

<b>Syllabus for English 1A</b>	
<b>Semester &amp; Year:</b>	Spring 2013
<b>Course ID and Section Number:</b>	03-2789 (only 1 section)
<b>Number of Credits/Units:</b>	4
<b>Day/Time:</b>	Tuesday and Thursday – 10am – 12:05 pm
<b>Location:</b>	Room 112
<b>Instructor's Name:</b>	Katherine Brown
<b>Contact Information:</b>	Office location and hours: Room 104 (small computer lab) Monday 4:00 – 5:00 pm Thursday 12:15 – 1:15 pm Wednesday 12:30 – 1:30 pm Phone: leave message with administration 962-2664 only in case of emergency – no call back Email: <a href="mailto:Katherine-brown@redwoods.edu">Katherine-brown@redwoods.edu</a> or through English 1A Website (response may take 24 hours)
<b>Course Description:</b> 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.	
<b>Student Learning Outcomes:</b> 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.	
<b>Special accommodations:</b> 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), <a href="mailto:carole-freeman@redwoods.edu">carole-freeman@redwoods.edu</a> , (707) 962-2638.	
<b>Academic Misconduct:</b> 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: <a href="http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf">http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf</a>	
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 to become successful in academics and in life by breaking old habits of procrastination, poor time management, self-sabotage, and passivity in classroom interactions. Read. Ask questions. Take notes. Believe in yourself. Complete assignments. Come to class regularly and on time. Form study groups. Invest in yourself. Take risks. Make it a point to meet with me at least once during the semester, just to check in. I want you to succeed. I want you to want to succeed. *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 portions available through Resources on the English 1A website
- *Practical Argument* - by Kirsznner and Mandell, 1<sup>st</sup> Edition ISBN: 978-0312570927
- *The Pocket Wadsworth Handbook* by Kirsznner and Mandell, 5<sup>th</sup> edition. ISBN #978-0-495-91295-8
- *The Devil's Highway: A True Story* – by Luis Alberto Urrea (non-fiction paperback)
- Flash drive (aka thumb drive) for storing in-class writing (available wherever computer accessories are sold)
- Three pocketed folders for Essay Portfolios (or one that you recycle with each project)
- A three-ring binder to hold Course Packet, notes, paper for in-class writing
- A system for keeping notes, returned work, handouts
- Regular Internet Access
- Computer Access and printer
- Lined paper, pens, pencils

### 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. **If you have any problems logging on, contact the ITS team immediately and resolve the issue.**

**example:** Susan Student w/ID 1234567 = 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.

- **Messages** –To send/receive messages to/from your English 1A instructor and classmates
- **Syllabus** –For constant access to the syllabus. **Any homework changes will be posted on the Course Schedule portion in red.**
- **Assignments** –as needed for certain exercises per instructor
- **Resources** –Where you will find all Power Points (PP), exercises and worksheets from the Course Packet, and any class handouts, including **Essays and Projects**.
- **Gradebook** – 24 hour access to your grades as they are entered.
- **Tests & Quizzes** – Where you will take on-line quizzes per instructor (flagged as MyCR quiz on Course Schedule)
- **Grammar Cengage and Grammar CCC** – sites available for grammar practice. Make use of these.
- **Online Tutor** – CR tutoring services to help you with essays and other grammar/writing resources.
- **Library Access** – You have to create an account while on campus to get access to the library databases off campus. Do this right away so you can do research from home. See librarian for help.
- **Discussion Forum and Chat Room** – Tools for you to make contact with your classmates.

### Grade Breakdown

Essays – 40%

Classwork & Participation– 22% (lowest two scores dropped)

Journals – 10% (lowest score dropped)

Review Tests/Quizzes/Special Projects – 28%

### Gradebook

- You have 24/7 access to your grades through *Gradebook* on MyCR under our class site. This is updated as soon as assignments are graded and entered. (Note that Participation will only be posted each month.)
- Instructor also keeps another set of books and will send you this version periodically through e-mail.
- The highest grade between the two gradebook versions will determine your semester grade.

### 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	

### Attendance and Absences

#### ***Excused absences require written medical or legal documentation.***

Please note that undocumented illness or having to work is an unexcused absence. Also, tardiness of more than five minutes and leaving early will count as one-half absence. (This means two instances equal one unexcused absence.)

**Participation is part of your class grade, and you cannot be an active participant if you are late, leave early, or do not attend class. Also be aware that excessive absences will result in your being dropped from the class.**

#### **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, the instructor will notify the student via e-mail that he or she has been dropped.

(Students are advised 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. ) *Any revision to this policy will be posted on our English 1A website and announced in class.*

If you miss a class, it is your responsibility to check the website for homework updates and/or to check with another student as to what you missed. **Do not contact the instructor for this material.**

### Conduct

Be respectful, patient, and open-minded in your interactions with each other. On no account will the use of sexist, racist, or homophobic language be tolerated, or talking over the instructor or classmates. **Cell phone use is prohibited in the classroom.** Students fiddling with their phones will be asked to leave. Laptops are permitted as long as their use is limited to note-taking.

### Returned Work

Please keep all returned work in a folder or binder. It is easy for an instructor to make an entry error when grading, and the original document is necessary to correct the error. **NOTE that once graded work is returned, no late work**

can be turned in using a late coupon or a test make up scheduled. Graded work is usually returned on the next class session.

### **Make-Up – Review Tests**

If you are absent during a review test day, you **must make up the test prior to the next class** or receive a zero. **Policy to handle make-up tests for the Mendocino Campus to be announced.**

### **Extra Credit**

The English Department does not allow formal extra credit.

### **Due Dates, Coupons, and Late Work**

Your Course Packet contains two one-time-use late coupons allowing for a forty-eight hour extension (two calendar days—no more--). These coupons must be attached to the appropriate written assignment. **Coupons cannot be used for rough drafts of essays or for final draft of Essay 3.** Also, **coupons cannot be used once the graded assignment has been returned.**

All work is due the beginning of the class or as indicated in the Course Schedule. Missed projects cannot be made up. Missed In-class work, including in-class quizzes, cannot be made up. Late take home quizzes are not accepted at all unless the one-time forty-eight hour coupon is used AND the late work is turned in prior to the corrected quizzes being returned. Late journals are not accepted at all unless the one-time forty-eight hour coupon is used. Late essays are allowed with the penalty of one grade reduction (+/-) for every calendar day late, unless coupon is used and the work turned in within the coupon time limit. However, late essays will not be accepted after seven days.

On the rare occasion that the instructor allows work to be e-mailed (**prior special permission required**), please note that only .doc or .docx or .rtf files are accepted.

### **Turnitin.com**

All out-of-class essays require you to submit an electronic copy of your final draft to Turnitin.com. You do not want to exceed more than 20% quoted material, and you must cite any material from other sources. Instructions and codes for Turnitin can be found in your Course Packet.

### **Paper Formats - MLA**

All essays (and other assignments when requested) must be typed according to MLA format: Times New Roman- 12 pt. font, one inch margins on all sides, double-spaced throughout, including heading and title, pagination, with the proper heading on the first page only with student name, instructor name, class title, and date in special format (no commas or slashes). For all essays, heading should include word count, essay structure (Basic, Rogerian, Six Move), and claim type (evaluation, ethical, definition, analogy, causal, policy).

### **Essays – 40% of grade**

Three argumentative out-of class essays with portfolios (outline/brainstorm, rough draft(s) with peer comments, self-evaluation, Turnitin) and one source analysis (no portfolio other than Turnitin and self-evaluation).

90 pts.	Essay 1 - 1000-1250 word (Evaluation/Ethical Argument)
105 pts.	Essay 2 – 1300-1500 word (Causal/Policy)
140 pts.	Essay 3 – 2000 – 2100 word (open claim)
65 pts.	Source Analysis paper

### **Portfolios and Peer Evaluation Workshops**

A portfolio (folder with pockets) of final/polished essay draft, along with outline/brainstorming, typed rough draft(s); Peer evaluations (both those received and done), and a self-evaluation form are required for essays. **The portfolio items, aside from the polished draft, is worth 21% of your essay grade.** Students also must electronically submit a copy of the polished draft to Turnitin.com and receive a readout of 20% or less. Essays will not be graded without a Turnitin submission. It is not acceptable to bring a handwritten draft for Peer Evaluation exchanges. Late coupons cannot be used for rough drafts or written Peer Evaluations.

### **Review Tests/Quizzes/Special Projects – 28% of grade**

- Visual Argument Presentation – Individual Project– 45+ points
- Group Grammar Workshop – Group Activity - 20 points
- Group Presentations based on *Devil's Highway* – 30 points
- Ethos/Logos/Pathos Samples and Commentary – Individual Project – 20 points
- Two Review Tests – 80 points each
- MyCR Quizzes, In-Class Quizzes, and Take Home Quizzes (in Course Packet) - points will vary (See Course Schedule for listing)

Tests and quizzes include short essay answers, multiple choice, fill in the blank, true and false, and grammar corrections.

### **Classwork & Participation– 22% of grade**

Be prepared to do writing for every class; therefore, bring paper and pen, and do preparation (such as assigned reading). Also, you will often do group work in the form of discussion and collaborations.

Participation includes coming to class, arriving on time, staying for the entire class, joining in discussions, being an active member in group work, asking questions, offering answers, reading aloud, and being generally engaged in class. (See also Attendance and Absences. **You cannot be an active class participant if you are late, leave early, or do not attend class.**)

The lowest two classwork/participation grades will be dropped.

### **Journals – 10% of grade**

Journal instructions can be found in your Course Packet. See the Course Schedule for journal due dates and material. The lowest journal grade will be dropped.

**NOTE: This syllabus may be modified during the course of the semester, as needed. If there are corrections or additions, you will be notified of such on the course website (notices will appear on home page).**