Composition I-24094

ENGL-1301

SS 2022   Section 257   3 Credits   02/14/2022 to 05/15/2022   Modified 02/09/2022

🕐 Course Meetings

Course Modality

This class is online anytime (WW).

Meeting Days

This class is online anytime (WW).

Meeting Times

This class is online anytime (WW).

Meeting Location

This class is online anytime (WW).

👤 Welcome and Instructor Information

Welcome to English 1301! In this class, we will approach writing both as a way of thinking and as a way of communicating thought. More specifically, we will use invention to discover what it is possible to say; we will use our drafts to discover more precisely what we want to say and how we want to say it; and we will use our revisions to further develop our thoughts and to make sure they are working for our intended audiences, moving back and forth among these activities as we mold and shape our work.

Instructor: Cecilia Bonnor

Email: cecilia.bonnor@hccs.edu
Office: PAC 401A
Phone: 7137185022
Website: https://learning.hccs.edu/faculty/cecilia.bonnor/engl1301 (https://learning.hccs.edu/faculty/cecilia.bonnor/engl1301)

What's Exciting About This Course

The Department of English helps students find and develop their authentic voices, establish political power, and create social capital. We teach critical thinking, close reading, and analysis. We coach students on the rhetoric of messaging with consideration of purpose and audience. We support them as they craft their own narratives. We turn thoughts into words, ideas into interpretations, ambiguity into translation, and silence into voice.

My Personal Welcome

Welcome to English 1301!

In this class, we will approach writing both as a way of thinking and as a way of communicating thought. We will focus on the concurrent activities of *invention, elaboration*, and *revision*, moving in and among them as we explore the choices available to us as writers. More specifically, we will use invention to discover what it is possible to say; we will use our drafts to discover more

precisely what we want to say and how we want to say it; and we will use our revisions to further develop our thoughts and to make sure they are working for our intended audiences, moving back and forth among these activities as we mold and shape our work.

The key to succeeding in this course is to understand writing as an ongoing process of thinking, drafting, rethinking, and redrafting. As important as getting a "finished" draft down on paper will be the *process* of drafting, exploring, and then changing and refining that draft to better meet your writing goals and your audience's expectations. Finally, we will work on preparing manuscripts that are professional. We will address mechanics, grammar, and presentation as *rhetorical* issues that either further the objectives of the writing or detract from its effectiveness.

Preferred Method of Contact

Canvas email (Inbox)—preferred method of contact

HCC Email: cecilia.bonnor@hccs.edu [please use this HCC email as an 'emergency' backup contact method--always use Canvas email, as I need to keep all class correspondence in one location]

Please contact me with questions or concerns via email at Canvas Inbox. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday.

Office Hours

Monday, Wednesday, 11:00 AM to 12:00 PM, https://hccs.instructure.com/courses/185854/external_tools/30443

🖥 Course Overview

Course Description

ENGL 1301 is an intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Core curriculum course.

Requisites

Appropriate score on TSI/ACT/SAT/STAAR, INRW 0420, Grade C or better in ELA College Prep course from participating ISDs. **Successful completion of INRW 0300 corequisite course.** Please carefully read and consider the repeater policy in the HCCS Student Handbook.

English Website

https://www.hccs.edu/programs/areas-of-study/liberal-arts--humanities/english/ (https://www.hccs.edu/programs/areas-of-study/liberal-arts--humanities/english/)

◎ Core Curriculum Objectives (CCOs)

English courses satisfy three (3) hours of the communication requirement in the HCCS core curriculum. The HCCS English Discipline Committee has specified that courses address the following core objectives:

- *Critical Thinking*: Students will demonstrate creative thinking, innovation, inquiry, analysis, evaluation and synthesis of information.
- *Communication*: Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication.
- *Personal Responsibility*: Students will demonstrate the ability to connect choices, actions, and consequences to ethical decision-making.
- *Teamwork*: Students will demonstrate the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
  - Composition I, Composition II, Creative Writing, Introduction to Technical Writing, and Technical & Business Writing only
- *Social Responsibility*: Students will demonstrate intercultural competency, knowledge of civic responsibility, and the ability to

engage effectively in regional, national, and global communities.
  - Literature courses only

📊 Student Learning Outcomes and Objectives

Program Student Learning Outcomes (PSLOs)

Can be found at:

https://www.hccs.edu/programs/areas-of-study/liberal-arts--humanities/english/ (https://www.hccs.edu/programs/areas-of-study/liberal-arts--humanities/english/)

Course Student Learning Outcomes (CSLOs)

Upon successful completion of ENGL 1301, the student will be able to:

- Demonstrate knowledge of individual and collaborative writing processes.
- Develop ideas with appropriate support and attribution.
- Write in a style appropriate to audience and purpose
- Read, reflect, and respond critically to a variety of texts.
- Use Edited American English in academic essays.

Word Count Requirement

Students will write a minimum of 5,000 words over the course of the semester.

✅ Departmental Practices and Procedures

Department-Specific Instructor and Student Responsibilities

<u>As your Instructor, it is my responsibility to</u>:

- Provide the grading scale and detailed grading formula explaining how student grades are to be calculated
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Provide a description of any assignments
- Inform students of policies
- Provide the course outline and class calendar that will include a description of assignments
- Arrange to meet with individual students as required

<u>As a student, it is your responsibility to</u>:

- Attend class and participate in class discussions and activities
- Read and comprehend the texts
- Complete the required assignments
- Ask for help when there is a question or problem
- Keep copies of all documents, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies, including plagiarism, in the HCCS Student Handbook

Program-Specific Student Success Information

As with any three-hour course, expect to spend *at least six hours per week* outside of class reading and studying the material. I will provide assignments to help you use those six hours per week wisely. Additional time will be required for written assignments. Successful completion of this course requires a combination of reading the textbook, attending class, completing assignments in Eagle Online, and participating in class discussions. There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

📙 Instructional Materials and Resources

Instructional Materials

The [HCC Online Bookstore (https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks)](https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks) provides searchable information on textbooks for all courses. Check with your instructor before purchasing textbooks because the book might be included in your course fees.

Add Instructional Materials Here

Instructional Resources

This section of English 1301 will use freely-available OERs, all of which will be posted or linked to in Eagle Online Canvas. No textbook purchase is required for the course.

Video Conferencing Tutoring Sessions (Required for Two of Three Essay Assignments this Semester): For synchronous/videoconference tutoring, use the HCC Virtual Academic Success Centers by calling 713-718-8184.3 of 15. Tutors are available Monday & Thursday: 8am-8pm, Tuesday & Wednesday: 8am-10pm; Friday: 8am-4pm, & Saturday: 9am-3pm.

See www.hccs.edu/tutoring for more information.

✔ Course Requirements

Assignments, Exams, and Activities

Type	Weight	Topic	Notes
Start Here Module Assignments	15%	Syllabus Quiz, Introductory Discussion Post, Diagnostic and Syllabus Acknowledgement	The activities in this module are intended to familiarize you with the course expectations, offer opportunities to showcase your writing style, and enable you to interact with fellow classmates.
Unit One	20%	Autobiographical Literacy Narrative	You will write about your development as a literate person. In order to do so, you will draft an out-of-class brainstorming exercise and a more formal writing assignment where you discuss your writing process and provide an excerpt (a paragraph) from your essay. You will also practice using terms such as purpose and audience, as part of your narrative. SLOs 1, 3 and 5
Unit Two	30%	Critical Response Essay	You will read, annotate and write about an expository text focusing on a current debate. Your essay will include a summary of the text and a thorough response that reading from your own critical thinking, personal experience, or values. This essay assignment will require incorporation of evidence from your source article and an extended response. SLOs 2, 4 and 5
Unit Three	35%	Analysis/ Synthesis Essay	For this assignment, you will build on the response work you did in the second essay. In addition to the article you responded to in the previous assignment, you will add a second text to the conversation. Specifically, this assignment asks you to create connections between the two texts, and then synthesize them into a new perspective of your own. SLOs 1, 2, 3, 4 and 5

Grading Formula

Grade	Range	Notes
A	90 to 100	Excellent (4)
B	80 to 89	Good (3)
C	70 to 79	Fair (2)
D	60 to 69	Passing (1), except in Developmental courses
F	59 and below	Failing (0)

✳ Instructor's Practices and Procedures

Incomplete Policy

In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

Missed Assignments/Make-Up Policy

As this class does not have set meeting times, you need to find a way to get assignments turned in, as soon as possible. However, if you have a serious, documented emergency, such as having an immediate family member hospitalized or being hospitalized yourself, I will work with you on making up missed work. The opportunity to make up missed work is available on a case-by-case basis and only at my discretion.

Note that students who fail to submit one or more of their essay assignments rarely pass the class.

Academic Integrity

Academic dishonesty will not be tolerated. A student who is academically dishonest is claiming an advantage not available to other students. The instructor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcing roles.

Pleading ignorance of the rules, including improper documentation (MLA, APA, etc.…) is no justification for academic dishonesty.

For the purposes of this course, plagiarism includes using another person's words or ideas as your own and/or incorporating them into your own work without quotation marks (if using exact phrasing) or appropriate acknowledgment. Collusion includes any "unauthorized collaboration with your classmates or any other students—present or past—in the completion of work that you claim as your own.

Students who plagiarize, collude, or cheat will not have an opportunity to resubmit their work and they will receive a grade of 0 for the first assignment, an F in the course for a second assignment, and a report in our Maxient system, which could lead to dismissal from the college.

NOTE: Plagiarism can also include the use of a student's prior work in another course and/or school to qualify as an assignment in part for this course. In order to use any pre-existing work, a student MUST receive permission from the instructor in order to resubmit the assignment for this course. Failure to do so will be the equivalent of plagiarism. In other words, all assignments

should be original; do not use a paper written in another class for this one. All students are responsible for following the rules and guidelines related to student conduct as outlined in the HCC Student Handbook.

Scholastic Dishonesty will result in a referral to the Dean of Student Services. See the link below for details.

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

https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/ (https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/)

Attendance Procedures

Although this is an online anytime course without set meeting times, you are expected to log into Canvas regularly. I am not going to assign an attendance grade; there are no points available simply for logging in, and likewise, I assume that if you miss a login, you have a good reason. I will tell you that students who do not regularly log in rarely pass the course. This isn't because I penalize them, but rather because the information in the class is necessary for success in the class. Please also note that part of your grades come from participating in class activities and discussion, so you cannot earn those points if you are not regularly present on Canvas.

When you miss logins, you are still responsible for assignments due that day, announcements I made in Canvas, and information from pre-recorded lectures. You should read discussions and announcements to catch up, and review the pre-recorded lecture. I will fill in gaps if you have questions after you have made the initial effort to catch up.

HCC does not have an "excused absence" policy, so there is no need to provide a doctor's note if sickness keeps you out of the course, and so on. However, if you have a serious, documented emergency, such as having an immediate family member hospitalized or being hospitalized yourself, I will work with you on making up missed work. The opportunity to make up missed work is available on a case-by-case basis and only at my discretion.

Please be aware that lack of active participation in an online class before the Official Day of Record will result in the PeopleSoft student system automatically dropping you from the course. I don't have any control over this system, and your only recourse is to see your advisor.

Also note that I will not withdraw you from the course if you stop attending/logging in. Because the state of Texas assigns penalties to students for course withdrawals, I expect you to make your own decision about when it makes sense to you for you to withdraw from a course

Student Conduct

Your course grade is based on the degree to which you model professional behavior in my course. What does that mean? The following factors affect your grade:

Online discussion: participating with relevant contributions in all online discussions helps your professionalism grade. Your participations should be on topic and show your familiarity with the readings/lecture material, and your responses to other students should show that you paid close attention to what they wrote.

Respect for others: respect for people of all identities and all reasonable viewpoints will help your grade. Specifically, please be sure to use respectful language that is not perceived as racist, sexist, ableist, homophobic, transphobic, or disparaging toward the appearance, bodies, body size/shape, gender, gender identity/presentation, or sexual orientation of any person, whether or not they are in the online space.

Avoiding disruptions: making sure that you avoid personal arguments with me or other classmates in online discussions and any other facet of the class. Remember to keep interactions respectful to everyone, and to focus on course materials. Private concerns about personality conflicts with others should be addressed away from official class discussions so they do not disrupt everyone's learning.

Respectfulness beyond online discussions: Please remember your professionalism is still being assessed in email, exams, and in office hours. If we are engaged in class-related communications, the expectations for professional behavior and language apply.

Instructor's Course-Specific Information

Basic Assignment Requirements: All assignments should be typed and spellchecked, at a minimum, and come to me in a readable format (no JPGs or other image files for text).

Email Policy: HCCS policy requires instructors and students to communicate only through the HCCS email system. If you have not activated your HCCS student email account, you can do so here: https://myeagle.hccs.edu/

Note Concerning E-mail Etiquette: I will not reply to e-mail messages that do not contain the following elements: a salutation; a description of your request or concern; and signature.

Unless otherwise announced in class, two weeks is the standard length of turnover for grading major assignments.

Devices

This is an online anytime course, so you need Internet access to complete course materials. If your Internet access goes down at home, remember that you have access to the HCC Libraries.

Faculty-Specific Information Regarding Canvas

This course section will use Canvas (https://eagleonline.hccs.edu (https://eagleonline.hccs.edu)) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

Faculty Statement about Student Success

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

Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

🏛 HCC Policies and Information

HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0

Grade	Grade Interpretation	Grade Points
COM	Completed. Given in non-credit and continuing education courses.	0

Link to Policies in Catalog and Student Handbook

Here's the link to the HCC Catalog and Student Handbook: https://catalog.hccs.edu/ (https://catalog.hccs.edu/)

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

Link to HCC Academic Integrity Statement

https://www.hccs.edu/student-conduct (https://www.hccs.edu/student-conduct) (scroll down to subsections)

Campus Carry Link

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

https://www.hccs.edu/campuscarry (https://www.hccs.edu/campuscarry)

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 (https://www.hccs.edu/email) and activate it now. You may also use Canvas Inbox to communicate.

Office of Institutional Equity

Use the following link to access the HCC Office of Institutional Equity, Inclusion, and Engagement: https://www.hccs.edu/eeo (https://www.hccs.edu/eeo)

Ability 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 https://www.hccs.edu/accessibility (https://www.hccs.edu/accessibility)

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 (mailto:Institutional.Equity@hccs.edu)

https://www.hccs.edu/titleix (https://www.hccs.edu/titleix)

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

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
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

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

Canvas Learning Management System

Canvas is HCC's Learning Management System (LMS), and can be accessed at the following URL:

https://eagleonline.hccs.edu (https://eagleonline.hccs.edu)

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

HCC Online Information and Policies

Here is the link to information about HCC Online classes, which includes access to the required Online Information Class Preview for all fully online classes: https://www.hccs.edu/online/ (https://www.hccs.edu/online/)

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. https://eagleonline.hccs.edu/ (https://eagleonline.hccs.edu/)

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 during office hours, and 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
- 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 (https://www.hccs.edu/studenthandbook)

EGLS3

The EGLS[3] (Evaluation for Greater Learning Student Survey System (https://www.hccs.edu/egls3)) 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. EGLS[3] surveys are only available for the Fall and Spring semesters. EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

https://www.hccs.edu/egls3 (https://www.hccs.edu/egls3)

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.

Student 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 (https://www.hccs.edu/tutoring) 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 https://library.hccs.edu (https://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 https://www.hccs.edu/supplemental-instruction (https://www.hccs.edu/supplemental-instruction)

Resources for Students:

https://www.hccs.edu/covid19students (https://www.hccs.edu/covid19students)

Basic Needs Resources:

https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/ (https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/)

Student Basic Needs Application:

https://www.hccs.edu/basicneeds (https://www.hccs.edu/basicneeds)

COVID-19

Here's the link to the HCC information about COVID-19:

https://www.hccs.edu/covid-19 (https://www.hccs.edu/covid-19)

Sensitive or Mature Course Content

In this college-level course, we may occasionally discuss sensitive or mature content. All members of the classroom environment, from your instructor to your fellow students, are expected to handle potentially controversial subjects with respect and consideration for one another's varied experiences and values.

Instructional Modalities

In-Person (P)

Safe, face-to-face course with scheduled dates and times

Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

Online Anytime (WW)

Traditional online course without scheduled meetings

Hybrid (H)

Course that meets safely 50% face-to-face and 50% virtually

Hybrid Lab (HL)

Lab class that meets safely 50% face-to-face and 50% virtually

Copyright Statement

In order to uphold the integrity of the academic environment and protect and foster a cohesive learning environment for all, HCC

prohibits unauthorized use of course materials. Materials shared in this course are based on my professional knowledge and experience and are presented in an educational context for the students in the course. Authorized use of course materials is limited to personal study or educational uses. Material should not be shared, distributed, or sold outside the course without permission. Students are also explicitly forbidden in all circumstances from plagiarizing or appropriating course materials. This includes but is not limited to publically posting quizzes, essays, or other materials. This prohibition extends not only during this course, but after. Sharing of the materials in any context will be a violation of the HCC Student Code of Conduct and may subject the student to discipline, as well as any applicable civil or criminal liability. Consequences for unauthorized sharing, plagiarizing, or other methods of academic dishonesty may range from a 0 on the specified assignment and/or up to expulsion from Houston Community College. Questions about this policy may be directed to me or to the Manager of Student Conduct and Academic Integrity.

📅 Course Calendar

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.

Description	Deadline/ Due Date
Week One Begin working on the Start Here Module, including introductory post, syllabus quiz, diagnostic, Acknowledgement and Student Lounge. Also, please view introductory video in Kaltura Live Room, the Student Lounge, Resources for HCC Students, and Course-Specific Handouts for English 1301. By 11:59 PM, on Friday, February 18, finish the Start Here Module Syllabus Quiz, Introductory Post, Diagnostic and Syllabus Acknowledgment. Be sure to look through each page in the Start Here Module and the Student Lounge.	**February 14 - 18, 2022**
HCC Closed in Observance of President's Day	**February 21, 2022**
Week 2 **Unit 1: Writing an Autobiographical Literacy Narrative** At 12 AM, on Friday, February 18, Unit 1 in Eagle Online will be available. View the introductory video, look through the introductory pages, and carefully read the assignment sheet for Essay #1.	**February 22 - 25, 2022**
Official Record Date for Twelve-Week Classes Submit a brainstorming assignment for essay #1, by 11:59 PM, on Wednesday, February 23, 2022.	**February 23, 2022**
Week 3 **Unit 1: Writing an Autobiographical Literacy Narrative** Review Plagiarism Topics and submit a quiz, by 11:59 PM on Monday, February 28, 2022 By 11:59 PM, on Wednesday, March 2, 2022, submit a discussion post based on one of your body paragraphs for essay #1.	**February 28 - March 4, 2022**

Week 4	**March 7 - 11, 2022**
Finish working on Unit 1.	
Review the handouts and videos on outlining the Autobiographical Literacy Narratives; Review the sample autobiographical literacy narratives.	
Upload a legible draft of Essay #1 for a virtual tutoring session via Microsoft TEAMS which is accessible when you log into your HCC email (Microsoft 365).	
From you Eagle Landing Page, click on Mail and log in with your student email credentials	
Call HCC IT technical support if you encounter log-in issues (713-718-8800)	
Proof of virtual tutoring session, final draft of essay #1, and reflection are due by 11:59 on Wednesday, March 9, 2022.	
Unit 2: Writing a Critical Response to an Article	
Begin looking through the introductory slides in the second unit. Choose one of the articles listed in essay assignment #2 and read it carefully.	
HCC Closed for Spring Break	**March 14 - 20, 2022**
Week 5	**March 21 - 25, 2022**
Unit 2: Writing a Critical Response to an Article	
Review the video on annotating the margins and the critical reading guide. By 11:59 PM, on Monday, March 28, submit a reading log based on your article for essay #2	
Review the video on summaries and submit a submit a summary paragraph on your article (TBD)	
Week 6	**March 28 - April 1, 2022**
Unit 2: Writing a Critical Response to an Article	
After reviewing the videos and outlines on the three response types, select one and write a discussion post on your response type (TBD).	
Also, review the handouts on strong thesis statements.	
Week 7	**April 4 - 8, 2022**
Unit 2: Writing a Critical Response to an Article	
Review the sample critical response essays in Unit 2.	
Work on a draft of Essay #2 which will be submitted for a virtual tutoring session by 11:59 PM.	
Upload Legible Draft of Essay #2 for a virtual tutoring session via Microsoft TEAMS which is accessible when you log into your HCC email (Microsoft 365).	
From you Eagle Landing Page, click on Mail and log in with your student email credentials	
Call HCC IT technical support if you encounter log-in issues (713-718-8800)	

Week 8 **Unit 2: Writing a Critical Response to an Article** Upload proof of your virtual tutoring session and your final draft of essay #2 by 11:59 PM, on Monday, April 11, 2022 (TBD). Also, be sure to complete a reflection journal entry on your writing process for essay #2, by 11:59 PM.	**April 11 - 14, 2022**
Last Day to Withdraw from Second Start Classes	**April 12, 2022**
Week 8 Cont'd Begin looking through the introductory slides pertaining to the Analysis/ Synthesis Essay Assignment in the third unit By 11:59 PM, submit a summary paragraph of the second text you are writing about for the third essay (TBD)	**April 13, 2022**
HCC Closed in Observance of Spring Holiday	**April 15 - 17, 2022**
Week 9 Begin looking through the introductory slides pertaining to the Analysis/ Synthesis Essay Assignment in the third unit By 11:59 PM, submit a summary paragraph of the second text you are writing about for the third essay (TBD)	**April 18 - 22, 2022**
Week 10 Unit 3: Writing an Analysis/ Synthesis Essay Assignment. Review the handouts on the Analysis/ Synthesis Essay. By 11:59 PM, submit a journal entry analyzing the appeals to rhetoric in the second article (TBD) Submit an assignment on the similarities and differences between the two texts you have chosen to write about for the synthesis essay (TBD).	**April 25 - 29, 2022**
Week 11 Submit a discussion post, "Developing Ideas of Your Own," in connection with the analysis/ synthesis essay. Review the sample analysis/ synthesis essays in the third unit. Upload a legible Draft of Essay #3 for a virtual tutoring session via Microsoft TEAMS which is accessible when you log into your HCC email (Microsoft 365). From you Eagle Landing Page, click on Mail and log in with your student email credentials Call HCC IT technical support if you encounter log-in issues (713-718-8800)	**May 2 - 6, 2022**
Last Day of Instruction for Second Start Classes	**May 8, 2022**

Week 12 **Submit Your Final Draft of the Analysis/ Synthesis Essay by 11:59 PM, to HCC Eagle Online.**	**May 9, 2022**
Second Start Semester Ends	**May 15, 2022**

▦ Additional Information

Process for Expressing Concerns about the Course

If you have concerns about any aspect of this course, please reach out to your instructor for assistance first. If your instructor is not able to assist you, then you may wish to contact the Department Chair.

Dr. Mary Lawson, mary.lawson@hccs.edu, 713.718.2365