



Walters State Community College Course Syllabus

Course Information

Course Number and Name: ENGL 0804 Learning Support Writing IV

Section ID: 81234.202380

Semester and Year: Fall 2023

Credit Hours: 2

Start Date: August 21, 2023

End Date: December 08, 2023

Course Format: CON - Conventional Methodology

Catalog Course Description: This co-requisite course addresses the major-components of college-level writing including thesis, support, development, revision, and editing in an incremental process.

As a companion course to ENGL 1010, students will engage in writing activities that assist in the production and improvement of their Composition I themes. Co-requisite(s): ENGL 1010 and EDUC 1030 (unless previously completed). **F,S,Su**

Meeting Details: TR; 02:20PM - 03:15PM; GRNV 215

Course Drop Deadline: October 27, 2023

Instructor Information

Name: Steven Alcorn

Office Location: WSGC2 233

Office Hours: Office Hours posted in eLearn

Office Phone: 423-798-7968

Email: Contact me via the eLearn course e-mail

Supervisor Name: Chris Morelock

Supervisor Phone: 423-585-6780

Required Textbook(s) and Materials

The Little, Brown Essentials Handbook

Authors: Jane E. Arron

Edition: 9th edition

Additional Information

Same handbook as English 1010: Composition I

Student Learning Outcomes/Objectives

- As a result of successful completion of ENGL 0804, students will be able to 1. Apply several techniques of prewriting to generate and organize ideas. 2. Choose appropriate argumentative topics. 3. Write thesis statements that establish the main claims for themes. 4. Write paragraphs unified by clear topic sentences. 5. Use relevant rhetorical patterns and supporting materials to develop themes. 6. Identify logical organization and effective transitions in themes. 7. Recognize unified, coherent, and audience-appropriate writings. 8. Edit themes to conform to conventions of grammar, mechanics, and usage by avoiding the following major errors: sentence fragments, comma splices, run-on sentences, subject-verb agreement errors, pronoun-antecedent agreement errors, inappropriate verb forms, and inappropriate tense shifts.

Instructional Approach and Methods

Instruction will come from lecture, discussion, reading, exercises, and practice in writing (in class or in lab). Grades will be determined by evaluation of writing exercises and quizzes.

Assessment, Evaluation and Testing Procedures

This is a pass/fail course. Students who receive 70% of the possible points for the course will pass and remove their LS Writing requirement. Passing the co-requisite Composition I course automatically awards students with 70% of the points.

Grading Scale

Pass	70-100%
Fail	0-69%

Assignments

Assignments/Projects:

Writing Exercises Papers 1-4: 650 points

18 quizzes: 324

MSV pretest: 1

MSV posttest: 25

Total for course: 1,000 points

Class Participation

I take roll at the beginning of each meeting; thus, if you are tardy, it is your responsibility to notify me that you are present at the end of class. Otherwise, you will be marked absent, for I do not guarantee that I will notice you if you come in late, nor will I accept any “after the fact” notifications (via e-mail or otherwise) assuring me that you were in attendance on any previous days. During Fall and Spring semesters, any student who has more than seven absences in a MW (or TR) class, or more than three absences in an evening class (which meets only once a week) may receive an “F” for the course. For 5-week Summer classes students with more than 3 absences may receive an “F” for the course.

The first day of attendance is determined in this class in the following manner: The first day that you attend a regularly scheduled class meeting.

The last day of attendance is determined in this class in the following manner: The last day that you attend a class meeting.

Course and Class Policies/Procedures

Time Management

This co-requisite course meets 2 hours each week. We will (as necessary) review such topics as grammar, the writing process, MLA documentation, and any other relevant topics. You will take grammar quizzes. You will also work on English 1010 assignments.

A Note About Grades

As indicated above on the Syllabus: This is a pass/fail course. Students who receive 70% of the possible points for the course will pass and remove their LS Writing requirement. Passing the co-requisite Composition I course automatically awards students with 70% of the points.

P = 70-100%

F = 0-69%

Proper Etiquette in Classroom Situations

Be courteous and professional when you communicate in class and when you respond to others. Show respect for opinions, values, beliefs, and ideas of others. Never use language that you think others might find offensive or belittling. Respond civilly and politely. Maintain a basic level of respect for others.

Students are expected to respectfully listen to instructor during class lectures or to a classmate who is addressing the class during class discussions.

Students are expected to work diligently during workshop days.

Minors on Campus

As per Walters State official policy: Children may not accompany adults into classrooms.

E-Learn

I will post relevant course documents to E-Learn regularly. Check E-Learn frequently – I would define “frequently” (in this context) as “at least once a day” – for you will be responsible for any information/documents/“News Items”/e-mails/etcetera that I post there. If I need to communicate with you, then I will do so via posting a “News Item” on E-Learn and/or via the E-Learn e-mail function. I will plan to check my eLearn e-mail regularly during the work week (M-R), and I will endeavor to respond to your e-mails within 24-48 hours during the work week (M-R).

Writing Exercises

The precise nature of the “Writing Exercises” assigned for this class will be described later.

Quizzes

There are a number of quizzes – 18 of them, along with the “MSV Pre-Test” and the “MSV Post-Test” – that will be administered in this class on eLearn. It is your responsibility to make sure that your connection to eLearn (and to the quizzes) is working properly. It is your responsibility to make sure that quizzes were completed properly, for I will not be informing students if I do not receive a particular assignment. All quizzes (unless otherwise announced) will close at 11:59 PM. on the day (see posted

Schedule) that the relevant quiz is due. Quizzes will not be accepted late, and there will be no "make-up" for missed quizzes.

Important Note

To complete all requirements for any type of course this semester, students must be able to access the Internet via a DSL or higher broadband connection from home or another location. Students will also need a computer with a webcam, a speaker, and a microphone; or, students will need a tablet. Students may access the Internet through computer facilities at the college's library on the Morristown campus or at campuses in Greeneville, Sevierville, and Claiborne, or anywhere else they have access to the Internet. See the [WSCC Library for hours and online resources](#).

It is the student's responsibility to secure an up-to-date mobile device and wifi access to operate well and have the best opportunity for success in courses. Securing your own device is encouraged; however, if you are unable to secure a device, Walters State has a limited number of devices to loan to students.

- WS students may check out devices from the WS Library; see this link for additional information: <https://ws.libcal.com/reserve/equipment>
- WS mobile hotspots are available on all campuses. See this link for detailed information regarding these hotspots: <https://ws.edu/coronavirus/#wifi-access>
- WS provides free access to Microsoft 365 for enrolled students. See this link for product download instructions: http://helpdesk.ws.edu/pages/guide_install-office-365.asp

If necessary, merely copy-paste the above-listed links into a web browser

Useful Phone Number

Help Desk: 423-318-2742

If you have technical issues or issues with your username/password, call the Help Desk at (423) 318-2742. The Help Desk is available Monday-Thursday 8:00 am-9:00 pm and Friday 8:00 am-4:30 pm. I have no power or ability to help with such issues. If anyone approaches me with these issues, then my first response to that person will be along the lines of asking what the Help Desk said when you contacted them. It is your responsibility to make sure that your computer access to eLearn is working – not mine or anyone else's.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions).

Plagiarism includes, but is not limited to the following:

- a. Using cut/paste tool from original document with no references given.
 - b. Copying another student's work and submitting it as one's own.
 - c. Forging or otherwise altering signatures.
 - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
 - a. Utilizing old tests, projects, notes or written papers.
 - b. Providing unauthorized information to a fellow student about exam content.
 - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
 - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
 - e. Consulting with a classmate or others when taking a computerized test.
 - f. Disregarding other specific policies and procedures outlined for a particular class.
 - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
 - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
 3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/humanities/writing-lab)
[ws.edu/academics/humanities/writing-lab](https://www.waltersstate.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/mathematics/learning-lab)
[ws.edu/academics/mathematics/learning-lab](https://www.waltersstate.edu/academics/mathematics/learning-lab)

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.waltersstate.edu/helpdesk)
[helpdesk.ws.edu](https://www.waltersstate.edu/helpdesk)

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.waltersstate.edu/student-services/disability/)
[ws.edu/student-services/disability/](https://www.waltersstate.edu/student-services/disability/)

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate

help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](https://catalog.ws.edu/)
catalog.ws.edu/

[Walters State Timetable of Classes \(opens in new window\)](https://ws.edu/admissions/registration/)
ws.edu/admissions/registration/

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.

- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

ws.edu/home/

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](http://ws.edu/set/)
ws.edu/set/

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)