Walters State Community College Course Syllabus

Course Information

Course Number and Name: ENGL 1020 English Composition II
Section ID: 81074.202380
Semester and Year: Fall 2023
Credit Hours: 3
Start Date: August 21, 2023
End Date: December 08, 2023
Course Format: WEB - Web Classes
Catalog Course Description: A composition course emphasizing documented critical writing, based on an introduction to fiction, drama, and poetry. Prerequisite(s): ENGL 1010. **F, S, Su**
General Education Course Designation: General Education Course
Meeting Details: TBD
Course Drop Deadline: October 27, 2023

Instructor Information

Name: Carla Todaro
Office Location: WS Niswonger Campus--Suite 232, Office 234
Office Hours: Posted in eLearn
Office Phone: 423-798-7966
Email: Email through Course Tools-Class List in eLearn; emergency email: carla.todaro@ws.edu
Supervisor Name: Chris Morelock, English Department Head
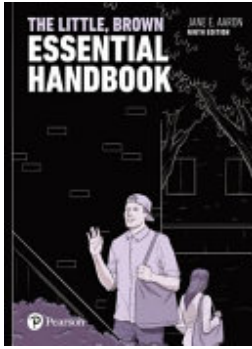**Supervisor Phone:** 423-585-6780

Required Textbook(s) and Materials

The Little, Brown Essential Handbook
ISBN: 9780134515212
Authors: Jane E. Aaron
Publisher: Pearson

Publication Date: 2017-01-04

Edition: 9th

Additional Information

The Little, Brown Handbook is the <u>only</u> book required.

WSCC Bookstore:

https://www.bkstr.com/wsccstore/shop/textbooks-and-course-materials

Supplemental or Optional Materials

No other textbooks are required for this course. Only the *Little, Brown Handbook* is required.

Student Learning Outcomes/Objectives

- Students will be able to read closely primary and secondary sources and understand them at interpretive and evaluative levels in preparation for writing about them.

- Students will be able to distinguish among opinions, facts, inferences, and persuasive approaches in primary and secondary sources.

- Students will be able to formulate thesis sentences based on readings of primary and/or secondary sources, to select material from them to support the thesis, and to write papers with well-developed ideas supporting the thesis.

- Students will be able to use appropriate rhetorical patterns, such as comparison/contrast and argumentation, to demonstrate an understanding of the elements of fiction, poetry and drama in coherent essays which develop literary arguments from process to product.

- Students will be able to manage, coordinate, and document primary and secondary sources according to MLA style in solving problems and arriving at decisions in the writing process.

- By the end of this course, students will be able to apply ENGL 1010 planning, organizing, drafting, revising and editing skills to the writing of literary argument papers in ENGL 1020.

- Students will be able to compose papers using correct diction, syntax, usage, grammar, and

mechanics.

Instructional Approach and Methods

Instructional and Evaluation Methods:

The student will write at least 300 words on an assigned topic during the first week of class. in order to refer the student with basic mechanical difficulties to placement testing or to the English Learning Lab Technician. Students must also take a non-credit, objective MSV pre-test within the first week of classes.

In addition to the first-day writing sample, the student will write a minimum of four papers of at least 600 words each throughout the course. These papers must include primary source quotations and be documented according to MLA style. At least one of these papers must also include quotations from secondary sources such as articles from the WSCC Library databases. If the instructor chooses, one of these papers may be an essay examination of 600 words. All papers other than timed, in-class essays must contain an MLA-style Works Cited page. These required papers represent a minimum for the course, and with plans and additional, related writing assignments, students should write over 5000 words during the semester.

The student will keep all required paper drafts and make revisions according to instructions. The instructor may require that this process be completed electronically. Any major paper assignments evaluated outside of eLearn must be submitted to the instructor at the end of the semester.

The student must rewrite any lost papers. The student must also complete the objective MSV post-test, which will count toward the final grade.

The student will plan before writing each paper. For this purpose the student will write formal outlines.

Assessment, Evaluation and Testing Procedures

Testing Procedures:

The instructor evaluates each paper on its own merits. While there is no single formula for evaluating any paper, in this course all papers will be assessed by standard rubrics. These rubrics will address criteria such as the quality of content and organization, thesis, specific detail to support and develop general statements, and the number and frequency of serious errors (such as fragments, comma splices, fused sentences, errors in agreement and tense, and awkward constructions). Repeated errors and deficiencies become significant in the evaluation of the student's writing. Since progress is

the principal objective, students will have multiple opportunities to demonstrate mastery of the evaluated criteria.

Grading Scale

A	100% (900-1000 points)
B	80 – 89% (800-899 points)
C	70 – 79% (700-799 points)
D	60 – 69% (600-699 points)
F	59% and below (0-599 points)

Assignments

Course Assignments and Points Values

Assignments	Points Possible
MSV Pre-Test--REQUIRED	50 (does not count toward final grade)
MSV Post-Test--REQUIRED	50
Response Papers	150
Essay Plans	250
Essays	550
Total Points Possible	**1000**

Check Course Information-Grades in eLearn often to see your current course average. Save all your work and notify Professor Todaro promptly if you see anything that needs attention concerning your grades.

Due dates for each assignment in the course are posted at Course Information-Calendar and at the beginning of each unit in eLearn Content.

Class Participation

This is an online, asynchronous course, meaning all instruction, learning, assignment completion/submission, and communication will take place within eLearn.

You are not required to be online on any certain day or time; however, you are expected to meet the weekly deadlines posted for each assignment. Because this is a five-week course, you must meet each deadline to avoid falling behind.

Please ask plenty of questions, reach out to me when you need help, and keep up with your due dates.

Check your eLearn email every day since I will be emailing you often with important information!

Course and Class Policies/Procedures

Attendance Policy and Late Assignments

- Attendance
  1. Since this is an online course, attendance will be reported to Walters State Community College as follows
     - First day attendance: You will be reported as "Attending" when you complete all first-week activities posted in the "Unit 1: Getting Started" unit in eLearn Course Information-Content.
     - Attendance throughout the semester: You will be reported as "Stopped Attending" when you have not completed any assignments in eLearn for two weeks or longer. Please keep in contact with Mrs.Todaro about assignments, due dates, and anything that hinders your completion of your assignments.
- Late Assignments
  1. Assignments lose 10% for each day they are late. You must contact Mrs. Todaro to submit a late assignment.
     - Response papers and paper plans may not be submitted on or after the due date of the final draft of the paper to which they correspond.
     - Nothing may be submitted for a grade after Friday, December 1, 2023.

Plagiarism and AI Policy

Please note that <u>everything you write in this class must be original and written by **you**</u>.

- This means **you cannot copy phrases, sentences, or paragraphs from any book, website, or other source, <u>including other students' essays</u>**. Do not use internet sites for "help."
  - When you submit writing in this class, TurnItIn will check it against everything on the internet as well as essays that have been submitted to Walters State or to any other school that uses the TurnItIn software. Any matches will be marked.

- This means **you cannot use AI software (like ChatGPT, for example) to write any part of your assignments.**
  - When you submit writing in this class, the AI detector attached to TurnItIn will check for the likelihood that the writing was generated by AI software. The percentage of likelihood will be reported to your professor.

Per Walters State English Department policy, plagiarism of any kind will result in a 0 for the assignment and can result in a 0 for the course.

Please note Walters State's policy on plagiarism from the *2023-2024 Catalog and Student Handbook* :

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. *Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the instructor of the class. In addition to possible disciplinary sanctions which may be imposed through the regular institutional procedures,* **the instructor has the authority to assign an appropriate grade, including an "F" or "zero" for the exercise or examination, or to assign an "F" for the course.**

Talk with Professor Todaro about any concerns you have regarding plagiarism and AI software.

Online/Web-Enhanced Course Supplementary Information

Technology

Microsoft Office Word (97 or higher) is the required word processing software for this course. If you do not have Word on your computer, you will need to submit your word processing documents as Rich Text Format (.rtf). You may not submit PDFs.

You need a good Internet connection or access to a good Internet connection in order to access online components of the course and to submit assignments. Have a backup plan in case your main home Internet or school computer access is not available. Keep in mind you can borrow a laptop or iPad from the WSCC Library and use the computers in labs on each WSCC campus, Monday-Thursday.

Managing eLearn

Our online Learning Management System (LMS) is called Desire2Learn and is referred to as D2L or more commonly eLearn. For help on how to use eLearn, go to the "Guides" tab at the top of the home page. Select "eLearn for Students Web Series" for video lessons on how to manage eLearn tools. Or, you can select the "Student Guide" for written steps on how to use eLearn. One of the best ways to learn is to click and try the different sections and tools.

Additional Course Requirements/Details/Information

Plagiarism:

Guard against plagiarism in all its forms. Using someone else's exact words without giving him or her credit is plagiarism. (Giving credit for quotations requires both the use of citations and the use of quotation marks or the block quotation format). But remember that taking someone else's ideas or arguments or information without giving him or her credit is also plagiarism. (Giving credit for ideas, arguments, and information requires the use of citations.) Finally, regardless of whether you are quoting or paraphrasing or putting ideas and information into your own words, **any source that you consult in the course of preparing a paper must be listed on an MLA-formatted Works Cited page**. Penalties for plagiarism range from failure on the assignment to expulsion from the college. See Student Handbook and College Syllabus for more information on Plagiarism.

Dropbox submissions will be checked by Turn It In for possible plagiarism of previously-submitted work or wording from online sources. If you have questions about what is or is not plagiarism, please contact the instructor.

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)
  ws.edu/academics/humanities/writing-lab

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

  Walters State Mathematics Learning Lab (opens in new window)
  ws.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)](helpdesk.ws.edu)
helpdesk.ws.edu

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)](ws.edu/student-services/disability/)
ws.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.

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)
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)](#)