

# **Composition II-13049**

**ENGL-1302** 

RT 2022 Section 0519 3 Credits 01/18/2022 to 05/15/2022 Modified 01/12/2022

## Course Meetings

### **Course Modality**

Online Anytime

### **Meeting Days**

There are no scheduled class days. There will be online office hours, however.

### **Meeting Times**

There are no scheduled class times. There will be online office hours, however.

### **Meeting Location**

Online

### Welcome and Instructor Information

Get ready for a surprising and enlightening journey into reading, writing and presenting. I'm excited to be working with you this term. Improvement takes practice and, in this class, you'll get a lot of that. So please keep up, complete all of the assignments, readings, viewings and tasks. Don't hesitate to contact me if you have any questions! Welcome to English 1302 – it won't be as bad as you think!

### Professor: Ms Karen Joy Oden

Email: karen.oden@hccs.edu

### 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 the course!

### **Preferred Method of Contact**

Please contact me with questions or concerns via email at <a href="mailto:karen.oden@hccs.edu">karen.oden@hccs.edu</a> or at Canvas Inbox. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

#### Office Hours

Monday, Tuesday, Wednesday, Thursday, 9:30 AM to 10:45 AM

Mondays 12:30-1:30 pm

Online

I will be available online and on screen in Kaltura. Find me by clicking on My Media, then by joining the meeting. I will review current assignments and readings and answer any questions you may have (if I can).



### **Course Description**

English 1302 is an intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis is on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Core curriculum course.

### Requisites

English 1301 or satisfactory score on the CLEP Exam.

### **English Department**

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.
  - o 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 1302, the student will be able to:

• Demonstrate knowledge of individual and collaborative research processes.

- Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
- Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
- · Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
- Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

### **Word Count Requirement**

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

## EDepartmental Practices and Procedures

## **Department-Specific 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 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

#### As a student, it is your responsibility to:

- 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

There is no text for this course. All readings and viewings are available on this course shell, as are all instructional guides.

Links to all assigned readings and viewings are listed on the front page of the course in the order in which they are due. They are also embedded within the assignments that pertain to them. Please let me know if any link is not working.

## Course Requirements

### Assignments, Exams, and Activities

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Туре	Weight	Topic	Notes
Diagnostic Essay	0%	Your Readiness for this Class	In essay form, you will describe your experience as a writer, and your specific hopes for improvement.
Reading Quizzes	5%	Various	These are multiple-choice tests to ensure that you have completed the reading or viewing or understood the material.  Note: the lowest two grades will be deleted.
Discussion Threads	15%	Various	Responding to prompts and a piece of literature or art, you will describe in complete sentences what you think or see. You will then respond to one of your peers. Cumulatively, you should write at least 100 words.
Response to Story	15%	Short Stories	After we have reviewed several short stories, you will write about what you learned about life or the human condition from any one or several of them.
Response to Poetry	15%	Poems	After we have reviewed several poems, you will write about what you learned about life or the human condition from any one or several of them.
Response to Visual Argument	15%	Various Images and Films	After we have reviewed several images and films, you will write about what you learned about life or the human condition from any one or several of them.
Research Paper	20%	Your Choice	This major research paper will be a thesis-driven exploration of one or a few of any of the works considered in this class.
Oral Presentation of Research Paper	15%	Your Choice	Audio/visual presentation of your research paper incorporating a PowerPoint presentation or some other graphic display.
Extra Credit	0		Please keep up, because there is no extra credit for this class.

## **Grading Formula**

Grade	Range	Notes
A	90-100	
В	80-89	
С	70-79	
D	60-69	
F	0-59	

## **\*** Instructor's Practices and Procedures

## **Incomplete Policy**

Assignments are due on the due date (usually Sunday at 11:59pm). I will accept major assignments (Responses to Story, Poetry, Visual Argument and the Research Paper and Presentation), but reserve the right to deduct points for lateness. If you are having trouble completing the work, please advise me.

### **Academic Integrity**

All submitted course work must be original. Any assignments with plagiarism will be given a zero.

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

#### **Attendance Procedures**

Students are expected to proceed through the modules of the class and complete the work on time. You are not required to attend office hours, but you are certainly welcome! Attendance will be awarded based on the assignments completed. Students with no online activity will be contacted, then withdrawn from the class if no response is received.

#### **Student Conduct**

I expect students to engage with the course material, each other and me in a professional, considerate manner.

### **Faculty-Specific Information Regarding Canvas**

This course section will use Canvas (<a href="https://eagleonline.hccs.edu">https://eagleonline.hccs.edu</a> (<a href="https://eagleonline.hccs.edu">https://eagleonline.hccs.edu</a>) 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**

As this is a self-guided class, I expect students to proceed through the modules in the weeks in which they are designated. Reading and viewing all the material in each week and keeping up with the associated assignments will ensure your successful completion of this course.

#### 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.

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### **HCC Grading System**

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
А	Excellent (90-100)	4
В	Good (80-89)	3

Grade	Grade Interpretation	Grade Points
С	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
СОМ	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: <a href="https://catalog.hccs.edu/">https://catalog.hccs.edu/</a> (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**

### **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: <a href="https://www.hccs.edu/eeo">https://www.hccs.edu/eeo</a> (<a href="https://www.hccs.edu/eeo">https://www.hccs.edu/eeo</a> (<a href="https://www.hccs.edu/eeo">https://www.hccs.edu/eeo</a>)

### **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 <a href="https://www.hccs.edu/accessibility/">https://www.hccs.edu/accessibility/</a> (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: <a href="https://www.hccs.edu/online/">https://www.hccs.edu/online/</a> (<a href="https://www.hccs.edu/online/">https://www.hccs.edu/on

#### 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. <a href="https://eagleonline.hccs.edu/">https://eagleonline.hccs.edu/</a> (<a href="https://eagleonline.hccs.

## 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 <u>HCCS Student Handbook</u> (https://www.hccs.edu/studenthandbook)

#### EGLS3

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<sup>3</sup> 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 <a href="https://www.hccs.edu/tutoring">HCC Tutoring Services (https://www.hccs.edu/tutoring)</a> 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 <a href="https://library.hccs.edu/">https://library.hccs.edu/</a>).

#### **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 <a href="https://www.hccs.edu/supplemental-instruction">https://www.hccs.edu/supplemental-instruction</a>)

#### 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.

**ENGLISH 1302** 

13049 and 13050 - Online

**COURSE CALENDAR** 

Spring 2022

WEEK ONE - Jan. 18 - 23

- Introduction to English 1302
- · The Power of Story
- Diagnostic Essay

WEEK TWO - Jan. 24 - 30 (Official Day of Record - Jan. 31)

• Reading Quiz 1 (Course Overview/MLA format) due

- Reading Quiz 2 (Orozco) due
- Incorporating Sources and Embedding Quotes a Review
- Discussion Thread #1 (Orozco) "Orientation"

#### WEEK THREE - Jan. 31 - Feb. 6 (Last Day for 70% Refund - Feb. 3)

- Reading Quiz 3 (Bambara) due
- · Elements of Literature
- The Short Story Response Assignment
- Analyzing Story
- Discussion Thread #2 (Bambara) "The Lesson"

#### WEEK FOUR - Feb. 7 - 13 (Last Day for 25% Refund - Feb. 10)

- Reading Quiz 4 (Wolff) due
- Reading Quiz 5 (Le Guin) due
- Themes in Literature
- Discussion Thread #3 (Wolff) "Bullet in the Brain"
- · Critical Analysis "The Wife's Story."

#### WEEK FIVE - Feb. 14 - 20

- Written Response to Story due
- Reading Quiz 6 (Oliver and Komunyakaa) due
- Introduction to Poetry
- Close Reading Poetry- Stevie Smith's "Not Waving But Drowning"
- · Critical Analysis of "Singapore" and "Blackberries

#### WEEK SIX - Feb. 21 - 27

- Reading Quiz 7 (Machan, Hirsch, Olds) due
- Reading Quiz 8 (Shakespeare) due
- Elements of Poetry
- <u>Discussion Thread #4</u> (Assorted Poems) "Hazel Tells Laverne," "Execution," "Summer Solstice, New York City," and "Fat is Not a Fairy Tale"
- · Critical Analysis of Shakespeare and the Sonnets

#### WEEK SEVEN - Feb. 28 - Mar. 6

- Reading Quiz 9 (Collins) due
- Reading Quiz 10 (Glaspel) due
- Billy Collins an Exploration
- Written Response to Poetry due
- Reading Plays
- Critical Analysis of Trifles

#### WEEK EIGHT - Mar. 7 - 13

- Argument in Visual Form
- Interpreting Visuals
- · Critical Analysis of a Variety of Images
- Analyzing Argument in Film
- · Triangles of Happiness Viewing and Analysis
- Discussion Thread #5 (Pedersen) Triangles of Happiness

#### SPRING BREAK - Mar. 14 - 20

#### **WEEK NINE - Mar. 21 - 27**

• Reading Quiz 11 (Short Films) due

- · Reading Quiz 12 (Jacobs) due
- Film Techniques
- · How to Analyse a Film
- Documentary Techniques

#### WEEK TEN - Mar. 28 - Apr. 3

- · Reading Quiz 13 (Lumet) due
- Discussion Thread #6 (Lumet) 12 Angry Men
- Written Response to Visual Argument due

#### WEEK ELEVEN - Apr. 4 - 10

- Reading Quiz #14 (Research Paper) due
- The Research Paper and Presentation Assignments
- Writing the Research Paper
- · Researching using the Library and Databases
- Research Paper Proposal due
- · Presentation Skills
- Tips for an Effective PowerPoint

#### WEEK TWELVE - Apr. 11 - 17

- Reading Quiz 15 (Presentations) due
- · Presentation Skills
- The Research Paper and Oral Presentations

#### WEEK THIRTEEN - Apr. 18 - 24

- · Writing the Research Paper
- · Preparing an Effective Presentation
- · Response to Peers' Presentations

#### WEEK FOURTEEN - Apr. 25 - May 1

- Presentations due
- · Prepare Responses to Peers' Presentations

#### WEEK FIFTEEN - May 2 - 6

- Response to Presentations due
- Research Papers due
- · Writing Reminders and Proofreading Techniques

Last Day of Instruction (May 9) - There is No Final Exam for this Class

## 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