HCC | HOUSTON COMMUNITY COLLEGE

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

INRW 0300: Integrated Reading and Writing Course
for ENGL 1301 | Lecture | CRN 10907
Fall 2019 | 16 Weeks (8.26.2019-12.15.2019)
In-Person | San Jacinto Bldg Room 159 | TuTh 9:30-10:50
3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor: Scholastica Turner-Moore, M.Ed   Office Phone: 713-718-5410
Office: San Jacinto Bldg Room 159   Office Hours: By Appointment
HCC Email: s.turnermoore@hccs.edu

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

Please contact me with questions or concerns via email at s.turnermoore@hccs.edu or at Canvas Inbox. 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 Integrated Reading and Writing helps student refresh and advance essential reading and writing skills and equips them with abilities for independent learning. We work to maximize student success in college-level reading and writing-intensive courses.

Personal Welcome

Welcome to Integrated Reading and Writing 0300!

My name is Scholastica Turner-Moore. I am a native Houstonian. I have been teaching in higher education for eight years. I have taught a variety of courses which include psychology, humanities, developmental reading and writing, adult ESL, and Texas Success

Initiative (TSI) writing. I am currently completing my final coursework towards my doctorate degree in Curriculum and Instruction at Texas Southern University.

I have a Master of Education degree with an emphasis on Reading, a Bachelor of Science Degree in Human and Consumer Sciences with an emphasis on Child and Family Development, and an Associate in Applied Science degree with an emphasis on Child Development. I have one daughter named Tiffany who is a recent graduate of Texas Southern University. She is currently perusing her Master of Science degree at the University of Houston Clear Lake in Business Computer Information Systems. I have one grandson named Kaison who will be starting Prekindergarten on Monday. My husband's name is Andre and we have been together for seventeen years and married for twelve years. Also, I have three older siblings with whom I am very close. During my pass time, Andre and I like to lift weights at the gym, purchase freshly popped popcorn at Target and watch newly released Redbox movies on Sundays.

I would like to welcome everyone to INRW 0300. It is my hope everyone walks away fully prepared for a successful academic experience. See you soon!

Prerequisites and/or Co-Requisites

Students must have test scores to be placed into INRW 0300. (Note: INRW 0300 is a corequisite course with ENGL 1301. When you enroll in INRW 0300, you will also be co-enrolled in ENGL 1301. You must take both courses together). Please carefully read and consider the repeater policy in the HCCS Student Handbook.

Learning Management System

This section of INRW 0300 will use Eagle Online Canvas and / or the Learning Web to supplement in-class assignments, exams, and activities. Students are expected to use Eagle Online Canvas to access homework assignments and daily class announcements, or updates. HCCS Open Lab locations may be used to access Eagle Online Canvas or the Learning Web. When accessing the Internet, it is recommended that you use FIREFOX or CHROME.

Scoring Rubrics, Sample Assignments, Other Resources

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

Instructional Materials

Course Reader Information

There are no recommended readers for this course.

Other Instructional Resources

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

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

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 INRW 0300

INRW 0300 is a corequisite course in support of ENGL 1301, which 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 Courses

INRW 0300 is a support course paired with ENGL 1301, which satisfies three (3) hours of the communication requirement in the HCCS core curriculum. The HCCS English Discipline Committee and the INRW Discipline Committee have specified that ENGL 1301 and INRW 0300 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 INRW 0300

Upon successful completion of INRW 0300, 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 INRW 0300

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, 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

The assignments for your course which will relate directly to ENGL 1301.

Course Requirements	Number of Assignments & Points	Total Points Possible	Points Received
Syllabus Agreement	**1 @ 4 points**	**4**	
Narration/Description Essay 1 Draft & Final Copy	**2 @ 10 points**	**10**	
Comparison Essay 2 Draft & Final Copy	**2 @ 10 points**	**10**	
Division/Classification Essay 3 Draft & Final Copy	**2 @ 10 points**	**10**	
Definition Essay 4 Draft & Final Copy	**2 @ 10 points**	**10**	
Process Analysis Essay 5 Draft & Final Copy	**2 @ 10 points**	**10**	
Persuasion Essay 6 Draft & Final Copy	**2 @ 10 points**	**10**	
Essay Portfolio Syllabus Agreement Essay 1 (Draft & Rev) Essay 1 Reflection Essay 2 (Draft & Rev) Essay 2 Reflection Essay 3 (Draft & Rev) Essay 3 Reflection Essay 4 (Draft & Rev) Essay 4 Reflection Essay 5 (Draft & Rev) Essay 5 Reflection	1 @ 2 points 2 @ 2 points 1 @ 1 point 2 @ 2 points 1 @ 1 point 2 @ 2 points 1 @ 1 point 2 @ 2 points 1 @ 1 point 2 @ 2 points 1 @ 1 point	**20**	

Essay 6 (Draft & Rev) Essay 6 Reflection	2 @ 2 points 1 @ 1 point		
Participation	**16 @ 1 point**	**16**	
Total		**100**	**Pts Received /100 = %=Final Grade**

Portfolio Requirement

Student reading and writing assignments will be compiled into a portfolio throughout the semester Reading and writing are a process and the portfolio provides a means for the instructor and students to see progress made over the course of the semester. After each major assignment, students will place their essay draft and final revisions in their portfolio along with a written reflection about the assignment. Additional details will be provided about each reflection by the instructor.

All students are expected to keep a three-ring binder that will be organized with dividers. The major sections are listed below:

- Syllabus and Agreement and Agenda
- Narrative/Descriptive Essay Handouts
- Comparison Essay Handouts
- Division/Classification Handouts
- Definition Essay Handouts
- Process Analysis Handouts
- Persuasive Essay Handouts
- Essay Rough Drafts & Final Essay Revisions

Exams

There are no exams for this course

In-Class Activities

In-class activities will class participation in reading assignments, group activities and writing activities.

Grading Formula

GRADE RANGE:

90 – 100   A
80 - 89   B
70 - 79   C
60 - 69   D
Below 60   F

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

Course Calendar

WEEKLY CALENDAR
(Scheduled Activities or Materials, Subject to Change by Instructor)

WEEKS	TOPICS
8/27	Introductions Syllabus Review
8/29	**5 Paragraph Essay Writing Sample**

9/3	Introduction to Academic Writing, 3rd Edition
	
	ESSAY ORGANIZATION
	
	    Transition between Paragraphs
	    Essay Outlining
	    Model: Essay Outline

9/5	Planning an Essay
9/10	Brainstorming Practice Outline Practice
9/12	**5 Paragraph Essay Writing Assignment**

9/17	**Narrative Essay Prewriting Draft**

9/19	Greater Essays, 2nd Edition 5
	
	UNIT 6: Narrative Essays
	
	    Activity 1
	    Activity 2

9/24	**Building Better Sentences** Activity 8 Activity 9 (Small Groups)
9/26	Brainstorming Practice Outline Practice
10/1	**Narrative Essays Final Draft Assignment**
10/3	**Comparison Essay Prewriting Draft**

10/8	Greater Essays, 2nd Edition 5
	
	UNIT 3: Comparisons Essays
	
	    Analyze Organization: Activity 8
	    Transition and Connectors

10/10	Brainstorming Practice Outline Practice
10/15	**Comparison Essay Final Draft**
10/17	**Division/Classification Prewriting Draft**

10/22	**Read to Write, 3ʳᵈ Edition 3** Dividing topics into Groups Dividing into Subjects
10/24	Analyze Division/Classification Essay Essay Plan: Division-Classification
10/29	Brainstorming Practice Outline Practice
10/31	**Division/Classification Essay Final Draft**
11/5	**Process Analysis Essay Prewriting Draft**
11/7	Greater Essays, 2ⁿᵈ Edition 5 UNIT 2: Comparisons Essays Identifying Topics: Activity 1 Brainstorming Steps in a Process Essay: Activity 2
11/12	Transitions and Connectors in a Process Essay
11/14	Brainstorming Practice Outline Practice
11/19	**Process Analysis Essay Final Draft**
11/21	**Argumentative/Persuasive Essay Prewriting Draft**

11/26	Greater Essays, 2nd Edition 5 UNIT 5: Argumentative Essays Analyzing the Organization: Activity 8 Transitions and Connectors
11/28	Brainstorming Practice Outline Practice
12/3	**THANKSGIVING BREAK**
12/5	**THANKSGIVING BREAK**
12/10	**Review Argumentative Essay**
12/12	**Argumentative/Persuasive Essay Final Draft**

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/
<<INSERT HERE: a specific description of your expectations for academic integrity>>

Attendance Procedure

<< INSERT HERE: a specific description of your expectations for attendance. Be specific about In-Person, Hybrid, and Online classes. Include your practice regarding withdrawals, never attending, etc. >>

Student Conduct

<< INSERT HERE: a specific description of your expectations for student conduct. Be specific about In-Person, Hybrid, and Online classes and the consequences that will be implemented for disruptive behavior.>>

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

<<INSERT HERE: any other policies you want to note. CREATE extra headings using the same style as above>>

HCC Policies

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

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

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

EGLS[3]

The EGLS[3] ([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[3] surveys are only available for the Fall and Spring semesters. EGLS[3] 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/

Disability Services
http://www.hccs.edu/support-services/disability-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/

Interim Department Chair Contact Information
Professor Annie Tsui, annie.tsui@hccs.edu, 713-718-8418

Copy this receipt, complete the blanks, and submit it to the instructor within the CANVAS Drop Box no later than Sunday , September 1, 2019 by 11:59 pm .

RECEIPT OF SYLLABUS   VERIFICATION

I have read the syllabus for   INRW 0300 , and understand the course requirements. I have read and understand the attendance and assignment policies for INRW 0300.

Name (Typing your name here will be the equivalent of your signature).

X _____