

Basic Course Information

Semester	Fall 2014	Instructor's Name	Chema Guijarro
Course Title & #	ENGL 009	Instructor's Email	jose.guijarro@imperial.edu
CRN #	10022	Webpage (optional)	Blackboard
Room	2751	Office (PT Faculty:809)	
Class Dates	8/18/2014 – 12/13/2014	Office Hours (n/a for PT Faculty)	
Class Days	MWF	Office Phone # (PT may use dept. number)	
Class Times	2:15 – 3:30	Who students should contact if emergency or other absence	Dept Secretary.
Units	4		

Course Description

Required language: 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)

Prerequisites: ENGL 008 or ENGL 097 or ENGL 098 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. 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

Required language: 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

Required Information—discretionary language

1. Makes Me Wanna Holler, by Nathan McCall, Vintage, 1995, ISBN: 978-0679740704
2. A Pocket Style Manual (6th Edition), by Diana Hacker and Nancy Sommers, Bedford/St. Martin's 2011, ISBN: 0312542542
3. You are expected to provide your own paper and writing utensils. All in-class work is to be completed in blue or black ink. All other work is to be typed using MLA format.
4. You will also be asked to submit work through Blackboard, so a computer with internet access is required. (There are plenty of places available on-campus; learn computer lab schedules and requirements.)

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.

Course Grading Based on Course Objectives

Rules:

- 1) No extra credit will be assigned at all. No exceptions.
- 2) All take-home work will be due at the BEGINING of class. Only final drafts of take-home essays will be accepted late, with a grade docked for every class day it is late. Everything else should be submitted on time, no exceptions (unless excused).
- 3) It is your responsibility to attend class and stay up-to-date on lectures, readings, activities, and any changes to the course, including due dates. Classmate contacts (required):
 - 1) _____
 - 2) _____
 - 3) _____
 - 4) _____
 - 5) _____
- 4) You may reach me through e-mail. Include ENG 9 in the subject heading and your name and class time somewhere in the e-mail. (I only respond to e-mails if they are referencing information not covered in class or if they are of a specific nature, i.e., you're asking for help understanding something discussed in class or need to discuss a personal matter that is affecting your attendance or performance in class. I ignore everything else.)
- 5) If you required accommodations on an assignment, it is your responsibility to let me know. If your reasons are valid—a family emergency, a pressing personal issue, child or healthcare issues, etc.—I am more than willing to work with you.

There will be three kinds of assignments for this course:

Take-home essays:

You will complete four 3-5 page take home essays, which will include brainstorming, an outline, and a first draft.

You must submit both pre-writing and a first draft in order to submit a final draft.

Only the final drafts of these essays will be graded on merit using a rubric.

Prewriting will be graded on effort.

One hour a week of lecture and classroom activities will be devoted to take-home essays.

First and final drafts will be submitted twice: a hard copy handed in when it is due, and an e-copy submitted to safe assign. If you do not submit both, your work will not be accepted.

Grammar: You will take a grammar midterm and cumulative final. Both of these will be in-class, closed-notes and revolve around grammar lectures. (Though these tests will mostly focus on grammar, expect to have general writing rules/suggestions included.)

Reading Responses: You will complete in-class writing activities based on the weekly reading of *Makes me Wanna Holler*. These will lead into the English 9 common final which you will take a week before finals and will be graded by the department.

Points possible:

4 Take-home essay final drafts. (400 points each.)	1,600
4 Take-home essay first drafts. (200 points each.)	800
4 Take-home essay brainstorm and outlines. (100 points each.)	400
Grammar mid-term and final. (300 points each.)	600
10 in-class Reading Responses. (50 points each)	500
Common final. (400 points)	400
Attendance (5 points a day)	210
Total	4,510

Grade scale:

4,510 – 4059	A
4058 – 3608	B
3607 – 3157	C
3156 – 2706	D
2705 – 0	F

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.
- Roll will be taken at the start of each class date. You will receive points each day based on your timely attendance and your participation during the class.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor.
- 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 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

- Do not be the student that waits until the last minute to ask for help from his instructor. I am available to you before, during, and after class to address any concerns or issues you may have and to help you deal with them.
- 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)

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. If you feel you

need to be evaluated for educational accommodations, the DSP&S office is located in Building 2100, telephone 760-355-6313.

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

Subject to change.

Date or Week	Activity and Assignment	Pages
Week 1 Aug 18, 20, 22	Syllabus & Introduction	
Week 2 Aug 25, 27, 29	Essay lecture and pre-writing. Signup by Friday. Grammar Lecture. Reading Response.	Ch 1-5
Week 3 Sept 3, 5 No class Monday	First essay lecture and review. First draft due Friday. Reading Response.	Ch 6-9
Week 4 Sept 8, 10, 12	First essay peer review. Final draft due Friday. Grammar Lecture. Reading Response.	Ch 10-14
Week 5 Sept 15, 17, 19	Second essay lecture and pre-writing. Signup by Friday. Grammar lecture. Reading Response.	Ch 15-17
Week 6 Sept 22, 24, 26	Second essay lecture and review. First draft due Friday. Grammar lecture. Reading Response.	Ch 18-21
Week 7 Sept 29, Oct 1, 3	Second essay peer review. Final draft due Friday. Grammar lecture. (Study Guide.) Reading Response.	Ch 22-25
Week 8 Oct 6, 8, 10	Grammar Midterm Third Essay lecture and pre-writing. Signup by Friday. Reading Response	Ch 26-31
Week 9 Oct 13, 15, 17	Third essay lecture and review. First draft due Friday. Grammar lecture. Reading Response.	Ch 32-34
Week 10 Oct 20, 21, 24	Third essay peer review. Final draft due Friday. Grammar lecture. Reading Response.	Ch 35-38
Week 11 Oct 27, 29, 31	Fourth essay lecture. (Mini research paper.) Grammar lecture. Reading Response.	Ch 39-44
Week 12 Nov 3, 5, 7	Fourth essay lecture and pre-writing. Sign up by Friday. Grammar lecture.	
Week 13 Nov 10, 12, 14	Fourth essay lecture and review. First draft due Friday. Grammar lecture.	
Week 14 Nov 17, 19, 21	Fourth essay lecture and peer review. Grammar lecture	
Week 15 Nov 24, 26, 28	Thanksgiving break. No class. I won't be here. Hooray for me!	
Week 16 Dec 1, 3, 5	Common final. Grammar lecture. (Study guide.)	
Week 17 Dec 12	Grammar final. No class Monday or Wednesday.	