



Houston Community College

Course Syllabus

Instructor: Allie Faden
Course: English 1301; CRN: 75278
Semester: Fall 2015

Email: alison.faden2@hccs.edu
Office hours: By appointment only
Meeting: S 9a-1p

REQUIRED BOOKS AND MATERIALS:

1-2" binder with tab separators
Three hole punch
Lined notebook paper
Pen or pencil
Blue Book for final exam
Computer with Internet access

RECOMMENDED BOOKS AND MATERIALS:

A good pocket dictionary, to be brought to class daily
MLA Handbook for Writers of Research Papers, 7th ed. ISBN: 978-1-6032-9024-1
Out of the Silent Planet, by C.S. Lewis

COURSE DESCRIPTION:

Prerequisite: A satisfactory assessment score, completion of ENGL 0310, or (for non-native speakers) ENGL 0349.

This course is devoted to improving the student's writing and critical reading. Students will write essays for a variety of purposes from personal to academic, work to improve critical analysis, and become adept with the use of sources. English 1301 is a Core Curriculum course.

ENGLISH 1301 STUDENT LEARNING OUTCOMES:

1. Demonstrate knowledge of writing as process.
2. Apply basic principles of critical thinking in analyzing reading selections, developing expository essays, and writing argumentative essays.
3. Analyze elements such as purpose, audience, tone, style, strategy in essays and/or literature by professional writers.
4. Write essays in appropriate academic writing style using varied rhetorical strategies.
5. Synthesize concepts from and use references to assigned readings in their own academic writing.

COURSE REQUIREMENTS and GRADE DISTRIBUTION:

Essay One - Literary Analysis: Select and analyze a theme from one reading selection on the syllabus. 1000 word minimum double-spaced. 15%.

Prospectus: Write a proposal for what you would like to do your final project on, as well as why. Please include information on the research you have already done, as well as questions you have that will require further research. 500 words single-spaced. 10%

Precis: Write 1 page each on **three** sources to be used in your final project. Each page will summarize the **argument of the source**. One source must be critical book (may be an eBook) on your general topic; one must be an article from a peer reviewed journal either on your literature selection or your general topic; the last source is to be determined by the student but **cannot** be a work we have covered in class. 1500 words single-spaced. 10%.

Final project - Literary Research Paper: Critical analysis of a literary selection that was not used for essay two with respect to your topic of interest. 1500 word minimum double-spaced. 25%.

Discussion board posts: 20%.

Final exam: 10%.

Attendance and participation: 10%.

GRADING STANDARDS:

A (90-100) = Exceptional work: superior in mechanics, style, and content.

B (80-89) = Above average work: superior in one or two areas – style, mechanics, or content.

C (70-79) = Average quality work

D (60-69) = Below average work: noticeably weak in mechanics, style, and content.

F (0-59) = Failing work: clearly deficient in mechanics, style, and content.

Scholastic Dishonesty: According to the Student Handbook for the Houston Community College System, scholastic dishonesty includes **cheating on a test, plagiarism, and collusion**. Please note the possible consequences of such dishonesty, as stated in the Student Handbook: “Possible punishments for academic dishonesty may include a grade of 0 or F for the particular assignment, failure in the course, and/or **recommendation for probation or dismissal from the college System**” (35). **In this class, any act of plagiarism will result in either failure of the course or system-wide disciplinary action, at the instructor's discretion.**

Repeating the Same Course: In 2007, the state of Texas passed a law limiting students to no more than six TOTAL course withdrawals (grade of “W”) throughout their academic career (for a bachelor degree). In order to discourage students who excessively drop courses, the state has imposed a financial penalty if a student repeats the same course more than twice. **A student repeating a class for a third time will face significant tuition and fee increases at HCC and other Texas public academic institutions.** Please ask your instructor and/or counselor about opportunities for tutoring and other assistance prior to considering course withdrawal or if you are not receiving passing grades.

IP (In progress grade - **developmental courses only**) is given to a student who does not meet the minimum grading standards (70) but who is otherwise in good standing (having completed all assignments, attended class, etc.). An IP does not affect the student’s GPA but does require the student to re-take the course. A student may receive an IP grade only ONCE in any developmental course. When repeating the course, the student must receive a letter grade.

W (Withdrawn) is given to a student who exceeds the 12.5% maximum absence (six class hours) or to a student who withdraws from the course before the last drop date. An "F" may be given in cases of poor performance, scholastic dishonesty, or other severe academic violations. An "F" or "W" grade requires that the student repeat the course. **The final date for student withdrawals is OCTOBER 30, 2015. If a student does not complete the withdrawal process and does not complete the required work in the course, that student will receive an "FX" for the class. HCCS instructors are no longer permitted to give students a grade of "W" at the end of the semester. The only way a grade of "W" will appear on a student's course record is if the withdrawal form is submitted by the deadline, OCTOBER 30, 2015. Students who stop attending class after OCTOBER 30, 2015 will receive an "FX" in this course.**

STUDENT CONDUCT:

Please SILENCE cell phones. Students who are unable to refrain from using their cell phones to text or browse social media will be asked to place their phone on a table at the front of the room for the duration of the class period on their first offense. Students who continue to use technology for recreational purposes during class sessions will be asked, after the first offense, to leave the classroom for the remainder of that session. Any student who is uncooperative or deemed an interruption to instruction may be dismissed from lecture and/or the course per HCCS policy. Please come to class with all homework and readings completed, prepared to participate in discussion and activities.

ADA STATEMENT:

Students with a documented disability (physical, learning, psychiatric, developmental, etc.) may arrange for suitable accommodations through the Disability Support Services Office. Contact Disability Counselor Kim Ingram at (713) 718-8420 for appropriate documentation, to schedule a consultation, and to discuss and facilitate learning adaptations and/or modifications.

CLASS PROCEDURES:

1. **Attendance:** Students missing more than six course hours are subject to administrative withdrawal. **It is your responsibility to find out what you missed, should you miss a class.** Absences in excess of **three class hours** will result in an "F" for your attendance and participation grade.
2. **Tardies:** Roll will be taken at the beginning of every class session. **There is no grace period regarding tardiness.** Consequently, any student who comes to class after the official start time is considered tardy. Leaving class early counts, from an attendance perspective, as a tardy. **Unexcused tardies or leaving class early will count as half an absence,** as per HCC policy, and may result in a deduction of participation grade. Please arrive on time and remain until the class ends so as not to interrupt instruction.
3. **Participation:** Participation in the course is essential to your success. Failure to adequately and cooperatively participate in the course will result in a deduction of points. In order to do well in this class and have the ability to participate in class discussion, students should be prepared with all readings and homework done before arriving each session.
4. **Late Assignments/Make-Up Work:** Assignments are to be submitted by the date and time listed on turnitin.com, to that website. Students will be adequately informed of deadlines and assignment expectations. **Late work will NOT be accepted under any circumstances.** If an extension is needed due to extenuating circumstances, the student must seek permission from the instructor **in advance**, or, in the event of emergency, as soon as possible. **The instructor reserves the right to deny extensions. There will be no make-up opportunities for assignments.**

Tutoring: HCCS offers an online tutoring service to all students at <http://hccs.askonline.net/>. Through this site, students may access tutoring 24 hours a day for writing assignments. Additionally, free in-person tutoring is available at most HCC campuses; please check the HCCS website for hours of operation. Students may be required, individually or collectively, to submit major assignment drafts to one of these tutoring services. Drafts reviewed by a tutor are clearly marked and provide proof of additional assistance. Reviewing the comments and suggestions of tutors will allow me to further access the kind of writing assistance that is needed and assures me that the student is actively seeking to improve their skills. For online tutoring, CHAT and DISCUSS transcripts can be printed as proof of use and submitted to me with your essays.

LINKS FOR RESOURCES:

Purdue OWL: <https://owl.english.purdue.edu/owl/resource/747/01/>

MLA Citation Style (Cornell University): <http://www.library.cornell.edu/resrch/citmanage/mla>

Library services (including database subscriptions): <http://library.hccs.edu/home>

Library catalogue: <http://librus.hccs.edu/>

Project Gutenberg: <http://www.gutenberg.org>, <http://www.gutenberg.ca>

Learning Web: <https://learning.hccs.edu>

READINGS:

Readings are uploaded to our course website on the Learning Web in a folder titled "Readings and Resources." Your course website can be accessed at the following URL:

<https://learning.hccs.edu/faculty/alison.faden>

In an instance where students have difficulty accessing the reading from the Learning Web, or a technological glitch has caused the source material to be truncated, please contact me immediately to receive either a .PDF copy via email or a link where the reading can be viewed or downloaded free of charge. The literary works covered in this class are open source and free to the public, so there should be no issue obtaining a copy online in a variety of electronic formats. Students are encouraged, but not required, to print or purchase a hard copy of these works for ease in annotation and note taking. It is doubly recommended that students purchase copies of full-length novels to avoid incurring the cost of printing. The most cost-effective way to purchase full-length works is at <http://www.abebooks.com> - this website has a plethora of used books at very low prices, often with free shipping.

COMMUNICATION WITH INSTRUCTOR:

It is of paramount importance that you communicate with your instructor if you have questions or concerns regarding any aspect of class requirements. In instances where students are confused, they should first look in the syllabus, then in class notes, then in assignment descriptions and rubrics, to see if their question is answered there. In the event the question is not, please email me **immediately. It is *not* an inconvenience for me to receive and answer emails, and I prefer to know about confusion before it is too late to help.** In all possible instances, I will answer emails within **48 hours** of receipt. Maintaining communication with your instructors in instances where you are struggling is a fundamental aspect of ensuring you receive the best possibility of doing as well as you can in your courses.

DISCUSSION BOARD:

Each week, **by 7:00pm the Friday evening before a literary work is to be discussed** in class, students will have posted a response related to the weekly piece of literature. Students will post answers to questions asked by the discussion leader, will pose questions of their own on the work(s), or will post responses to those who answered questions **no later than noon the Thursday prior to class** discussion. Each student will write a minimum of **150** words per week in the discussion boards (this can be in a single comment, or combined through a series of comments replying to other students). Discussion boards will be found on turnitin.com. Instructor will post the discussion topics the first 1 week, and then students will select weeks in which they will lead class discussion. The sum of these weekly assignments will account for 20% of your total grade. Students will copy and paste all discussion board posts **they wrote** into a word document and will upload it to turnitin.com by **the date and time listed on turnitin.com** to receive credit for this grade category.

It is recommended that at the beginning of the semester, each student will create a document (.doc or .docx format **only**), and will save this document as **your first name_your last name.doc(x)** (eg. sally_smith.docx). Draft your discussion board posts in this document each week, then copy and paste them into the discussion board itself. This not only prevents you from losing your work, should the website go offline for maintenance while you are replying, it saves you the work of copying all your posts into a document at the end of the semester. **Format each post by first centering the title of the literary work, then typing your comment or leadership post (using left justification) on the next lines. This format makes it simpler to keep track of which block of writing is for which piece of literature.**

Please be aware that leadership posts account for 50% of this grade category. Failure to post a leadership post, or failure to post your leadership post **on time** will result in a **zero** for this half of the grade requirement.

Students are also encouraged, but not required, to utilize the discussion boards to consult with one another regarding homework assignments, missed class sessions, peer review, and general discussion pertaining to our class. This is an excellent way for you to get to know one another and to help each other in progress throughout the semester so you may engage in class related activities as a team.

WORKSHOPS:

The class session prior to submitting a major assignment, students will perform peer-review writer's workshops on their rough drafts in class. Each student will bring **three** copies of their rough draft and will exchange those drafts with other students. Students will review the three drafts they receive with respect to the rubric, noting carefully mechanical, stylistic, and logical issues. Please observe the "golden rule" when reviewing your peer's work and give them the same quality of feedback you would like to receive on your own drafts.

TURNITIN.COM:

Students will turn in **all** homework via turnitin.com, unless otherwise specified. Our course code is **10247155** and the password for this course is **nocheating**. Please be aware that for major assignments, due date and times are firm and turnitin.com will not allow you to submit your assignment once it closes. You may submit as many drafts as you like up until the due date. You **must** have confirmed your assignment has been submitted prior to the closing point for each assignment, or you will receive a grade of "zero" for that assignment. **Save all confirmation emails from turnitin.com so you have proof of submission should a technological error occur.** If you

cannot show or forward me this confirmation email after emailing me with an assignment attached, I will not accept the assignment after the assigned due date and time.

To get your grade for any assignment, log into turnitin.com. You must click on the grade score to see detailed feedback. Otherwise, you will only see the numerical grade. Grading will be completed and grades will be posted within two weeks of the assignment's due date unless otherwise notified by the instructor.

If you have an account on turnitin.com already, you will simply sign in, then click the button labeled "add a class." You will then see a pop up that asks for both the course code and course password. Input those and click okay. You are now enrolled in the turnitin.com portion of our class.

If you do not already have an account with turnitin.com, you will need to create one. To create one, the course code and password will be required. On the login page, click to create an account and fill in all the fields on the account creation form. **Please** double check your email address has been typed correctly without errors, or you will find yourself unable to access your account. This usually happens to students during a critical time, so please take an extra moment now and proofread your sign up information to help avoid a lot of stress later.

COURSE SCHEDULE

(Subject to change at instructor's discretion, with notice to students)

SEPTEMBER

Date	In Class	Homework for the next session
9/26	Go over syllabus Diagnostic writing Discuss annotation Discuss plagiarism Discuss final exam and translation opportunity Discuss in text citations Discuss dictionaries Discuss drafting	Purchase class materials Create binders Review all plagiarism materials Read "West Saxon Translation" in Extra Credit Opportunities on the Learning Web Review pages 8-12 of citation guide Read Pearl Discussion board post Review literary analysis description and rubric

OCTOBER

Date	In Class	Homework for the next session
10/3	Discuss reading Discuss literary analysis	Read pages 1-15 Flyting of Dunbar and Kennedy (.PDF pagination) Discussion board post Rough draft literary analysis
10/10	WRITER'S WORKSHOP Discuss reading	Read pages 16-end Flyting of Dunbar and Kennedy Review precis and prospectus descriptions Discussion board post Review pages 1-8 citation guide Final draft literary analysis
10/17	LITERARY ANALYSIS DUE Discuss reading Discuss citations Discuss precis and prospectus	Read A Modest Proposal Discussion board post Reach chapters 1-20 Rasselas Discussion board post
10/24	Discuss readings	Read chapters 21-end Rasselas Discussion board Read chapters 1-12 Out of the Silent Planet Discussion board
10/31	RESEARCH DAY	Write rough draft prospectus and precis

NOVEMBER

Date	In Class	Homework for the next session
11/7	WRITERS WORKSHOP -- PROSPECTUS WRITERS WORKSHOP -- PRECIS Discuss readings	Final draft prospectus Final draft precis Out of the Silent Planet Chapters 13-end Discussion board post Review final paper description and rubric
11/14	PROSPECTUS DUE PRECIS DUE Discuss reading Discuss final paper	Rough draft final paper
11/21	CONSULTS	Rough draft final paper Submit discussion board portfolio
11/28	NO CLASS	THANKSGIVING

DECEMBER

Date	In class	Homework for next session
12/5	WRITERS WORKSHOP	Finish final draft
12/7	FINAL PAPER DUE	Have a wonderful break!