

**CRN:** 20221

**Room:** 2751 (second floor)

**Class Dates:** February 12-June 4

**Class Times:** 5:30 – 9:45 pm – Mondays

**Units:** 4

**Instructor:** Esteban Ortiz

**Contact:** (760) 679-3132 / **Kik:** meteachenglish – for class business only – Text Message or Kik is the most practical manner to get in touch with me.

**E-mail:** esteban.ortiz@imperial.edu

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### 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, non-degree applicable)

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### STUDENT LEARNING OUTCOMES

Upon course completion of this course, 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 thesis statement, provides adequate support, and employs a clear organizational structure. (ILO1, ILO2, ILO4)
2. Develop an essay that avoids sentence-level and grammatical errors. (ILO1, ILO2, ILO3, ILO4)
3. 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)
4. Demonstrate an ability to comprehend and interpret college-level texts, including arguments, without relying on outside sources for assistance (ILO1, ILO2, ILO3, ILO4)

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### 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.

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### REQUIRED TEXTBOOK:

- Focus on Writing Paragraphs and Essays, Second Edition by Laurie G. Kirszner and Stephen Mandell

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### ONLINE SOURCES:

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1. Purdue OWL: MLA Formatting and Style Guide (<https://owl.english.purdue.edu/owl/resource/747/01/>)

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### REQUIRED MATERIALS:

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1. 3-Ring Binder with 8 ½ X 11 sheets of paper
  - a. No Spiral paper
2. Writing instrument: Black/ Dark Blue Pen (no pencils)
3. 5 different colored highlighters

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### COURSE POLICIES:

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#### Attendance Policy/Tardiness

- 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 absence 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.

NOTE: ARRIVING TARDY TO CLASS WILL RESULT IN ZERO CREDIT FOR THE WARM UP ACTIVITY, AND LEAVING EARLY WILL ALSO RESULT IN ZERO CREDIT.

**Late Assignments:** Late or missed assignments will not be accepted unless prior arrangements are made with the instructor. If no such arrangements are made, late work will not be accepted. Additionally, simply informing the instructor will not necessarily guarantee acceptance; arrangements must be deemed acceptable and approved by the instructor. Furthermore, any exercises, quizzes, and assessments missed during an absence will not be eligible for credit. If you miss the class, you miss the points.

**Cell Phones/ Electronic Devices:** As a professional courtesy turn them off or put them on vibrate. Do not use them during class, and do not place them on top of the desks as they are a distraction. Cell phones must be put away. If a student must use the cell phone, she may step outside to do so.

**Food and Drinks:** Prohibited in the classroom with the exception of water bottles with lids or caps.

**Academic Misconduct:** Academic misconduct includes misconduct associated with the classroom, laboratory or clinical learning process. Some examples of academic misconduct are cheating and plagiarism.

Cheating includes, but is not limited to, (a) use of any unauthorized assistance in taking quizzes, tests, assessment tests or examinations; (b) dependence upon the aid of sources beyond those authorized by the faculty member in writing papers, preparing reports, solving problems, or carrying out other assignments; or (c) the acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or staff.

Plagiarism includes, but is not limited to, the use of paraphrased or directly quoted published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. Information gathered from the internet and not properly identified is also considered plagiarism.

Any student found by a faculty member to have committed academic misconduct may be subject to sanctions as determined by the faculty member. Sanctions MAY include a warning, grade adjustment, and course failure. Consequences for plagiarism include a zero on the assignment and a referral to Sergio Lopez, Dean of Student Development and Campus Events.

**Accommodations for Disabilities Policy:** “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 the Health Sciences Building, Room 2117. (760) 355-6312”

**Discipline Policy:** “Imperial Valley College is maintained for the purpose of providing students in the community with programs of instruction in higher education. The College is concerned with the fostering of knowledge, the search for truth and the dissemination of ideas. Students shall assume an obligation to conduct themselves in a manner compatible with the college’s function as an educational institution.

An instructor MAY REMOVE a student for the day of removal and the next class meeting. Such action must be immediately reported to Sergio Lopez, Dean of Student Development and Campus Events. During the period of removal, the student MAY NOT return without the consent of the instructor.”

**Plagiarism:** I take plagiarism extremely serious and I will not tolerate cheating/ stealing in my class. If you plagiarize, you will get caught; you will get zero points on the assignment and a referral for cheating and theft. It's simple, don't do it.

**WHAT IS PLAGIARISM?**

Many people think of plagiarism as copying another's work or borrowing someone else's original ideas. But terms like "copying" and "borrowing" can disguise the seriousness of the offense:

ACCORDING TO THE MERRIAM-WEBSTER ONLINE DICTIONARY, TO "PLAGIARIZE" MEANS

1. To steal and pass off (the ideas or words of another) as one's own
2. To use (another's production) without crediting the source
3. To commit literary theft
4. To present as new and original an idea or product derived from an existing source

In other words, plagiarism is an act of fraud. It involves both stealing someone else's work and lying about it afterward.

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.

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**Assignments and Grading:**

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Grades will be based on an accumulation of points for the term. Each assignment will be given a point value and included in the final grade. Assignments will consist of the following:

<b>In Class Timed Essays/ Paragraphs/ Research Pieces:</b>	100 Points per Assignment
<b>Research Paper:</b>	100 Points per Assignment
<b>Assessments/ Quizzes:</b>	25 to 50 points per quiz/ assessment

**Participation: 200 Points**

Note: participation includes all aspects of the course not specified in the “assignments and grading” section including but not limited to taking notes (which is required). Students, who choose not to take adequate notes and remain engaged, will lose participation points. Additionally, students will write journals and perform exercises in class and out of class; these exercises will be for credit or no credit and points will be deducted from the participation score. Bottom line: expect to keep yourself engaged for the duration of the class and the term; do not be late, and make certain that you attend all classes. Students are expected to complete 100 % of all assignments and exercises. Failure to complete 100% of the independent practice assigned will result in the loss of participation points. Furthermore, all essays and assignments are expected to be completed. No assignment is “optional” and failure to complete all assignments may result in failure of the course.

**NOTE: ALL INDEPENDENT PRACTICE EXERCISES ARE DUE AT THE START OF THE NEXT CLASS MEETING.**

**NOTE ON WRITINGS AND ESSAYS:**

To be eligible for full credit, all components such as drafts and revisions must be submitted with the final draft. Failure to complete any component, including appropriate format and works cited page, will result no credit for the assignment!

**Be advised that editing and revision is part of the writing process and not the instructor's responsibility! Students are expected to edit and revise all writing pieces prior to final submission. Please keep in mind that pieces will not be returned to students for "revision and resubmission." All writing will be scored on a rubric; rubrics used in the course will be provided to students. Students are encouraged and expected to use all resources for editing and revision of "take home essays." In class timed writings must also be edited; however, the instructor will take into account the time constraints. Students, however, are advised to plan accordingly and set time aside for planning, editing, and revision. Students must make maximum use of the time provided. If you submit a piece before the time is up, then it is reasonable to assume that the student has done all that he or she can do With the piece. Use your time wisely.**

**JOURNALS:** Students will be assigned journals to write in class or at home. Each journal or set of journals will receive either credit or no credit – there is no partial credit. There will not be any "make ups" for any absences. Failure to submit these exercises will result in a deduction of participation points.

**WARM UPS:** Each class will begin with a warm up (some will be timed). Students are expected to complete each exercise in its entirety – failure to complete any part of the exercise will result in a point deduction from the participation points. There will not be any make up warm ups for students who are absent and any students who are tardy will receive a deduction of participation points.

**READINGS:** Readings will be assigned on a daily basis and students are responsible for the information in each reading. Quizzes will be administered on each reading, so students are encouraged to read the assigned pieces multiple times for understanding. Additionally, students are expected to attend class prepared to engage in fruitful discussion on the assigned readings.

**NOTE: The course syllabus is a working document, and the instructor reserves the right to adjust assignments accordingly by either adding or removing assignments in an effort to best fit the need of the class.**

Your grade will be based on a percentage of points earned throughout the term. You are responsible for keeping track of points earned in class.

**90-100 %=A**

**80-89 %=B**

**70-79%=C**

**60-69%=D**

**50-% or below= F**