

South Plains College

Syllabus: ENGL 1302

Composition II

Instructor: Mr. Matthew Race
Office: Communications/English (CME) 103C, Levelland Campus
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Telephone: (806) 716-2439
Office Hours:

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 9:30 am 10:45 – 11:45 am	9:00 – 11:00 am	9:00 – 9:30 am 10:45 – 11:45 am	9:00 – 11:00 am	9:00 – 10:00 am

Course Description: This course is a continuation of ENGL 1301 and an intensive study of and practice in the strategies and techniques for developing researched-based expository and persuasive texts, along with being an introduction to literature. The course emphasizes effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of a sampling of literary, verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

Prerequisite: Grade of “C” or better in ENGL 1301 or chairperson approval.

Credit: 3 **Lecture:** 3 **Lab:** 0

Course Purpose: English 1302 has a two-fold purpose: it encourages critical writing by introducing the students to research and writing from sources, and it introduces the students to the study of literature, including short stories, drama, and poetry.

Textbook (ebook on Blackboard):

Portable Literature: Reading, Reacting, Writing, by Kirsznner and Mandell, 10th edition

1. Technology Requirements:

2. **SPC username and password:** email helpdesk@southplainscollege.edu or call the SPC Help Desk at 806-716-2600 for help with your username/password
3. **SPC student email access:**
4. **Regular access to a computer and reliable internet service:**
 - Understand that it is your responsibility to find alternate computers you may use to submit your work on time.
5. **Blackboard:** grades, assignments, quizzes, videos, and many other resources for this class are accessed through the Blackboard learning management system.
6. **Microsoft 365: Word, OneDrive, PowerPoint, Teams:** As a member of the SPC community, you have free access to Microsoft 365.

Computer Help: need help with your computer, laptop, email address, or username and password?

- helpdesk@southplainscollege.edu
- 806-716-2600

Ebook Help:

- Cengage Help: <https://help.cengage.com/student/mindtap/index.html>
- TexBook Information (Inclusive Access: <https://www.southplainscollege.edu/texbook.php>)
- TexBook Help: <https://support.bibliu.com/hc/en-us>
- SPC Bookstore: patricia.wells@bibliu.com

Blackboard Help:

1. **Get Help by Email:** blackboard@southplainscollege.edu
 - Be sure to include your full name, your instructor's name, the course and section you are enrolled in, and a detailed description of the problem.
 - The blackboard@southplainscollege.edu account is monitored from 8:00 a.m. – 10:00 p.m., Monday – Sunday.
 - You can expect a response within 24 hours by email; however, the average response time is less than one hour.
2. **Get Help by Phone:** 806-716-2180 (available between 8 AM and 4 PM Monday through Friday, except on holidays)
3. **Get Help Online:** click on the Help link listed in the Blackboard course menu.

Writing and Grammar Help:

Tutoring services are FREE to all SPC students!

Visit this link to view the SPC Writing Center schedule or make an appointment with a tutor in one of the Writing Centers on the Levelland, Downtown Lubbock, or Plainview campuses: [Writing Center information](#)

Brainfuse is also FREE to you when SPC tutors are not available. You have 3 hours per week for free to utilize these after-hours tutors. To access Brainfuse, you must go through Blackboard. Log in, click on Tools in the menu on the left, and click on the Brainfuse tile.

Brainfuse hours:

Monday-Thursday 8:00 pm-8:00 am

Friday 6:00pm-8:00 am

Saturday-Sunday 24/7

Need assistance or don't see what you're looking for? Contact us using the email or phone number below.

Email: tutoring@southplainscollege.edu

Phone: 806-716-2538

Course Organization:

- The course is organized into sixteen weeks.

- Each week has its own folder on Blackboard.

Assignment Deadlines: The weekly assignment deadline is Monday at noon unless otherwise noted.

Core Curriculum Objectives addressed:

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Teamwork**—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making.

Student Learning Outcomes:

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative research processes.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
4. Apply critical thinking to the study of literature and write essays which demonstrate that critical thinking.
5. Use edited American English to write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
6. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)
7. Read and view videos of works of literature; analyze the use of literary devices (plot, point of view, theme, characterization, setting, symbolism, tone, etc.); participate in class discussions of the readings; and be tested over their understanding of the readings and lectures through quizzes, examinations, and/or written assignments.

Student Learning Outcomes and Core Curriculum Objectives

Assessment:

A pre- and post-test and/or a writing assignment rubric will be used to determine the extent of improvement that students have gained during the semester.

Grade Calculation:

Assignment	Weight	Grade	Multiply	Points Earned
Article Summary	8%		x 0.08 =	
Character Analysis Essay	12%		x 0.12 =	
Annotated Bibliography	10%		x 0.10 =	

Research Paper Outline	5%		x 0.05 =	
Research Paper First Draft & Peer Review	5%		x 0.05 =	
Research Paper Final Draft	15%		x 0.15 =	
Quizzes/Assignments Average:	15%		x 0.15 =	
Discussions	15%		x 0.15 =	
Midterm Exam	7%		x 0.07 =	
Final Exam	8%		x 0.08 =	
TOTAL POINTS EARNED/ FINAL PERCENTAGE GRADE	100%			

Each week, click on the My Grades link in the Blackboard menu to view your grades and current average. If at any time you wish to discuss your course progress, contact me.

Student Responsibilities:

1. Be on time and regularly attend class
2. Be responsible for the learning process, including preparation for class, such as reading and homework; participation in class discussions, including asking relevant questions; getting assignments and/or notes if absent; and accepting responsibility for not understanding an assignment or failing an assignment
3. Have a cooperative attitude and use appropriate language in academic environments; avoid condescending, inflammatory, threatening, or profane rhetoric, whether verbally or in written form
4. Behave respectfully toward instructor and classmates to contribute to the atmosphere necessary for learning
5. Be courteous to others, especially by putting away cell phones and other distractions while in class
6. Write down all grades and apply them to the grading scale used for the class, which is shown in the syllabus
7. Submit all assignments in accordance with due dates, formats, and requirements
8. Avoid all forms of cheating and plagiarism on all assignments, including improper collaboration and unauthorized AI usage
9. Ask questions when something is unclear

Attendance: To be successful in this course, you must attend consistently and punctually and participate fully. For in-person courses, attendance counts as part of your course grade.

1. Students who enroll in a course but have "Never Attended" (in-person class) or who have not logged into the Blackboard class (for a fully-online course) by the official census date will be administratively dropped by the Admissions Office.
2. For in-person courses, attendance is taken at the beginning of class each day. If you miss more than 15 minutes of class at any point during a class meeting, you are counted absent and receive 0 attendance points for that day. Be aware that you must be mentally present in class to be counted present for the day.
3. Please present an official SPC notification in advance if you are going to miss class for a school-sponsored event. I will work with you to avoid missing any deadlines.
4. It's your responsibility to drop the course if you stop attending.

5. I will accommodate extenuating circumstances at my discretion.

Late Work Policy*

Note that this late policy applies to **major assignments only (Article Summary, Character Analysis, Annotated Bib, Research Paper Final Draft, Midterm Exam—with limits). Late work is not accepted for any reason on all other assignments.*

1. If you submit after the deadline without a prior authorization for an extension, 20% is automatically deducted from your grade, and this penalty increases by 10% each day until submission. Major assignments will not be accepted more than one week after the deadline.
2. If technical difficulties prevent you from submitting a major assignment, email me and attach the assignment or document the issue including a timestamp. This may help avoid late penalties in the event of technical difficulties, but you're expected to upload the final draft appropriately after technical issues are resolved. I will not grade assignments sent via email.

Dropping the Class: The last day to withdraw/drop from a course this semester is listed on the academic calendar [here](#). It is the student's responsibility to withdraw from this course. Otherwise, students will be assigned their earned letter grade at the end of the course. Course grades are continually available in Blackboard each week. For more information regarding drops/withdrawals, please visit <https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php>.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, and papers. Failure to comply with this policy may result in an F for the assignment and/or being dropped from the course with an F if circumstances warrant. In addition, an Academic Dishonesty Report may be filed with the Dean of Students.

Plagiarism violations include, but are not limited to, the following:

1. Using Artificial Intelligence websites or apps to generate and/or revise all or part of a paper or other assignment;
2. Turning in a paper that has been purchased, borrowed, or downloaded from another writer or from an online site;
3. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
4. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
5. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, texting, internet, Quizlet, etc.) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;

6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Artificial Intelligence Usage:

AI writing apps like Grammarly and Quillbot have become popular, but they now go beyond fixing grammar and spelling and can change wording, sentence structure, and diction level. They also leave an AI "footprint," which can be detected, not to mention alter your writing so it doesn't read like your voice at all.

Do not use AI apps to create your essays or assignments, and do not use Grammarly, Quillbot, and other AI paraphraser to change your words, diction level, or sentence structure. If you do, you may earn a zero and be dropped from the course for plagiarism/cheating. If you struggle with wording and grammar, meet weekly with a free tutor and work to strengthen your own writing skills.

Fabrication & Ethical Research Disclaimer

Students are responsible for every word, quote, citation, paraphrase, and claim included in their submitted work. Fabrication and/or falsification of cited material in an assignment—regardless of whether it was caused by AI misuse or a student's own negligence—constitutes a violation of the academic integrity policy. This can include, but is not limited to:

- Citing non-existent sources in a Works Cited or References list
- Misrepresenting or inventing information, words, or ideas and citing them from a text, source, or author
- Inventing quotes from a text, source, or author that are not actually present in the source
- Attributing an idea or quote to the incorrect text, source, author, or publication
- Providing inaccurate publication information, links, page numbers, or bibliographic details in a way that misrepresents the source
- Submitting citations to sources that the student cannot produce or access for verification purposes

Students are expected to maintain access to all cited material used in the production of their work and must be able to provide full-text copies, active links, PDFs, screenshots, database records, notes, annotations, or other reasonable forms of authentication upon request. Failure to authenticate cited material may result in penalties up to and including a zero for the assignment.

Intellectual Exchange Statement, Disabilities, Non-discrimination, Title V Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, Campus Concealed Carry, COVID-19, Artificial Intelligence: For information regarding official South Plains College policies on these topics, please visit: <https://www.southplainscollege.edu/syllabusstatements/>.