



Basic Course Information

Semester:	Spring 2021	Instructor Name:	Prof. Baukholt
Course Title & #:	English 008 – Basic English Composition 1	Email:	Robert.baukholt@imperial.edu
CRN #:	20207	Webpage (optional):	
Classroom:	Online	Office #:	Online (course messages and email)
Class Dates:	February 16th – June 11th	Office Hours:	MTWTh - 10:00 am – 11:00 am
Class Days:	New materials will open on Mondays and Thursdays	Office Phone #:	(760) 355-6159 (but since the campus is closed, please use email or course messages)
Class Times:	Most new materials open at 12:01 am. Materials will usually close just before midnight (11:59 pm) on their due dates.		
Units:	4	Class Format:	Online

Course Description

Welcome to English 008: Basic Composition I. This class provides “[p]reparation for ENGL 009. [It] [p]rovides developmental instruction approaching the college level in paragraph and short essay writing.” (Nontransferable, nondegree applicable) (Nontransferable, AA/AS degree only)

This class is intended to help students develop and strengthen their basic writing skills. It focuses on grammar, mechanics, punctuation, paragraph structure and simple essay composition. Our primary goal in this class is to become better at written forms of communication, particularly as they apply towards future academic and professional success. We will attempt to meet this goal through exercises, reading responses, and written assignments, both in paragraph and essay form. This class requires a great deal of hard work and effort!

Course Prerequisite(s) and/or Corequisite(s)

ESL 005 with a grade of "C" or better or appropriate placement.

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. Develop an essay that contains a clear thesis statement, provides adequate support, and employs a solid organizational structure. (ILO1, ILO2, ILO4)
2. Develop an essay that minimizes sentence-level and grammatical errors. (ILO1, ILO2, ILO3, ILO4)
3. Demonstrate an ability to comprehend a variety of different texts, including simple arguments, without relying on outside sources for assistance. (ILO1, ILO2, ILO3)

Course Objectives

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

1. Write multiple paragraphs and essays—including the common final—that, together, add up to 3,000 words of formal writing.
2. Acquire a basic understanding of the writing process, with special attention given to editing and proofreading
3. Develop paragraphs and essays that utilize clear thesis statements or topic sentences
4. Develop paragraphs and essays that minimize sentence-level errors such as fragments, run-ons, and subject-verb agreement
5. Develop paragraphs and essays that are organized and contain some support for the thesis or topic sentence
6. Develop paragraphs and essays that minimize grammatical or usage errors in verbs, word choice, word order, punctuation, and ESL interference
7. Write paragraphs and essays utilizing a variety of different rhetorical modes, such as description, narration, and exemplification
8. Acquire a basic understanding of an academic audience and adapt writing strategies for the requirements of different writing situations (such as in-class writing)
9. Demonstrate an understanding of the basic rules regarding plagiarism and academic ethics
10. Read actively, using metacognitive strategies to monitor comprehension and build vocabulary
11. Analyze the rhetorical context when reading by identifying purpose, audience and tone
12. Analyze the organization and other strategies an author uses to make and support a claim
13. Synthesize knowledge by relating texts to personal experience and to past and present events

Textbooks & Other Resources or Links

Brandon, L & Brandon, K 2013. *Sentences, Paragraphs, and Beyond 7th*. New York. Wadsworth Pub. ISBN: 978-1133591924.

Course Requirements and Instructional Methods

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. Since this is a four unit class (four credit hours), this means that you should expect to do about eight hours of out of class work every week.

In addition to the essays you will be writing for this class, there are a number of other assignments that will factor into your final grade.

Homework Quizzes: Most of the assigned homework for this class will not be collected. Instead, you will receive frequent quizzes that challenge your knowledge of the content covered in the homework.

We will go over the homework through our class content and video lectures. We will attempt to work through any parts of the assignments that we find to be especially confusing or difficult. You should consider the homework as your primary tool for succeeding in this class. The more exercises you do, the better you will understand the class concepts, and the better you will do on your homework quizzes, examinations, and writing assignments.

Most of these quiz questions will directly mirror the kinds of exercises you went over in your homework assignments.

Quizzes may not be made up, but I have set the system to drop the lowest quiz at the end of the semester to cover those who may have missed a quiz due to technology problems or illness.

Examinations: We will have a midterm and a final in this class. Both will be cumulative. If you do not do your homework or pay attention in class, you will do poorly on these examinations and will not pass the course. We will spend time reviewing key concepts before these examinations.

Discussions: Discussions are very important in this class. You will be expected to contribute at least one response of at least five full sentences to each discussion post assignment, and you will also be expected to post at least one response of at least two sentences to a peer (a fellow student) for each discussion post assignment.

What if I need to borrow technology or access to WIFI?

1. To request a loaner laptop, MYFI device, or other electronic device, please submit your request here: <https://imperial.edu/students/student-equity-and-achievement/>
2. If you'd like access the WIFI at the IVC campus, you can park in parking lots "I & J". Students must log into the IVC student WIFI by using their IVC email and password. The parking lots will be open Monday through Friday from 8:00 a.m. to 7:00 p.m.

Guidelines for using parking WIFI:

- Park in every other space (empty space BETWEEN vehicles)
- Must have facemask available
- For best reception park near buildings
- Only park at marked student spaces
- Only owners of a valid disabled placard may use disabled parking spaces
- Only members of the same household in each vehicle
- Occupants **MUST** remain in vehicles
- Restrooms and other on-campus services not available
- College campus safety will monitor the parking lot
- Student code of conduct and all other parking guidelines are in effect
- Please do not leave any trash behind



-No parking permit required

If you have any questions about using parking WIFI, please call Student Affairs at 760- 355-6455.

Course Grading Based on Course Objectives

Course Grade Breakdown:

Essay 1: 10%

Essay 2: 15%

Essay 3: 20%

Midterm Exam Essay: 10%

Final Exam Essay: 20%

Quizzes: 20%

Discussions 5%

TOTAL 100%

A> 90% B> 80% C> 70% D>60% F<60%

Failing to complete assignments or not participating in required class activities will lower your grade significantly. If you are worried about your grade, I encourage you to talk to me or e-mail me throughout the semester.

Late Assignments: Assignments that are turned in late will be marked down ten percent for each day they are late. One of my students turned in an A quality essay a few semesters ago. He began with a base score of 97, minus ten for never turning in a first draft, minus forty for the four class sessions it was late. His total grade was a 47 (F), and despite his other A quality assignments, his overall grade in the class ended up being a C. **DON'T LET THIS BE YOU!**

Essays are due at the beginning of class.

Short Essays: Essays will lose two points for every sentence short they are.

Office Hours: I want you to pass my class. If you are having trouble, **COME TO MY VIRTUAL OFFICE HOURS SO THAT WE CAN DISCUSS IT!**

Course Policies

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.

What does it mean to “attend” an online class?

Attendance is critical to student success and for IVC to use federal aid funds. Acceptable indications of attendance are:

- Student submission of an academic assignment
- Student submission of an exam
- Student participation in an instructor-led Zoom conference
- Documented student interaction with class postings, such as an interactive tutorial or computer-assisted instruction via modules
- A posting by the student showing the student's participation in an assignment created by the instructor
- A posting by the student in a discussion forum showing the student's participation in an online discussion about academic matters
- An email from the student or other documentation showing that the student has initiated contact with a faculty member to ask a question about an academic subject studied in the course.

Logging onto Canvas alone is NOT adequate to demonstrate academic attendance by the student.

Academic Honesty: Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- 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 plagiarizing 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 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.

How do I show academic honesty and integrity in an online “classroom”?

- **KEEP YOUR PASSWORDS CONFIDENTIAL.**
 - You have a unique password to access online software like Canvas. Never allow someone else to log-in to your account.
- **COMPLETE YOUR OWN COURSEWORK.**
 - When you register for an online class and log-in to Canvas, you do so with the understanding that you will produce your own work, take your own exams, and will do so without the assistance of others (unless directed by the instructor).

Examples of Academic Dishonesty that can occur in an online environment:

- Copying from others on a quiz, test, examination, or assignment;
- Allowing someone else to copy your answers on a quiz, test, exam, or assignment;
- Having someone else take an exam or quiz for you;
- Conferring with others during a test or quiz (if the instructor didn’t explicitly say it was a group project, then he/she expects you to do the work without conferring with others);
- Buying or using a term paper or research paper from an internet source or other company or taking any work of another, even with permission, and presenting the work as your own;
- Excessive revising or editing by others that substantially alters your final work;
- Sharing information that allows other students an advantage on an exam (such as telling a peer what to expect on a make-up exam or prepping a student for a test in another section of the same class);
- Taking and using the words, work, or ideas of others and presenting any of these as your own work is plagiarism. This applies to all work generated by another, whether it be oral, written, or artistic work. Plagiarism may either be deliberate or unintentional.

An essay or other work that was already submitted in a prior class may not be submitted again for this class.

IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.



Anticipated Class Schedule/Calendar

New materials in the form of lessons, assignments, discussions, and/or quizzes will usually open on Mondays and Thursdays. You will then have until just before midnight of the day before the next set of materials opens to finish your work (so your new Monday assignments are due before midnight on Wednesday, and your new Thursday assignments are due before midnight on Sunday).

Due to a holiday, our semester begins on a Tuesday, so the opening day of work will be given on Tuesday, February 16th.

Essays will involve an extended period of time to complete.

The midterm and final essay exams will need to be completed on the class days assigned for those exams (you will not have more than one day to take the exams),

Because English 008 is a skills class, it is a common occurrence for a topic to take more or less time for us to cover than we planned. This schedule reliably informs you of the lessons we will cover in the class and of the exact essay and exam dates, but beyond that it is subject to change at any time.

Quizzes are unannounced and can be given at any time, which is why they are not represented in the schedule. It's best to always be prepared for quizzes.

Schedule for English 008

Week 1

Tuesday, February 16th – Go over the syllabus. Introductions.

Thursday, February 18th – Chapter 4: Parts of Speech. Diagnostic writing assignment.

Week 2

Monday, February 22nd – Chapter 5: Subjects and Verbs. Chapter 6: Kinds of Sentences. Assign Essay 1

Thursday, February 25th – Chapter 6: Kinds of Sentences, continued.

Week 3

Monday, March 1st – Chapter 7: Combining Sentences

Thursday, March 4th – Chapter 7, continued.

Week 4

Monday, March 8th – Chapter 8: Correcting Fragments, Comma Splices, and Run-ons.

Thursday, March 11th – Chapter 8, continued.

Week 5

Monday, March 15th – Chapter 9: Verbs. Essay 1 is due. Assign Essay 2.

Thursday, March 18th – Chapter 9, continued.

Week 6

Monday, March 22nd – Chapter 10: Pronouns.

Thursday, March 25th – Chapter 10, continued.

Week 7

Monday, March 29th – Chapter 11: Adjectives and Adverbs.

Thursday, April 1st – Chapter 11, continued.

Spring Break – April 5th – 10th

Week 8

Monday, April 12th – Midterm Essay Review.

Thursday, April 15th – Midterm Essay Exam.

Week 9

Monday, April 19th – Chapter 12: Balancing Sentence Parts.

Thursday, April 22nd – Essay 2 is due. Chapter 12, continued.

Week 10

Monday, April 26th – Chapter 14: Spelling and Phrasing

Thursday, April 29th – Essay Structure Overview.

Week 11

Monday, May 3rd – Essay Prewriting.

Thursday, May 6th – Essay Prewriting, continued.

Week 12

Monday, May 10th – Essay Thesis Statements.

Thursday, May 13th – Essay Introductions.

Week 13

Monday, May 17th – Essay Introductions

Thursday, May 20th – Essay Topic Sentences

Week 14

Monday, May 24th – Essay Conclusions

Thursday, May 27th – Final Essay Workshops!

Week 15

Monday, May 31st – Holiday!

Thursday, June 3rd – Final Essay is Due. Final Exam Review

Week 16

Monday, June 7th – Final Exam Essay

Thursday, June 10th – Final Discussion Submission

*****Tentative, subject to change without prior notice*****

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