

English 0302 Syllabus (Fall 2017)

Instructor: Caleb N Humphreys

Office: Reese, Building 3, #318A

Office Hours: Monday/Wednesday: 12:15-1pm, Tuesday: 5:15-7pm, Thursday: 1-2:30pm, Friday: 12-2pm by appointment.

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***Email is the best way to contact me.**

Catalog Description

This is a developmental course for students who do not pass the English portion of the TSI Assessment or the campus placement test and are selected to participate based on their score. This course is designed to provide preparatory work for students to be able to succeed in college-level English courses. It offers a review of English grammar and the processes of reading and writing through short essay writing and analytical reading.

Learning Outcomes

Upon successful completion of English 0302, students will be able to:

1. Compose a variety of paragraph and essay-length texts that demonstrate clear focus, the logical development of ideas, and the use of appropriate language that advances the writer's purpose.
2. Determine and use effective approaches and rhetorical strategies for given writing situations.
3. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
4. Evaluate relevance and quality of ideas and information to formulate and develop a claim.
5. Develop and use effective revision strategies to strengthen the writer's ability to compose college-level writing assignments.
6. Edit writing to conform to the conventions of Standard English.

Required Materials

Langan, John, *Exploring Writing: Paragraphs and Essays*, 3rd edition, McGraw-Hill: 2013.

ISBN-13: 978-0073533339

ISBN-10: 0073533335

You may purchase this textbook used online for less than \$20. However, you will need the Connect Writing access code! This code costs around \$35-45.

Connect Writing

Connect Writing is our online writing lab and the medium that you will use to complete all your homework. A "free" access code comes with a new textbook; however, a new textbook costs about

\$140. You can buy this code separately though. You **must** purchase this code. If you are waiting for financial aid, Connect Writing offers a 14-day courtesy access period for free!

Blackboard and Internet Access

Blackboard is the website host for our class, where you can view and submit homework, review PowerPoints, check your grades, find the syllabus, and utilize additional helpful links. You will need internet access to complete homework assignments, so you will need to plan time into your weekly schedule to use the SPC computer labs on the Levelland, Reese, or Lubbock campuses or find a computer with fast, reliable internet access that you can use on a regular basis. Access our Blackboard course from the SPC homepage: <http://www.southplainscollege.edu/> or at <https://southplainscollege.blackboard.com>.

Frequently, you will need to view PowerPoint presentations and Microsoft Word files, as found under the Course Content tab. In order to fully participate in the course, you will need access to Microsoft Office. SPC provides Office 365 for free for all students. You can download the programs here:

https://myspc.southplainscollege.edu/ICS/Students/Information_Technology/Computer_and_Software_Purchases.jnz?portlet=Microsoft_Office365

Late Work Policy

As we will work on essays during class time, they cannot be completed after the due date. In order to treat all students fairly, homework, too, will not be accepted late.

Attendance Policy

1. This section of English 0302 is important. You will be learning about the English language and how to combine words to create effective sentences, paragraphs, and essays. Your active participation in every class is vital. You should be **present** and **on time** for every class and you should be prepared.
2. Two tardies equal one absence. If you arrive late, it is your responsibility to inform the instructor.
3. If you miss more than four (4) class days, you may be dropped from the course.
4. If you accumulate excessive absences after the last day to drop a course (November 16th), you will receive an F for the course.
5. On the other hand, if you miss only two classes, or if you have an "A" average, you may be exempted from taking the final exam. If your course average is below 60% at the end of the semester, you will be required to take the final exam no matter what your attendance record is.

Grading Policy

All students enrolled in English 0302 can expect a fairly heavy workload designed to improve the reading and writing skills necessary for satisfactory performance in freshman composition and collegiate

courses. To improve writing skills, students will be required to complete numerous grammar exercises, short writing assignments, quizzes, and essays.

The following grades will be assigned when:

- A 90% or better is achieved on graded work; you have made excellent progress in writing skills.
- B 80% or better is achieved on graded work; you have made good progress in writing skills.
- C 70% or better is achieved on graded work; you have made fair progress in writing skills.
- D 60% or better is achieved on graded work; you have made minimal progress in writing skills.
- F 59% or less is achieved on graded work; and/or you have not achieved or attempted to make progress in writing skills.

If your grade is border-line, I may take your attendance, participation, and attitude into consideration when deciding whether to assign the higher or lower grade.

Grade Calculations

Essay 1	10%
Essay 2	15%
Essay 3	20%
Revisions	20%
Homework	25%
Final Exam	10%

Note: Students who do not pass ENGL 0302 with a “B” or better must either retake the class or take and pass the writing portion of the TSI test in order to progress to Composition I.

In-Class Essay Writing

All essays are created and typed/handwritten during class time and in the classroom. Ample time will be provided for writing each essay. There will be guided instruction, peer review, and one-on-one feedback from me on each step of the writing process. Essays should not leave the classroom at any time, unless otherwise instructed. If you receive assistance outside of class or if your ungraded draft leaves the classroom without permission, you will receive an “F” for paragraph or be given a different topic over which to rewrite the essay.

Plagiarism

Plagiarism is another word for academic dishonesty and is a form of theft. All of the writing and the ideas in your writing must be your own. Any attempt to pass off the work of someone else as your own will result in an F for the course.

Cell Phones and Technology

- Please do not use your cell phones during class except in the event of an emergency (talk with me about it first). Put your phone on silent, and DO NOT text message, Snapchat, FB message, tweet, Yeti, play *Pokémon Go*, Tinder, *8 Ball Pool*, etc. during class. If you are expecting an important call or have an emergency, quietly step outside in order to avoid disturbing your fellow students.
- If you use your cell phone during class, you will be asked to leave. You will be counted absent.
- Personal laptops and tablets must remain closed and powered off during class, unless otherwise stated.

Classroom Etiquette

Since you are college students, you are expected to conduct yourselves professionally:

1. Be respectful.
2. Bring all necessary materials (textbooks, notebook, writing utensil, etc.) to each class.
3. Any person disrupting class will be asked to leave.
4. Come to class prepared.

Passing the TSIA Test Writing Section

1. You may sign up to take the TSIA test any time it is offered during the semester, if you feel you are ready.
2. If you attend class each scheduled meeting and you pass the writing section of the TSI Assessment during the first month of the semester, show your scores to me, then you will then receive the final grade of B or C. **You do not need to drop the course.**
3. If you do not have excessive absences and you pass the writing section of the TSIA test during the second, third, or fourth month of the semester, show your scores to me, then you will then receive the final grade of A, B, or C. **You do not need to drop the course.**

Visit the South Plains College Testing Center website to find out dates when the TSIA test is offered and to register online: <http://www.registerblast.com/levelland/Exam/Index?Group=1409>

Note to Students with Disabilities

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Diversity Statement

In this class, the instructor will endeavor to establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all participants to learn about others, about the larger world, and about themselves.

Statement of Non-Discrimination

As your instructor, I do my best not to discriminate on the basis of age, color, disability, ethnicity, gender, national origin, race, religion, sexual orientation or veteran status. You can find SPC's Non-Discrimination Policy Statement online.

Campus Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

***I reserve the right to make changes in course policy at any time.**

Schedule

Note: This is **NOT** your homework calendar; it is a brief overview of the material the course will cover. This is a tentative schedule, so the course may deviate from this if I deem it necessary. There will be weekly readings and assignments.

Week 1

M, 8/28 – Welcome to 0302!
W, 8/30 – Diagnostic Test

Week 2

M, 9/4 – **Labor Day. No Class.**
W, 9/6 – Intro to Writing, The Writing Process

Week 3

M, 9/11 – Parts of Speech Review, Major Errors
W, 9/13 – Subjects and Verbs, The Complete Sentence, Intro to Storytelling

Week 4

M, 9/18 – Essay 1 Prewriting
W, 9/20 – Essay Structure and Thesis Statements

Week 5

M, 9/25 – Introductions, Descriptive Writing, Body Paragraphs
W, 9/27 – Conclusions and Final Draft due

Week 6

M, 10/2 – Revision, Sentence Fragments
W, 10/4 – Intro to Cause/Effect and Essay 2

Week 7

M, 10/09 – Run-ons, Prewriting
W, 10/11 – Outlines and Introductions

Week 8

M, 10/16 – Support, Word Choice, Body Paragraphs
W, 10/18 – Conclusion, Final Draft due

Week 9

M, 10/23 – Subject-Verb Agreement, Revising
W, 10/25 – Pronouns

Week 10

M, 10/30 – Intro to Persuasion

W, 11/1 – Essay Topics Assigned, Prewriting

Week 11

M, 11/6 – Outlining

W, 11/8 – Introductions and Thesis Statements

Week 12

M, 11/13 – Using Evidence and Support, Body Paragraphs

W, 11/15 – Capitalization, Body Paragraphs (continued)

Week 13

M, 11/20 – In-Class Writing

W, 11/22 – **Thanksgiving Break. No Class.**

Week 14

M, 11/27 – Peer Review

W, 11/29 – Revisions. Final Essay due.

Week 15

M, 12/4 – Exam Review

W, 12/6 – Make Up Day. No Class.

Week 16: Finals Week

Final Exam (on Blackboard) due by 12pm (noon) on Monday, December 11th.