



## Welcome to English 1301 Online!

English 1301 Composition I Syllabus – Spring 2016  
CRN: 88922

Distance Education - Online

3 credit hour lecture course / 48 hours per semester/ 16 weeks



### CONTACT INFORMATION

Professor: Viengvilay Oudonesom

Course Website: <https://eo2.hccs.edu/login/index.php>

Office Hours: Mon/Wed 7:30-8AM and 11-11:30AM, room 308; Tue/Thu 7:30-8AM and 11-11:30AM, room 708 and by appointment

Eagle Online Email: During the semester, if you have questions or concerns, please contact me by using the Quickmail program in Eagle Online, our course website. This is the best way to contact me. Before the semester starts or after the semester ends, you may contact me using [viengvilay.oudonesom@hccs.edu](mailto:viengvilay.oudonesom@hccs.edu). Otherwise, please use the Quickmail program during the semester. Phone: 713-718-6276 (Please leave a message.)

Please feel free to contact me with any concerns or 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. Please also take advantage of the tutoring, library, and counseling services available to you. Information about the services is provided in this syllabus.

### TEXTS

All of our texts are online, so there is no need to buy books at a bookstore. We will read some online texts and use the McGraw-Hill Connect Composition Packet, which contains the following:

- McGraw-Hill Connect
- McGraw-Hill Handbook
- English 1301 Study Guide by HCC Northwest

All of these texts are provided in our online course, so you do NOT need to buy texts at a book store.

### EAGLE ONLINE STUDENT USER ID

Please use your HCC student user ID and password to log in our class website. Your HCC Student User ID and Password were issued upon your admission to HCC. The student user ID and password are also used for logging into campus computers, AskOnline tutoring, printing on campus, and so on.

If you do know your HCC user ID, you can look it up from the Student System Sign In page (see "Forgot My User ID"). For more help with your HCC user ID and password, visit <http://www.hccs.edu/district/students/student-system-help/> or call the HCC IT Help Desk at (713) 718-8800.

### INSTRUCTIONAL METHODS

During this course, I hope that you will become better, more confident writers, readers, and critical thinkers. In order to help you to improve your writing, reading, and critical thinking skills, various learning materials will be provided. For example, mini-assignments will be given to help you develop your major essays, some learning materials have been supplemented with visual and multimedia works, and discussion prompts will encourage you to think critically.

Learning is not a one way process. Everyone in the class has some knowledge or perspective to share that is unique, and thus, everyone has some knowledge or perspective that she or he can learn. Learning involves sharing ideas as well as being receptive to other people's ideas. It is important to make learning your responsibility by carefully listening, carefully reading all required materials,

contributing your ideas to class discussions, completing assignments by the deadlines, checking emails often, and meeting other course requirements. Hopefully, you'll discover that learning involves exploration and sharing and that it can be enjoyable.

### **GRADE PERCENTAGES**

- 12% Essay #1
- 15% Essay #2
- 20% Essay #3
- 15% Connect LearnSmart Achieve (LSA) Plan
- 11% Midterm Exam
- 12% Final Exam
- 15% Other Work

### **GRADING CRITERIA AND GRADING SCALE**

Your work will be graded using the standard A-F system.

A (90-100%): Your work demonstrates superior ability and originality. Thorough knowledge of the material is displayed. The quality of submitted work is consistently high with no stylistic or rhetorical errors.

B (80-89%): The student demonstrates above average ability. Knowledge of the material exceeds basic requirements. The quality of submitted work contains few stylistic or rhetorical errors.

C (70-79%): The student presents work that adequately fulfills the assignment. Errors in proofreading, mechanics, style, and rhetorical devices are present.

D (60-69%): The student submits below average work that displays little skill or creativity. The work contains repeated mechanical and stylistic errors and poorly developed assignments.

F (0-59%): The student submits sloppy, poorly organized works containing excessive stylistic and rhetorical errors. The work displays little student effort and interest.

#### **Notes**

- All major assignments must be completed & submitted within the required submission periods to pass the course.
- Midterm Exam & Final Exam Grades: Students must have a passing average on the midterm and final exam essays to receive a C or better in the course.

### **ASSIGNMENT DESCRIPTIONS**

We will have approximately 16 weeks to cover our course materials. You may access the course directly by going to the following webpage: <https://eo2.hccs.edu/login/index.php>. Each week, you should read the works listed in the course calendar, study the lecture notes, post discussion responses, and complete any other assignments. I encourage you to complete all readings and assignments on time. Missing assignments can severely affect your grade. For example, some students choose not to complete all discussions or a major essay, which can lower their passing grades to failing grades. Please complete all assignments to give yourself the best chance of earning a passing grade. The following provides a brief overview of our major activities and assignments.

#### ***Essays***

You will write three major essays, including a research paper that will require some research as well as the use of MLA documentation. Instructions for the essays are in the course on Eagle Online. Please read the instructions carefully. The essays will give you an opportunity to explore various rhetorical modes and apply your composition skills.

#### ***Exams***

There will be two exams, the Midterm and Final, this semester. The exams are online, so you do not need to come in to a campus to take the test unless you are notified otherwise. The exams will be available during the midterm exam and final exam periods as marked on the calendar. The exams are timed. Once you start the exam, you must complete and submit it within the time limit. In general, only

HCCS Eagle Online outages will be considered for exam re-testing. During the exam, save your answers often; answers that are not saved and submitted will not be viewable and thus not graded.

### **Connect LearnSmart Achieve (LSA) Plan**

To help you improve your grammar and basic writing skills, you will be required to complete some assignments from McGraw-Hill's Connect, including but not limited to a LearnSmart Achieve (LSA) Plan Pre-Test, a LearnSmart Achieve (LSA) Plan, and a LearnSmart Achieve (LSA) Plan Post-Test. More information about McGraw-Hill's Connect is available on the course website.

### **Other Work**

Other work in this class includes participation, discussions, quizzes, and other assignments. Your class participation is based on your involvement in the course. This is measured by your contributions to class discussions and activities and your visits to the course website. Other assignments or exercises will be given as "stepping stones" to the major essays. Improving your writing, reading, communication, and critical thinking skills takes practice, so do your best on these assignments.

### **SUBMISSION REQUIREMENTS**

- In order to improve our writing skills, we must practice writing. Therefore, all of your work, including essays should be written specifically for this class; essays or sections of essays (or any work) should not have been submitted to another class, institution, publication, or other venue that is not for this class. Credit will not be given for work that has been submitted to another class, institution, publication, or other venue that is not for this class.
- Please carefully read and meet assignment requirements listed in the instructions for each assignment. Work that is off-topic or does not meet assignment requirements may not be accepted or may not earn credit at the instructor's discretion. For example, an essay that falls short of word count requirements or does not meet source requirements may earn zero credit.
- All work must be submitted to the required locations to receive credit; pay careful attention to the assignment instructions for submission directions.
- All work must be submitted in one of the following file formats unless otherwise stated on the assignment: MS Word (.doc or .docx) or Rich Text Formatted (.rtf). Assignments submitted in other formats may not be graded and may not earn credit.
- All assignment submissions must be in MLA format unless otherwise indicated.
- Essays that use sources must be accompanied by in-text citations in MLA format, a works cited page in MLA format, and copies of all sources with required highlighting in order for the essays to receive credit. More information is provided in the assignment instructions.
- All major essays must be submitted to Turnitin.com to earn credit. The Turnitin.com submission space is incorporated in our course website, so you do not need to separately register for Turnitin.com.
- All major essays/assignments must be submitted to BOTH the appropriate essay submission space AND the appropriate Turnitin.com submission space by the deadline or late deadline (see the lateness policy) in order to earn credit.

### **LATE WORK POLICY**

- Essay #1, Essay #2, and Essay #3 may be submitted late unless stated otherwise, but late submissions will be penalized 5 points after the deadline and an additional 10 points for each calendar day they are late. Essays that are more than one week late will not be accepted for credit.
- Essay #1, Essay #2, and Essay #3 may have submission grace periods. The grace period is the time in which an essay may be submitted without late deductions. Please carefully review the calendar for grade periods for major essays. For example, if Essay #1 is due by 11:00AM on Sept. 9, and the grace period deadline is 11:55PM on Sept. 9, then an essay that is submitted between 11:00AM – 11:55PM on Sept. 9 will not have late point deductions. However, an essay that is submitted after 11:55PM on Sept. 9 will have points deducted for lateness.

- Quizzes, exams, discussions, McGraw-Hill Connect assignments, and other assignments may not be made up or submitted late. Take responsibility as a college student if you miss an assignment. Learn from the experience and work to submit the rest of the assignments on time.

### **ACADEMIC HONESTY**

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student 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 enforcement roles. You are expected to be familiar with the University's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty.

“Scholastic dishonesty”: includes, but is not limited to, cheating, plagiarism, and collusion.

Cheating on a test includes:

- Copying from another students' test paper;
- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- Bribing another person to obtain a test that is to be administered.

Plagiarism means the appropriation of another's words or ideas and the unacknowledged incorporation of that work in one's own written work offered for credit.

Collusion means the unauthorized collaboration with another person in preparing written work offered for credit.

Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the HCC Student Handbook)

Scholastic dishonesty is a serious offense. For example, copying even just one sentence or phrase without properly citing the source is plagiarism. Take pride and responsibility in doing your own work. To be accepted, all papers require proof of their development. Serious infractions will result in failure in this class.

### **VIRTUAL CLASSROOM CONDUCT**

As with on campus classes, all students in HCC Distance Education courses are required to follow all policies and procedures in the HCC Student Handbook, and relevant sections of the Texas Education Code when interacting and communicating in a virtual classroom with their professor and fellow students. Students who violate these policies and guidelines will be subject to disciplinary action that could include denial of access to course related email, discussion groups, and chat rooms or even removal from the class.

As your instructor and as a student in this class, our shared responsibility is to develop and maintain a positive learning environment for everyone. As a fellow learner, you are asked to respect the learning needs of your classmates and to assist me in achieving this critical goal.

### **ATTENDANCE & WITHDRAWAL POLICIES**

As stated in the HCC Handbook, all students are expected to attend classes regularly; students in DE courses must log in their online class, or they will be counted as absent. Just like an on-campus class, your regular participation is required. You should log in several times a week and actively participate by

completing course work by the assigned deadlines. You should understand that your ability to do the work required in the class will be impaired and your grade will suffer as a result of excessive absences or failure to actively and regularly participate. If a student has excessive absences, excused or unexcused, or if the student does not actively and regularly participate, the student may be dropped from the course or given an F or FX at the instructor's discretion. If students stop attending the class, it is their responsibility to formally withdraw themselves.

Beginning Fall 2007, the State of Texas imposes penalties on students who withdraw/drop courses excessively. Students are limited to no more than SIX total course withdrawals throughout their educational career at a Texas public college or university. Students are encouraged to review the HCC 6 Drop Policy.

To help you avoid having to withdraw from any class, contact your professor regarding your academic performance. You may also want to contact your counselor to learn about helpful HCC resources (e.g. online tutoring, child care, financial aid, job placement, etc.).

#### How to Withdraw

- If a student decides to withdraw from a class upon careful review of other options, the student can withdraw online prior to the deadline through their Student System Sign In.
- HCC and/or professors may withdraw students for excessive absences without notification (see Attendance).
- Students should check HCC's Academic Calendar by Term for withdrawal dates and deadlines. Classes of other duration (flex-entry, 8-weeks, etc.) may have different final withdrawal deadlines. Please contact the HCC Registrar's Office at 713.718.8500 to determine mini-term class withdrawal deadlines.

#### **FINAL GRADE OF FX**

Students who stop attending class or stop actively participating in class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of FX at the end of the semester. Students who stop attending classes or who stop actively participating in classes will receive a grade of FX, as compared to an earned grade of F, which is due to poor performance. Logging into a DE course without active participation is considered non-attending.

Please note that HCC will not disperse financial aid funding for students who have never attended class. Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of FX is treated exactly the same as a grade of F in terms of GPA, probation, suspension, and satisfactory academic progress.

#### **CONTACT INFORMATION & EMAILS**

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. Please also take advantage of the tutoring, library, and counseling services available to you. Information about the services is provided in this syllabus.

- Please use the Quickmail program on our Eagle Online course homepage. This is the program that you should use to compose an email to me. When you use the Quickmail program to send an email to me, your email will go to my HCC email address and the system will identify the email as coming from this course. Messages that are not sent through the course Quickmail program may not be read and may not receive a reply, so please use the course email program.
- When I send an email to you with the Quickmail program, the email will go to your HCC student email address. The HCC student email address is in your Eagle Online Profile. This means that you must use your HCC student email. You may log in your HCC student email at <https://webmail.hccs.edu/>.
- When composing your email, please use proper English. For example, do not write: "Hey Miz. Claz waz 2 kool. Gramr roks! LOL. C U l8r." I may not try to figure out or respond to such emails.

- In general, I will respond to emails in approximately 1-2 days if the email was sent between 9AM Mon. – 3PM Fri. Emails sent during the weekend or holidays will be answered after the weekend or holidays.
- Please do use the Quickmail program in Eagle Online to send emails to me. If you are unable to access the program and need to send an email outside of Eagle Online, please include your class, section, and name in the subject line. I may not answer emails that do not have appropriate subject lines. Here is an example of an appropriate subject line: SUBJECT: English 1301 DE, Jane Smith, CRN: 54321. Please note that you should use Quickmail for the semester, and you should only send emails outside of Quickmail under rare, extenuating circumstances.
- Please check your course emails often and regularly.
- Students requesting a phone call will be contacted within three days, not including weekends or holidays.

### **COMPUTER LITERACY & TECHNICAL REQUIREMENTS**

This is an online distance education class, so access to a computer with an internet connection is essential. Students are expected to be familiar with basic telecommunication skills, such as navigating the web, sending and receiving email, posting and receiving electronic files, participating in discussions, and using online testing procedures. A “sick” or “broken” personal computer and/or personal internet connection problems are not excuses to delay or skip assignments. Travelling to a place with no internet connection is also not an excuse to delay or skip assignments. Computers are available at HCC computer labs and some public libraries. Instructors are not required to give consideration for lost, missing, or unacceptable work stemming from technical non-compliance and/or end-user technical issues. HCC distance education courses are on Eagle Online, and students are expected to be technically compliant, including but not limited to using the Firefox internet browser, using required software, and using a stable internet connection.

### ***HCC DISTANCE EDUCATION POLICIES***

#### **DE STUDENT HANDBOOK (ADA, STUDENT SERVICES, ATTENDANCE, WITHDRAWAL, ETC...)**

The Distance Education Student Handbook contains policies and procedures unique to the DE 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 DE 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 DE Student Handbook by visiting this link: <http://de.hccs.edu/media/houston-community-college/distance-education/student-services/DE-Student-Handbook.pdf>. For additional information about DE services, please visit <http://de.hccs.edu/student-services/>.

#### **STUDENT SERVICES**

Student Services provides counseling for the HCC student body. Counselors are available at each campus to assist students in creating class schedules, evaluating college transcripts, and completing degree/certificate plans. Check with your campus for regular hours.

Early Alert: HCC has instituted an Early Alert process by which your professor may “alert” you through counselors of concerns that you might fail a class because of excessive absences and/or poor academic performance. A counselor will then reach out to you to discuss your progress and offer any relevant resources. This initiative is designed to provide students with support services and resources to assist them in successfully completing their course.

#### **ADA – SERVICES TO STUDENTS WITH DISABILITIES**

Any student with a documented disability (e.g., physical, learning, psychiatric, etc.) who needs to arrange reasonable accommodations must contact the appropriate HCC Disability Support Service

(DSS) Counselor at the beginning of each semester. Faculty members are authorized to provide only the accommodations requested by the Ability Support Services Office.

For questions, contact Donna Price at 713.718.5165 or the Disability Counselor at your college. Get more detailed information on Disability Services at HCC here:

<http://www.hccs.edu/district/students/disability-services/>

- Coleman: 713-718-7082
- Central: 713-718-6164
- Northeast: 713-718-8322
- Northwest Katy Campus: 713-718-5408
- Northwest Spring Branch: 713-718-5422
- Southeast: 713-718-8397
- Southwest: 713-718-7910

### **INTERNATIONAL STUDENTS**

Receiving a W in a course may affect the status of your student Visa. Once a W is given for the course, it will not be changed to an F because of the visa consideration. Since January 1, 2003, International Students are restricted in the number of distance education courses that they may take during each semester. International students must have full-time enrollment status of 12 or more semester credit hours, and of these at least 9 semester credit hours must be face-to-face on-campus courses. Please contact the International Student Office at 713-718-8521 or email [int\\_student\\_svcs@hccs.edu](mailto:int_student_svcs@hccs.edu), if you have any questions about your visa status and other transfer issues.

### **TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.**

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations. Log in to: [www.edurisksolutions.org](http://www.edurisksolutions.org) . Sign in using your HCC student e-mail account, then go to the button at the top right that says Login and enter your student number.

Any student who feels they have been discriminated against or harassed on the basis of race, sex, gender identity, gender expression, national origin, religion, age, disability, sexual orientation, color or veteran status including sexual harassment, has the opportunity to seek informal or formal resolution of the matter. All complaints/concerns should be directed to the Office of Institutional Equity, 713 718-8271 or [oiie@hccs.edu](mailto:oiie@hccs.edu). Additional information may be obtained online. Visit <http://www.hccs.edu/district/departments/institutionalequity/>

Complaints involving sexual misconduct to include but not limited to: sexual assault, stalking, dating violence, sexual harassment or domestic violence should be directed to the HCC Title IX Coordinator, Renée Mack at 713 718-8272 or [renee.mack@hccs.edu](mailto:renee.mack@hccs.edu).

### **OPEN/CAMPUS CARRY OF HANDGUNS**

No Firearms Are Allowed on Campus. If you see anyone carrying a firearm on campus call the HCC Police Department at 8-8888 immediately.

Texas House Bill 910—known as the “Open Carry” law—provides holders of a handgun license may now carry their handgun visibly in a waist belt holster or a shoulder holster, but they may not openly carry on or in a college campus or building and they may not openly carry on any public or private driveway, street, sidewalk or walkway, parking lot, parking garage or other parking area of the college. Open Carry is effective as of January 1, 2016.

Campus carry and open carry are two (2) separate laws. Texas Senate Bill 11—known as the “Campus Carry” law—will allow individuals who have a valid Texas handgun license to carry a concealed handgun in certain areas on college campuses. The Campus Carry law becomes effective at 4-year institutions on August 1, 2016 and at 2-year institutions on August 1, 2017.

All information regarding both Open Carry and Campus Carry will be posted at <http://www.hccs.edu/campuscarry>.

### **CAMPUS SAFETY**

If you are on campus and need emergency assistance, call 713-718-8888 or, from any campus phone, 8-8888. Use this emergency number instead of 911, which gets routed back to the HCC Police Department dispatch thus lengthening response time to your emergency situation.

### **3-PEAT RULE: REPEATING COURSES**

Students who repeat a course for three or more times may face significant tuition/fee increases at HCC and other Texas public colleges and universities. Please ask your instructor / counselor about opportunities for tutoring and/or other assistance prior to considering course withdrawal or if you are not receiving passing grades.

### **EVALUATION FOR GREATER LEARNING STUDENT SURVEY SYSTEM: EGLS3**

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. Go to [hccs.edu/egls3](http://hccs.edu/egls3) for directions.

## ***TUTORING & OTHER RESOURCES***

### **LIBRARY RESOURCES**

As a DE student you have the same access to resources that the HCC Libraries make available to all HCC students. A special website pulls together all the tools DE students will need to complete research. Visit [http://library.hccs.edu/for\\_students/distance](http://library.hccs.edu/for_students/distance) specifically for Distance Education students.

Library services are available throughout HCC. Through a daily library delivery service and a listing of all materials belonging to HCC libraries, books may be requested from and delivered to any campus library. HCC also has cooperative borrowing agreements with the University of Houston libraries and provides a copy of the Houston Public library catalog at each library. These arrangements provide students with access to over 4 million volumes.

Special services provided by the library system include photocopying facilities; specialized equipment for disabled students; group and personalized instruction in library use, including a self-instructional media program to orient students to the use of the HCCS libraries; a “term paper” workshop; and online bibliographic search services.

### **ONLINE TUTORING**

HCC provides free online tutoring in writing, math, science, and other subjects. Look for HCC Ask Online on your Eagle Online log-in page. This directs students to the HCC AskOnline Tutoring website at <http://hccs.askonline.net/>. Instructions, including a video, are provided to make you familiar with the capabilities of this service.

### **ON-CAMPUS TUTORING**

The HCC campuses also provide free in-person, on-site tutoring. You may go to a tutoring center for a one-to-one tutoring session. The Houston Community College Writing Centers provide a student-centered environment where professional tutors support student success for all HCC students. The



primary goal of the Writing Centers is to offer free, convenient, and personalized assistance to help students improve their writing at any stage of the writing process required in any courses at HCC. Tutors will also assist students with their job application letters, resumes, and scholarship/transfer essays.

Each session lasts about thirty minutes. Students should bring their professor's assignment/writing prompt, any printed rough drafts, their textbooks, and (if necessary) a flash drive.

To find information on possible centers, check the HCC webpage, Find-A-Tutor, at <http://ctle3.hccs.edu/alltutoring/index.php?-link=stu>. For formation about Writing Centers at HCC Northwest, please visit <http://northwest.hccs.edu/about-us/writing-center/>. At HCC Writing Centers, each tutoring session becomes a learning experience.

### **OPEN COMPUTER LABS**

Students have free access to the internet and word processing in the open computer labs available at HCC campuses. Check on the door of the open computer lab for hours of operation.

### **GET INVOLVED!**

HCC provides many opportunities for you to get involved in the community.

- HCC has a literary magazine. The Northwest College Review (<http://nwc.hccs.edu/review/>) is a journal of student and staff writing and artwork. Submit some of your artwork or writing for the opportunity to get published!
- HCC has a student newspaper. Visit the following website for participation opportunities: <http://hcccegalitarian.com/>.
- Pandora's Box and the REEL Film Series show free films at Northwest College.
- Please share other possible activities with the class.

## ***HCC COURSE INFORMATION***

### **COURSE DESCRIPTION**

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.

### **PREREQUISITES**

A satisfactory assessment score, completion of INRW 0420 or (for non-native speakers) or ESOL 0360.

### **MINIMUM WRITING REQUIREMENT**

Minimum of 5000 words during the semester

### **ENGLISH COMPOSITION I STUDENT LEARNING OUTCOMES**

Upon successful completion of this course, students will:

- 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.

### **CORE OBJECTIVES**

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities,

and in life. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Students enrolled in this core curriculum course will complete a research project or case study designed to cultivate the following core objectives:

- Critical Thinking Skills—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- Communication Skills—to include effective development, interpretation and expression of ideas through written, oral and visual communication
- Personal Responsibility—to include the ability to connect choices, actions, and consequences to ethical decision-making
- Teamwork—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

## **CALENDAR**

This calendar only shows major assignments; other assignments may be given. For a more detailed list of course readings and assignments, please view the syllabus on the Eagle Online course webpage.

Important Dates:

January 19: Classes Begin

February 1: Official Day of Record

February 15: Offices Closed – President's Day

March 14-20: Spring Break

March 25: Offices Closed – Spring Holiday

April 5: Last Day for Administrative/Student Withdrawals

### **WEEK ONE**

Class intro

Writing Diagnostic

### **WEEK TWO**

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

Connect LearnSmart Achieve Plan Pre-Test

### **WEEK THREE**

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

### **WEEK FOUR**

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

Essay #1 due

### **WEEK FIVE**

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

### **WEEK SIX**

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

### **WEEK SEVEN**

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

Essay #2 due

### **WEEK EIGHT**

Midterm Exam

WEEK NINE

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

WEEK TEN

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

WEEK ELEVEN

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

Last day for Student Withdrawals – check with Registrar’s Office at 713.718.8500 for specific date & time

WEEK TWELVE

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

WEEK THIRTEEN

Readings & Discussions from online sources, The McGraw-Hill Handbook, & English 1301 Study Guide

Essay #3 due

WEEK FOURTEEN

Connect LearnSmart Achieve Plan Completion

WEEK FIFTEEN

Connect LearnSmart Achieve Plan Post-Test Exam

WEEK SIXTEEN

Course wrap-up

Changes may be made to this syllabus and calendar. Any changes will be announced.