



**Division of English and Communication  
English Department**

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/english/>

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**ENGL 1301: Freshman Composition I | Lecture |**

Fall 2020 | 16 Weeks (8.24.2020-12.13.2020)

Flex Campus | Online/Face to Face | MWF

3 Credit Hours | 48 hours per semester

**Instructor Contact Information**

Instructor: Melody Dancer

Office: Northline Rm 210

HCC Email: melody.dancer@hccs.edu

Office Phone: email

Office Hours: Mondays 9:00am

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 your concerns or just to discuss course topics.

**Instructor's Preferred Method of Contact**

**The best way to contact me is via the Canvas inbox. You can access it by following these easy steps:**

- 1.) In your English 1301 course window, click on the "People" tab.
- 2.) Scroll down until you see my name, Melody Dancer.
- 3.) Click on my name
- 4.) Click "Send Message"
- 5.) Type your message and click "Send/Submit."
- 6.) I will get it immediately. I will try to respond to all messages as soon as I receive them.

I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

**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.

## Personal Welcome

Welcome to English 1301! I am looking forward to the opportunity we will have to learn and grow together in the online virtually course. Let be kind and considerate of other’s opinions and expand our knowledge to support one other. My hope is that by the end of this course you have a new appreciation for the subject matter and will continue your education.

### Prerequisites and/or Co-Requisites

A satisfactory assessment score, completion of INRW 0420 (or for non-native speakers ESOL 0360.) Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

### Learning Management System

This section of ENGL 1301 will use [Eagle Online Canvas](#) and/or the Learning Web for all assignments, exams, and activities. This semester, there are three modalities for English courses: Online Anytime, Online on a Schedule, and Flex Campus. Online Anytime classes are traditional online courses; coursework is online, and there are no meetings at specific times. Online on a Schedule classes are online courses with traditional meeting components; coursework is online, and there are specific times to log in for scheduled class meetings. Flex Campus are in-person classes; coursework is online, and students have the choice to come to campus or to participate online during scheduled class meetings. When accessing the course on Canvas, it is recommended that you use [FIREFOX](#) or [CHROME](#).

This section of ENGL 1301 is to reflect Flex Campus, Online on a Schedule, and meets on Monday, Wednesday and Friday and times 8:00am-9:00/ 9:00am-10:00am Also, we will use Kultural Classroom for video conferencing and occasional lectures.

### HCC Online Information and Policies

<http://www.hccs.edu/online/>

## Instructional Materials

### Course Reader Information

Textbooks:

Any grammar handbook from Half Price Books (eg. The little Brown Handbook or The Harbrace Essentials Handbook). Online novel Native Son by Richard Wright.

Collegiate Dictionary and Thesaurus (Apps can be downloaded from the App Store or Play Store)

### Other Instructional Resources

#### Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment. 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>.

## Supplemental 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 for ENGL 1301

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.

### Core Curriculum Objectives (CCOs) for all ENGL Core Courses

ENGL 1301 satisfies three (3) hours of the communication requirement in the HCCS core curriculum. The HCCS English Discipline Committee has specified that the course 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.

### Program Student Learning Outcomes (PSLOs) for all ENGL courses

Can be found at:

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/english/>

### Course Student Learning Outcomes (CSLOs) for ENGL 1301

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.

## Student Success in ENGL

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.

### 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

## Assignments

### Written Assignments and Essays

Students will write a minimum of 5,000 words or more over the course of the semester. All assignments and course notes will be module-based. In other words, students must read and/or watch videos before completing their assignments. In order to access Modules, simply click on the "Modules" link. You may also access them by clicking on the "Home" tab in Canvas. Please check your calendar for due dates. Updates will be added to the "Announcements" tab, so be sure to check it every day.

### In-Class Activities

Work in a group to complete activities: Worksheets and exercises, Digital media

### Grading Formula

### Grading Rubric and Justification

A (90-100%) Excellent work that shows clear understanding of the writing topic, has few errors of any kind and shows exceptional ability to communicate to a specific audience.

B (80-89%) Above average work that shows understanding of the writing topic, has few serious errors, and provides good communication with a specific audience.

C (70-79%) Average work that shows understanding of the writing topic, contains few errors that interfere with adequate communication.

D (60-69%) Below average work that fails to respond adequately to the writing topic, contains a number of serious errors and provides only marginal communication with a specific audience.

Essay: 140pts: 3 short essays (Narrative and presentation 100pts, Description-20pt and Analytical 20pts)

Class Participation: 10% (includes oral and written responses to various literary texts)

Writing Assignments: 200pts(Novel Journal Discussion, and Projects)

Oral Presentations: 100pts

Quizzes and Homework Assignments 20pts

Threaded Discussions 20pts

The Short Essays: These essays will also be based on reading selections, classroom lectures and video images from Google and YouTube.

Class Participation: Reading responses/class discussions (Students will be submitting a brief reading response for each assigned reading selection or video. We will also discuss the readings in class. Always research information about the authors of literary texts that we read this semester. In class, we will discuss whether or not the authors' lives have any impact on their writings. Also, please keep all graded assignments in your folder.

Writing Assignments: Each student will be required to complete a Résumé and Cover Letter. In order that students hone their professional writing abilities, they must also complete a Memorandum.

Oral Presentation: Students will give group presentations over various topics that span literature and grammar. Each student must demonstrate a working knowledge of his/her content. A visual aid must accompany all presentation.

Quizzes and Homework Assignments: Homework and quizzes will be given to ensure each student masters the course content.

Threaded Discussions: Throughout the semester, students will be required to post comments to the Threaded Discussions at least three (3) times a week. They can answer questions that are posted by the professor and their classmates.

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

## Course Calendar

## Fall 2020

Weeks	References	Assignment	Due Date/ Points
1	Syllabus overview Introductions Novel -Native Son	Canvas Intro  <b>Start Reading</b>	8/28 5pts
2	Mon-Parts of Speech -(Q) Different type of Wed-Sentences: Basic, Compound, Complex - (F)Fragments, Run- on-and Comma Splices	Lecture  Libs  Video Worksheets Quiz	9/6. 5pts
3	Hook, Topic and Thesis Sentences MLA format-(Q) Article Annotations	Lecture Worksheets Quiz Annotations/Outline Discussion	9/13. 10pts
4	Writing Process <b>Novel Journal #1</b>	Lecture  Video Discussion/Summary	9/20. 20pts
5	Describing Essay #1 Due	Make an outline Lecture	9/27 20pts
6	21 Century Literature Article	Make an outline	10/4 5pts
7	<b>Novel Journal #2</b> <b>Mid Term</b>	Discussion/Response Exam	10/11 20pts
8	Essay #2 DUE- Analysis	Analysis	10/18 20ptspts
9	Digital media Project Due	Make an outline	10/25 100 pts
10	<b>Novel Journal #3</b>	Discussion/Response	11/1 20pts
11	Group Project	Fake News Project	11/8 50pts
12	Groups Project Presentation	Fake News Project Discussion	11/15 50pts
13	<b>Novel Journal #4</b>	Movie Infro Poster Discussion	11/22 20pts
14	Essay #3 Due	Narrative	11/29 20pts
15	Narrative # 3 Due	Powerpoint and Presentation	12/6 100pts
16	<b>Final Exam</b>	Final Exam Writing	12/13 20pts

## 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 Policies**

### **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/>

Scholastic Dishonesty/Plagiarism: According to the Student Handbook for the Houston Community College System, scholastic dishonesty includes cheating on a test, plagiarism, and collusion. Since you'll be writing essays in this class, I'll be most concerned with plagiarism, which means using another person's words or ideas and assimilating them into your own written work without quotation marks (if exact words are used) or appropriate acknowledgment if borrowed material is summarized or paraphrased--and collusion--"unauthorized collaboration." Plagiarism will result in a grade of 0 for the assignment. You will not be allowed to rewrite plagiarized papers.

### **Attendance Procedure**

Attendance: According to official HCCS policy, this online class virtually will take place during the times and dates as planned when you enrolled. Keep in mind that whatever the reason for your absence, you'll still miss important class work. If you know you must be absent or if you have an emergency, please discuss these situations with me. Missing a substantial number of online virtually classes for whatever the reason, will result in administrative withdrawal. You must be logged into the computer during the times of class as if you were on campus. (This applies to all students, including international students.)

### **Student Conduct**

Although, you are virtually in class you are expected to silence your phones, ipads, tablets and laptops, but understand that you CANNOT be on Facebook, twitter, Candy Crush or Instagram.

### **Instructor's Course-Specific Information (Change TITLE as Needed)**

<<INSERT HERE: any other policies you want to note. CREATE extra headings using the sam

## **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

- Ability 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

### **EGLS<sup>3</sup>**

The EGLS<sup>3</sup> ([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. EGLS<sup>3</sup> surveys are only available for the Fall and Spring semesters. EGLS<sup>3</sup> surveys are not offered during the Summer semester due to logistical constraints.

### **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.

### **Office of Institutional Equity**

<http://www.hccs.edu/departments/institutional-equity/>

### **Ability Services**

<https://www.hccs.edu/support-services/ability-services/>

### **Title IX**

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

### **Office of the Dean of Students**

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

### **Department Chair Contact Information**

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