

8-27-2018

## Composition II

Cheryl Wiltse Dr.  
*Collin College*

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**Collin College Course Syllabus**  
**Fall 2018 MWF**

COURSE INFORMATION
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**Course Number:** ENGL 1302

**Course Title:** Composition II

**Course Description:** Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Lab required.

**Course Credit Hours:** 3      **Lecture Hours:** 3      **Lab Hour:** 1

**Pre-Requisite:** ENGL 1301

**Student Learning Outcomes:**

- **State Mandated Outcomes:** Upon successful completion of this course, students will:
  1. Demonstrate knowledge of individual and collaborative research processes. (Teamwork)
  2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays. (Communication Skills)
  3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence. (Critical Thinking)
  4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action. (Communication Skills)
  5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.).
- **Additional Collin Outcome:** Upon successful completion of this course, students should be able to do the following:
  1. Demonstrate personal responsibility through the ethical use of intellectual property. (Personal Responsibility)

**Withdrawal Policy:** “See the current *Collin Registration Guide* for more information. Last day to withdraw with a “W” is **October 19, 2018**.”

**Collin College Academic Policies:** “See the current *Collin Student Handbook*.”

**Americans with Disabilities Act:** In compliance with applicable law, Collin College provides equal access to education and safeguards against discrimination by offering specialized services and reasonable accommodations to qualified students with a disability. If you anticipate or experience any barriers

to learning based on disability, please contact  
(<https://rainier.accessiblelearning.com/Collin/ApplicationStudent.aspx>) or  
ACCESS offices, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) PRC-F144  
972.377.1781.

INSTRUCTOR INFORMATION
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**Instructor Information:**

**Name:** Dr. Cheryl Wiltse

**Office Number:** 972-377-1546

**Office Location:** Library, room 213C

**Office Hours:** Monday/Wednesday/Friday 7:30-8:00 AM, Tuesday/Thursday  
7:30-8:30 AM & Tuesday 12:45-2:00 PM & by appointment

**Email Address:** [cwiltse@collin.edu](mailto:cwiltse@collin.edu)

**Class Information: MWF**

**Section Number:** P01

**Meeting Times:** 8:00-8:50 AM

**Meeting Location:** L220

**Class Information: TR**

**Section Number:** P10

**Meeting Times:** 8:30-9:45 AM

**Meeting Location:** L204

**Class Information: TR**

**Section Number:** P12

**Meeting Times:** 10:00-11:15 AM

**Meeting Location:** L206

**Textbooks:** *The Allyn & Bacon Guide to Writing*, 8<sup>th</sup> ed., Ramage, Bean, & Johnson  
(2017) ISBN: 978-0-134-42452-1

**Other Supplies:** USB drive

**Method of Evaluation:**

**To pass this course, students must meet ALL course requirements.**

**Grading Written Assignments:** The following scale is used to evaluate the contents of each essay:

**DISCOURSE (approx.) 15% each:**

**Content** (clearly stated main idea and thorough, logical support)

**Organization** (clear intro., orderly development, smooth transitions, sense of conclusion)

**Syntax** (correct sentence structure and varied sentence structure)

**Wording** (exact and appropriate words)

**Audience** (clear to intended audience and appropriate for audience)

**MECHANICS (approx.) 10% each: Usage, Punctuation, and Spelling**

**Your final semester grade will be determined by the following:**

**Grading System:**

Essay 1	10%
Essay 2	10%
Proposal	5%
Research paper 3	20%
Project 4	15%
Participation	20%
Lab Assignments	15%
Final Exam	5%

**Grading System Essays:**

**A = 100.0 – 90.0**

**B = 89.9 – 80.0**

**C = 79.9 – 70.0**

**D = 69.9 – 60.0**

**F = 59.9 - 0**

**Grading System for Participation:** A = 4, B = 3, C = 2, D = 1, F = 0

**A = 4 to 3.9 = 95**

**B+ = 3.8 to 3.7 = 88**

**B = 3.6 to 3.5 = 85**

**B- = 3.4 to 3.0 = 80**

**C+ = 2.9 to 2.7 = 78**

**C = 2.6 to 2.5 = 75**

**C- = 2.4 to 2.0 = 70**

**D+ = 1.9 to 1.7 = 68**

**D = 1.6 to 1.5 = 65**

**D- = 1.4 to 1.0 = 60**

**F = .9 to .0 = 0**

(A grade of **Zero** can be applied if assignment does not meet the requirements)

All essays will be graded according to departmental standards.

**Attendance Policy:** Attendance is very important in this class, as all assignments and major concepts will be explained in class. If you are 10 minutes late or more to class, you will be considered absent. If you leave early, you will be considered absent. **In addition, if you have more than 6 undocumented absences, you will fail this class.**

Also, we will be working on drafts of papers in workshops and conferences, for which attendance is necessary. Attendance is a part of your participation/daily work grade.

**Absence(s) before an assignment due date and the assignment will NOT be accepted.** If out of class, you must contact me and make arrangements for acceptance of the assignment. You cannot just email me work without permission. You have permission to docs email work to me, **the work must be in WORD documents, not Google.** The **only** excused absence is for a religious holiday with written notice two weeks before the event.

## COURSE CALENDAR — Fall 2018

**\*Please note that this schedule is subject to change.** Regular attendance is necessary so that you will be aware of calendar changes--it is recommended that you exchange email addresses or phone numbers with another student in the event that you must be absent. **ABSENCE IS NOT AN EXCUSE FOR FAILURE TO BE PREPARED FOR EVERY CLASS.**

Revision dates will only be assigned in class. The date of lab exercises can change – please look to the assignment for the correct date.

**If there is bad weather or a school closing, this calendar will be modified to accommodate changes in the schedule. Be sure to check Canvas Announcements for changes.**

ABG The Allyn and Bacon Guide to Writing 8<sup>th</sup> edition (Recommended)

(A selection of short stories will be provided via Canvas & other supplemental material)

8/29 Introduction to English 1302, Syllabus, Course Calendar, Textbooks, Writing Sample, Social Issues

**For next time:** Visual arguments

8/31 Discussion of ads & "What is an Argument," Writing projects for the semester, Conflicts in your own field.

**For next time review:** Analyzing Sources ABG 463-477; Outlining ABG 375-380; Summarizing ABG 91-98, Paraphrasing ABG 482-483, Quoting ABG 483-486 and Plagiarism ABG 491-494.

## UNIT 1:

**9/3 Labor Day – No Class**

9/5 Select Social Issue Topics, Discuss arrangement & organization, Question to discover, "Social Networks," MLA documentation.

**For next time:** Try to think of an issue in your field where there is controversy—something you could explore and write a paper about. Also read Rhetorical Triangle ABG 60-61, Appeals ABG 286-288, Classical Argument ABG 291-300.

9/7 **Library Instruction – Reference Librarian Terri Karlseng (downstairs)**

**For next time:** How Messages Persuade ABG 53-59.

9/10 **Writing Center Presentation**

How to prepare an Abstract, Documenting, Works Cited page; (A.P.G); How to find a Topic.

**For next time:** "Writing an Exploratory Essay" ABG 144-154; Introductions, & Thesis statements ABG 32-41. Developing a Claim ABG 274-285.

9/12 Classical argument form, Research & Databases

9/14 Research Day

## UNIT 2:

9/17 **Lab 1 assignment** (abstract of **one** article w/article attached).

- 9/19 **Lab 1 Due**
- 9/21 **Essay #1 Assignment (Pro exploratory -- 3 sources required)**
- 9/24 **Rough draft due Paper #1** & Peer review workshop
- 9/26 **Pro Essay #1 due**, Claims/Warrants/Fallacies ABG 288-291.  
**For next time:** Investigating Cause & Consequence in Canvas.
- 9/28 Research & Databases, **Lab 2 Assignment**

**UNIT 3:**

- 10/1 Cause & Effect writing, Cause & Effect essay assignment, sample paper
- 10/3 **Lab 2 Due (Con cause/effect)** at least **two new entries** on Works Cited in addition to those used for Paper #1 (5 of total), and **abstracts** of **TWO** articles.
- 10/5 Out of Class Assignment**  
**For next time:** "Making an Evaluation" ABG 312-325.
- 10/8 **Rough draft Paper #2 due** & Peer review workshop
- 10/10 **Con Paper #2 due**, Writing a Solution paper, Making an evaluation, Selecting a new Social Issue, How to write a proposal, How to outline your argument
- 10/12 Out of Class Assignment**  
**For next time:** "Proposing a Solution" ABG 331-344.
- 10/15 **Lab 3 assignment**  
 Research paper ideas, **Research Paper Assignment**, sample paper
- 10/17 Research Paper Proposals**  
 Topic approval and suggestions
- 10/19 **Lab 3 due** (at least **ten source**) and abstracts of **THREE** of the articles (**Solution paper**) -- Trouble shooting for papers
- (10/23 in the Frisco Conference Center a presentation "Anatomy of a Serial Killer"  
 from 1-2:30 PM - Extra Credit)
- 10/22 **Research rough draft due** & Peer review workshop  
**\*\*October 19<sup>th</sup> last day to withdraw with a "W"\*\*\***
- 10/24 **Research Paper due**  
**For next time:** Read "Literary Analysis" ABG 206-220, Short Story selections: "A Worn

Path” by Eudora Welty, “Everyday Use” by Alice Walker, “The Yellow Wallpaper by Charlotte Perkins Gilman, and “The Things They Carried” by Tim O’Brien

#### **UNIT 4:**

10/26 Research & Writing Workshop

**For next time:** On Canvas Read “A Worn Path” and “Everyday Use”

10/29 Discussion “A Worn Path” and “Everyday Use”

**For next time:** On Canvas Read “The Yellow Wallpaper”

10/31 Discussion “The Yellow Wallpaper”

**For next time:** On Canvas Read “The Things They Carried,” read Bibliography ABG 146-148.

11/2 **Research Revision due**, Discussion “The Things They Carried”

**For next time:** Select a short story to work with for your final essay

11/5 Select short story for final project.

11/7 Research & Databases

11/9 **Lab 4 Assignment**

11/12 **Lab 4 Due**

11/14 **Example Bibliography, Bibliography assignment**

11/16 Research day

11/19 **Rough Draft Bibliography Due &** Peer review workshop

**11/21-11/23 Thanksgiving Holiday – No Class**

11/26 **Bibliography Due**

11/28 Return papers

11/30 **Revisions Due**

12/3 In-class activity

12/5 Return papers & show averages

12/7 Review for final exam



**procedure: A paper copy to me at the beginning of class and an upload to TurnItIn.com.**

**In the event of Plagiarism, the penalty can vary from correcting MLA documentation, to starting completely over with a new topic, to receiving a zero for the entire assignment. The instructor will determine the penalty. In addition, the event may be reported to the Dean of Students' Office. Be sure that all work you turn in for a grade, is your own work.**

**\*You may revise your essays ONE TIME to improve the project grade with the permission of the instructor—that includes any “Rewrites.” Essay grades are an average of original grades plus revision grades. For a revision to be accepted the revised paper must be submitted on time and the original must accompany it. Late revisions will not be accepted.**

#### **Late Work Policy:**

As a rule **I do not accept late work**, and all work is due at the beginning of class on the assigned dates. Please do not offer me a thumb drive in lieu of a paper or leave the paper with “someone,” unless you completely trust them. **You may e-mail me your paper only if it is before the due date and I have agreed to the arrangement.** The best way to ensure I receive your paper is to put it in my hands. Exceptions to this policy will only be granted in cases of genuinely extenuating circumstances. **\*If you do e-mail me a question or paper, I will ALWAYS respond. You must use your Cougar e-mail for any communication with the instructor. If I have not responded to your e-mail, then I did not receive it. It is your responsibility to see that I receive your work in a timely fashion. Again, I must approve any work that you e-mail to me.**

**In the event of bad weather and/or school closings, refer to Canvas for assignments.**

#### **No Recording, Video Tapes, or Audio Files:**

Students are prohibited from photographing, recording, or any other form of video documenting during classes, and from transmitting classroom lectures and discussions by students unless written permission from the class instructor has been obtained and all students in the class as well as guest speakers have been informed that photographing or audio/video recording may occur. Permission to allow the audio/visual recording is not a transfer of any copyrights to the material recorded. Photographs, videos and audio recordings may not be reproduced or uploaded to publicly accessible web environments, including Twitter, Instagram, Facebook, or any other Internet platform. An exception to this will be any student determined by ACCESS to be entitled to educational accommodations, to exercise any rights protected under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, including needed recording or adaptations of classroom lectures or materials for personal research and study.

Public distribution of lecture recordings may constitute copyright infringement in violation of federal, state law, or college policy. Violation of this policy may subject a student to disciplinary action.

#### **Student Conduct:**

All students are expected to participate in class and in small group discussions, and all students are expected to **behave in a mature and respectful manner**. Disruptive behavior will not be tolerated. Any student who disrupts the class or who interferes with classroom instruction or discussion will be asked to leave the class and will not receive credit for attendance. It is very important that you bring your supplies to class each time we meet. The textbook is a requirement for this course. Bring the textbook, writing materials, and a means of saving your computer work each time we meet. If you do not have your materials, you cannot participate fully in class; therefore, you will not receive class credit any time you fail to bring the necessary supplies.

**Cell phones are to be turned off in the classroom. All phone conversations should occur before class begins or after it ends outside the classroom. DO NOT read or send text messages. Students should give their full attention to learning for the time we are in the classroom. If a cell phone rings or I see someone texting, recording, and/or taking pictures, the entire class will immediately have a quiz over materials that should have been read in the textbook.**

This class takes place in a computer classroom, which has definite advantages, so you will not need to bring your own laptops. However, the computer classroom also has a down side in that some students are more focused on surfing the Net than they are on the lesson being presented. At all times, when I am giving instructions, when we are discussing assignments, when you are supposed to be working on a class assignment, and when a fellow classmate is asking a question or giving a presentation, you are to show courtesy and attentiveness. Also, after class begins, **do not access websites that do not pertain to your research/work in this class** (MySpace, Facebook, Yahoo, etc.) Failure to comply with these instructions will result in your receiving points off your daily work and/or not getting credit for attendance.

iPods/MP3 players. **Do not wear ear buds or headphones during class** (whether or not the machine is on). If you do so, you may be counted absent.

**Smoking is prohibited from all Collin College campuses and that included electronic cigarettes.**

**Children are not allowed in class at any time and they cannot be left unattended in the hallways during class.**

#### **Religious Holidays:**

In accordance with Section 51.911 of the Texas Education Code, Collin will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time. **Students are required to file a written request with each professor within the first 15 days of the semester to qualify for an excused absence.** A copy of the state rules and procedures regarding holy days, and the form of notification of absence from each class under this provision, are available from the Admissions and Records Office. Students who plan to observe religious holidays which will require absences from class should consult the current Collin College Student Handbook, section on Religious Holidays, for the correct process to follow. It is mandatory that this procedure be followed in detail.

#### **Collin College's SOBI's Statement:**

Collin College's Strategies of Behavioral Intervention (SOBI) team is an interdisciplinary, college-wide team whose mission is to provide support for students, faculty, and staff, and to facilitate a positive and effective learning environment. In order to accomplish this, the SOBI team has designed a process for assisting students who may display various levels of concerning behavior (e.g., strange or unusual behavior; changes in dress, personal hygiene, or physical appearance; threats of harm to self or others; etc.). Any behavior that becomes a concern to you or that negatively affects your ability to succeed as a student at Collin College may be referred to SOBI.

Please note that SOBI is not a disciplinary committee, and SOBI actions are not a substitute for disciplinary procedures. Reports of Student Code of Conduct (Code) violations will be referred directly to the Dean of Students for disciplinary action. To submit a SOBI referral through CougarWeb, go to the "Student" tab, scroll down to the section entitled, "Safety and Wellness" and then click on "Refer information of concern (SOBI)". Complete the form as fully and as accurately as possible. You can obtain more information about SOBI (including how to submit a referral from off-campus) on the SOBI website, which can be found here (<https://www.collin.edu/studentresources/SOBI/>).

### **Scholastic Dishonesty**

From the Collin Student Handbook, Chapter 6: Student Code of Conduct Violations Every member of the Collin College community is expected to maintain the highest standards of academic integrity. All work submitted for credit is expected to be the student's own work. Collin College may initiate disciplinary proceedings against a student or prospective student accused of scholastic dishonesty. While specific examples are listed below, this is not an exhaustive list, and scholastic dishonesty may encompass other conduct, including any misconduct through electronic or computerized means. Scholastic dishonesty shall include, but is not limited to, one (1) or more of the following acts.

1. **Cheating** includes, but is not limited to, having access to unauthorized materials or electronic, digital media, telecommunication, and/or wearable devices (i.e., phones, smart watches, Fitbits, Bluetooth devices, tablets, etc.) during an examination; the giving or receiving of information in an unauthorized manner during an examination or to complete an assignment; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance; using someone else's work for an assignment as if it were one's own; submitting or resubmitting an assignment in whole or in part (i.e., recycling an assignment) for more than one (1) class or institution without permission from each of the professors; using annotated texts or teacher's editions; using information about exams posted on the Internet or in any electronic medium; leaving a test site without authority; failing to secure test materials; removing tests or answer sheets from a test site; and any other dishonest means of attempting to fulfill the requirements of a course.

2. **Collusion** includes, but is not limited to, intentionally or unintentionally aiding or attempting to aid another in an act of scholastic dishonesty; failing to secure academic work; providing a paper or project to another student; providing an inappropriate level of assistance; unauthorized collaboration or communicating answers to a classmate about an examination or course assignment; and allowing a classmate to copy answers.

3. **General Scholastic Dishonesty** includes, but is not limited to, statements, acts, or omissions related to applications for enrollment, credit or class work, research, or the award of a degree; and/or falsifying academic records or documents. Students are expected to record honestly and accurately the results of all their research. Falsification of research results shall include misrepresentations, distortions, or omissions in data or reports on research.

4. **Plagiarism** includes, but is not limited to, intentionally or unintentionally failing to quote and cite an author's words, information, and/or ideas in accordance with American Psychological Association (APA) Style, Modern Language Association (MLA) Style, The Chicago Manual of Style (Chicago Style), or another citation style approved by the professor.

**See the current *Collin Student Handbook* for additional information.**

\*\*\*\*\* PLEASE SIGN BELOW, DETACH, AND TURN IN TO INSTRUCTOR

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(This is due the next class period)

I have read the syllabus and above brief explanation of plagiarism, collusion, and other forms of scholastic dishonesty. I understand Collin College's policies and the policies for this class.

\_\_\_\_\_ DATE with SIGNATURE

\_\_\_\_\_ PRINT YOUR NAME

\_\_\_\_\_ ENGLISH Course/Section Name