

Imperial Valley College Course Syllabus
English 008—Basic English Composition I

Basic Course Information

Semester	Spring 2014	Instructor Name	Kathleen Dorantes
Course Title & #	Basic English Composition I English 008	Email	kathleen.dorantes@imperial.edu
CRN #	20009 20010	Webpage (optional)	
Room	2900	Office	2797
Class Dates	1/21/14-5/16/14	Campus Office Hours Online Office Hours Writing Lab Hour	Tuesdays and Thursdays 12-1 p.m. Mondays and Wednesdays 8-9 a.m. Thursdays 1-2 p.m.
Class Days	Tuesdays and Thursdays	Office Phone	(760) 355-6328 (Email is much more efficient.)
Class Times	20009: 7:30-9:35 a.m. 20010: 9:45-11:50 a.m.	Office contact for emergency—English Dept. Secretary	(760) 355-6224
Units	4 units		

Course Description

Preparation for ENGL 009. Provides developmental instruction approaching the college level in paragraph and short essay writing. (Nontransferable, nondegree applicable)

Student Learning Outcomes

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

- 1) Generate essays with a clear thesis statement or controlling idea. (ILO1, ILO2, ILO4)
- 2) Write 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, run-on sentences. (ILO1, ILO2, ILO3, ILO4)
- 4) Compose a multi-paragraph essay response to a reading. (ILO1, ILO2, ILO4, ILO5)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Develop and use discovery techniques such as free-writing and clustering and apply these techniques to expository writing of paragraphs and essays.
2. Generate ideas based upon knowledge of concrete data and be able to express ideas effectively using a controlling idea or thesis statement.
3. Organize data necessary to support a thesis statement or controlling idea while studying and applying various rhetorical modes with emphasis on description, narration, and exemplification.
4. Demonstrate the use of critical thinking by identifying the main ideas and developing written responses to a variety of written texts.
5. Demonstrate clean and correct sentence patterns and work to eliminate sentence errors such as fragments, comma splices, and run-ons.

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6. Produce writing in which meaning is unobscured by grammar or usage errors in punctuation, spelling, subject-verb agreement, verb tense, word choice, and word order.
7. Demonstrate an understanding of the writing process with special attention given to editing and proofreading.
8. Participate in a number of activities and areas of study as deemed appropriate by the instructor.

Textbooks & Other Resources or Links

Sentences, Paragraphs and Beyond, with Readings, by Brandon and Brandon
ISBN: 113359122
Cengage Learning, 7th edition

Warriors Don't Cry, by Melba Pattillo Beals
ISBN 0-671-86639-7 (Be careful not to order online a book with a red cover. That one is abridged.)

Course Requirements and Instructional Methods

In the course of the semester, students will read, examine, analyze, and evaluate many short essays and one longer novel or 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. This class will provide developmental instruction approaching the college level in paragraph and short essay writing.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Therefore, please be prepared to spend about eight hours working on English 8 assignments out of class each week.

Course Grading Based on Course Objectives

Course Grading Based on Course Objectives		
Paragraph #1	5 percent	GRADING SCALE
Paragraph #2	5 percent	90-100 percent—A
Paragraph #3	5 percent	80-89 percent—B
Essay #1	10 percent	70-79 percent—C
In-Class Paragraph #1	5 percent	60-69 percent—D
In-Class Paragraph #2	5 percent	0-59 percent—F
In-Class Paragraph #3	5 percent	
In-Class Paragraph #4	5 percent	
In-Class Essay (Final)	15 percent	
Quizzes	15 percent	
Weekly My Skills Tutor Lab work	15 percent	
Weekly Online Discussions	10 percent	

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NOTES:

Sometimes a student misses very easy points such as quizzes, lab work, homework, etc. Toward the end of the semester when the student finally realizes he or she is failing, the student asks me for extra credit to bring up the grade. The time to accumulate good scores to pass the class is when the task or assignment is due. This is how college classes operate. There is no or very little extra credit.

The grade in English 8 is also qualitative. Thirty-five percent of the grade in this class is based on in-class writing. In order to pass English 8, students need to be able to write well enough to move on to English 9.

Attendance, Enrollment, and Student Expectations

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.
- It is the responsibility of the student to drop a class before the drop date.
- Quizzes will be given sometimes at the beginning of class and/or just before leaving at the end of class. If a student misses a quiz because he/she is late, left early, or absent, the quiz cannot be made up.
- 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, unless previously excused by the instructor, will not be accepted.
- Students will be expected to actively participate in class activities that involve reading, discussion, peer response, and group work.
- **Materials:** Students are expected to arrive in class with the assigned texts and loose-leaf paper.
- **Saving work:** Essays written in this class will be based on a series of pre-writing activities and drafts. Please save all work and staple new work atop old work when turning in any draft. Purchase a folder devoted to saving all the work from this class.
- **Proper format:** For essays, turn in typed, double-spaced, and stapled drafts. In the top left corner of page 1, please use the following heading style:
Name
Essay Name (Descriptive Narrative, etc.)
English 008—Instructor
Date draft is due

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Classroom Etiquette

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor. These are the numbers for campus security: (760) 483-7411, (760) 355-6306, or (760) 355-6308. Please give these numbers and your room number to your family in case they need to reach you in an emergency. During class time, phones and laptops will be turned off and put away. Anyone seen/heard using a cell phone or laptop will be asked to leave and not return until the next class. Any points, grades, quizzes, assignments, information, etc. lost during this time cannot be made up. The exception to this rule is the student who bought a digital copy of the textbook. If that is the case, please make this known to Mrs. Dorantes and use your laptop only for the textbook when the textbook is being used in class.
- **Food and Drink** are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- **Disruptive Students:** Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- **Children in the classroom:** Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Academic Honesty

- **Plagiarism** is to take and present as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly 'cite a source', you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question. **Anyone caught cheating will receive a zero (0) on the exam or assignment and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file.** Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following:
 - **plagiarism**
 - copying or attempting to copy from others during an examination or on an assignment;
 - communicating test information with another person during an examination;
 - allowing others to do an assignment or portion of an assignment
 - use of a commercial term paper service

Blackboard

This class will use Blackboard for Announcements, Gradebook, and Discussions. Students will be expected to check Blackboard regularly. If I need to contact a student, I will use the email function on Blackboard, so be sure that you have an email on Blackboard that you check regularly.

- If you have never logged into Blackboard before, here are instructions:

Blackboard website: Login Instructions for Students

Student can login by visiting: <http://imperial.blackboard.com>

For their username, they will use the first part of their student email address (e.g. jdoe2)

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For their password, they will use their WebSTAR PIN (which should automatically be synced when updated via WebSTAR)

If a student does not know his or her IVC email address, these two locations can help him or her find out that information:

- <https://www.imperial.edu/students/student-email-lookup/> (Does not require additional login, but will only work if the student is registered for 0.5 or more units for the current semester)
- <https://my.imperial.edu/student-email/> (Does require additional login to the Student Portal, but will work regardless of whether or not the student is registered for any classes)

- **Blackboard Assistance**

- IVC has established Blackboard support, which includes the following:

24/7 Phone Support: Support Representatives are available around the clock every day of the week to provide you with technical support for the Blackboard Learning System and log-in issues.

Submit A Ticket: This web based ticket submission tool allows you to fill out a web form that will get submitted as a ticket to our support representatives.

Real-Time Chat: This tool allows you to contact our support representatives 24/7. You can access this tool from the support portal.

Knowledge Base: Allows you to search or browse the various topics and questions that have already been answered.

- To visit the **Blackboard Support Portal** you can:
- Go to **Blackboard** support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
Or, from the IVC Homepage, click on the **Faculty & Staff | Blackboard Support** link
Or call **1-855-532-6983, toll free any time, day or night**
- **Learning Labs:** Feel free to use the Writing Lab in building 2600 any time during the semester. The lab usually has lots of available computers for you to use, and there are also tutors to contact for help. A tutorial visit will be required when we write Essay #1.
- **Library Services:** There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

My Skills Tutor.com

My Skills Tutor is a software program with assignments that can be done on campus or at home from any computer with access to the internet.

Go to www.myskillstutor.com.

Your user name is your G# as in G00123456.

Your password is your G# as in G00123456.

The site is imperial01.

There are deadlines to complete the work on the class schedule, but you have until I check the scores to complete the work. Once a grade is entered in Blackboard, the assignment is closed. Students completing all of the lessons in an assignment with an 80 percent or better will receive full marks. Students not completing all of the lessons will receive zero points. For instance, if a student completes all but one of the lessons with 100 percent, he or she will receive zero points.

*You may work ahead in My Skills Tutor. Please complete the assignments in numerical order (1, 2, 3, etc.), but it does not matter if you work ahead. You will not receive a score for that work until the work is due, but your assignments will be done and waiting for me to score.

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Disabled Student Programs and Services (DSPS)

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. The DSP&S office is located in Building 2100, telephone 760-355-6312 if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

Anticipated Class Schedule / Calendar

Week and Date	Description of activities (Schedule may be adjusted at any time.)	Due before class time WDC=Warriors Don't Cry MST=My Skills Tutor
Week 1 Jan. 21	Introduction to the class, present-tense verbs, discussion of the paragraph and composition terms, discussion of the writing process, reading in small groups, discussion and vocabulary	
Jan 23	Orientation for My Skills Tutor and Blackboard: -The 7:30 a.m. class will meet as usual in Room 2900 and then walk to the Writing Lab when it opens at 8:30 a.m. -The 9:45 a.m. class will meet in the Writing Lab, Room 2600.	
Week 2 Jan. 28	Discussion of the descriptive narrative -subjects and verbs -Discussion of Paragraph #1 assignment -reading in small groups, discussion and vocabulary	-WDC Chap. 1 -MST 1 and 2
Jan. 30	-fragments -reading in small groups, discussion and vocabulary	-WDC Chap. 2 -Discussion 1 and 2 on Blackboard
Week 3 Feb. 4	-compound sentences -FANBOYS -Reading in small groups, discussion and vocabulary	-WDC Chap. 3 -MST 3 -Write: Draft of Paragraph #1

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Feb. 6	-More compound sentences -Reading in small groups, discussion and vocabulary	-WDC Chap. 4 -Discussion 3 on Blackboard -Write 2 nd draft of Para. #1
Week 4 Feb. 11	-Complex sentences -Subordinating conjunctions and dependent clauses -reading in small groups, discussion and vocabulary	-WDC Chap. 5 -MST 4 -Write 3 rd draft of Para. #1
Feb. 13	-More complex sentences -Subordinating conjunctions and dependent clauses -Discussion of Paragraph #2 assignment -reading in small groups, discussion and vocabulary	-WDC Chap. 6 -Discussion 4 on Blackboard -Final of Para. #1 due
Week 5 Feb. 18	-Another type of compound sentence -HOTSHOT CAT (conjunctive adverbs) -reading in small groups, discussion and vocabulary	-WDC Chap. 7 -MST 5
Feb. 20	-More HOTSHOT CAT practice -compound-complex sentences -Combining sentences	-WDC Chap. 8 -Discussion 5 on Blackboard -1st draft of Para. #2 due
Week 6 Feb. 25	-Review of compound, complex, and complex-compound sentences -In-class paragraph #1 (based on Warriors Don't Cry)	-WDC Chap. 9 -MST 6 -2nd draft of Para. #2 due
Feb. 27	-Comma splices and run-on errors -Discussion of Paragraph #3 assignment -reading in small groups, discussion and vocabulary	-WDC Chap. 10 -Discussion 6 on Blackboard -Final of Para. #2 due
Week 7 Mar. 4	-Correcting comma splices and run-ons -relative pronouns -reading in small groups, discussion and vocabulary	-WDC Chap. 11 -MST 7
Mar. 6	-relative pronouns review -Combining sentence using relative pronouns -Correcting comma splices, run-ons, and fragments review -Discussion of Essay assignment	-WDC Chap. 12 -Discussion 7 on Blackboard --1 st draft of Para. #3
Week 8 Mar. 11	-Verb forms and tenses -modals -reading in small groups, discussion and vocabulary	-WDC Chap. 13 -MST 8 -2nd draft of Para. #3 -Brainstorming for essay due
Mar. 13	-Irregular verbs, chart 1 -reading in small groups, discussion and vocabulary	-WDC Chap. 14 -Discussion 8 on Blackboard -Final of Para. #3
Week 9 Mar. 18	-Irregular verbs, chart 2 -In-class paragraph #2 (based on Warriors Don't Cry)	-WDC Chap. 15 -MST 9 -Memorize verb chart #1
Mar. 20	-Verb form and irregular verb review -parallelism -reading in small groups, discussion and vocabulary	-WDC Chap. 16 -Memorize verb chart #2 -Discussion 9 on Blackboard -Essay interview notes due
Week 10 Mar. 25	-Subject-verb agreement, tense consistency, subjunctive mood. -reading in small groups, discussion and vocabulary -Discussion of thesis statement	-WDC Chap. 17 -MST 10 -Detailed brainstorming/ outlining for essay due

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Mar. 27	-Pronoun agreement -check thesis statement for parallelism -attribution phrases and direct quotations -reading in small groups, discussion and vocabulary	-WDC Chap. 18 -Discussion 10 on Blackboard -Thesis statement due
Week 11 Apr. 1	-Commonly confused words -reading in small groups, discussion and vocabulary	-WDC Chap. 19 -MST 11 -First body paragraph due with at least one direct quotation
Apr. 3	-Commonly confused words -paraphrasing -reading in small groups, discussion and vocabulary	-WDC Chap. 20 -Discussion 11 on Blackboard -Second body paragraph due with at least one direct quotation
Week 12 Apr. 9	-Commonly confused words -discussion of introductions and conclusions -Make-up for Verb Charts 1 and/or 2 for absences or low grades	-WDC Chap. 21 -MST 12 -Third body paragraph due with at least one paraphrase and one direct quotation
Apr. 11	-spelling and phrasing -In-Class Paragraph #3	-WDC Chap. 22 -Discussion 12 on Blackboard -Essay introduction due
Week 13 Apr. 16	-comma usage -proofreading, editing, and revision -reading in small groups, discussion and vocabulary	-WDC Chap. 23 -MST 13 -Complete 1 st draft of essay with introduction and conclusion due
Apr. 18	-comma usage -prepositional phrases -reading in small groups, discussion and vocabulary	-WDC Chap. 24 -Discussion 13 on Blackboard -Complete 2nd draft of essay with introduction and conclusion due
Week 14 Apr. 29	-Review of sentence types and sentence errors -reading in small groups, discussion and vocabulary	-WDC Chap. 25 -MST 14 -Final essay due
May 1	-Review of verbs -In-Class Paragraph #4	-WDC Chap. 26 -Discussion 14 on Blackboard
Week 15 May 6	-Review of sentence types and sentence errors -reading in small groups, discussion and vocabulary	-WDC Chap. 27 -MST 15
May 8	-Review for the final	-WDC Chap. 28 -Discussion 15 on Blackboard
Finals Week May 13	Final—In-Class Essay	