

English 0301-001 – Basic Developmental English

Spring 2018

Dr. Roy Bearden-White / Department of English

Class times: MW 9:30 a.m. to 10:45 a.m.

Classroom: Levelland Campus, CM 111

Required Texts and Resources:

Langan, John. *Exploring Writing: Sentences and Paragraphs*. 3rd ed. New York: McGraw-Hill, 2013.

Please Note: You will not need *Connect Writing*

Suggested Texts and Supplies:

A standard collegiate dictionary, such as *Merriam Webster Collegiate Dictionary*

A flash drive or internet cloud storage.

Required means of communication: All electronic correspondence for this class will be sent to your southplainscollege.edu address, so it is your responsibility to monitor the account on a regular basis.

Departmental Course Description: This is a course in fundamental English for students who score below 350 on the writing section of the TSIA test or who are selected to participate based on their score on another writing placement test. ENGL 0301 is designed to help students begin to develop college-writing skills and focuses on idea generation, organization, drafting, revision, and utilization of Standard English. The course provides a basic review of English grammar, focusing on spelling, punctuation, correct word choice, and various types of sentence construction, and covers major errors, such as fragments, run-on sentences, subject-verb agreement, and pronoun errors. It also provides practice in writing and revising various types of paragraphs.

Student Learning Objectives: Upon the successful completion of this course, students will: (1) Compose a variety of paragraph-length texts that demonstrate clear focus, the logical development of ideas, and the use of appropriate language that advances the writer's purpose; (2) Determine and use effective approaches and rhetorical strategies for given writing situations; (3) Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies; (4) Evaluate relevance and quality of ideas and information to formulate and develop a claim; (5) Develop and use effective revision strategies to strengthen the writer's ability to compose college-level writing assignments; and (6) Edit writing to conform to the conventions of standard English.

How to Contact me:

Office: Levelland Campus, CM 103d

Office Hours: Mondays, Wednesdays, and Fridays 9:00 a.m. to 12:00 p.m.

Other times by Appointment

Office Phone: 806-716-4030

Email: rbeardenwhite@gmail.com or rbeardenwhite@southplainscollege.edu

Grading Policy: Your current grades and course average will be continuously available for you to view in our Blackboard course. I usually update grades every week or two, and I highly recommend that you check your grades that often.

The following grades will be assigned when:

- A 90% or better is achieved on graded work; you have made excellent progress in writing skills.
- B 80% or better is achieved on graded work; you have made good progress in writing skills.
- C 70% or better is achieved on graded work; you have made fair progress in writing skills.
- D 60% or better is achieved on graded work; you have made minimal progress in writing skills.
- F 59% or less is achieved on graded work; and/or you have not achieved or attempted to make progress in writing skills.

If your grade is border-line, I may take your attitude and absences/tardies into consideration when deciding whether to assign the higher or lower letter grade. Regardless of your final average, I reserve the right to assign a grade of C or better only if I believe you can be successful in ENGL 0302.

Grade Calculation

Paragraph 1	15%
Paragraph 2	15%
Paragraph 3	15%
Blackboard Homework	45% (The lowest quiz grade will be dropped)
Final Exam	10%

In-Class Paragraph Writing: All paragraphs are created and typed/handwritten during class time and in the classroom. Normally three class periods are provided for writing one paragraph, with guided instruction and one-on-one feedback from me on each step. Paragraphs are not to be worked on outside of class. Therefore, no paragraph writing should leave the classroom in any form, whether on paper, on a storage device or jump drive, by e-mail, etc., until the final draft has been graded. If you work on your paragraph or receive assistance on it outside of class or if your ungraded draft leaves the classroom, you will receive an “F” for the paragraph or be given a different topic over which to write your paragraph. I reserve the right to require a student to rewrite a paper if I suspect that cheating or plagiarism has occurred.

Online Homework – Your weekly homework assignments will be accessed through Blackboard and must be completed by midnight on Sundays. The homework assignments will be completed on the internet. If you do not have a computer at home with reliable internet access, you will need to make plans to use a computer lab in the Technology Center or Library computer lab on campus to complete your homework assignments in Blackboard.

Passing the TSIA Test Writing Section:

1. You may sign up to take the TSIA test any time it is offered during the semester, if you feel you are ready.
2. If you attend class each scheduled meeting and you pass the writing section of the TSI Assessment during the first month of the semester, show your scores to me, and you will then receive the final grade of B or C. **You do not need to drop the course.**
3. 3. If you do not have excessive absences and you pass the writing section of the TSIA test during the second, third, or fourth month of the semester, show your scores to me, and you will then receive the final grade of A, B, or C. **You do not need to drop the course.**

Visit the South Plains College Testing Center website to find out dates when the TSIA test is offered and to register online: <http://www.registerblast.com/levelland/Exam/Index?Group=1409>

Late Work: Unless prior approval is received, late submission of assignments will result in a grade deduction of one half-letter grade for each calendar day (not including Saturdays, Sundays, or holidays) that the assignment is late.

Attendance: According to the *South Plains College General Catalog*, “Punctual and regular class attendance is required of all students attending South Plains College. There are no excused absences. Students are responsible for all class work covered during absences. Any student who misses two consecutive weeks will be dropped from the class. Anytime absences become excessive, and, in the instructor’s opinion, minimum course objectives cannot be met, students may be dropped.” Regular attendance is imperative for successful completion of this course. Mere physical presence, however, is not enough to master the learning objectives outlined in this syllabus. You must also be prepared for each class. This includes having read the assignment, being ready to discuss the topic, and having completed any writing assignments that were due.

Absence Policy: Any student who misses more than four class sessions may be dropped with a grade of “X” if the student has a passing grade average at that time. If the student is failing, due to poor work or missing assignments, the student will be given a grade of “F.” In special cases because of extenuating circumstances, a student may miss more than four absences and not be dropped, but the student must **immediately** notify me of the attendance difficulty and submit **proof** of those extenuating circumstances, especially if the student already has surpassed the four allowed absences. Students should consult the *South Plains College General Catalog* on pp. 20-22 for the college's detailed policy on class attendance and drops & withdrawals. Students have their own responsibility for dropping a class for too many absences or too much missed work.

- If you are absent, you are still required to complete the assigned work by the indicated due date.
- Students involved in school-sponsored activities need to show me their documentation from the appropriate coach/sponsor before they are absent from class. Students will make arrangements at that time for completing any in-class assignments they may miss.
- I expect you to be on time to class. Tardiness is disrespectful of your classmates and of me. I take attendance at the beginning of class. If you arrive late to class, you may inform me of the fact at the end of class, so I can change your absence to a tardy. If you are 10 or more minutes late to class, you remain marked absent for the day. Three tardies equal one absence.
- If you leave class before you have been dismissed, you will be counted absent.
- Ultimately, your attendance is your responsibility.

Cell Phones, Ipods, Blackberries, Laptops, etc.: I don't know many people who love electronic gizmos more than I do. Not only are they usually incredibly useful, informative, and even educational, they are also typically fun to use. Because of the enormous benefits technology can provide, I do not want to categorically forbid electronic devices from the classroom. With that said, however, electronic gadgets can be quite disruptive in a classroom. In order to negotiate this potential problem, I will need your cooperation in following two simple guidelines:

- The classroom is a communal environment which requires each student to respect the learning experiences of the others. Please consider how your devices may impact, and in some cases simply annoy, others who sit near you.
- You enrolled in, and paid for, this class with a specific purpose in mind, whether it is to improve your writing skills or to fulfill a core requirement. While surfing on Facebook, text-messaging a friend, or playing Pokémon Go might be more fun, realize that such actions will impair your progress in this class (and yes, by progress I do mean your final grade).

Student Code of Conduct Policy: 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 that 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.

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.

Disability Statement: 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) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Discrimination Policy: The instructor will do his or her best not to discriminate on the basis of age, color, disability, ethnic background, gender, national origin, race, religion, sexual orientation, or veteran status.

Diversity Policy: In this class, the instructor will endeavor to 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 participants to learn about others, about the larger world, and about themselves.

Campus Concealed Carry: South Plains College permits the lawful carry of concealed handguns in accordance with Texas state law and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the Natatorium. For a complete list of campus carry exclusions zones by event, please visit <http://www.southplainscollege.edu/campuscarry.php>

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.

English 301 - Class Schedule

Spring 2018

All assignments are to be completed before the day they are listed. For example, not only should you have read Chapter 31 of *Exploring Writing* before Wednesday, January 24th but you should also be prepared to discuss the text in class. Submission of all assignments is the responsibility of the student. Please refer to the course syllabus for the complete class policy of late papers. I also reserve the right to modify this schedule according to class needs.

Week One

Monday 1/15

Martin Luther King Holiday (No School)

No Class:

Wednesday 1/17

In Class: Course Syllabus

In Class: Log in to Blackboard

Week Two

Monday 1/22

In Class: How to Email Your Instructor

In Class: Begin Email Writing Assignment

Wednesday 1/24

Blackboard: Submit Email Writing Assignment before class.

Read: *Exploring Writing*, Chapter 31 Spelling Improvement

Read: *Exploring Writing*, Chapter 32 Omitted Words and Letters

Sunday 1/28

Blackboard: Quiz #1: Spelling and Word Use

Please Note: All Homework on Blackboard must be completed by 11:59 p.m. on Sundays

Week Three

Monday 1/29

Read: *Exploring Writing*, Chapter 33 Commonly Confused Words

Wednesday 1/31

Read: *Exploring Writing*, Chapter 6 Subjects and Verbs

Sunday 2/4

Blackboard: Quiz #2: Commonly Confused Words

Blackboard: Quiz #3: Subjects and Verbs

Week Four

Monday 2/5

Read: *Exploring Writing*, Chapter 7 Fragments

Wednesday 2/7

Read: *Exploring Writing*, Chapter 8 Run-ons

Sunday 2/11

Blackboard: Quiz 4: Fragments and Run-ons

Week Five

Monday 2/12

Read: *Exploring Writing*, Chapter 1 An Introduction to Writing

Read: *Exploring Writing*, Chapter 2 The Writing Process

Wednesday 2/14

In Class: Intro to Reading Exercise and discussion of possible topics to pursue. From the library database, students will find an academic article (at least 10 pages, but no more than 25 pages) from their field and extract a vocabulary list and produce an academic summary of article.

Sunday 2/18

Blackboard: post list of vocabulary words from article.

Week Six

Monday 2/19

Read: *Exploring Writing*, Chapter 3 Four Steps for Writing, Four Bases for Revising

Wednesday 2/21

Read: *Exploring Writing*, Chapter 4: Exemplification Paragraph Assignment

In Class: Day 1: Choose topic, brainstorm, cluster paragraph 1

Sunday 2/25

Blackboard: reading exercise

Week Seven

Monday 2/26

In Class: Day 2: Outline, write paragraph 1

Wednesday 2/28

In Class: Day 3: Type, revise paragraph 1

Week Eight

Monday 3/5

Read: *Exploring Writing*, Chapter 9 Sentence Variety

Read: *Exploring Writing*, Chapter 10 Standard English Verbs

Wednesday 3/7

Read: *Exploring Writing*, Chapter 11 Irregular Verbs (ex. lie, lay; sit, set)

Sunday 3/11

Blackboard: Quiz #5: Regular Verbs

Blackboard: Quiz #6: Irregular Verbs

Spring Break

Monday 3/12

No Class

Spring Break (No School)

Wednesday 3/14

No Class

Spring Break (No School)

Week Nine

Monday 3/19

Read: *Exploring Writing*, Chapter 12 Subject-Verb Agreement

Wednesday 3/21

Read: *Exploring Writing*, Chapter 13 Consistent Verb Tense

Sunday 3/25

Blackboard: Quiz #7: Subject-Verb Agreement

Blackboard: Quiz #8: Consistent Verb Tense

Week Ten

Monday 3/26

Read: *Exploring Writing*, Chapter 4: Cause or Effect Paragraph Assignment

In Class: Day 1: Choose topic, brainstorm, cluster Paragraph 2

Wednesday 3/28

In Class: Day 2: Outline, type Paragraph 2

Week Eleven

Monday 4/2

Holiday – No Class

Easter Holiday (No School)

Wednesday 4/4

In Class: Day 3: Type, revise Paragraph 2

Read: *Exploring Writing*, Chapter 15 Pronoun Reference, Agreement, and Point of View

Sunday 4/8

Blackboard: Quiz #9: Pronoun Agreement, Reference, and Point of View

Week Twelve

Monday 4/9

Read: *Exploring Writing*, Chapter 16 Pronoun Types

Wednesday 4/11

Read: *Exploring Writing*, Chapter 20 Faulty Parallelism

Sunday 4/15

Blackboard: Quiz #10: Pronoun Types

Blackboard: Quiz #11: Faulty Parallelism

Week Thirteen

Monday 4/16

Read: *Exploring Writing*, Chapter 26 Apostrophes

Wednesday 4/18

Read: *Exploring Writing*, Chapter 4: Argumentation Paragraph Assignment

In Class: Day 1: Choose topic, brainstorm, cluster Paragraph 3

Sunday 4/22

Blackboard: Quiz #12: Apostrophes

Week Fourteen

Monday 4/23

In Class: Day 2: Outline, type Paragraph 3

Wednesday 4/25

In Class: Day 3: Type, revise Paragraph 3

Week Fifteen

Monday 4/30

Read: *Exploring Writing*, Chapter 28 Commas

Wednesday 5/2

In Class: Final Exam Review

In Class: Makeup Paragraph (only with instructor approval)

Sunday 5/8

Blackboard: Quiz #13: Commas

Week Sixteen – Finals week

Monday 5/9

Final Exam: 8:00 a.m. to 10:00 p.m.