



Division of College Readiness
Integrated Reading and Writing Department
<http://www.hccs.edu/departments/division-of-college-readiness/college-readiness-academic/integrated-reading-and-writing-department/>

INRW 0100: Companion Course for INRW 0410

INRW 0100 CRN 19048

Spring 2021 | 12 Weeks | 02.16.2021-05.16.2021

Online Anytime | Online with a Schedule | Flex Campus | Day Time Location
1 Credit Hour | 16 hours per semester

Instructor Contact Information

Instructor:	Professor Annie Tsui	Office Phone:	(713) 718-8418
Office:	Spring Branch, Room 901B	Office Hours:	By Appointment (Virtual)
HCC Email:	annie.tsui@hccs.edu	Office Location:	Spring Branch Campus

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and to discuss course topics.

Instructor's Preferred Method of Contact

I preferred to be contacted through Canvas or HCC email: annie.tsui@hccs.edu. You may also leave a message with the INRW Department Administrative Assistant, Anjana Gala (713) 718-5410. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday.

What's Exciting About This Course

This course will provide you with the opportunity to address those areas in your reading and writing background to prepare you to successfully pursue your college and career paths. As you advance through the course, you will develop skills and strategies that teach you what to learn as well as how to learn. The metacognitive skills will enhance your chances of success in achieving your college and career goals.

My Personal Welcome

Welcome to INRW 0100 Companion Course for INRW 0410. As in your corresponding class, INRW 0410, the course integrates complementary reading and writing activities designed to develop your critical academic reading and writing skills. Organization and time management skills are essential to your success in this course. The modality for this class is **Online**

Anytime which allows you greater flexibility in the completion of your assignments/modules before or by the due date(s). I want to help YOU move forward in your educational goals.

Prerequisites and/or Co-Requisites

Students may enter this course who have received both of the following scores or have demonstrated remediation needs in only one area (reading or writing) on the TSIA:

Texas Success Initiatives Assessments (TSIA) Scores Before January 11, 2021.
INRW 0100 and Co-Enroll in INRW 0410*

TSI Writing	TSI Reading
Write: 310-349 and ABEWD: 3 – 4 OR	310-341 and ABERD: 3-4
Write: 310-349 and ABEWD 3-4 and WS 0-3 OR	
Write: 310-349 and WS 3	

Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Course Goal

The goal of INRW 0100 is to prepare and support students in the successful completion of INRW 0410.

Course Modality

FC

The course modality of this class is *FlexCampus*.

Faculty will hold class as per the assigned schedule, and students will be assigned to attend in person or online each class period utilizing Canvas Eagle Online.

On the days when you are not assigned to be in person, it is expected that you will attend virtually (online).

Attendance will be taken each class period.

WS

The course modality of this class is *Online on A Schedule*.

Faculty will hold class as per the assigned schedule, and students will attend online each class period utilizing Canvas Eagle Online.

Attendance will be taken each class period.

HL

This class is a *Lab-Based* course.

Faculty will hold class on-campus in the Laboratory/Studio as per the assigned schedule, and students will attend in person each class period.

Attendance will be taken each class period.

WW (Applies to this section, INRW 0410 19048)

The course modality of this class is **Online Anytime**.

Faculty will instruct this class as a traditional online course utilizing Canvas Eagle Online.

Attendance will be taken through completion of online assignments.

Instructional Materials

Instructional Materials: *Connect* access code (McGraw-Hill Education). Inclusive Access to Connect is available the first day of Second Start, Tuesday, February 16.



Course assignments will be completed using *Connect* or utilizing *Canvas Eagle Online*. Reading/Writing placement tests focus on items that assess your reading comprehension and writing abilities through referring and reasoning/inference items, usage/mechanics items and rhetorical skill items. The materials you complete in this course will address the aforementioned areas.

Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview

This course is a combined 1 hour lecture/lab performance-based companion course designed to develop students' critical reading and academic writing skills. Students who enroll in this course wish to accelerate their time in preparatory studies in order to reach credit level English expeditiously. The course integrates complementary reading and writing assignments with special emphasis given to reasoning and responding to issues arising from class readings. Students who successfully complete this course and INRW 0410 will qualify to take INRW 0420 or other corequisite options (contact Advising for more information).

Core Curriculum Objectives (CCOs)

INRW is a developmental course designed to develop students' critical reading and academic writing skills. The HCCS INRW Discipline Committee has specified that the course address the following core objectives:

- **Critical Thinking:** Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking by completing a written assignment such as a book report, research paper, or essay.
- **Communication Skills:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication by completing a written assignment such as a book report, research paper, or essay.
- **Quantitative and Empirical Literacy:** Students will demonstrate the ability to draw conclusions based on the systematic analysis of topics using observation, experiment, and/or numerical skills by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams that pertain to Course Student Learning Outcome #2 below.
- **Social Responsibility:** Students will demonstrate cultural self-awareness, intercultural competency, civil knowledge, and the ability to engage effectively in regional, national, and global communities by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams that pertain to Course Student Learning Outcome #4 below.

Program Student Learning Outcomes (PSLOs)

Can be found at:

<https://www.hccs.edu/departments/division-of-college-readiness/college-readiness-academic/integrated-reading-and-writing-department/>

Course Student Learning Outcomes (CSLOs)

Student Learning Outcomes

The goal of INRW 0100 is to prepare and support students in the successful completion of INRW 0410.

1. Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.
3. Identify and analyze the audience, purpose, and message across a variety of texts.
4. Describe and apply insights gained from reading and writing a variety of texts.
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.
6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
7. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.
10. Recognize and apply the conventions of Standard English in reading and writing.

Learning Objectives

Learning Objectives for each CSLO can be found at Learning Objectives can be found at <http://www.hccs.edu/departments/division-of-college-readiness/college-readiness-academic/integrated-reading-and-writing-department/>

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook (No textbook required for this course)
- Attending class (Recorded by submission of assignments for Online Anytime schedule)
- Completing assignments (Before or by due dates)
- Participating in class activities (Online Discussions)
- Using the tutoring and other support services

There is no short cut for success in this course; it requires reading and studying the material using the course objectives as a guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook (No textbook required for this section)
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

Assignments, Exams, and Activities

Instructional Methods

Course assignments will be completed using **Connect**. All assignments in **Connect** for **Reading** focus on vocabulary, dictionary skills, main ideas, supporting details, graphics and visual aids, outlining and mapping, summarizing and paraphrasing, and combined skills. **Writing** emphasizes basic grammar, sentence skills, punctuation, mechanics and spelling, usage and style, craft of writing, paragraph development, and research.

Program/ Discipline Requirements

In this class you will be required to take a pretest and posttest as well as complete any supplemental lab materials. (Note: Refer to Course Calendar for details.)

Grading Formula

Grading Criteria

If you find you are not mastering the material and skills, you are encouraged to reflect on how you are approaching the assignments and how your instructor/tutor can assist you. Your instructor welcomes a dialogue on what you discover and may be able to assist you in finding resources on campus that will improve your performance.

Completion of <i>Connect</i> – 14 Modules	75%
100% or better in each section to demonstrate mastery of Module Activity and Module Test	
5 Discussion Posts	05%
4 Readings with Quizzes	10%
1 Final Assessment	10%
Total	100%

HCC Grading Scale

A = 100 – 90: >>>>>>>>>>>>>4 points per semester hour
 B = 89 – 80: >>>>>>>>>>>>>3 points per semester hour
 C = 79 – 70: >>>>>>>>>>>>>2 points per semester hour
 69 and below = F or IP >>>>>>>>>>>>>0 points per semester hour
 IP (In Progress) >>>>>>>>>>>>>0 points per semester hour
 W (Withdrawn) >>>>>>>>>>>>> 0 points per semester hour
 IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades “IP,” “COM” and “I” do not affect GPA.

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

Weeks/Dates	Topic / Assignments Due
Week 1 02/16 to 02/21	<p>-Welcome to INRW 0100</p> <p>-Login to Canvas with Student ID and Password</p> <p>-Home Page>>>Click on Start Here Module Link</p> <ul style="list-style-type: none"> • Category Titles ❖ Welcome to Class ❖ Support for Students ❖ To Do ❖ Student Lounge ❖ EGLS3 Course Evaluation <p>Syllabus Quiz Submission Due Saturday, February 20</p> <p>-Enrollment in <i>Connect</i>- Student ID Number and Password required to login. If you have an account, use your current credentials. Create a Connect account if you do not have one.</p> <p>If you have difficulty creating an account, call McGraw-Hill Connect Technical Support at (800) 331-5094 or go online at mhhe.com/support.</p> <p>Assignments:</p> <ul style="list-style-type: none"> • Syllabus Quiz Submission Due Saturday, 02/20/21 • Discussion 1 • Start Connect Module 1 and Module 2
Week 2 02/22 to 02/28	<p>Second Start Official Day of Record-Thursday, February 25</p> <p>Assignments:</p> <ul style="list-style-type: none"> ➤ Connect Modules Due: February 28 • Module 1 Reading and Writing as Complementary Processes • Module 2 Identifying and Developing Main Ideas ➤ Discussion 2
Week 3 03/01 to 03/07	<p>Assignments:</p> <ul style="list-style-type: none"> ➤ Connect Module Due: March 7 • Module 3 Supporting Points and Evidence ➤ Reading Comprehension Quiz 1

Weeks/Dates	Topic / Assignments Due
Week 4 03/08 to 03/14	Assignments: <ul style="list-style-type: none"> ➤ Connect Modules Due: March 21 <ul style="list-style-type: none"> • Module 4 Writing Process • Module 5 Writing in Response to Reading ➤ Discussion 3
03/15 to 03/21	HCC Closed for Spring Break
Week 5 03/22 to 03/28	Assignments: <ul style="list-style-type: none"> ➤ Connect Modules Due: March 28 <ul style="list-style-type: none"> • Module 6 Writer's/Reader's Purpose: Audience and Tone • Module 7 Writer's/Reader's Purpose: Diction and Vocabulary
Week 6 03/29 to 04/04	Assignments: <ul style="list-style-type: none"> ➤ Connect Module Due: April 4 <ul style="list-style-type: none"> • Module 8 Parts of Speech Review ➤ Reading Comprehension Quiz 2
Week 7 04/05 to 04/11	Assignments: <ul style="list-style-type: none"> ➤ Connect Module Due: April 11 <ul style="list-style-type: none"> • Module 9 Fragments, Run-Ons, and Comma Splices ➤ Discussion 4
Week 8 04/12 to 04/18	<p>Last Day for Administrative/Student Withdrawal for Second Start Term – Thursday, April 15 Grade of "W" received for course grade</p> Assignments: <ul style="list-style-type: none"> ➤ Connect Module Due: April 18 <ul style="list-style-type: none"> • Module 10 Subject-Verb Agreement ➤ Reading Comprehension Quiz 3

Weeks/Dates	Topic / Assignments Due
Week 9 04/19 to 04/25	Assignments: <ul style="list-style-type: none"> ➤ Connect Module Due: April 25 <ul style="list-style-type: none"> • Module 11 <i>Coordination and Subordination</i> ➤ Discussion 5
Week 10 04/26 to 05/02	Assignments: <ul style="list-style-type: none"> ➤ Connect Module Due: May 2 <ul style="list-style-type: none"> • Module 12 <i>Adjectives and Adverbs</i> ➤ Reading Comprehension Quiz 4
Week 11 05/03 to 05/09	Assignments: <ul style="list-style-type: none"> ➤ Connect Modules Due: May 9 <ul style="list-style-type: none"> • Module 13 <i>Spelling and Word Use</i> • Module 14 <i>Capitalization</i>
Week 12 05/10 to 05/16	Final Exam Week <ul style="list-style-type: none"> • Final Assessment Completion/Submission due Thursday, May 13 by 11:59pm • Grades posted online by Monday, May 17 • To view course grade(s), login to Student Sign-In https://myeagle.hccs.edu/

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor's Practices and Procedures

Missed Assignments

Late assignments/submissions are not accepted. If you perceive a concern with assignment completions, please notify me to discuss this. If you display a pattern of not completing assignments by the due date, an Early Alert for academic performance is submitted to Advising. There are no makeups for Reading Comprehension Quizzes after the due date.

Academic Integrity

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

The modality of INRW 0100 19048 is Online Anytime. Attendance is not called. Completion/submission of course assignments before or by the due date is considered present for class.

Here's the link to the HCC Attendance Policy information.

<https://www.hccs.edu/resources-for/current-students/student-handbook/>

Student Conduct

Here's the link to the HCC Student Conduct information.

<https://www.hccs.edu/resources-for/current-students/student-handbook/> (page 80)

Instructor's Course-Specific Information

See information in Canvas

Electronic Devices

Details Available in Canvas Module: Updated Technical Support for Students

Eagle Online Help Center:

<http://www.hccs.edu/online/technical-support/Links to an external site.>

Eagle Online Technical Support

713-718-5275, option 3

[Student Help formLinks to an external site.](#) (Recommended to request help)

IT (**Password reset**) Customer Support

713-718-8800, option 1

Details Available in Canvas Module: Minimum Technological Requirements

Canvas works better with Google Chrome and Firefox than with Internet Explorer.

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints

- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

disAbility Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
 Director EEO/Compliance
 Office of Institutional Equity & Diversity
 3100 Main
 (713) 718-8271
 Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Interim Department Chair Contact Information

Professor Annie Tsui, annie.tsui@hccs.edu, 713-718-8418