



English 1302 – English Composition II Course Syllabus: Spring 2019

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

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	1-4	9:30-11 & 1-4	1-4 p.m.	9:30-11	NA	NA

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: ENGL 1302 - **Composition II** is an intensive study of, and practice in, the strategies and techniques for developing research-based expository and persuasive texts. Emphasis is on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multi-media texts; systematic analysis, evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. A research paper is required. English 1301, or its equivalent, is a prerequisite. (3 semester hours)

Required Textbooks: *The Norton Field Guide to Writing – With Readings and Handbook*. 4th edition. Bullock, Goggin, and Weinberg. W.W. Norton. ISBN: 978-0-393-61739-9

Recommended Readings: Online handouts and text sections as assigned.

Required Items for Class: Spiral notebook or small binder and notebook paper.

Student Learning Outcomes

Upon successful completion of this course, students will:

- Demonstrate knowledge of individual and collaborative research processes;
- Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays;
- Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence;
- Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action; and
- Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.).

Course Goal

The goal of this course is to help students grow as thinkers and communicators. Higher order skills acquired in thinking and writing help students process information in a rapidly changing world and reflect on the deeper meanings of print and visual media. Students who utilize these rhetorical tools and strategies achieve a level of sophistication in writing that invites audiences to join them in examining issues from multiple layers of meaning. In this process, students begin to take a more disciplined approach to writing and develop their personal voice through every day and argumentative writing.

Class Expectations and Responses to Reading Assignments

Class participation is an important expectation of this course. Students are expected to actively participate in discussions that take place in class. Rubrics for **Discussion & Participation**, **Essay Evaluation**, **Class Presentations**, and **the Final Essay** are located on the class Blackboard homepage.

WRITING ASSIGNMENTS

Please follow the instructions below when writing your formal papers. During the semester, students are required to complete four (4) scholarly, academic, *essays* and one *Final Argumentative Essay* writing assignment, composed from your personal research.

Out of Class Writing

Out-of-class writing assignments **must be typed in APA or MLA format**

Use font size of 12 pt. and double-space.

Essay assignments are usually two-three pages in length (500-750 words).

Pay attention to spelling, grammar, word choice, syntax, and punctuation. (Use spell-check, grammar-check, and Grammarly app.)

Due dates for all assignments are noted in the Tentative Course Schedule in this syllabus, and the assignment folder on the Blackboard Homepage for this class.

Submit Essay entries and revisions electronically to your instructor via Blackboard. **You must save your essays as Microsoft Word (.doc or .docx) format documents so that I can open, read, and comment on your essays. Papers submitted past the deadline, by email, or in any other format than Microsoft Word, will not receive the full grade. (See the Late Submission Policy)**

Some late papers may be accepted at the instructor's discretion and will not receive full credit.

Emergency situations will be handled on an individual basis, and only under dire circumstances.

Graded papers will be returned within two weeks of receipt. Your essays will be graded holistically based on the essay-scoring rubric.

If you receive a grade you would like to improve, simply revise your paper and re-submit it through the same assignment icon. You may do this as many times as you like to improve your grade and your writing skill. At the end of the course the highest grade will be applied to your final average. Revised RJs are due one week after you receive your graded paper (7 days from the date returned) or they **may not** be accepted.

In-class Writing

Written responses to readings from scholarly articles, class text essays, and class discussions will make up weekly Journals.

Discussions will be held each week, followed by in-class writing of a Journal. You are required to bring your text or electronic version to class each day.

After your weekly journal is complete to your satisfaction you will turn in a paper copy for grading.

During the final weeks of the course, these Journal entries will be compiled into one

extended journal for a complete grade. Be careful to keep all your returned graded journals together.

REQUIREMENTS FOR THE FINAL ESSAY

A FINAL ARGUMENTATIVE ESSAY (including a Works Cited page) is required in order to pass this class. The paper has no set number of pages, and should be typed in APA or MLA format, and submitted online during the last week of the semester. See the Online Writing Lab (OWL) at Purdue University handouts and examples on our Blackboard homepage for examples. A link is provided for the OWL on our Homepage. We will concentrate our efforts on assembling the final draft of the paper, the Introduction, the Thesis, and the Conclusion, during the last weeks of the semester.

You should have at least some outside sources on your Works Cited page and included in in-text citations.

During **week 2** you will begin choosing research topics.

Although you may not have finished the final draft of your final essay, **presentations of your papers will begin week 14.** You are not required to have your paper finished at the time of presentation, and you do not have to turn anything in with the presentation. You will be graded separately, according to the Presentation Rubric located on the class Blackboard Homepage.

The length of the presentation should be between 5 & 10 minutes and should follow this format:

Slide 1 - A title slide that includes the title of your paper and your name.
Slide 2 - states the title of your argument, the reasoning behind your research, and your conclusions.

Slide 3 - begins with a summary of the points from your research findings.

After summarizing - list the results of your research analysis;
State your final conclusions and possible solutions. (The End)

Do not read from slides, simply use them for an outline, and discuss your findings.

There will still be time, during weeks 13 & 14, to review your rough draft, **in hard copy, in class.**

After this review, complete your final essay and turn it in by the end of the last regular class day.

Please email me with questions you may have during your research and the writing of your rough draft.

Carefully check your sources for credibility and quality.

Although you should keep your direct quotes to a minimum, be aware of the definition of plagiarism when quoting information from sources.

Be sure you adhere to APA or MLA guidelines for research papers.

Use the information in examples, handouts, and/or the OWL of Purdue University located on our class homepage to help check citing sources and formatting.

What is due, and how should each item be turned in?

A presentation of your FINAL ESSAY is required during the last three (3) weeks of the semester (before finals week).

A fully formatted Final Essay is required and should be turned in as an individual assignment item through the Safe-assignment icon, located on the class Homepage, no later than 11:59 pm, the last regular class day. **No late papers will be accepted - NO EXCUSES!**

COURSE/ASSIGNMENTS GRADES

Your assignments will fall within the following point values:

Major Essays 4@100	400 Points
Citation Assignment 100	100 Points
Class Participation/Discussion/In-class Writing	200 Points
Ten (10) Journal Entries @ 50	500 Points
Project Presentation	100 Points
<u>Final Essay</u>	<u>200 Points</u>
Total	1500 Points

COMPUTER REQUIREMENTS

You must have access to a computer to take this course. A significant amount of the required work is to be done on computer. Your computer needs to have current Windows for PC or MAC OS X10.3 or higher. You will need Office 2003 or higher, and you will need broadband Internet access. You can check your operating system by right clicking on the My Computer icon on the home screen. You can check your word processing program by going to the Start icon on a PC and clicking on All Programs or clicking on the Applications icon on a MAC. You will find your Microsoft Office program there. If you do not have access to a computer with the minimum computer requirements, I strongly suggest that you reconsider taking this course.

ATTENDANCE/WITHDRAWAL POLICY

Students are expected to attend class regularly. **It is class policy to assign a student a grade of F after five (5) absences.** It is the responsibility of students who need to withdraw from the class to do so before the final withdrawal date posted by the college, or they will receive a grade of F.

Student Responsibilities/Expectations:

12.1 Students are expected to come to class with the text, something to write on, and something to write with, or they will be asked to leave and counted absent for that class day.

There will be no texting or reading of texts during class. If you are expecting an emergency call, please notify me in advance and put your phone on vibrate. Leave the room if you need to answer with text or talk. Students who do not follow this rule will be asked to leave class and will be counted absent that day. If you are having trouble with your writing, please talk to me. I will be glad to help. Tutors are also available.

Class Disruptions

All students enrolled at the college shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. Your attendance in this class requires that you participate as an adult. On that basis, there will be no talking while I am lecturing, or while another classmate is talking or presenting, and no texting, or social networking at any time. Disregard for this rule will result in you being asked to leave the class until further notice.

NTCC Academic Honesty Statement

"Students are expected to complete course 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

All students are expected 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 an F in the course.*** 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 request accommodations. An appointment can be made with Shannin Garrett, Academic Advisor/Coordinator of Special Populations located in the College Connection. She can be reached at 903-434-8218. For more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](#).

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.

English 1302 Tentative Class Schedule – Spring 2019

Week 1: 1/22-27

Day 1&2 - First Class Day/Syllabus/Expectations

Discuss Writing Projects/Topics - Journal Format/Assignment Entry process.

For next week - Review Chapters Handouts and Topics

Begin reading – Parts 1 & 2 of the text – Academic Literacies & Rhetorical Situations.

Week 2: 1/28-2/3

Day 1&2 - Discussion – Research material/In Class Writing and Sample Article to review (from me).

Examples – MLA/APA citation style/Summary & Analysis - Discuss First Essay Requirements

For next week – continue reading – Parts 1 & 2 of the text – Academic Literacies & Rhetorical Situations

First Essay - A personal Literacy Narrative - Due Thursday– 2/7 by 11:59 p.m.

Begin reading – Part 3 – Genres – beginning on Page 71

Week 3: 2/4-10

Day 1&2- Discussion of responses to reading & 1st Journal in Class.

Discuss First Essay Requirements

First Essay - A personal Literacy Narrative - Due Thursday– 2/7 by 11:59 p.m.

For next week – Continue reading - Part 3 – Genres

Week 4: 2/11-17

Day 1&2 - Discussion of responses to reading & 2nd Journal in Class

For next week – begin reading – Part 5 – Strategies beginning on Page 329

Week 5: 2/18-24

Day 1&2 - Discussion of responses to reading & 3rd Journal in Class.

Discuss Second Essay Requirements

For next week - Second Essay - Cause & Effect - Due Thursday – 2/28 by 11:59 p.m.

Continue reading – Part 5 – Strategies

Week 6: 2/25-3/3

Day 1&2 - Discussion of responses to reading & 4th Journal in Class

Discuss Second Essay Requirements - Second Essay - Cause & Effect - Due Thursday – 2/28 by 11:59 p.m.

For next week – continue reading – Part 5 – Strategies

Week 7: 3/4-10

Day 1&2 - Discussion of responses to reading & 5th Journal in Class

Final discussion of Part 5 – Strategies

For next week - continue reading – Part 5 – Strategies

SPRING BREAK – 3/11-17

Week 8: 3/18-24

Day 1&2 – Final discussion of responses to Strategies & 6th Journal in Class

Discuss Third Essay Requirements

For next week - Third Essay - Effective Arguing - Due Thursday – 3/28 by 11:59 p.m.

Week 9: 3/25-31

Day 1&2 - Discussion of responses to reading & 7th Journal in Class

Discuss Third Essay Requirements - Third Essay - Effective Arguing - Due Thursday – 3/28 by 11:59 p.m.

For next week – Begin reading Part 6 – Doing Research beginning on Page 433

Week 10: 4/1-7

Day 1&2 - Discussion of responses to reading & 8th Journal in Class

For next week – Continue reading Part 6 – Doing Research

Sign up for presentations.

Week 11: 4/8-14

Day 1&2 - Discussion of responses to reading & 9th Journal in Class

Discuss Fourth Essay Requirements.

For next week – Continue reading Part 6 – Doing Research – Sign up for presentations.

Fourth Essay - Contrast & Comparison - Due Thursday – 4/18 by 11:59 p.m.

Week 12: 4/15-21

Day 1&2 - Discussion of responses to reading & 10th Journal in Class

Discuss Fourth Essay Requirements - **Fourth Essay - Contrast & Comparison - Due Thursday – 4/18 by 11:59 p.m.**

For next week – Last week for revisions.

Sign up for presentations - Continue reading Part 6 – Doing Research

Week 13: 4/22-28

Day 1 & 2- Work on **Final Essay – Combining Genres** - thesis/introduction/transition/conclusion/rough draft/presentations. **Due Thursday, 5/9 by 11:59 p.m.**

For next week - Sign up for presentations - Continue reading Part 6 – Doing Research

Week 14: 4/29-5/5

Day 1 & 2 - Work on **Final Essay** - thesis/introduction/transition/conclusion/rough draft in class.

Presentations - finalize Rough Drafts in class. **Due Thursday, 5/9 by 11:59 p.m.**

Week 15: 5/6-12

Day 1 & 2 – Presentations, work on thesis/introduction/transition/conclusion/rough draft in class & **turn in Final** (5th) **Essay no later than Thursday 5/9 at 11:59 p.m.** Finals begin Friday, 5/10.

Week 16: 5/13-16

Finals Week. Final in-class writing & presentations continue (if necessary). No regular classes.

Graduation – Saturday – 9 a.m. & 11 a.m.