

ENGL-1302-046/TTh (TR)
LC - Rm. 129A /11:00-12:15
Wisener

ENGL-1302-046 Composition II Syllabus
Spring 2019

Instructor: Shelley Wisener

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Office Number: 806.781.1842 (Leave a message. If you do not leave a message, you did not call.)

Location: Lubbock Center Room 129A Class Days/Times: TTh (TR) 11:00 a.m. to 12:15 p.m.

Office Hours: TTh(TR) 12:15-12:50 and TTh 2:15-3:00 in LC129A

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." (South Plains College Academic Catalog)

Prerequisite: ENGL 1301

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.

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.

Learning Outcomes:

Upon successful completion of this course, students will:

- 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.
- Apply critical thinking to the study of literature and write essays which demonstrate that critical thinking.
- Use edited American English to 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.)
- 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.

Required Textbooks and Materials:

- White, Fred D., and Simone J. Billings. *The Well-Crafted Argument: A Guide and Reader*. 6th ed., Cengage, 2015.
- High-Speed Internet
- Computer or Laptop w/ an *Internet Browser*: Blackboard is designed to work best with Mozilla Firefox.
- Printer or use the printer in one of the SPC labs.
- Adobe Reader – Available for download for free at www.adobe.com
- A Word Processing Program - You will need a good word processing program to create papers for this course. As a member of the SPC community, you have free access to Office 365. Office 365 provides online access to Microsoft Word, Microsoft Excel, Microsoft PowerPoint, and 1TB of free online storage with Microsoft OneDrive. You can use Office 365 online or install to your PC, Mac or mobile device. FYI: Students with MacBooks have experienced difficulty uploading papers to Turnitin, so it may be wise if you have a MacBook to save your paper on a thumb drive or google docs and upload from another PC.
 - To access Office 365, go to <https://www.office.com/GetOffice365> and click the link "Find out if You're Eligible." Complete the registration process with your SPC email address, create a new password, and wait for your online account to be provisioned. This takes a few minutes the first time you login. You can then click the link for the individual application you want to use online, or click the link to install the application to your device.
 - Another option is to purchase Microsoft Office for Students at a discounted price. This package includes Word, PowerPoint, Excel, and much more. Visit this website to find out more: http://www.microsoftstore.com/store/msusa/en_US/cat/ThemeID.33363200/categoryID.63433700

SPC Google Email for Students:

All SPC students are assigned an SPC Google Email account, so if you haven't already, you must go ahead and activate your account. Not only will you need access to your SPC email account to receive TURNITIN digital paper submission receipts for our class, but SPC also sends many important messages to your SPC Google email address.

Your SPC Google Email address

is: *yourSPCusername@students.southplainscollege.edu* (ex. jsmith1234@students.southplainscollege.edu)

Student email passwords have been set to the SPC default password format. New SPC Password format:

- Capital first letter of your first name, first four letters of your last name(lowercase), dollar symbol, last four of Social Security Number, exclamation point (!).
- example: Jsmit\$1234!
- Note: If no SSN was submitted, substitute 6 digit birthday (mmddyy) in place of 4 digit SSN
- ***If you need help please call the SPC Help Desk at 806-716-2600***

Do not confuse our course Blackboard Mail with your SPC Google Email account; they are separate. ***For all communication with me, use Blackboard Mail inside our Blackboard course.***

To access your SPC Google email account, log in to [MySPC](#) and click the [SPC Google Email link](#).

You can also access your SPC email account through mobile phone mail apps, such as the Gmail or Outlook app. Check with the SPC Help Desk for assistance: 806-716-2600.

DO THIS NOW: Forward your SPC Google Email to your own personal email account:

1. Log in to your SPC Google Email account
2. Click the settings icon in the upper right hand corner
3. Select Mail Settings
 - Click the Forwarding Link in the center of the settings bar and add a forwarding address.

Communication and Online Etiquette: (READ CAREFULLY)

You can contact me three ways: email me using my SPC email address, call my office phone 806-781-1842, or email me using the Blackboard course email account. **When the course email through Blackboard becomes available, please email me that way. It is easier for me to keep up with correspondence pertaining only to ENGL1302.**

I will always return emails within 24 hours. Due to the nature of this course, I may not be immediately available to you should you need something. This is going to require some planning on your part; you will not be able to wait until the last minute to complete assignments.

As soon as Blackboard is set up for this course, we will use the Blackboard email tool exclusively. You may access it via the "Course Email" link within our Blackboard course. Using this method will assure I receive your correspondence.

We will communicate with each other in a respectful manner and follow the conventions of standard written English. Noncompliance with these guidelines may lead to failure or dismissal from the course. Following the conventions of standard written English counts as part of every assignment in addition to email correspondence. Every communication, including email, with either your classmates or me is expected to be professional, respectful, and formal. Always use a greeting and salutation when sending an email.

Rules regarding email communication are as follows:

- All emails must have the proper subject line added (ENGL1302: Module #/Topic);
- All emails must have a proper salutation and closing (“Dear Mrs. Wisener,” or just “Mrs. Wisener,” will do – “Regards,” and your name will work for a closing. A comma is placed after the salutation/closing). Replies within the **same** email thread may drop the salutation/closing;
- All emails must contain brief, specific questions.
- No emails should ask a question that can be answered by reading the syllabus, assignment sheets, class notes, course text, etc. Please read these documents before clicking “send”.

All communication (emails, discussion board replies, etc.) must contain correct grammar and mechanics (punctuation).

Attendance and Participation Policy:

To be successful in this course, you must attend consistently and punctually and participate fully. Your attendance and participation grade is worth 10% of your final grade. Students who are late, absent, or leave early will receive a 0 for that day. Additionally, students who are unable to participate in discussion when called upon will receive a 0 for that day. Students who accumulate four absences and are not passing the class with a 60 or higher will be dropped from the class. Two tardies will equal one absence. Leaving class early will count as a tardy. **Be advised – I do not accept late work for any reason.** If you are absent, you are still required to complete the assigned work by the indicated due date. Please notify me when you are going to be out of town for a school sponsored event. I will let you work ahead so that you do not miss any deadlines. However, please know that **no exceptions will be made to the late assignment policy.**

Grading Policy:

CATEGORY	PERCENTAGE
ESSAYS	50%
EXAMS	10%
SHORT WRITTEN ASSIGNMENTS	20%
QUIZZES	10%
PARTICIPATION	10%

90-100 = A

80-89 = B

70-79 = C

60-69 = D

59 and below = F

It is up to you to monitor your average and course progress. If at any time you feel that you need to discuss your course progress with me, it is your responsibility to make contact. You can find your current average via the ‘Gradebook’ link in Blackboard.

**South Plains College English
Department Essay Grading
Standards**

To evaluate essays, the SPC English department uses a set of uniform grading standards. These standards designate that essays in composition classes should demonstrate at least a basic level of competence in college-level writing and be an appropriate foundation for writing in academic and professional environments.

Grading Criteria for Essays

Essays are evaluated on four bases: unity, support, coherence, and sentence skills. The criteria considered in each base include characteristics essential to the success of an essay. Depending on the assignment, certain bases and criteria may be weighted more than others, and the instructor's assignment may establish additional, more specific criteria.

Base 1: UNITY

- * Thesis. The thesis statement concisely expresses the main idea of the essay, is appropriate for the assignment, and establishes a sustained and consistent focus for the paper. The thesis may preview the supporting ideas.
- * Body Paragraph Structure. A body paragraph includes a main idea expressed in a topic sentence strongly tied to the stated thesis, unified supporting details, and clear connections among ideas.
- * Purpose and Audience. The content and style are tailored for a specific purpose and audience.

Base 2: SUPPORT:

- * Details/Development. A well-developed essay supports the thesis with ample evidence; uses a variety of specific examples, facts, or other details; and explains the evidence to show its connections to the thesis.
- * Logic. The essay presents clear, sophisticated, insightful ideas that recognize the complexity of the topic without inaccuracies or errors in reasoning.
- * Use and Documentation of Sources. If research is used, the essay accurately quotes and paraphrases credible sources, effectively balances source material with the writer's own ideas, and cites and documents correctly according to the required standards of the style (MLA, APA).

Base 3: COHERENCE

- * Organization and Transitions. The essay demonstrates a logical progression of ideas, provides clear and smooth transitions among ideas, and uses structure appropriate to an academic essay.
- * Title, Introduction, and Conclusion. An appropriate title is provided. An introduction captures

the reader's attention, transitions to the topic by giving context or background information, and presents the thesis statement. A conclusion reemphasizes the essay's thesis and main ideas and provides a sense of closure.

Base 4: SENTENCE SKILLS

* Use of Standard American English. The essay is written in Standard American English without major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form), and other errors in grammar, spelling, wrong word, punctuation, mechanics, or point of view.

* Word Choice and Sentence Variety. The student writes in a consistent, academic tone, using varied sentence structure and accurate and precise word choice.

* Format. The essay is formatted according to the standards set forth in the assignment, in the syllabus, or in the required style guide (MLA, APA).

Assessment of the Grading Criteria

Essays may earn grades ranging from A to F based on the instructor's grading scale. The quality of each of the criteria above determines the letter grade as described below. Not every essay will fit a single grade's description completely. Instructors may also include process assignments and drafts in their assessment of the final grade.

"A" Essay (Excellent) To earn an "A," a paper meets all of the criteria below:

1. The paper fulfills all the basic requirements of the assignment (for example, topic, purpose, length, format).
2. Unity: The paper states a clear thesis, all topic sentences strongly support the thesis, and body paragraphs are unified around their topic sentences. The essay conveys a clear purpose and is tailored to a distinctive audience.
3. Support: Body paragraphs contain abundant, fresh details and examples that provide specific, concrete, logical evidence. If sources are required, the paper accurately integrates and correctly documents credible source material to add insight, sophistication, and complexity to the paper's ideas.
4. Coherence: The organization of the paper is excellent and logical (emphatic order, chronological order, etc.), transitions are sophisticated, and the paper exhibits mastery of basic components (introduction, conclusion, and body paragraph structure).
5. Sentence Skills: The paper contains no major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form) and is virtually free of other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors. Word choice and sentence variety (simple, compound, complex) are effective and powerful.

“B” Essay (Good) To earn a “B,” a paper meets all of the criteria below:

1. The paper fulfills all the basic requirements of the assignment (for example, topic, purpose, length, format).
2. Unity: The paper states a clear thesis, all topic sentences directly support the thesis, and body paragraphs display unity. The essay conveys good awareness of purpose and audience.
3. Support: Body paragraphs are well-developed with specific details, examples, and sound logic. If sources are required, the paper accurately uses and correctly documents credible source material to supplement its ideas.
4. Coherence: The organization of the paper is clear and helpful, transitions are helpful, and the paper exhibits strong basic components (introduction, conclusion, and body paragraph structure).
5. Sentence Skills: The paper contains no more than two major error types (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form) and very few other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors. Word choice and sentence variety are strong.

“C” Paper (Satisfactory) To earn a “C,” a paper meets all of the criteria below:

The paper fulfills all the basic requirements of the assignment (for example, topic, purpose, length, format).

1. Unity: A thesis is stated but may lack a strong claim or be obvious or predictable; topic sentences adequately support the thesis. One error in paragraph unity may occur. The essay’s purpose and audience are adequately conveyed.
2. Support: Body paragraphs contain relevant details or logical reasons but need more specific examples/evidence. If sources are required, credible outside sources are usually integrated and cited correctly.
3. Coherence: Organization of ideas is satisfactory, transitions are logical, and the paper indicates competence in basic components (introduction, conclusion, and body paragraph structure).
4. Sentence Skills: The paper contains no more than four major error types (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form). Some other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors are present but not distracting. Word choice and sentence variety are strong.

“D” Paper (Developing) To earn a “D,” a paper will exhibit one or more of the weaknesses below:

1. The paper only partially fulfills one or more of the basic requirements of the assignment (for example, topic, purpose, length, format).
2. Unity: The thesis may announce the topic but no claim, contain more than one idea, or be too vague, too broad, or too narrow. Topic sentences are not tied to the thesis. Two errors in paragraph unity may occur. Essay conveys little awareness of audience or purpose.
3. Support: Details are sparse or vague and consist of generalizations, clichés, or repetition. If

applicable, sources are insufficient and/or not always integrated or cited correctly.

4. Coherence: Organization is attempted but disjointed or confusing; transitions are sparse. The paper indicates awareness of but not competence in basic components (introduction, conclusion, and body paragraph structure).

5. Sentence Skills: The paper contains no more than six major error types (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form). Several other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors distract from the content. Informal word choices occur with little or no variety in sentence type and length.

“F” Paper (Unacceptable) To earn an “F,” a paper will exhibit one or more of the weaknesses below:

1. The paper fails to fulfill one or more of the basic requirements of the assignment (for example, topic, purpose, length, format).

2. Unity: The thesis is illogical, incomplete, or missing, so the essay lacks focus on one central idea. Topic sentences are missing, so body paragraphs lack unity. The essay ignores the purpose and audience.

3. Support: Details are illogical, irrelevant, or missing from body paragraphs. If sources are required, the paper fails to use sources, does not meet the minimum source requirements, uses source material inaccurately, uses sources that are not credible, fails to document fully or correctly, and/or includes plagiarism.

4. Coherence: Organization is incoherent, transitions are missing or illogical, or the paper indicates lack of competence in basic paper components (for example, lack of introduction and/or conclusion, lack of paragraphing).

5. Sentence Skills: Seven major error types (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form) occur with numerous other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors. Word choice is often inaccurate, immature, or inappropriate. Multiple sentence structure/syntax errors make the paper difficult or almost impossible to read. If one type or a combination of types of errors, regardless of whether they are major or minor, seriously affects the readability of a paper, it will receive an “F.”

Acknowledgments:

Illinois Valley Community College: English Department Stylebook Langan, John. College Writing Skills with Readings, 9th edition

Reading Assignments and Video Lectures:

Mandatory, assigned reading is required for this course; you may also be required to watch recorded video lectures or watch PowerPoints.

Essays and Short Writing Assignments:

You will be required to submit four full essays and several short writing assignments. Due dates and specific assignment details can be found in the course modules in Blackboard. **Late work will not be accepted for any reason.**

Due Dates and Assignment Submission:

Due dates are posted in the modules and are firm. **I do not grant extensions or allow late work for any reason.** Work submitted after the due date will not be evaluated and will receive a grade of 0.

I cannot accept any assignment via email, for any reason. All files must be submitted via the assignment tool given for the assignments in the Blackboard modules.

Academic Integrity:

"It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension" (SPC General Catalog, pp. 21-22). "Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length as well as to final examinations, to daily reports and to term papers" (SPC General Catalog, p. 22). Students should consult the General Catalog on p. 23 for the college's detailed policies on plagiarism and cheating. Failure to comply with these policies will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant it. Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Giving an in-text citation only at the end of a paragraph.

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, text messaging, internet) 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; or
7. Copying another's work during an examination or on a homework assignment.

****Do not, under any circumstances, turn in another student's work as your own. Do not, under any circumstances, give your work to anyone else to turn in as their own. Do not copy and paste from the Internet. All of these situations are representative of academic dishonesty and will be treated as such.****

Disclaimer:

Because we will use Blackboard to conduct a portion of this class, please note that the materials you may be accessing in chat rooms, bulletin boards or unofficial web pages are not officially sponsored by South Plains College. The United States Constitution rights of free speech apply to all members of our community regardless of the medium used. We disclaim all liability for data, information, or opinions expressed in these forums.

Students with Disabilities:

Students with disabilities, including but not limited to physical, psychiatric or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-4675, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Statement of Nondiscrimination:

It is the policy of this instructor not to discriminate on the basis of age, color, disability, ethnicity, gender, national origin, race, religion, sexual orientation, or veteran status.

Statement of Diversity:

In this course, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should be and can be.

Student Code of Conduct:

Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct which disrupts the learning process or is deemed disrespectful

or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

Campus Concealed Carry:

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Title IX Pregnancy Accommodations Statement:

If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email cstraface@southplainscollege.edu for assistance.

IMPORTANT NOTE:

The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.