

Imperial Valley College Course Syllabus – English 9

Basic Course Information

Semester	Spring 2016	Instructor Name	Chema Guijarro
Course Title & #	English 9	Email	jose.guijarro@imperial.edu
CRN #	20241	Office Hours	By appointment
Room	3000	Class Dates, Time, Days	Sat. 8:00 a.m. – 12:15 p.m.

- It is your responsibility to let me know when you are unable to complete an assignment or attend class. Though not all reasons are excuses, keeping me informed helps you make your case.
- All homework will be submitted through Black Board.
 - Though work may be submitted as soon as it is completed, there are only 2 deadlines
 - Saturday April 16th
 - Saturday June 4th
 - Links for all assignments disappear from Blackboard at 11:59 pm the day they are due.
- In the case of a valid emergency, all work and absences will be excused, but you must inform me if you will be absent for more hours in a row than the class meets in a week or you will be dropped.
- Campus sanctioned activities are excusable absences.
- Most importantly, regardless of the reason for your absence, it is your responsibility to keep up with lectures and assignments by contacting your classmates. Use this space to write down the contact information of at least 5 of your classmates:

Name: _____ **Tel #:** _____ **E-mail:** _____

Name: _____ **Tel #:** _____ **E-mail:** _____

Name: _____ **Tel #:** _____ **E-mail:** _____

Name: _____ **Tel #:** _____ **E-mail:** _____

Name: _____ **Tel #:** _____ **E-mail:** _____

Course Description

Preparation for ENGL 110. 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 write expository essays totaling at least 4,000 words, 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 write a paper for an academic audience.
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.
7. Practice and successfully demonstrate the skills in areas designated by the instructor to be appropriate supplemental activities of improved writing technique.
8. Understand academic ethics, and avoid plagiarism.

Textbooks & Other Resources or Links

- *Cronopios & Famas*, by Julio Cortázar
- *EasyWriter*, by Andrea A. Lunsford
- You are required to submit electronic copies of some of your work through SafeAssign on BlackBoard; because of this, you are also required to own a USB flash drive to save your work.

Course Requirements and Instructional Methods

This course is focused on getting you ready for English 110, which requires you to already have mastered essays, the writing process, argumentation, and research methodologies. To do this, it is imperative that you attend every class and complete every assignment.

If you do the work, show up to class, pay attention and participate, you will surprise yourself with your improvement and success in the course. If you do not, you will struggle to earn a passing grade for the semester, and barring any extenuating circumstances, will receive little sympathy from me.

The course also includes readings which you are required to complete and respond to in writing. These readings will culminate with the final research paper.

- Major Essays:
 - Includes Brainstorm, Formal Outline, First Draft, Reverse Outline, and Final Draft.
 - Brainstorms will consist of class work and homework designed for each essay and will be graded pass or fail.
 - Formal Outline are a specific mapping of your essay prior to writing the first draft and will be graded pass or fail.
 - First Drafts are required to be longer than the final draft by at least a whole page and will be graded pass or fail.
 - Reverse Outlines are based on your first draft and will be handed along with it.
 - Final Drafts will receive a letter grade and will be the bulk of your grade for the assignment.
 - NOTE:
 - Only the Final Draft will be accepted late, with a letter grade deducted each day it is late.
 - All other assignments will not be graded and receive a zero if submitted late.
 - However, you must complete ALL assignments, even if they're late and they get a zero, in order to submit your Final Draft.
- Common Final:
 - This is an in-class essay assigned by the English Department. You must attend class to take this essay, only serious emergencies will be considered if you fail to do so.
 - The essay is based on a reading prompt provided by the department and is graded by two other English instructors other than me.
 - They are graded pass or fail.
 - I have final say on your grade but will only personally grade your essay if both instructors disagree over your grade.
- In-Class Essays:
 - Assigned every week, graded pass or fail, based on readings from *Cronopios & Famas*

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- Grammar Midterm and Final:
 - Graded on a percentage.
 - Based on grammar lectures.
- Class Participation will be based on your timely attendance and active participation in class.

Course Grading Based on Course Objectives

- Three Take-Home Essays (Argumentative, Cause and Effect, Comparison and Contrast).....30% (10% each)
 - These will include Brainstorming, Formal Outline, First Draft, Reverse Outline, and Final Draft.
- Research Paper..... 15%
 - Will include a Brainstorm (Annotated Bibliography), Formal Outline, First Draft, Reverse Outline, and Final Draft.
- Common Final..... 15%
 - An in-class essay graded by the English Department based on a news article.
- In-Class Essays..... 15%
- Grammar Midterm/Final..... 15%
- Class Participation/Attendance..... 10%

Grade breakdown:

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

Attendance

Required language

- 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

Required Information --Discretionary language

This is where an instructor explains his/her policy on these matters. Here is some suggested language:

- 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

Required Language

- 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 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) use of a commercial term paper service

Additional Help – Discretionary Section and Language

The instructor can add the information pertinent to his or her class here. Some suggested language:

- 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 Learning Services (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 learning center, study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Required Language: 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

Required Language: 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

Required Language: 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

Required Language: 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

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Required Information –Discretionary Language and Formatting: The instructor will provide a tentative, provisional overview of the reading, assignments, tests, or other activity for the duration of the course. The faculty may find a table format useful for this purpose.

This schedule is tentative and will most certainly change. It is your responsibility to keep track of any changes.

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1	Syllabus & Introduction Lecture: Parts of Speech and Cause and Effect Essays	
Week 2	Lecture: Sentence Fragments, Thesis Statements	
Week 3	Lecture: Brainstorms, Supporting Elements, and Formal Outlines Reading Discussion In-Class Essay	Brainstorm, Formal Outline
Week 4	Lecture: Paragraphs, Attention Getting Devices, Reverse Outlines, and Run-on Sentences Reading Discussion	First Draft, Reverse Outline
Week 5	Lecture: Editing—prose and content—, conclusions. Reading Discussion In-Class Essay	Final Draft
Week 6	Lecture: Comparison and Contrast Essays, organization, pronouns. Reading Discussion	Brainstorm, Formal Outline
Week 7	Lecture: Comparison and Contrast Essays, pronoun/antecedent agreement. Reading Discussion In-Class Essay	First Draft, Reverse Outline
Week 8	Lecture: Comparison and Contrast Essays, verbs Reading Discussion	Final Draft First Hard Deadline: Saturday April 16th before midnight.
Week 9	Lecture: Argumentative Essays, subject/verb agreement Reading Discussion In-Class Essay Grammar Midterm	Brainstorm, Formal Outline
Week 10	Lecture: Argumentative Essays, verb tense Reading Discussion	First Draft, Reverse Outline
Week 11	Lecture: Argumentative Essays, prepositions Reading Discussion In-Class Essay	Final Draft
Week 12	Lecture: Research Paper, grammar Reading Discussion	Brainstorm, Annotated Bibliography, Formal Outline
Week 13	Lecture: Research Paper, grammar	Annotated Bibliography,

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	Reading Discussion In-Class Essay	Formal Outline
Week 14	Lecture: Research Paper, grammar Reading Discussion	First Draft (w/ Works Cited), Reverse Outline
Week 15	Lecture: Research Paper, grammar Common Final	
Week 16	Grammar Final Course Review	Final Draft Second Hard Deadline: Saturday June 4th before midnight