because it is partially online.

➢ **Google Chrome, Mozilla Firefox, or other web browser fully updated**: To navigate eCampus, you will need a web browser that has been recently updated. Please note: Internet Explorer is not always compatible with eCampus.
➢ **Microsoft Word, Google Docs, or other word processing program**: For this course, you will need access to Microsoft Word, Google Docs, or another word processing program to submit your typed assignments.
➢ **Adobe Reader**: You will also need to download Adobe Reader to view course learning materials. It is a free download available at [http://get.adobe.com/reader/](http://get.adobe.com/reader/).
➢ **A DCCCD student Outlook account**: A DCCCD student Outlook account is required for sending files or asking questions regarding grades in this class. Do
not email your instructor from personal email accounts, such as Yahoo! or Gmail, if you are writing concerning grades. An account is free. You may set it up by going to http://www.dcccd.edu/MSOffice. All communication should be conducted through your official student email account.

**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>Discussions 1 – 8</td>
<td>24 posts @ 5 points ea.</td>
<td>120 points</td>
</tr>
<tr>
<td>Major Assignments</td>
<td>6 @ 100 points ea.</td>
<td>600 points</td>
</tr>
<tr>
<td>Mid-Term</td>
<td>100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Final</td>
<td>180 points</td>
<td>180 points</td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td></td>
<td><strong>1,000 points</strong></td>
</tr>
</tbody>
</table>

**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**

<table>
<thead>
<tr>
<th>Category</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Major Assignments</strong></td>
<td>Students will complete 5 major assignments (due weekly) that meet the following criteria, and 1 major research paper that will serve as the 6th major assignment:</td>
</tr>
<tr>
<td></td>
<td>- Length: 1000-1200 words not including heading, title, and Works Cited</td>
</tr>
</tbody>
</table>
| Academic Research Paper | ▪ Format: Must follow MLA style—12-point font, times new roman, double spaced, 1-in margins, proper headings  
▪ Source limit: 2 sources (minimum) that must be peer-reviewed, scholarly articles from Eastfield’s library databases, such as Academic Search Complete or Opposing Viewpoints. You must include a Works Cited page and use correct MLA format for in-text citations.  
▪ Length: 1100-1300 words not including heading, title, and Works Cited  
▪ Format: Must follow MLA style—12-point font, times new roman, double spaced, 1-in margins, proper headings  
▪ Source limit: 5 sources (minimum) that must be peer reviewed, scholarly articles from Eastfield’s library databases, such as Academic Search Complete or Opposing Viewpoints. You must include a Works Cited page and use correct MLA format for in-text citations. |
| Discussions | Students will complete 1 initial discussion question with two responses to classmates weekly over readings from the textbook; students will analyze professional arguments in preparation for writing their own. Discussion boards will be graded on initial posts (content development) and minimum two classmate responses (content and development—please keep in mind that “agreeing” or “disagreeing” is not going to get you credit; you need to explain and develop why you agree or disagree. Additionally, complimenting your classmate’s post is not a response.) Posts must contribute to the conversation and/or move it along, and be at least 100 words per post to receive full credit. |
| Mid Term Exam | During the 4th week of class, students will take a cumulative mid-term exam. The exam will be multiple choice and one essay over concepts presented in the course to date. |
| Final Exam | During the 8th (last) week of class, students will take a cumulative final exam. The exam will be multiple choice and one essay over concepts presented in the course over the 8-week term. |
Attendance and Your Final Grade

Students who are successful in this course log in to eCampus at least three times per week and attend each class session. Your attendance is verified not only by your signature on student log-in sheets, but also by the instructor’s electronic reporting. To be certified in this course, you must participate by completing a minimum of one assignment before the certification date. Valid documentation must be provided for “absences,” e.g. a doctor’s note. If valid documentation is provided, the student may contract with the professor regarding missed assignments. It is at the professor’s discretion whether or not to contract based on the validity of the documentation provided.

Late Work Policy

No late work is accepted in this course. If valid documentation (e.g. a doctor’s note) is provided, the student may request to contract with the professor regarding missed assignments from an absence. It is at the professor’s discretion to grant this request.

Other Course Policies

Writing Expectations

Students will compose essays that adhere to grammatical and stylistic standards of academic American English and follow Modern Language Association (MLA) style. All written assignments must be double spaced with 1-inch margins on all sides and in Times New Roman, size 12 font, with the four-line MLA style heading and MLA style page numbering. See the video on eCampus under week 1 to learn or review how to format your paper in MLA style on MS Word.

Email Communication

As email is vital to communication in this course, be sure to:

- Check your email daily to keep up with course correspondence.
- Emails will generally be responded to within 24-48 hours, if not sooner.
- Do not attempt to send work via email. All assignments must be submitted through eCampus. Any assignments emailed as an attachment will not be opened or graded.
- Emails concerning grades will not be responded to unless the student has emailed the instructor from a DCCCD student Outlook account.
Email Etiquette

Emails are a constant in the academic and professional worlds. Therefore, it is important that you practice proper email etiquette at all times. When emailing the professor, you are expected to:

➢ Begin with a greeting or salutation. This is both professional and courteous.
➢ Use Standard American English and proper grammar, punctuation, and spelling.
➢ All subject lines for this class should include your name and the course level and section, e.g. John Smith ENGL 1302-49641.
➢ Never type in all uppercase letters.
➢ Use courteous language and tone; write professionally—all college writing is business formal, not something you send to friends or family.
➢ Sign your name at the bottom of the email. Again, this is both professional and courteous.
➢ Emails concerning course grades will not be responded to unless the student has emailed the instructor from a DCCCD student Outlook account.

Classroom Etiquette

Your enrollment in this class indicates acceptance of the standards of conduct published in the current edition of the Eastfield College Catalog. As you are a college student, I consider you to be a responsible adult. Therefore, any disruptive behavior in the classroom is not accepted and will not be tolerated. No food or drinks are allowed in the classroom. All rules, regulations, and guidelines as listed and explained in the Eastfield College, Dallas County Community Colleges Catalog, (Code of Student Conduct) will be followed. It is important that you read the Code of Student Conduct carefully. Some specific expectations of you as a student are that you:

➢ Be on time and stay the entire class meeting.
➢ Turn off/silence cell phones and other electronic devices upon entering the classroom.
➢ Cease use of headphones/earbuds during class meetings unless otherwise directed by the instructor.
➢ Refrain from using cell phones and other electronic devices during the class meeting.
➢ Refrain from using the classroom computers and printers as well as personal computers/tablets/laptops for non-class related activities during class meetings.
➢ Refrain from sleeping during the class meeting.
➢ Help maintain a classroom atmosphere in which everyone can work without disturbance.
➢ Come prepared for each class meeting by having completed assignments.
➢ Bring required texts and other materials to each class meeting.
➢ Notify the instructor prior to a necessary absence.
➢ Do not bring food or drinks into the classroom.
➢ Use respectful verbal and body language toward all persons in the classroom.
Discussion Board Etiquette

Discussion boards are a significant part of almost any blended class. Therefore, it is important you practice proper discussion board etiquette at all times. When posting to the discussion board, you are expected to:

- Participate a minimum of three times per discussion board.
- Read and follow all directions carefully.
- Title your thread appropriately (meaning title it something that has to do with the prompt or topic).
- When responding to classmates or your instructor, include a greeting or salutation as you would with an email. This is both professional and courteous.
- Use tactful/courteous language with fellow students.
- Create an atmosphere where other students feel comfortable posting their responses.
- Provide constructive criticism to fellow classmates’ responses and essays.
- Refrain from using profanity or disrespectful language.
- When responding to classmates or your instructor, sign your name at the bottom of your response. This is both professional and courteous.
- Proofread assignments BEFORE posting.
- Respect the opinions of others even if you do not agree.
- “Flaming” or derogatory comments will not be tolerated. NO EXCEPTIONS.

Academic Honesty & Plagiarism—English Department Policy

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 published in the DCCCD Catalog at http://www1.dcccd.edu/cat0506/ss/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. Cheating includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. Plagiarism is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. Collusion is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college. In any written paper, you are guilty of the academic offense known as plagiarism if you partially or entirely copy the author’s sentences or words without quotation marks. For such an offense, a student will receive a zero on the assignment
and could even receive an F for the course. You cannot mix the author’s words with your own or “plug” your synonyms into the author’s sentence structure. To prevent unintentional borrowing, resist the temptation to look at the source as you write, unless you are using a direct quote. The author’s words, phrases, sentences must be put in your words, in your way of writing. When you do this, you are demonstrating the ability of understanding and comprehension.

Please be advised that academic dishonesty and plagiarism are serious issues that may result in serious consequences. Students should be aware that they are responsible for their behavior concerning these issues. This class will adhere to the student’s “Responsibility” as detailed in the DCCCD district-wide statement and the Eastfield College Student Code of Conduct explained in the Eastfield College and district catalogs or on-line at the district website (https://www1dcccdd.edu/cat0608/ss/code.cfm).

**Consequences for Academic Dishonesty and/or Plagiarism:** Any student in this English class found guilty of cheating on an examination or of Plagiarism or of collusion (using the definitions given for both terms in the attached document) will receive one or more of the following penalties:

- The grade of zero (0) on that particular assignment.
- A course grade of F (depending on the severity of the student’s dishonesty or plagiarism).
- The professor may request that the student drop the class.

**Responsibility**

Each student shall be charged with notice and knowledge of the contents and provisions of the District’s policies, procedures, and regulations concerning student conduct. All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct.

**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.

[Eastfield Institutional Policies](http://www.eastfieldcollege.edu/syllabipolicies)
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Readings &amp; Assignments</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introductions, Policies/Procedures, Grammar Review</td>
<td>Let’s Get Acquainted! Grammar Review Workshop</td>
<td>01/21/2020</td>
</tr>
<tr>
<td></td>
<td>Reading and Understanding Arguments</td>
<td>Read Chapters 1-4, pp. 1-78 (prior to class arrival). Discussion Question 1, and 2 Responses Major Assignment 1</td>
<td>01/23/2020</td>
</tr>
<tr>
<td>2</td>
<td>Fallacies of Argument</td>
<td>Read Chapters 5-6, pp. 79-132.</td>
<td>01/28/2020</td>
</tr>
<tr>
<td></td>
<td>Rhetorical Analysis</td>
<td>Discussion Question 2, and 2 Responses Major Assignment 2</td>
<td>01/30/2020</td>
</tr>
<tr>
<td>3</td>
<td>Structuring Arguments</td>
<td>Read Chapters 7-9, pp. 133-223.</td>
<td>02/04/2020</td>
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<tr>
<td></td>
<td>Arguments of Fact and Definition</td>
<td>Discussion Question 3, and 2 Responses Major Assignment 3</td>
<td>02/06/2020</td>
</tr>
<tr>
<td>4</td>
<td>Evaluations, Causal Arguments, Mid-Term Review</td>
<td>Read Chapters 10-11, pp. 224-285 Review for Mid-Term Exam</td>
<td>02/11/2020</td>
</tr>
<tr>
<td></td>
<td>Mid-Term Exam</td>
<td>Discussion Question 4, and 2 Responses Mid-Term Exam</td>
<td>02/13/2020</td>
</tr>
<tr>
<td>5</td>
<td>Proposals</td>
<td>Read Chapter 12, pp. 286-318.</td>
<td>02/18/2020</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Discussion Question 5 and 2 Responses Major Assignment 4</td>
<td>02/20/2020</td>
</tr>
<tr>
<td>6</td>
<td>Style in Arguments, Visual Rhetoric</td>
<td>Read Chapters 13-16, pp. 319-402.</td>
<td>02/25/2020</td>
</tr>
<tr>
<td>Week</td>
<td>Topic</td>
<td>Readings &amp; Assignments</td>
<td>Due Dates</td>
</tr>
<tr>
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</tbody>
</table>
| 7    | • Presenting Arguments  
      • Multimodal Arguments | • Discussion Question 6 and 2 Responses  
      • Major Assignment 5 | 02/27/20 |
|      | • Academic Arguments  
      • Finding Evidence  
      • Evaluating Sources | • Read Chapters 17-22, pp. 403-523.  
      • Read one of Chapters 23-27, pp. 533-784, depending on the topic of your research paper. | 03/03/20 |
|      | • Using Sources  
      • Plagiarism and Academic Integrity  
      • Documenting Sources | • Discussion Question 7 and 2 Responses  
      • **Major Assignment 6: Research Paper** | 03/05/20 |
| 8    | Final Exam Review | • Discussion Question 8 and 2 Responses | 03/10/20 |
|      | Final Exam | **Final Exam** | 03/12/20 |

*The instructor reserves the right to amend this syllabus as necessary.*

10/21/19 Version