

## **Syllabus**

### **English 1A (online), Fall 2019**

**Instructor: Lauren Nahas**

#### **Ways to Contact and Meet with Lauren**

Canvas Message	The fastest way to contact me is via Canvas Message, but here is my SRJC email as well: lnahas@santarosa.edu
Face-to-face Office Hours	Mondays 12-2, Santa Rosa Campus, Emeritus 1646
Online Office Hours	Monday's 12-2, Canvas Conference (instructions on how to access these online "conferences" will be sent out each week).
Call me!	If you can't make office hours, message me to set up a time for a one-on-one phone call. This is a very common way that I work with online students.

#### **Course Description**

This is an introductory course that offers instruction in expository and argumentative writing, appropriate and effective use of language, close reading, cogent thinking, research strategies, information literacy, and documentation. The course emphasizes critical reading and discussion of primarily non-fiction, college-level texts with emphasis on expository and argumentative prose.

#### **Prerequisites/Corequisites**

Completion of English 309, English 100, ESL 100 or appropriate placement based on AB 705 mandates.

#### **Student Learning Outcomes**

Upon completion, students will be able to:

1. Demonstrate an understanding of a variety of discipline-specific skills, strategies, and resources that facilitate the acquisition of college composition conventions and academic discourse.
2. Demonstrate the capacity to comprehend, summarize, analyze, evaluate, and synthesize college-level texts of various lengths and genres, primarily non-fiction.
3. Write primarily expository and argumentative texts that respond to a variety of rhetorical situations and contexts.
4. Locate, evaluate, analyze, and synthesize outside source materials and integrate them into writing assignments using MLA style.
5. Engage in inquiry and analysis of texts to determine how meaning is constructed and how it relates to the reader.

## Books and Materials

- [\*Between the World and Me\*](#), by Ta-Nehisi Coates (ISBN: 978-3150199305)
- *They Say, I Say* by Cathy Birkenstein and Gerald Graff, 4th Edition with Access (ISBN: 978-0-393-63167-8)
- [\*They Say, I Say\* Tutorials](#) (access to these tutorials comes with the purchase of a new copy of the book that I've ordered via the SRJC bookstore. However, you can also purchased access to the tutorials separately (via the link above) if you choose to use an older edition of *They Say, I Say*)

## Technology

- Consistent internet access
- Adobe Acrobat (for PDFs)
- A webcam is helpful but not absolutely necessary

## Important Dates

Labor Day Holiday — 9/2

Last day to drop with a refund/drop without a "W" — 9/8

Veteran's Holiday and Professional Development (No Class) — 11/11-12

Last day to drop with a "W" — 11/17

Thanksgiving Break — 11/28-12/1

Final Exams — 12/14-20

## Methods of Evaluation

There are two types of assignments in this course: Major Essays and Homework.

Major Essays	Homework
The Bachmann Essay	Discussions
The <i>Between the World and Me</i> Review Essay	Quizzes or Short Answer Assignments
The Problem Essay	Writing Process Assignments
The Final Timed Writing Exam	<i>They Say, I Say</i> Tutorials

## Grading Policy

This course uses a contract grading system.

The default grade for the course is a B. That is, if you do all that is required of you and do it reasonably well, you will earn a B. If you do not complete a significant number of assignments, or do not complete your work sufficiently, then your grade will be lower. If you go above and beyond the course requirements and do exceptional work, then you will earn an A.

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You are guaranteed a B if you:

1. meet the minimum standards for all major writing assignments. The minimum standards are defined as:

- **Unity and Organization:** The thesis is apparent and generally controls the direction and development of the essay. For the most part, paragraphs are unified and the essay has a logical progression of ideas.
- **Ideas and Support:** The essay shows a basic understanding of the sources. The essay develops its supporting points with adequate evidence and analysis. The essay addresses the essay topic and meets the required length.
- **Style and Mechanics:** The essay may contain some errors but they do not distract the reader or impede understanding.
- **Documentation and Use of Sources:** The essay demonstrates an ability to incorporate ideas from sources (either paraphrased or quoted directly) using the basic conventions of academic writing, though there may be some problems. The essay displays awareness of MLA documentation and citations, though there may be a few errors.

Please note: The criteria above does not require that your writing be *perfect* to earn a B. It does need to show that you have a solid foundation of writing skills though.

3. participate meaningfully in all activities and complete at least 85% of the homework portion of the course—to be clear, you do not have to complete all of the homework to be eligible for a B. You need only to meet the 85% threshold.

- comment thoughtfully in our discussions
- give thoughtful peer feedback during peer review (e.g., post your drafts on time, commenting on drafts, responding thoughtfully to peer review-related discussions, answering peer questions, etc);

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#### Breakdown of Requirements for Each Grade

Grade Earned	Percentage of Homework Completed	Late Essays	Major Assignments Average Grade
A	85%	0-1	A (90-100%)
B	85%	0-1	B (80-89%)
C	75%	2	C (70-79%)
D	lower than 75%	3 or more	D (60-69%)

Your average grade for the Major Assignments is an important indicator of your overall grade. For example, if you have a C-average in that category, and you have done at least 85% of the homework, then you will still receive a C. If you have received a D-average for the Major Assignments, this indicates that your work is not at the passing level yet, so you will receive a D in the class regardless of how much homework you have done. So, to achieve a particular grade, you need to meet all the requirements in that row.

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## About grades lower than B

The quickest way to C, D, or F is to miss assignments. This much is non-negotiable: You are not eligible even for a passing grade of C- unless you have completed 75% of the homework assignments, and earned a C-average in the Major Essays portion of the course. In addition, all Major Essays must be submitted to pass the class.

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## Submission Policies

It's really easy to fall behind in online classes. Our everyday life "stuff" just kind of gets in the way more easily because you don't have to physically come to class. Because of this, my policy on submitting late work is somewhat flexible.

See the table above for the acceptable number of late essays for each grade (for example, for a B or A, you can only turn in one essay late). If your essay is going to be late, I expect you to let me know before the deadline, or at least shortly after, and we will set up a new due date (usually I give people an extra week).

I do accept late homework, but you lost points on late work, and you lose more once you submit work over a week late.

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## Second Chances (aka, Revisions)

You may revise one major essay for a better grade. That optional revision will be due towards the end of the semester. The final, timed exam cannot be revised.

## Feedback

My goal is to update homework assignment grades the week after they are turned in. At times I get behind though. :) For major essays, my goal is to return them to you with feedback within 2 weeks. If I get behind in grading, I will inform the class.

## Instructor Communication

I really enjoy talking to my students, so don't hesitate to reach out with any type of question, big or small. I will be responding to multiple methods of communication (email, Canvas messages) Monday-Thursday. You can expect a response from me within at least 24 hours, probably faster.

## Discussions

The discussions in an online class serve the exact same function that they do in face-to-face classes—they are there to help you work through the course's content and bounce ideas off of other students. Therefore, I often do not respond to each individual student's posts. I always monitor and read through the discussions, and I will usually respond to your discussion posts via an Announcement to the whole class, commenting on that discussion in general. However, some discussions require individual feedback from me, (I make a note of this in the discussion prompt) and in those cases you'll get individual feedback.

## Attendance and Participation

During the a regular semester, college policy requires me to drop students who do not attend more than two weeks of the course. I REALLY don't like to do that though. I do my best to inform people who are at risk of being dropped, and I am happy to work with students who run into significant obstacles during the semester.

Basically, if I do not see you actively participating in the course for more than two weeks, I will reach out. If I don't hear back, I may drop you from the course. However, if you decide not to complete the course, be sure to drop yourself so that you don't receive an F.

## Behavior

In face-to-face classes, I expect students to behave professionally and with respect towards me and other students in the class. I have the same expectations for our interactions in this online course. However, I think it is much easier to slip into rude behavior in an online course where we cannot see each other. If something that comes up in one of our discussions disturbs or angers you, please take a moment before responding. Stop, reflect, and respond as calmly as you can. Please refrain from being rude or dismissive towards other people's ideas—we are all trying to learn here (including me), so let's be gentle with each other.

## Plagiarism

I find that plagiarism—taking the writing (the actual phrases and sentences) or ideas of another author and presenting them as if they were your own—most often happens when students run out of time and get desperate. Don't let this happen to you!

To be clear, cutting and pasting ANY text (that is not placed in quotations marks) into your essays is considered cheating, or plagiarism. We will cover plagiarism in the course, and you might also read about [SRJC's Academic Integrity Policy](#) in the [SRJC Catalog](#), Policy 2.8.2. If I find plagiarized writing in any of your assignments, I will report it to the college and I will give you an F for that assignment.

## Other Resources to Help you Succeed

The Writing <u>Center</u>	Work with English Instructor/Tutors on any phase of you writing process...for free! Check the <u>Writing Center website</u> for more info.
The Tutorial <u>Center</u>	Get tutoring on a wide variety of subjects...for free! Check the <u>Tutorial Center website</u> for more info.
Canvas's NetTutor	Online tutoring. Click on NetTutor in the left-hand menu, below "People."
Canvas 24/7 Help Line, Guides and Instructions	Click "Help" in the far left menu, or call (844) 303-0344 to talk to a real live person.

Disability Resources Department (DRD)

If you need disability related accommodations for this class, such as a note taker, test taking services, extra time on exams, etc., please provide the Authorization for Academic Accommodations (AAA letter) from the Disability Resources Department (DRD) to the instructor as soon as possible. You may also speak with the instructor privately during office hours about your accommodations. If you have not received authorization from DRD, it is recommended that you contact them directly. DRD is located in the Bertolini Student Center on the Santa Rosa campus, and Jacobs Hall on the Petaluma Campus.