



# ENGL 0301 Basic Writing I

## Course Syllabus: Summer I, 2017

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“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

### Denise Reynolds, Instructor

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	10:00-12:20	10:00-12:20	10:00-12:20	10:00-12:20	n/a	n/a

*The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Catalog Course Description:** This course is designed to provide the basic writing and reading skills necessary for success in college-level academic work while incorporating the use of computers. Instruction will focus on English grammar, sentence structure, paragraphs, essay writing, and specific writing and reading weaknesses of the student. No college credit is given for this course.

### Required Textbook(s): Required Textbook(s):

English Essentials, John Langan

**Publisher:** Townsend Press, 2010

**ISBN Number:** 1-59194-104-0

### Student Learning Outcomes:

Upon the successful completion of this course, students will:

1. Locate textual information, draw inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.
3. Identify and analyze the audience, purpose, and message across a variety of texts.
4. Describe and apply insights gained from reading and writing a variety of texts.
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.
6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
7. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers and student writing using established strategies.
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.
10. Recognize and apply the conventions of standard English in reading and writing using MLA.

**Lectures & Discussions:**

Discussions on various chapters throughout the textbook.

**Evaluation/Grading Policy:**

- Writing Evaluation 30%
  - Essays utilizing a variety of organizational patterns or purposes
  - Grammar/editing/proofreading activities
  - Final essays will include a rough draft and final. Five points each will be deducted if the rough draft is not included.
- In Class Assignments 20%
  - Comprehension/structure/vocabulary activities using a variety of texts
  - Online/in-class activities
  - Reading comprehension and vocabulary tests
- Grammar quizzes 10%
- Prewriting/Rough Draft/Peer Editing
- Class participation 5%
- Homework 15%
- Final Exam 20%

**Tests/Exams:**

Three-part final exam at the end of the semester. The tests consist of a final comprehensive grammar test, test over the essays read in class, and a final written essay.

**Assignments:**

We have weekly reading and writing assignments. In-class assignments can only be completed in the classroom. You must be present to receive a grade.

**Other Course Requirements:**

Flash Drive to back up your work.

Spiral notebook

Pen or pencil

Sticky Notes

**Student Responsibilities/Expectations:**

1. Arriving to class on time and staying until dismissed
2. Turning off cell phones
3. Limiting leaving class
4. Using class time wisely
5. Not carrying on personal conversations during instruction
6. I do not accept late work.
7. Homework is due when you come into class, not after class begins.
8. In-class assignments cannot be made up.

**NTCC Academic Honesty Statement:**

"Students are expected to complete work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

## **Academic Ethics**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

## **ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

- **Family Educational Rights And Privacy Act (FERPA):**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

## **Other Course Policies:**

### **Attendance:**

Regular and punctual attendance is expected and necessary for successful completion of this course. If a student is absent, it is his/her responsibility for initiating procedures to turn in writing assignments. No excuses.

**Arriving to class late:** Do not make it a habit of arriving to class late. Unfortunately, I realize there are incidents that occur, and you cannot avoid being late. If you are late, I will count you absent. It is your responsibility after class to make certain I know you attended class.

## **RE-TESTING POLICY**

If the TSI assessment is retaken before the student completes a developmental course, the resulting score will determine placement in subsequent courses. It is the student's responsibility to take the score to the instructor of the class. That instructor will give the student a grade of CR on the final grade sheet, and the student will no longer be required to attend that class for the rest of the semester.