

## Instructor Information

- **Instructor:** Dr. Alisa Cooper
- **College:** South Mountain CC
- **Term:** Fall 2007
- **Class:** ENG102: Freshman Composition
- **Section:** 2136, 2242, 2104
- **Class Time:** MW: 8-9:15, 11-12:15, Online
- **Class Room:** TC157
- **Office:** PAC735
- **Office Hours:** MW: 10-11am & TR: 12:15-1:15pm

## Contact Information

- **Office Phone:** 602-243-8309 (Use only during office hours)
- **Cell Phone:** 602-325-3259 (Any time before 10pm)
- **E-mail:** [dr.coop@freshmancomp.com](mailto:dr.coop@freshmancomp.com)
- **Google Groups:** <http://groups.google.com/group/eng102/topics>
- **Website:** <http://www.freshmancomp.com>
- **AIM IM:** TufProf
- **Yahoo! IM:** Dr.Coop
- **Google Talk:** Dr.Coop



## Course Materials

### Required:

- *Writing, Reading and Research*, 7th Ed. Richard Veit & Christopher Gould.
- 3 ring binder notebook,
- 8 1/2 X 11 white notebook paper,
- Email address, Google Groups account
- 3X5 index cards

### Recommended:

- USB thumb drive, ear phones and microphone headset

## Course Description

This course further emphasizes critical reading and essay writing. Students write short essays as well as an extended research paper. Course work engages students in the reading, thinking, and writing processes central to academic research: paraphrase, summary, critical analysis, synthesis, argumentation. The course also utilizes current technology to aide in researching and writing.

## Course Objectives

1. Students will exit the course having further developed their ability to read critically, generate original ideas, and present these ideas persuasively in academic, college-level essays. This includes writing well-supported, coherent, original arguments.

2. Students will refine strategies of academic research, including selecting a topic, generating an original thesis, understanding and evaluating sources, and planning and developing an extended documented research paper.

3. Overall, students will refine their reading and writing processes as they further develop confidence in their ability as readers, writers, and critics.

### Grading Policies

Grades for completed written work are given in percentages:

90-100 = A, 80-89 = B, 70-79 = C, 60-69 = D

Below 60 is a failing grade on an individual assignment; however, a score of below 60 does reflect credit for the work done and certainly is more valuable than a zero (0), which is a score when no work is turned in.

#### Grades:

A = 1000-895 pts

B = 894-795 pts

C = 794-695 pts

D = 694-595 pts

F = 594-0 pts

**Final Note:** 60% of your grade in this class is dependent on your essay writing skills. That's over half of your grade. You are guaranteed to not do well if you do not complete any one of the essay assignments. To give you a fair opportunity to do well in ENG 101, please complete ALL essay assignments.

### Attendance Policies

You are expected to attend all class face-to-face and virtual sessions. You are allowed four absences in the day hybrid class and the online class. Should you miss more than that you may be withdrawn from ENG102 due to excessive absences. You may also lose class participation/attendance points for excessive absences. Attendance is counted as showing up physically when required and logging in to online activities in a timely manner.

**Late attendance:** Arriving late to class is disruptive and rude and must be avoided. Three late arrivals of ten minutes or more will count as an absence.

Remember if your work is late for whatever reason (slept in, sick, emergency at home), you have to be willing to accept the consequences. One late assignment won't kill your A. So plan accordingly and keep up with your assignments and attend class regularly.

### Course Policies

**Late Work:** You must turn in all assignments complete and on time. Complete means everything specified in the assignment. Incomplete assignments will not be graded. On time means at the beginning of class on the date the assignment is due. The grade for any late assignment will be reduced 10% each day it is late, 5% if turned in later the same day it is due. Late papers and assignments will be accepted up to one week following the due date. Papers and assignments over a week late will not be accepted.

**NOTE:** The final draft of the research paper may not be turned in late.

**Plagiarism:** It is important that you become familiar with the plagiarism policy of the English Division. Credit must be given where it is due. Creators of ideas deserve to be recognized for them. If you present material without acknowledging an outside source, readers will assume that you are its author. When writers deliberately present another author's work as their own, they are guilty of plagiarism. When you write for others to read, as in an essay, you are bound by certain rules of fair play. Specifically, unless you quote directly, you must completely restate material borrowed from your sources using your own words and your own style. Failure to do so is called plagiarism, an act of dishonesty. If you plagiarize in any assignment in this course, you will receive zero (0) points for the plagiarized assignment.

**Class Participation:** You are expected to participate cooperatively, constructively, and to the best of your ability in all class and online activities. These activities may include class or small group discussion, peer-editing, in-class writing assignments and online discussion forums and writing assignments. In order to participate, you must be prepared--complete all class assignments before coming to class. If you come to class unprepared, you may be counted absent, and you will lose class participation points.

### Paper Format:

All papers and assignments handed in (excluding note cards and in-class work) should follow the MLA format and:

1. be typed (double spaced);
2. have 1" margins on top and bottom, and 1.25" on the sides;
3. be stapled in the upper left corner; and
4. include the writer's name, course title/time, assignment # & name, and date in the upper left or right hand corner.

### If assignments are submitted online in Blackboard, they should:

1. be saved as either a Word document (.doc) or Rich Text Format (.rtf);
2. be saved with a file name that includes your name and the assignment #: Example - maryjonesA3. Mary Jones Assignment #3.
3. be typed (double spaced);
4. have 1" margins on top and bottom, and 1.25" on the sides;
5. include the writer's name, course title/time, assignment # & name, and date in the upper left or right hand corner.

Assignments that do not follow these format guidelines will be penalized no less than 5% and no more than 10% of the grade. The final draft of the research paper will not be accepted if these format guidelines are not followed.

### Tutoring

The Learning Assistance Center provides help with study skills, writing, basic computer skills and content areas. Tutorial software, websites, study guides, videos and tutors are available in many subject areas. A computer lab, study rooms and make-up testing are also available. Online tutorials and resources can be found at [My Course Help](#). This service is **FREE** to students.

Contact the Learning Assistance Center, located in room SS-100.

- Online: [http://www.southmountaincc.edu/Support/Learning\\_Center/](http://www.southmountaincc.edu/Support/Learning_Center/)

☐ Phone: 602-243-8189

☐ Hours:

- 8:00am-8:00pm, M-TH
- 8:00am-2:00pm, F
- 9:00am-2:00pm, S

### Disability Services

If any of you has a disability, including a learning disability, please contact me as soon as possible to discuss any potential accommodation needs.

The DRS office is here to assist you in:

- \* Accessing and using resources that will help make you more independent and self-sufficient.
- \* Developing skills needed for academic and personal success.
- \* Creatively overcoming obstacles.
- \* Achieving your maximum potential.

The DRS office is presently located in the Student Enrollment Services Building, Rm. 130. Fall & Spring office hours are: 10:30 a.m. - 4:30 p.m. Monday through Thursdays, and Fridays 10 - 4. Appointments are available by calling 602-243-8027. Otherwise, please visit the Advisement desk to make an appointment.

### Final Statements

- Information provided in the syllabus and due dates are subject to change due to the exigencies of the real world. Keep informed of any changes by attending class regularly and taking note of any announcements made in class. Students will be notified by the instructor of any changes in course requirements or policies.
- As a registered student in this class you are responsible to know and understand the syllabus. The instructor is willing to answer any questions you may have concerning the syllabus. It is recommended that you keep this syllabus in the front of your notebook for this class to have easy reference.
- Students are responsible to know their rights and responsibilities. You can find these in the College Catalogue and the [Student Handbook](#)
- Lastly, a word to the wise: don't waste your absence on minor problems. You never know when a real emergency will occur, and one absence is one absence. Also, don't let the procrastination bug bite you. Get the work done early and avoid the last minute panic. You're guaranteed to do a better job on your assignments. Good luck this semester, and I really hope you enjoy the class.

## **ENG102: Units/Assignments**

### **Unit I: Jan. 29-Feb. 18th**

- Discussion 1: Issues with Personal Freedoms- 20 pts
- Ass. #1: Summary of two articles- 30 pts
- Ass. #2: Preliminary Research WebPages/post to MyWeb- 30 pts
- Ass. #3: Odyssey #1: Web Search, emphasis on paraphrasing - 30 pts
- Ass. #4: Evaluating Sources - Webpages (1 page)- 30 pts
- Paper 1: Defining the Issue (1-2 pages)- 75 pts
- Quiz 1: Unit 1 Quiz - 20 pts  
(3 weeks - 235pts)

### **Unit II: Feb. 19-Mar. 11th**

- Discussion 2: Positions on the Issues- 20 pts
- Ass. #5: Odyssey #2: Book Search, emphasis on paraphrasing - 30 pts
- Ass. #6: Odyssey #3: Periodical Search, emphasis on paraphrasing & quoting - 30 pts
- Discussion 3: Arguing the Position & Opposing Views - 20 pts
- Paper 2: Position Statement, 1 argument and 1 opposing view - 75 pts
- Quiz 2: Unit 2 Quiz - 20 pts  
(3 weeks - 195pts)

### **Unit III: March 12-April 8th**

- Discussion 4: Problems with Personal Freedoms- 20 pts
- Ass. #7: Primary Research Assignment (Survey or Interview)- 30 pts
- Ass. #8: Summary of two articles - 30 pts
- Ass. #9: Odyssey #4: Scholarly Journal Search - 30 pts
- Paper 3: Defining the Problem (2 pages)- 75 pts
- Quiz 3: Unit 3 Quiz - 20 pts  
(3 weeks - 205pts + Spring Break Week)

### **Unit IV: April 9-29th**

- Discussion 5: Solutions to the Problem - 20 pts
- Ass. #10: Odyssey #5: Reference Book Search, emphasis on locating statistics- 30 pts
- Paper 4: Proposing Solutions paper (2-3 pages)- 75 pts
- Quiz 4: Unit 4 Quiz - 20 pts  
(3 weeks - 145pts)

### **Unit V: April 30-May 6th**

- Final Paper: Argumentative Research Paper (Position or Proposal) - 200 pts
- Quiz 5: Unit 5 Quiz - 20 pts  
(1 week - 220 pts)

### Weekly Schedule

<b>Week 1</b>		
Discussion 1:	Issues with Personal Freedoms	20 pts
Ass. #1:	Summary of two articles	30 pts
Ass. #2:	Preliminary Research Webpages/post to <a href="http://del.icio.us">del.icio.us</a>	30 pts

<b>Week 2</b>		
Ass. #3:	Odyssey #1 emphasis on paraphrasing	30 pts
Ass. #4:	Evaluating Sources - Webpages (1 page)	30 pts

<b>Week 3</b>		
Paper 1:	Defining the Issue (Context Analysis) (1-2 pages)	75 pts
Quiz 1:	Unit 1 Quiz	20 pts

<b>Week 4</b>		
Discussion 2:	Positions on the Issues	20 pts
Ass. #5:	Odyssey #2(books) emphasis on paraphrasing	30 pts

<b>Week 5</b>		
Ass. #6:	Odyssey #3(periodicals) emphasis on paraphrasing & quoting	30 pts
Discussion 3:	Arguing the Position & Opposing Views	20 pts

<b>Week 6</b>		
Paper 2:	Position Statement, 1 argument and 1 opposing view	75 pts
Quiz 2:	Unit 2 Quiz	20 pts

<b>Week 7</b>		
Discussion 4:	Problems with Personal Freedoms	20 pts
Ass. #7:	Primary Research Assignment (Survey or Interview)	30 pts

<b>Week 8</b>		
Ass. #8:	Summary of two articles	30 pts
Ass. #9:	Odyssey #4 (scholarly journals)	30 pts

<b>Week 9</b>		
Paper 3:	Defining the Problem (2 pages)	75 pts
Quiz 3:	Unit 3 Quiz	20 pts

<b>Week 10</b>		
Discussion 5:	Solutions to the Problem	20 pts
Ass. #10:	Odyssey #5 (Reference books) emphasis on locating statistics	30 pts

<b>Week 11</b>		
Paper 4:	Proposing Solutions paper (2-3 pages)	75 pts

<b>Week 12</b>		
	Begin Final Paper Construction	

Quiz 4:	Unit 4 Quiz	20 pts
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	<b>Week 13</b>	
Final Paper:	Argumentative Research Paper (Position or Proposal)	200 pts

	<b>Week 14</b>	
Quiz 5:	Unit 5 Quiz	20 pts
	Presentations	

	<b>Final Exam Week</b>	
Final Exam:	Test/Presentations	