

**English 08 – 4 units**  
**Writing Fundamentals—Spring 2013**  
**Imperial Valley College**

Instructor: Mrs. Harriet Williams, Sr.  
Classes: Basic English Composition 1 (ENGL 008)  
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**Course Description and Objectives**

In the course of the semester, students will read, examine, analyze, and evaluate many short essays and one longer non-fiction work of at least 200 pages. Students will learn basic composition skills, focusing on the sentence and paragraph, leading to a multi-paragraph essay. Students will study vocabulary in the context of reading and writing.

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**REQUIRED TEXTS:**

Little & Brown Handbook, The Personal Essay by Dinty Moore and Thirteen Senses by Victor Villasenor

**STUDENT RESPONSIBILITIES:**

1. Attendance: Students who wish to do well in the class should plan on attending every class. Students should try to arrive early so that they are on time for class. Students should officially drop if they determine they do not want to take the class. You will receive an “F” if you stop coming. Do not stop coming because you think you are failing. Talk to me, email me so that you do not mess up your transcript even though this is not a transfer class.
  
2. Preparation, participation, and deadlines: Students are expected to arrive in class with the day’s reading already completed or with required drafts ready to be turned in. Late work will reflect on your class participation. Students will be expected to actively participate in class activities that involve reading, discussion, peer response, and group work.
  
3. Materials: Students are expected to arrive in class with the assigned texts and a loose-leaf binder with dividers to save all writings. Essays written may require pre-writing activities and drafts. Directions will be given as to how to turn those items into the instructor. Returned writing must be in your binder at each class meeting.

4. Proper format: For essays, turn in typed, one and a half (1 ½) spaced, three hole punched and stapled (Professor Williams will have a punch and stapler for your use). On the BACK of EACH PAGE, please use the following heading style:

Name

Essay Name: *Essay 1*

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Date draft is due: *Date*

Page #--1 (*Number on back*)

6. Students are encouraged to make an appointment if you need help or to email with questions.

7. Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible: DSP&S, Room 2117, Health Sciences Bldg., (760) 355-6312.

8. Academic Misconduct Policy Academic honesty: Plagiarism is unacceptable. Any work turned in must be yours or must be adequately cited (you will be trained in citing sources). Plagiarism\* (that means using someone else's words without citing your source) will result in a failing grade on the specific assignment. All dishonest behavior will be reported to the administration

Academic misconduct includes misconduct associated with the classroom, laboratory or clinical learning process. Some examples of academic misconduct are cheating and plagiarism.

Cheating includes, but is not limited to, (a) use of any unauthorized assistance in taking quizzes, tests, assessment tests or examinations; (b) dependence upon the aid of sources beyond those authorized by the faculty member in writing papers, preparing reports, solving problems, or carrying out other assignments; or (c) the acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or staff.

Plagiarism includes, but is not limited to, the use of paraphrased or directly quoted published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. Information gathered from the internet and not properly identified is also considered plagiarism.

Any student found by a faculty member to have committed academic misconduct may be subject to sanctions as determined by the faculty member. Sanctions MAY include a warning, grade adjustment, and course failure. Consequences for plagiarism include a zero on the assignment and a referral will be made to the proper campus authority.

## 9. IVC Discipline Policy

“Imperial Valley College is maintained for the purpose of providing students in the community with programs of instruction in higher education. The College is concerned with the fostering of knowledge, the search for truth and the dissemination of ideas. Students shall assume an obligation to conduct themselves in a manner compatible with the college’s function as an educational institution. Misconduct while on the college campus, or at a college-sponsored function are subject to disciplinary action.

An instructor MAY REMOVE a student for the day of removal and the next class meeting. Such action must be immediately reported to the Superintendent/President. During the period of removal the student MAY NOT return without the consent of the instructor.”

## 10. Student Learning Outcomes for English 08:

Upon course completion, the successful student will have acquired new skills, knowledge, or attitudes as demonstrated by being able to:

- 1) Generate multi paragraph essays with a clear thesis statement or controlling idea. 1. (ILO1, ILO2, ILO4)
- 2) Write multi-paragraph essays showing support for a thesis statement or controlling idea (ILO1, ILO2, ILO4)
- 3) Construct complete sentences with few errors in sentence structure such as fragments, comma splices, or run-on sentences (ILO1, ILO2, ILO3, ILO4)
- 4) Compose a multi-paragraph essay response to a reading (ILO1, ILO2, ILO4, ILO5)

## GRADING SCALE

- 90-100 percent—A
- 80-89 percent—B
- 70-79 percent—C
- 60-69 percent—D
- 0-59 percent—F

## Evaluation:

75% of your grade will be writing assignments.

10% will be participation and attendance.

15% will be reading Thirteen Senses and activities that go with it—quizzes, writings such as reflections, etc.

Because this is a writing class, your work may be reviewed and critiqued by peers or may be used as an example by the instructor for in class presentation. Put your name on the back of all essays.