



## **Integrated Reading & Writing**

---

**INRW 0300 – Integrated Reading & Writing—Co-requisite Course**

**CRN-18750– Semester Fall 2018**

**3 hour lecture / 48 hours per semester/ 16/ weeks**

**Class Time: MW 9:30am-10:50am Location: West Loop Center Rm. C226**

**Instructor: Professor H. Williams**

**Instructor Contact Information:** [hillard.williams@hccs.edu](mailto:hillard.williams@hccs.edu)

**Office location and hours:** Per student request

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. Feel free to come by my office anytime during these hours.

### **Course Description**

INRW 0300 is part of the co-remediation program, which enables students to complete INRW 0300 and ENGL 1301 in the same semester. INRW 0300 provides intensive instruction and practice in writing coherent paragraphs and essays for specific audiences. The course includes the process of drafting, revising, and editing as well as instruction in grammar, mechanics, and usage.

### **Prerequisite for INRW 0300 - Placement based on scores from TSI Assessment**

Students who score below 390 on the reading and/or writing sections are placed in developmental courses. They are eligible for placement in the co-requisite pairs, ENGL 1301 / INRW 0300.

### **Course Objectives: Student Learning Outcomes**

- 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.

### **Major Topics**

1. Writing as process: inventing, planning, drafting, revising, editing, and proofreading
2. Rhetorical Strategies
3. Grammar, punctuation, and usage
4. Unity, coherence, and clarity in written language
5. Audience
6. Sentence variety
7. Paragraph development
8. Essay development and organization

9. Documentation and citation of sources
10. Impact of technology on writing

### **Course Requirements**

- 1. Essays/Writing Assignments**

Be prepared with writing assignments from ENGL 1301, so we can discuss the essays together in INRW 0300.

- 2. Classwork**

Each of you will research and present an article about writing. You will need to email me the link to the article or bring in a hard copy before class, so I can photocopy the article for all members of the class.

- 3. Grammar/Punctuation Study**

Each of you will be required to concentrate on 5 (five) areas of grammar, punctuation, and/or usage with which you struggle. You will turn in a "Grammar Portfolio" at the end of the semester.

- 4. Instructor's Choice**

### **Instructional Methods**

A variety of instructional methods are used throughout the semester. Examples may include class discussions, lectures, readings, reflections, peer review, research strategies, and internet searches.

As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge and opportunities for critical thinking and applications as appropriate.

As a student wanting to improve your academic reading ability, it is your responsibility to do the assigned readings, submit assignments on time, participate in discussions and other activities, attend class (face-to-face and online portions), and enjoy this learning experience as you learn how to better your comprehension.

**\*\*NOTE: CELL PHONES ARE NOT ALLOWED TO BE ON OR VISIBLE DURING CLASS TIME!!!!**

### **Student Assignments**

You have already received the syllabus for the ENGL 1301 course. In this class, you will be expected to complete the same writing and reading assignments required of all ENGL 1301 students. In this INRW 0300 class, I will work with you to develop the skills needed to succeed in both classes. During class, I will do the following: **LATE WORK WILL NOT BE ACCEPTED, NO MAKE-UP TEST OR QUIZZES!!!!**

- Answer questions about material you did not understand in ENGL 1301 class;
- Provide opportunities for you to work individually, with peers, and as a class on assignments from the ENGL 1301 class;
- Give supplemental assignments and quizzes to help you develop critical thinking and writing skills;
- Meet with you individually to provide feedback on your writing and make suggestions for revisions;
- Focus on grammar, mechanics and language usage; and
- Discuss strategies on how to be a successful student.

### **EGLS3 -- Evaluation for Greater Learning Student Survey System (Fall and Spring only)**

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

### **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 Policy Statements**

#### **Access Distance Education Policies on their website:**

*All students are responsible for reading and understanding the HCC Online Student Handbook, which contains policies, information about conduct, and other important information. For the HCC Online Student Handbook click on the link below or go to the HCC Online page on the HCC website.*

The HCC Online Student Handbook contains policies and procedures unique to the online student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as HCC Online contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the HCC Online Student Handbook by visiting this link:

<http://www.hccs.edu/media/houston-community-college/distance-education/student-services/HCC-Online-Student-Handbook.pdf>

#### **Access Continuing Education Policies on their website:**

<http://www.hccs.edu/continuing-education/>

#### **Access Students Rights, Policies, and Procedures on their website:**

<http://www.hccs.edu/district/students/student-handbook/>

### **Disability Support Services**

*HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including 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/district/students/disability-services/>*

### **Discrimination**

*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 Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)*

### **Campus Carry Law**

At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at

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

### **Useful Web Resources:**

- Information: [www.hccs.edu](http://www.hccs.edu) ; <http://learning.hccs.edu/faculty/annie.tsui>
- Online Tutoring & Support: <https://hccs.upswing.io>
- Purdue OWL: <http://owl.english.purdue.edu/owl/resource/747/01/>
- Grammar PP: <http://grammar.ccc.commnet.edu/grammar/powerpoint.htm>
- HCCS Prep Online: [http://tlr.hccs.edu/gcpass/prep\\_home.htm](http://tlr.hccs.edu/gcpass/prep_home.htm)
- Turnitin: [http://www.turnitin.com/en\\_us/training/student-training/student-quickstart-guide](http://www.turnitin.com/en_us/training/student-training/student-quickstart-guide)
- Eagle Online (CANVAS): <https://eagleonline.hccs.edu>



**SOUTHWEST COLLEGE**

**INRW 0300 Integrated Reading and Writing Course for ENGL 1301**

**CRN 18750 – Term Fall 2018**

**3 hour lecture / 48 hours per semester/ 16/ weeks**

### **Acknowledgment of Syllabus**

I read, understood, and agreed to the policies and requirements stated in the course syllabus provided by Professor **WILLIAMS**. I understand that I am responsible for reading the syllabus and for asking my instructor to clarify any information on the syllabus that I do not understand. I also understand that the syllabus and calendar of assignments and/or tests may change; the class will be notified of any changes.

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Student ID \_\_\_\_\_

