

Syllabus for English 1A	
Semester & Year:	Fall 2012
Course ID and Section Number:	032430 (only 1 section)
Number of Credits/Units:	4
Day/Time:	Tuesday and Thursday – 3:30 p.m. – 5:35 p.m.
Location:	Room 111
Instructor's Name:	Katherine Brown
Contact Information:	Office location and hours: Room 104 (small computer lab) Mon. 12-1pm, Tues. 12-2:30 pm, and Thurs. 1-2:30 pm Phone: leave message with administration 962-2663 Email: Katherine-brown@redwoods.edu
Course Description: A transfer-level course in critical reading and reasoned writing. Students analyze issues and claims presented in visual, oral, or written arguments and write analytical and argumentative essays based on those issues. Research and source-based writing, employing correct MLA, is required.	
Student Learning Outcomes: 1. Analyze argumentative claims. 2. Respond to arguments with persuasive critical essays. 3. Locate, synthesize, and document sources for use in response to arguments. Revise and edit for sentence structure and mechanics.	
Special accommodations: College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services. Students may make requests for alternative media by contacting DSPS, Carole-Freeman, Room 130 (in Student Study Hall), carole-freeman@redwoods.edu , (707) 962-2638.	
Academic Misconduct: Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an "F" in the course.	
The student code of conduct is available on the College of the Redwoods website at: http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf	
PLEASE NOTE that this instructor prohibits disrespect of other students (or instructor) , such as excessive talking, rude remarks, ringing cell phones, and non-academic use of laptops or i-Pads. You will be removed from class.	
College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.	

A Message from the Instructor:

English 1A is a rigorous foray into writing, grammar, reading, and critical thinking. It allows you to recreate yourself and become successful in academics and in life by breaking old habits of procrastination, poor time management, passivity, self-sabotage, and poor self-awareness. Read. Ask questions. Take notes. Complete assignments. Form study groups. Invest in yourself. Make it a point to meet with me at least once during the semester, just to check in. I strongly urge struggling students to sign up for ½ to 1 unit of English 52 for extra writing support or visit with me regularly during my office hours.

Required Textbooks and Materials:

- *Course Packet for English 1A* – available at the Ft. Bragg campus bookstore and through Resources on MyCR for this class
- *Practical Argument* - by Kirszner and Mandell, 1st Edition ISBN: 978-0312570927
- *The Pocket Wadsworth Handbook* by Kirszner and Mandell, 5th edition. ISBN #978-0-495-91295-8 (the 4th Edition is acceptable, but note that page numbers will not match up with assignments)
- *Flashdrive* (aka thumb drive) for storing in-class writing (available wherever computer accessories are sold)

Grade Breakdown

Projects	60% of grade
Classwork	15% of grade (drop two lowest 5 to 10 point assignments)
Homework	20% of grade (drop lowest 5 pt. assignment)
Review Tests	5% of grade

Tracking Your Grade

- You have access to your grades at all times through *Gradebook* on MyCR under our class site. This is updated as soon as assignments are graded and entered.
- Instructor also keeps another set of books and will send you this version periodically through the e-mail address you provide on the first day of class.
- The highest grade between the two gradebook versions will determine your semester grade.

Grading Criteria

- Projects come with specific written grading criteria. (see Project Packet)
- Classwork is graded on completeness and quality of work and student participation. Classwork points will vary (5-30 points) depending on assignments, which will include active learning: quizzes, group work, class discussions, reading, and written work. Average is approximately 10 points per class. Classwork cannot be made up, so missed classwork will receive a zero (Note that two lowest 5-10 pt. assignments are dropped). Excused absences require medical or legal documentation—no exceptions.
- Homework is graded on completeness and quality of work. Homework points will vary—see Course Schedule for breakdown. Late homework is not accepted; therefore, homework not turned in on time will receive a zero. This means that if you are absent, your missed homework **will not be automatically accepted** upon your return to class. (Note that the lowest 5 pt. assignment is dropped). A student should turn in homework ahead of time if he/she has a planned absence. (NOTE: Instructor arrangement required for any other special circumstance.) Homework is on your Course Schedule, will be announced in each class, and posted and updated on MyCR under Calendar. Homework is due at the START of class – 3:30 p.m. Sharp.
- Tests – Two Review tests of 50 points each (and one End-of-Year Class Assessment of an easy 15 points) are graded on completeness and quality of work.

Grading Scale

	A = 93-100	A- = 90-92.9
B+ = 87-89.9	B = 83-86.9	B- = 80-82.9
C+ = 77-79.9	C = 70-76.9	
	D = 60-69.9	
	F = 59 and below	

Absences and Participation

Since regular attendance is a critical factor in student success, students at the College are expected to attend all sessions of each class in which they are enrolled. In general, absences may be considered excessive when the number of absences exceeds the total number of times that the class meets during one week. For instance, this course meets two days a week, so any more than two absences for the semester would be considered “excessive”. While **an instructor may drop a student for excessive absences** up until October 31, it is the student’s responsibility to officially withdraw from a class. Instructor approval is not required to withdraw from classes. Students must drop their classes by October 31 through the current registration system.

Projects – See Project Packet

- Six projects--include in-class and out-of-class essays, a group oral presentation, and a visual presentation.
- A student will receive an F on any paper that is not original, including trying to recycle essays already used in this class. No exceptions.
- Projects are due at the start of class on the given date. Late projects will be penalized (see individual projects for rules).. No late Visual or Group Presentation projects accepted.
- Project requirements and grading criteria will vary. See Project Packet given to you by instructor or check Assignments in MyCR.
- Copies of the Projects can be found under ASSIGNMENTS on the class MyCR website .

Classwork (see Grading Criteria and Grade Breakdown above)

Homework (see Grading Criteria and Grade Breakdown above)

My CR – Our English 1A Website

- To log onto the MyCR website for this class, you will enter your first initial, last name, and last three digits of your student ID. **example:** Susan Student w/ID 1234567 would be SStudent567
- **Password is your birth date** in the mmddyy format with no slash or dash. For example, a birthday of Jan. 1 1991 is entered as 010191.
- Students must have internet access and learn how to use MyCR for this class to navigate through the site tools below:
 1. **Calendar** –Flags important due dates for projects, homework assignments, and tests. Updated homework is listed here.
 2. **Messages** –To send/receive messages to/from your English 1A instructor and classmates
 3. **Syllabus** –For constant access to the syllabus. **Any homework changes will be posted on the CALENDAR in red.**
 4. **Assignments** –Access copies of Projects (and certain exercises per instructor)
 5. **Resources** –Where you will find all Power Points (PP), a copy of the entire Course Packet, and any class handouts other than Projects.
 6. **Gradebook** – Where you can track your grades as they are entered.
 7. **Tests & Quizzes** – Where you will take on-line assessments per instructor
 8. **Grammar** – Two sites are available for grammar practice. Make use of these regularly.
 9. **Online Tutor** – A great resource to run your essays through to catch grammar errors and more. The tutors are students, so they do make mistakes. Run papers through more than once for best results. Recommended for all students.
 10. **Library Access** – You have to create an account while on campus to get access to library database off campus. Do this right away so you can do research from home. See librarian for help.
 11. **Discussion Forum and Chat Room** – Tools for you to make contact with your classmates.

NOTE: The instructor reserves the right to make any changes to the syllabus as needed.

The English Department Attendance Policy – Effective as of 8/27/12

Students at the College are expected to attend all sessions of each class in which they are enrolled. For example, if a class meets twice a week, students should not exceed 4 absences for the semester. If a student exceeds the limit on absences before week 11 of the semester, an instructor will notify the student that he or she has been dropped. After that notification, students are still responsible to go into Web Advisor and withdraw themselves from the class, in order not to receive an F. After week 10, excessive absences will likely result in failure.
