

Basic Course Information

Semester	Spring 2014	Instructor Name	D. Rowley
Course Title & #	Basic English Composition II Engl 009	Email	deirdre.rowley@imperial.edu
CRN #	10026	Webpage (optional)	
Room	2733	Office	Science Building: 2792
Class Dates	August 19 – December 11, 2014	Office Hours	M/W 8:30-9:30am; Tue 1-2pm; Thurs 12-1pm
Class Days	Tuesday / Thursday	Office Phone #	760-355-6484
Class Times	7:30 – 9:35am	Office contact if student will be out or emergency	Blackboard Messaging
Units	4 credits		

Course Description

Preparation for ENGL 009. The course seeks to facilitate the student's mastery of the short essay at the college level. The course follows in sequence from ENGL 008 (ENGL 098). (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. Compose a multi-paragraph essay that responds to an essay prompt with a clear controlling idea or thesis statement. (ILO1, ILO2, ILO4)
2. Compose a multi-paragraph essay with a clear organizational structure and adequate support. (ILO1, ILO2, ILO3, ILO4)
3. Compose a multi-paragraph essay that uses correctly formed sentences with virtually no sentence-level or grammar errors. (ILO1, ILO2, ILO4)
4. Develop a research paper that effectively synthesizes ideas and information from multiple sources and utilizes correct MLA formatting of citations. (ILO1, ILO2, ILO3, ILO4, ILO5)

Course Objectives

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

1. Develop and apply discovery techniques for expository writing with five or more multi-paragraph essays, including a mini research paper.
2. Design an essay plan based on concrete data in pre-writing exercises that produces a controlling idea or thesis statement.
3. Organize content to support a thesis statement and subsequent supporting paragraphs while studying and applying various rhetorical modes with emphasis on comparison/contrast, definition, cause/effect, and argumentation.
4. Demonstrate the ability to recognize and identify various audiences, both general and academic, focusing on academic audiences.
5. Synthesize ideas and information from multiple sources in the development of a writing assignment that is supported by citations from the reading.
6. Practice a variety of sentence types and demonstrate principles of effective sentence construction and punctuation, including correct use of the comma, semicolon, quotation mark, apostrophe, and parentheses.
7. Demonstrate an understanding of connotative meaning and figurative language in his/her own writing after recognizing this technique in the writing of others.
8. Practice and successfully demonstrate the skills in areas designated by the instructor to be appropriate supplemental activities of improved writing technique.

Textbooks & Other Resources or Links

- *Blueprints for Writing* by Pam Mathis, Cengage Learning, ISBN: 978-0-495-80246-4, paperback or ebook, required
- *Terms of Enlistment* by Marko Kloos, published by 47 North, ISBN: 978-0-1477809785, paperback or ebook, required
- Any hardcopy English only dictionary. No electronic dictionaries or translators may be used on tests.
- A three ring binder with a supply of lined paper. Assignments handed in must be on lined binder paper, not paper

torn out of a spiral notebook.

Course Requirements and Instructional Methods

- This class uses the Writing Workshop Method, which provides time and help to improve your writing.
 - Peer conferences.
 - Essays going through several drafts.
 - All drafts are turned in with the completed hard copy essay.
 - Essays submitted through Blackboard and hard copy submitted in class.
 - Essays must be submitted electronically and hard copy to be eligible for grading.
- All essays use MLA format. This will be gone over in class.
- Classroom: oral discussions, journals, quizzes, essay structure and practice.
- Online journals are in the class Blackboard site. Each journal assignment is related to an assigned reading. Students have one week to complete an assigned journal. Minimum length is two paragraphs, with each paragraph having a minimum of seven sentences.

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.

- English 009 is a 4 credit class.
- 4 hours spent in class.
- 8 hours spent out-of-class reading, studying, and doing assignments.

Course Grading Based on Course Objectives

- Grades are weighted as follows:
 - Essays – 15%
 - Quick Writes – 20%
 - Quizzes – 10%
 - Homework (covers out-of-class assignments plans, drafts, research, and journals) – 5%
 - Mid-Term – 10%
 - Final – 40%
- Assignments are due when collected, usually at the beginning of class.
- Late work is not accepted. If you arrive late to class and the assignment has already been collected, your work is considered late and will not be accepted.
- Online journals must be completed when due.
- Students who arrive after an activity has begun will not be individually accommodated.
- Essays are only accepted for grading the day they are due.
- Essays must be submitted electronically and in hard copy to be eligible for grading.
- There is no extra credit.
- Quizzes:
 - Not all quizzes are announced.
 - Missed quizzes cannot be made up. (No exceptions)
 - Late arrivals are not eligible to take quizzes already in progress.
- Quick Writes:
 - Quick Writes – practice for the mid-term and the final, are not always announced.
 - One missed Quick Write may be made up within five school days of the day it was originally given. A second or third missed Quick Write may not be made up.
 - It is the student's responsibility to make arrangements to make up a missed Quick Write.
 - Missed Quick Writes are made up in the English Department in the Science Building.
- Grades will be available in Blackboard 24/7

Attendance

- 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.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor. **Consider**: specifics for your class/program
- 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 taking and presenting 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 'cite a source' correctly, 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 that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or 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: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Help

- Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Learning Labs: There are several 'labs' on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Study Skills Center (library). Please speak to the instructor about labs unique to your specific program.
- Library Services: There is more to our library than just books. You have access to tutors in the Study Skills Center, study rooms for small groups, and online access to a wealth of resources.

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 760-355-6313, 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 helping 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

These assignments and due dates are tentative and may change during the semester. College classes require assignments be read prior to the class in which the information will be utilized.

Week	Activity/Assignment	Journal	Due Dates
Aug/ Wk 1	Syllabus and Introduction Blueprints: Ch. 1		
2	BP: Ch. 2 / 24 Terms of Enlistment: Ch. 1		
Sept/Wk 3	BP: Ch. 3 & 4 / Ch. 23 & 25 TE: Ch. 2 & 3	#1	
4	BP: Ch. 5, 6, & 15 Start Essay #1 Compare & Contrast TE: Ch. 4		
5	BP: Ch. 7, 8, & 9 MLA format TE: Ch. 5 & 6	#2	
6	BP: Ch. 16 & 26; Rev. BP Ch. 2 TE: Ch. 7 Exam Practice		Essay #1 Due
7	BP: Ch. 29; Review Ch. 3 & 4 Start Essay #2 Cause & Effect TE: Ch. 8 & 9	#3	
Nov/ Wk8	BP: Ch. 34 36; Review Ch. Ch. 4 & 7 TE: Ch. 10 & 11		
	An actual calendar will be provided with specific due dates for various portions of the research process.		
9	BP: Ch. 18, 37 Incorporating Research p. 733 TE: Ch. 12 & 13		Essay #2 Due
10	BP: Continue Incorporating Research p. 733, Ch. 42, 43 TE: Ch. 14 & 15	#4	
11	Continue research paper Review BP: Ch. 2 & 4 TE: Ch. 16 & 17		
Nov/Wk12	BP: Ch. 37, Review Ch. 9 TE: Ch. 18 & 19	#5	
13	Practice for Final BP: Ch. Ch. 20 & 22		Research Paper

	TE: Ch. 20 & 21		Due
14	BP: Ch. 22 & Essay Tests p.788 TE: Ch. 22, 23 & 24	#6	
Nov 24-29	Campus Closed Thanksgiving		
Dec/Wk15	Review Final Quiz on <i>Terms of Enlistment</i>		
Exams	Common Final		

Tentative, subject to change without prior notice