

ENGL-1302-86063 Composition II	
Instructor: Thompson, Mina	Office: NE NFAC 3121A
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Term: Fall 2017	Last day to drop: 11/30/17
Official day of record: 10/30/17	

Office Hours

Day	Start	End	Start	End	Start	End
Mon						
Tue	09:45 AM	10:45 AM	02:00 PM	05:00 PM		
Wed	01:00 PM	05:00 PM				
Thu	02:00 PM	04:00 PM				
Fri						
Sat						
Sun						

Comments:
I am also available by appointments. Email me: mina.thompson@my.tccd.edu; we also use Remind App.



[District Course Requirements](#)

[Books](#)

Student Accessibility Resources

Any student with a documented disability needing academic accommodations is required to contact the Student Accessibility Resources (SAR) Office located on each campus to schedule an appointment with the Coordinator of SAR. All discussions are confidential. Because SAR accommodations may require early planning and are not provided retroactively, students are encouraged to contact SAR as early in the semester as possible. SAR is responsible for approving and coordinating all disability-related services. TCC professors will honor requests for accommodation when they are issued by SAR.

Campus Carry

Effective August 1, 2017, the Campus Carry law ([Senate Bill 11](#)) allows those licensed individuals to carry a concealed handgun in buildings on public community college campuses, except in locations the College establishes as prohibited. Prohibited areas include but are not limited to Theater and Performance Halls, Health Services, Testing Services, Counseling Services, Physical Education, Early College High School Programs, Child Care Facilities, and the TCC Police Department. Under the new law, openly carrying handguns is not allowed on college campuses. For more specific TCC regulations, <http://www.tccd.edu/services/police-department/open-carry/campus-carry-regulations/>. For emergency information, please go to the following link: <https://www.tccd.edu/about/emergency-information/>.

Course Evaluation

Student participation in the evaluation process is critical to the college's commitment to quality teaching and academic excellence. Students are strongly encouraged to participate in the process with constructive feedback that is relevant to teaching and course content. The average time to complete the course evaluation is approximately 5-8 minutes. Please take time to share your comments, suggestions, and concerns.

This course may be evaluated between 10/31/17 and 12/14/17. [Course Evaluation](#).

Text(s):**TEXTBOOK AND COURSE MATERIALS:**

The book is not required; however, it is recommended. The correct readings ARE required! All course readings are available online. If you prefer a textbook for reading, then purchase/rent this:

Text to Text: Writing About Literature for Tarrant County College, Bedford/St. Martin's, Macmillan Learning Curriculum Solutions, 2017.

ISBN-13: 978-1-319-13695-6

MANDATORY WRITING: All of your writing topics MUST be based on literary works and authors found in the links I've provided or our textbook, a reasonably-priced compact anthology of great works. Quizzes and assignments come directly from textbook materials. Explicit directions, helpful links, and power points for literary works and each writing assignment will be available in our Blackboard Lessons and Files; **therefore, do not try to complete this course without access to readings or the textbook. Part of your responsibility of being a college student includes your ability to acquire required materials for your classes.**

WRITING HANDBOOKS: Make sure you have access to an updated and reliable print or online grammar handbook, such as Purdue OWL.com or your ENGL 1301 Handbook—*Rules for Writers*. All of our TCC campuses have writing centers and computer centers available. USE THEM because I explicitly grade on proper English grammar and usage.

Special Materials:

COURSE DELIVERY: This course will be delivered completely in an online mode. You are not required to attend any on-campus classes or testing. We do not have any required synchronous times that you must be online. All of your course materials will be found on the Course Site in Blackboard.* In the Course Site, you'll find the following information: course syllabus, weekly lessons, weekly announcements, assignment instructions, quizzes, discussion board, grades, submittal portals for your assignments, and additional course information. Students may begin accessing the online classroom site at 10 a.m. on the first day of classes.

***Course Site:**

- Go to myTCC: <https://my.tccd.edu>
- Enter your login credentials
- Click on the link to this course found in **My Courses** list

Focus:

COURSE DESCRIPTION AND FOCUS: This course is designed to extend English 1301's fundamental reading and writing skills with an emphasis on critically analyzing and writing about literary works. English 1302 will explore our required textbook's literary works with a focus on college-level research and multimodal assignments. Requirements include writing a personal narrative, cultural context essay and bibliography, mini-essays, on-line discussion and peer postings, weekly quizzes, and a multimodal project. Frequent access to the Internet and Blackboard, cooperative online peer discussions, and college-appropriate conduct are essential for success in this course.

COURSE OBJECTIVES: Upon successful completion of this course, you should be competent to do the following:

- Improve your writing skills, extend your analytical thinking, and widen your perceptions of society.
- Sharpen your writing and computer skills for other college classes by (a) writing coherent, focused and well-organized paragraphs that constitute essays, (b) clearly analyzing and evaluating other writers' ideas, (c) improving your grammar, mechanics, usage skills and (d) using other modes besides word processing to analyze and present literary analysis.
- Employ various rhetorical strategies to plan, draft, outline, and revise writing projects that may include the rhetorical modes, such as narration, analysis, and argumentation.
- Engage your audience by posing analytical questions/topics that are problematic, significant and interesting.
- Demonstrate your knowledge of literary elements and analysis through Blackboard discussions and writing assignments.
- Learn how to approach college-level research by writing an effective thesis, using reliable library and Internet resources, and incorporating effective documentation (MLA) for your literary analyses.
- Adapt your word use, sentence structure, and organization to fit your audience, purpose, occasion, and knowledge of the particular writing assignment.
- Learn to cooperatively and effectively critique peers' and your own writing products.
- Employ appropriate key words, pronouns, and transitions that help lead your readers through your writing assignments.
- Demonstrate an appropriate sense of personal voice or distinctive style in your own compositions and the ability to vary it for different genres/occasions.
- Compose effectively organized essays and projects, and then revise and prepare each in a timely manner as a final copy for grading. Your polished compositions will also demonstrate computer and minimum multimodal composing competency.

"The test of literature is, I suppose, whether we ourselves live more intensely for the reading of it."--Elizabeth Drew

Requirements:

SYSTEM REQUIREMENTS: from the eLearning Website on main TCC website:

The **minimum computer system requirements** for all eLearning Internet courses are as follows:

- A PC or Mac Computer with Internet connection—DSL or cable broadband is preferred
- Video display capable of high color (16-bit) display
- A sound card plus speakers and/or headphones may be required for some course content
- Updated anti-virus software (highly recommended)
- Up-to-date [Java](#) and [Adobe Reader](#) software
- Course-specific software
 - Some classes may have specific class requirements for additional software, such as applications in the Microsoft Office Suite. These requirements will be listed in the Instructor's Class Requirements (ICR) for the course as found in [Web Advisor](#).
 - Note:** Student discounts ARE available for Microsoft Office products and other required software in the campus bookstores and through Blackboard!
 - For optimal performance, some courses may require additional software downloads.

Students are responsible for purchasing, installing and maintaining software on their own computers. Also, go to eLearning website to check **Supported Browsers and Operating Systems**.

TECHNICAL PROBLEMS: Technical difficulties encountered with myTCC should be reported through the myTCC Help tab. Two help options are available: a Help ticket (recommended), which will ensure a timely response, or Help Phone at 817-515-HELP (4357). The myTCC support staff monitors the phone lines during normal business hours on weekdays.

ESSAY DRAFT REQUIREMENTS: All essays and final project require a submitted draft, one to two classes before the due date for the final essay submittal. On-time drafts that are well-developed will receive an automatic 100 if submitted on time and have minimal grammar/usage issues; if the drafts are one minute late, the draft grade is 70; if submitted on essay due date, the draft grade is 50. Drafts are part of your journal grades, not your final essay grades. This is where you receive my immediate and most comprehensive feedback. Also, I will grade grammar and your ability to follow directions on your drafts, as well.

DISCUSSION BOARD JOURNALS REQUIREMENTS: Each week I will post comprehension and analysis questions or other literary-related prompts from our readings, and you will respond or comment by starting your own thread of ideas. This is not like texting, so use good grammar and well-developed paragraphs. Your responses might be a brief statement, a well-developed opinion, a paragraph explaining your ideas (backed up by textual evidence), relevant questions, or interesting literary information that the class might find helpful. Again, this is NOT TEXTING, so pay attention to grammar, punctuation, and actually answering the questions. Since this is a five-week course, you may have up to three discussion board assignments in one week. You are also required to comment on at least one peer for every db assignment. If you don't offer a relevant and developed response, you will receive an immediate 10 points off.

QUIZ REQUIREMENTS:

- You will be required to complete at least ten to fifteen online quizzes in the classroom website for 10% of your total course grade. Each test is multiple choice and covers stories, poems and a play from the textbook and/or my lecture notes.
- Access your quizzes on-line via our course site left menu. Quizzes are left open for about 3-5 days. You will be allowed to take each quiz two times. Do not ask me to open quizzes because you missed another chance. They're only worth about 1% each!
- Quizzes focus on information that you have gleaned from the textbook literature selections. Questions are designed to not be difficult, but challenging enough so that you'll need to comprehend and analyze readings. Therefore, keep your textbooks nearby while you complete each quiz. These answers cannot be completed by just Googling the questions!
- Remember the total value of quizzes is 10%, so each quiz will be worth less than one percent. Missing one or a few will not affect your grade drastically, so don't ask to have them re-opened.

Grading Criteria:

GRADING SCHEMA: Each graded assignment will be scored on a 100% scale (A=90-100, B=80-89, C=70-79, and D=60-69). Also, please see my criteria below for what you must accomplish to receive an A, B, C or D on your writing assignments. I reserve the discretionary right to round up grades; i.e., 89.5 to 90. I do not use points for grading.

GRADED ASSIGNMENT VALUES (100% TOTAL):

Mini Essay 1: Story Summary and Analysis	10%
Mini Essay 2: Connections Memoir	10%
Mini Essay 3: Character Transformation	10%
Mini Essay 4: Story Argument w/Annot. Bibliography	15%
Mini Essay 5: Poetry Power Point Project	10%
FINAL PROJECT: Mixed Tape Maker	15%
Classwork, DB Journals, Quizzes	30%

EVALUATION AND GRADES:

- To receive an A or B, expect to spend at least six hours per week reading and writing for this class (this is not an exaggeration).
- Due to the volume of students per class and the number of our course assignments, it takes me at least two weeks to grade written assignments. Therefore, look for your graded and marked essays returned to you via your **Grades** link found on the left menu of our Blackboard class site. Go to **Lessons** and find the icons that include a paper, ruler, and a pencil beside a title. Click on the **Assignment Title**, and you will see a button for uploading your file.
- Student success in this course depends upon you submitting your required writing assignments, DB journals, quizzes, and major project according to scheduled deadlines and instructions. Your final grade in this course is dependent upon SIX major grades. However, be aware of grade values when planning your study workloads: Essays count at least 50%, quizzes are worth 10%, and **Discussion Board** and classroom writing is worth 30%, so do not spend most of your time and effort on quizzes, while ignoring essay drafts and revisions!
- You must complete all major assignments to use extra credit opportunities.
- *Any grade challenges must include any original assignments that include instructor comments, dates, and grades. These will show proof of completion of all required activities.*

GRADING CRITERIA AND RUBRICS:

An “A” paper has a significant thesis statement, which is carefully explicated and supported throughout the essay with adequate evidence. The A paper is well-planned and well-proportioned with effective transitions. The sentences are varied and appropriate; the word use (diction) is accurate, imaginative, and concrete. The paper is largely free from errors in grammar, punctuation and spelling.

A “B” paper presents a significant point with adequate supporting material. The point of the essay is made clearly, but with less impact than in an A paper. The arrangement, proportion, and transitions are good; the sentences are mechanically correct and its diction, conventional. Mechanical errors are infrequent. A general rule of thumb is three to five mechanical errors and the paper is down a letter grade.

A “C” paper expresses a fairly obvious thesis with relevant, but limited supporting material. This paper is sound, but it is not adequately developed. The sentences tend to be mechanically correct and the diction conventional. Mechanical errors are, however, not uncommon. Although there may be errors in structure, coherency and unity, still the controlling idea and direction of the author are clear to the reader. A C paper has been described by one instructor as “a dumping ground for papers with various types of relatively minor faults.”

A “D” paper presents an obvious, insignificant idea with inadequate and irrelevant evidence. Its plan, proportion and transitions are weak or non-existent. The D paper often is monotonous; equally often it has faulty sentences. Its diction is vague and colorless. Almost always the D paper is too marred by grammatical errors to be acceptable.

An “F” paper is sometimes the result of no effort on the student’s part. Unfortunately, all too often the F paper is a reflection of a very limited command of Standard English. --Adapted from *Teaching English and Communication at the University of Maryland, European Division*

For all writing assignments, these errors are subject to 3 to 5 point deductions each:

1. Missing heading w/name, course no., date, etc.
2. Missing title
3. Not double spacing
4. Not indenting all paragraphs
5. Incorrect capitalization (ex. personal pronouns (I) and proper nouns (cities and countries))
6. Overuse of these vague words: **got, things, stuff** (avoid these to deliberately improve your vocabulary)
7. Fused or run-on sentences
8. Sentence fragments
9. Missing comma after introductory phrase
10. Vague or incorrect pronoun referents (or using too many pronouns)
11. Wrong word or misspelled word (ex. here for hear/there for their/it's for its/your for you're)
12. Missing commas for appositives (renaming) or nonrestrictive elements. Ex. My father, the most loving man in my life, was always very strict about my car driving.
13. Wrong or missing verb endings: ex. The United States **drop (dropped)** two atomic bombs on Japan.
14. Missing or wrong preposition: ex. We met **in** Main Street **at** San Antonio (**on . . . in**)
15. Missing or misplaced possessive apostrophes: ex. My **mother's** house; the **children's** nanny
16. Unnecessary shift in verb tenses
17. Unnecessary shift in pronouns (ex. using "you" in the middle of a first-person narrative)
18. Lack of subject/verb agreement
19. Missing comma or parallel elements in a comma series
20. Dangling modifiers
21. Inadequate or incorrect MLA citations in essay body or in Works Cited; or using APA for any of your citations.

Class Dates:

TBA--my course has to be transformed into eight weeks, not sixteen. Stay tuned!

Daily Assignments:

TBA

Additional Class Information:

COMMUNICATION VIA E-MAIL, ANNOUNCEMENTS, BLACKBOARD COURSE LINKS, AND DISCUSSION BOARD:

- **E-mails** our major mode of communication, so it is necessary that you have easy and frequent access to e-mail.
- All students will use their My TCC e-mail account (firstname.lastname@my.tccd.edu), which is accessed through Blackboard.
- It is the responsibility of all students to check e-mail sent to their TCCD account regularly. If you fail to check e-mail and the Blackboard classroom website on a regular basis, you risk missing important announcements, instructions, and assignment

details.

- When you e-mail a request or question, I should respond to you within 24 hours, Monday through Friday; however, questions or concerns posted late Friday might not be answered until Monday.
- Also, I will respond to emails only this summer. I will be working in the NE Counseling and Advising offices, so I will not be in my English Dept. office this summer, but can make arrangements to meet any student in person.
- I will set up the REMIND application for our smartphones; this is a quick way to ask questions, share concerns, and receive my quick feedback.
- **Email Best Practices:** if you want your email questions promptly answered, fill out the Subject Line and provide your name and course number when communicating (ENGL 1302 DL is fine).
- At least thrice weekly, check **Announcements** in our Blackboard Course Site for updates and any revisions to the schedule.
- You will have weekly **Discussion Board** assignments, and I may include forums for any general class (not private) questions that may be answered by fellow students as well as the instructor.

READING AND WRITING ASSIGNMENTS: This course is reading and writing intensive:

- To receive an A or B, expect to spend at least eight to ten hours per week reading and writing for this class (this is not an exaggeration). I am particular about proper grammar, punctuation, and usage.
- For the weekly Discussion Board journaling, you will be responsible for your own well-developed responses and your written interaction with at least two classmates' responses.
- Be willing to accept the constructive criticism of fellow classmates and offer it on their writing as well.
- Your work should always be neat, readable, and follow course word processing formats—including DRAFTS.
- Access your lectures, assignment instructions, and submittal portals through Blackboard Weekly Lessons.
- For ALL writing assignments, use MLA heading formats: double space and on upper left side, include student name/course nos./assignment no./date/ and a centered title.
- All assignments must be submitted through the correct portals in the Weekly Lessons links. Please do not email me your assignments; I will NOT grade emailed assignments!

"Great literature is simply language charged with meaning to the utmost possible degree"-- Ezra Pound

TO IMPROVE YOUR GRAMMAR/USAGE ERRORS, USE AS A RESOURCE:

- Purdue OWL website: <https://owl.english.purdue.edu/owl/section/1/>
- Our Textbook Section Chapter 37 on MLA Guidelines
- Or other reliable grammar websites (See Files and Videos links in Blackboard left menu)

FINAL COMMENTS ON GRADES: Student success in this course depends upon you submitting ALL of your required writing assignments, tests and quizzes according to scheduled deadlines and instructions. Your final grade in this course is dependent upon seven major grades. Also, be aware of grade values when planning your course workloads: **Essays are a total of 65%, quizzes are worth only 10%, and discussion board writing is worth 25%, so don't spend most of your time and effort on quizzes! You must adequately complete all major written essays to pass the class.** As the instructor, I reserve the right to round up grades at my discretion. *Any grade challenges must include original essays and assignments that include instructor comments, dates, and grades. These will show proof of completion of all required activities.*

LATE ASSIGNMENT POLICY: I won't grade incomplete work or give full credit for late homework and essays. Course work should be completed and turned in by the specified deadline. Late assignments (including DB postings) are 20 points off immediately through the first week, and not accepted (zero grade) after that week. **Also, late writing assignments will receive no written comments that will assist in your writing skills, and you cannot revise late essays for a better grade.**

REVISIONS: If needed, you may revise any of your on-time essays once for a higher grade; however, your final revised essay grade will be an average of your first and revised essay grades. All revisions are due no later than three days after I have marked and graded

your original essay.

ATTENDANCE POLICY: TCC has a mandatory attendance policy, which includes online courses. Class attendance and participation are essential to student success. The following guidelines will apply: Students in an online course are required to successfully complete the online course orientation and actively participate in the course as described in the Instructor's Course Requirements (ICRs). A student not meeting these requirements may be dropped **at the discretion of the instructor**. For this ENGL 1302 course, attendance will be tied directly to major assignments completed. In addition, I will not directly drop a student from the course; it is the student's responsibility to drop the course him or herself. If a student discontinues completing assignments on time for the course, his or her grade will be reverted to an F by the end of the course. (By the way, a failing grade looks worse on your transcript than a drop.)

PLAGIARISM POLICY: TCC doesn't tolerate borrowing others' writings without giving credit due in the slightest degree. Please don't underestimate TCC instructors' abilities to detect plagiarizing on student papers. Copying more than FOUR consecutive words directly from another source without giving appropriate credit (MLA documentation) is considered plagiarism. This serious offense is subject to disciplinary procedures and even expulsion from college. Intentional or unintentional borrowing includes: copying another student's work, buying papers from any source, copying and pasting chunks of text from other published sources without giving correct parenthetical credit, submitting a previous work as new, providing fake references, and failing to cite text in which only one or two terms were changed. While the Internet has become more sophisticated, so have instructors' tools to detect plagiarized work. Students will be submitting major essays into www.Turnitin.com.

STAY ORGANIZED: Learn time management skills--a crucial part of successful college and adult life. Most college students today have demanding jobs and family responsibilities, yet still successfully steer through a college career because they understand how important it is to build an educational foundation for their future. Learn to coordinate your school, work, and social life schedules! Reading and understanding an assignment takes more than an hour; the process of writing a well-developed major essay for this class also takes more than a few hours at the computer.

STUDENT RESOURCES:

- For TCC course advising and transfer information, you can walk into any advising office at any TCC campus. For more information, go to the **Student Services** link at the top of the TCC main website page. Click on **Academic Advising**. I am also a trained faculty advisor and will help my students if they come to the NE campus advising center when I'm available.
- All TCC campuses offer Student Accessibility Resources (SAR) offices. For more information about requests for accommodations and available services for students, go to the **Student Services** link at the top of the TCC main page, click on **Support Services**, and find **SAR**. Any student with a documented disability needing academic accommodations is required to contact the SAR Office to schedule an appointment with the Coordinator. Since SAR accommodations may require early planning and are not provided retroactively, please contact SAR as early in the semester as possible. SAR is responsible for approving and coordinating all disability-related services. All discussions will remain confidential.
- TCC campuses offer over fifty different lab and tutoring centers for students. To find out more information about lab and tutoring, go to the **Student Services** link at the top of the TCC main website page. Click on **Labs and Tutoring**.

WITHDRAWALS: It is the student's responsibility to be aware of the final withdrawal date of the semester and drop a course. At TCC's main website page, go to the **Getting Started** and **Admissions** links to find information about TCC's Drop/Withdrawal policy. To withdraw or drop from a credit or non-credit course, log into Web Advisor, Select Students, Select Register and Drop Sections. Students should also be aware of the **Drop Six Rule** for Texas Higher Education Courses.

"My belief is that art should not be comforting; for comfort, we have mass entertainment and one another.

Art should provoke, disturb, arouse our emotions, expand our sympathies in directions we may not

anticipate and may not even wish."

-- [Joyce Carol Oates](#)

[TCCD Academic Calendar](#) for important College Dates.

[TCCD Student Handbook](#) for information on attendance and withdrawal policy, dishonesty and plagiarism, and student accessibility resources.

[Access Course Evaluations](#) for instructions on evaluating courses.

[Attendance](#) for attendance requirements.