

**Instructor:** Ms. Caroline Krejci

**Office Hours:** See me before or after class or email me.

**Mailbox:** In the Campus Center between the Faculty Lounge and the bookstore

**Email:** Caroline.Krejci@imperial.edu

English 110 – **Basic English Composition**  
Summer 2013

**Meetings & Location:**

Tuesdays and Thursdays from 3:05 to 5:10 p.m.

In 3000 -- the portable

**English 110 Required Textbooks:**

Pratkanis, Anthony and Elliot Aronson. Age of Propaganda: The Everyday Use and Abuse of Persuasion. W.H. Freeman and Company. 2001. ISBN# 0805074031

Harris, Robert A. Using Sources Effectively: Strengthening Your Writing and Avoiding Plagiarism. 3rd Edition. Pyczak Publishing., 2011. ISBN# 1-884585-93-0

Eggenschwiler, Jean and Emily Dotson Biggs. CliffsQuickReview Writing: Grammar, Usage, and Style. Hungry Minds, Inc., May 29, 2001. ISBN# 0764563939

Optional: The American Heritage Dictionary 5 edition Dell, June 26, 2012 ISBN# 978-0553583229

**Also Required:** A folder in which you must file all of your work for the semester, white notebook and typing paper, blue or black pens, a stapler, and a computer or typewriter (all paragraphs and essays must be typed). Also don't forget to "back up" your assignments in case of computer or disk problems.

**Statement of Purpose:** According to IVC's website, **English 110 Student Learning Outcomes are the following:**

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

1. Demonstrate mastery of research strategies, including appropriate use and correct documentation of research materials.
2. Demonstrate mastery of pre-writing strategies, including brainstorming and outlining.
3. Develop an essay of multiple pages that effectively presents and strongly supports a clear thesis statement. In other words, it is to help you develop your writing skills for your other classes and life in general."

The English 110 students are expected to already be able to compose a multi-paragraph essay that uses text with properly conjugated and properly used verbs, and compose a multi-paragraph essay that uses correctly formed sentences with virtually no errors of fragments, comma splices, and run-ons."

**Course Requirements:** Essays and their Drafts; In-class Work; Reading Assignments; Homework; Quizzes; and a Final Exam.

**ATTENDANCE:** Keep in mind that you should not be absent from class more than once. Any student who misses the first class will be dropped.

In-class writing assignments, homework, and quizzes cannot be made up if you are late or absent, and essay assignments will accrue late penalties unless I excuse your absence. Please, be prepared to document your emergency or illness when asking for an excused absence. I will accept doctor's notes, towing slips, auto repair bills, court papers etc. Schedule conflicts (with work or appointments on campus, etc.) are not excused. Please, give this documentation to me within a week of the absence.

**Tardies, Leaving Early, and Cell Phones:** You are expected not to disrupt the class, so **arrive on time, stay for the entire class, and turn your cell phone ringer off! Talk to your friends outside of class.** Show some respect for your instructor and fellow students by maintaining an environment without distractions. As our dean notes, "students who disrupt or interfere with a class may be sent out of the room and told to meet with Sergio Lopez, Campus Disciplinary officer, before returning to continue with coursework." Also, if you do arrive after roll, check (after class) to see that I have not marked you absent in the roll book. Essays are due at the beginning of class.

**Disabled Students:** If you require assistance through Disabled Students Programs and Services (DSPS) such as testing separately, please, let me know and give me the paperwork as soon as possible this semester, so that accommodations can be made.

### GRADE INFORMATION

**Assessment Criteria:** When your work is returned to you it will have the points you have earned over the number of possible points or a letter grade, so you can keep track of your grade in the class. The essays will also have comments that will be important suggestions about how to improve your writing.

(A = 95/100, A- = 92/100, B+ = 88/100, B = 85/100, B- = 82/100, C+ = 78/100, C = 75/100, C- = 72/100, D+ = 68/100, D = 65/100, D- = 62/100, F = below 60/100)

**Extra Credit:** There will be **no extra credit.**

<b>Grading Criteria:</b>	In-class writing, quizzes, & homework	10%
	Essay #1 (in class)	10%
	Essay #2 (with draft)	20%
	Essay #3 (with draft)	20%
	Essay #4 (with draft)	20%
	Final Exam	20%
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	TOTAL	100%

**Late or Missing Essays:** For each class session an essay is late, the essay's grade will drop one letter (ex: a B- essay would become a C- essay). Please, contact me BEFORE the essay is due if you are having difficulty making the deadline because of illness or emergency. Please, be prepared to document your disaster. Essays are due, typed and stapled, at the beginning of class.

**Late or Missing Drafts:** For each draft you fail to turn in or turn in late (either drafts for peer reviews or drafts for me) your final essay grade will drop one letter. For example, if you don't turn in a first draft and your second draft is late, your B essay will go down to a D.

**Plagiarism:** Plagiarism is the presenting another person's words, ideas, or facts as your own and/or failing to give credit to the source of your information. Plagiarism is dishonest and a form of cheating that will not be tolerated. As our dean notes, "A student found to have cheated on any assignment or plagiarized will receive a zero for the assignment and sent to Disciplinary Officer Sergio Lopez. A second occurrence of cheating or plagiarism may result in dismissal from class and expulsion from IVC."

## CALENDAR

The following is the tentative calendar for the semester. Not all the assignments are listed on this calendar. Please, be aware of this and write in your assignments for the following class before leaving class. Also, get a classmate's phone number in case you miss class, so you will be able to do the homework for the following class. It is your responsibly to contact a classmate to find out what you missed and be prepared for the next class meeting. I do not accept late homework or late in class work.

### Week One:

Aug. 20 --

Aug. 22 --

### Week Two:

Aug. 27 – **Write Essay #1 in class**

Aug. 29–

### Week Three:

Sept. 3 --

Sept. 5 –

### Week Four:

Sept. 10 –

Sept. 12 –

### Week Five:

Sept. 17 –

Sept. 19 -- **Peer Draft of Essay #2 is Due**

**Week Six:**

Sept. 24 – **Essay #2 2<sup>nd</sup> Draft is Due**  
Sept. 26 --

**Week Seven:**

Oct. 1  
Oct. 3 –

**Week Eight:**

Oct. 8 – **Essay #2 Final Draft is Due**  
Oct. 10 –

**Week Nine:**

Oct. 15 --  
Oct. 17 --

**Week Ten:**

Oct. 22 --**Essay #3 Annotated Works Cited Page Due**  
Oct. 24 – **Essay #3 Peer Draft Due**

**Week Eleven:**

Oct. 29 – **Essay #3 Final Draft Due**  
Oct. 31 –

**Week Twelve:**

(Daylight Savings Time Ends)

Nov. 5 –  
Nov. 7 –

**Week Thirteen:**

Nov. 12 --  
Nov. 14 -- **Essay #4 Peer Draft Due**

**Week Fourteen:**

Nov. 19 -- **Essay #4 Final Draft Due**  
Nov. 21 –

**Week Fifteen:**

Nov. 26 --  
Nov. 28 -- No Class – Thanksgiving

**Week Sixteen:**

Dec. 3 & Dec. 5 -- **FINAL EXAM**  
**There is no “make up” for the final exam, and  
no work will be accepted after the final exam.**