

**Syllabus**

**Course Name: Dual Credit Composition II**   
**Course Number:** ENGL 1302.Section  
**Semester & Year:** Spring

**Instructor Information:**

# *Name: Shelby Strebeck*

*Office: 507*

*Telephone: 903-832-8005 ext.4507*

# *E-mail: sstrebeck@pgisd.net*

# *Office Hours*: 2:15 pm to 2:55 pm

*Please call or email for an appointment at other times.*

**Note: ALL e-mail to me MUST be from the student’s PG e-mail address. The subject line MUST have class name. Other e-mail will not be opened.**

* **Textbook Information:**

*Perrine’s Literature: Structure, Sound & Sense* 13th ed*.* Greg Johnson & Thomas Arp ISBN 9781305971035

* **Course Description:**

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods: critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

**Attendance will be reported to TC**

**After 10 absences, students will be dropped**

**Help Desk – TC Login Problems**

903-823-3030 8:00 a.m. – 5:00 p.m. helpdesk@texarkanacollege.edu

**Prerequisite:** Satisfactory completion of ENGL 1301

* **Student Learning Outcomes for the Course:**

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative research processes.

2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.

3. Analyze, interpret, and evaluate a variety of texts for ethical and logical uses of evidence. 4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.

5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

* **Computer Requirement Policy:**

Students are required to have a school-issued Chromebook with Internet access for classes. The computer must be an actual Chromebook issued by the school– smartphones, iPads, Androids, Personal laptops, etc., are not acceptable substitutes because they lack the software compatibility necessary to be monitored by the instructor during class time.

* **Student Requirements for Completion of the Course:**

***Student Assessment:***

| **Assignments and Assessments** | **Percentage of overall grade** | **# of Activities** | **Total Percentage of Final Grade** |
| --- | --- | --- | --- |
| Forum Posts / Response Journals | 20% | Varies | 20 % |
| Quizzes | 20% | 5 | 20 % |
| Tests  Essays  Short Stories | 50% | Character Analysis  Literary Criticism Review  Literary Research Paper  Literary Research -Presentation | 50 % |
| Final Exam | 10% |  | 10% |
| **Total Points/Percentage Possible** | | | **100 %** |

***Grading Scale:***

| **Grade** |  |
| --- | --- |
| **A** | 90-100 |
| **B** | 80-89 |
| **C** | 70-79 |
| **D** | 60-69 |
| **F** | 59-below |

* **Forum Posts/Response Journal (10 points each) –**We will read several short stories this semester, and I will post discussion prompts for most of them.  Your response can explore the social or psychological significance of the story as well as respond to the literary elements. These responses take the place of classroom discussion and are expected to be well-written and substantive. These count as 20% of your grade. **FORUM POSTS CANNOT BE SUBMITTED FOR A LATE GRADE.**
* **Quizzes or Response Paragraphs (100 points each)** – Throughout the semester, you will respond to a writing prompt related to the assigned reading. These should be more substantive than the discussion question responses and will be worth 20% of the final grade. **RESPONSE PARAGRAPHS CANNOT BE SUBMITTED FOR A LATE GRADE.**
* **Major Essays** – Students will write three essays and one presentation throughout the semester, and these will count for 50% of the final grade.
  + **Character Analysis (200 points: 100 points content/100 points grammar)**
  + **Literary Criticism Review (100 points)**
  + **Literary Research Paper (250 points: 100 points content/100 points grammar/50 points MLA)**
  + **Literary Research Paper Presentation (100 points)**

**The central focus of the research paper will be a research-based discussion of one or more of the elements of fiction, along with the theme of one of the assigned short stories**. In addition, students may select to explore the historical, social, or psychological context of a particular story. This will be a 4- to 6-page paper and will include a Works Cited page with at least four database sources. No internet sources are allowed for this assignment.

Essays will be graded using Texarkana College Grading Rubrics for this course. **Grammar, mechanics, and checks for plagiarism will be assessed using TurnItIn. An addendum to the syllabus will be sent to all students to explain the process for submitting final essays to Turnitin.**

* **Final Exam (100 points)** – Students will take this online with a time restriction ***(unless otherwise instructed***). The final exam counts as 10% of your final grade.

***Note:***

Failure to turn in either one of the first two major essays (Character Analysis or Literary Criticism Review) within two weeks of the due date may result in being dropped from the course. Handing in a paper that is deemed not acceptable for grading (i.e. handing in a paper with no in-text citations) is the same as not handing in a paper at all. Late papers will be assessed up to a 20-point per day late penalty. **Failure to turn in all three required essays will result in a failing grade in the course.**

***Special Requirements for the Research Paper:***

* **Research papers lacking in-text citations will receive a grade of 0 for all components.**
* **Research Papers lacking a Works Cited page listing sources that are cited in the paper will receive a 0 for all components.**
* **Research papers that do not include TC Literary database sources will receive a 0 for all components.**
* **Research Papers will not be accepted late. NO EXCEPTIONS!**
* **Class Schedule:**

**Posted in Google Classroom.**

* **ABSENTEE POLICY:**

Texarkana College’s absentee policy allows instructors to withdraw a student from a course due to excessive absences. In accordance with attendance requirements for classes published in the Texarkana College & Pleasant Grove Course Handbooks for Students. Students may be dropped for failing to complete weekly activities as assigned by the instructor.

Make sure that you participate in your course activities and discussions. Check your Google Classroom, PG email, and Skyward regularly for missing assignments. **Students who miss more than 10 days will be dropped from this class.** Experience demonstrates that regular attendance enhances academic success. As such, students are expected to attend each meeting of their registered courses Attendance is vital to your success.

A student should not stop attending a class without formally withdrawing from the course by the institution's published Last Day for Students to Drop. If a student stops attending class after the published Last Day for Students to Drop, the student **may** receive a grade of “F” in the class. The instructor will submit the last date of attendance for students receiving a grade of “F” or “W.”

Withdrawal from a course(s) **may** affect a student’s current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short and long term consequences of a withdrawal.

Link to TC Absentee Policy 2021-2022 Catalog:

[https://www.texarkanacollege.edu/catalog/article/absentee-policy](https://www.texarkanacollege.edu/catalog/article/absentee-policy/)

Do not stop attending a class without formally withdrawing from the course by the institution’s published Last Day to Drop. If a student does not attend class and does not withdraw from the class, the student will receive a grade of F in the class. The published Last Day to Drop applies to students; an instructor may withdraw a student for excessive absences at any time during the semester.

***Excused Absences:***A student’s absence due to school trips and/or school business will not be counted against a student’s allowable number of absences. These are the only types of absences that are considered excused by Texarkana College. **Students must follow the correct notification procedure for school-related absences**  Responsibility for work missed for any absence is placed on the student. Make-up policies are listed in each individual instructor’s syllabus.

***Maximum Allowable Absences:***After official registration, the following number of unexcused absences will be the maximum allowable before a student may be dropped from the class. Mandated program certification requirements detailed for certain programs regarding the maximum allowable unexcused absences takes precedence over the following information.

**Academic Classes**

| **A COURSE THAT MEETS FOR THE FULL 16-WEEK SEMESTER** | |
| --- | --- |
| Class or Lab Meets:  Once a week (Night or Friday classes)  Twice a week (MW or TR classes)  Three times a week (MWF or TRF classes)  Four times a week (MTWR classes)  **Five Times a week (M-F)Dual Credit** | An instructor may withdraw a student from a course if absences exceed:  2  4  6  8  **10** |

* **Financial Aid:**

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

* **Drop Date:**

The official drop date for the course is **April 15th** which is the last date for the student to drop this course with a W. The instructor may drop the student at any time during the semester.

‘

* **Make-up Policy:**

**Essays cannot be turned in for a late grade**. Up to a **20-point per day** penalty will be deducted for late **daily work.**

* **Academic Dishonesty Policy: Academic Integrity Statement**

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism (including AI), collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”.

This policy applies campus-wide, including PGHawk Help Testing Center including dual credit campuses. This information can be found in the Student Handbook at <https://texarkanacollege.edu>.

* **Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blase at 903.823.3349, or go by the office of Disability Services located in the Academic Commons (library) for personal assistance.

If a student qualifies for accommodations from the TC Director of Disability Services indicating that he or she has a disability that requires academic accommodations, the director will send an email to the instructor so accommodations can be made.

* **Viewing Grades:**

Grades are available for viewing throughout the semester under the student’s Skyward portal.

* **Assignment Headings**:   
  The following information should be placed in the right corner of each assignment to be turned in:  
  Name: (First and last)

Class: ENGL 1302.O1 (Class & Period)   
Date:

* **PG Email:**

Students should check their TC Email account on a regular basis to check for general information sent from their instructor about missing assignments. Also, when emailing the instructor, the students should use the PG Email account.

* **Accessing Library Database:**

**Directions for Accessing the Texarkana College Databases:**

1. Go to the Texarkana College Website. (www.texarkanacollege.edu)

2. Click on the Library link at the top of the page.

3. Click on Library Guides in the middle of the page.

4. Scroll through the list and click on English 1302.

5. Click on Suggested Databases at the top of the page.

6. Click on a Database.

7. Type in your Username and Password (same as your MyTC log-in and password)

8. Once in the database, be sure to search for a full text article and be sure to gather documentation information for the article.

* **Student Support:**

**(See additional information about access to tutoring in the Moodle Classroom.)**

**Plus Time**

M-F 9:38 a.m. - 10:08 a.m.

**PG Hawk Help Library Hours**

M-Th: 4:00 p.m. - 6 p.m.

* **Class Policies:**

**“Netiquette”** is the term used to describe rules of courtesy in using electronic communication. These rules are intended to help use the medium effectively and considerately. The ideas below are intended to help with electronic class discussion.

When communicating in an online course, you are addressing a group of people. The following guidelines will help you to communicate effectively.

* Don’t say things that you wouldn't say in a face-to-face environment, or in any public place.
* Don’t share confidential information.
* Use the subject line to identify the content of the message.
* Stay up-to-date on forum postings by reading them regularly.
* Always comply with copyright by citing your references when posting online content.
* Use individual e-mail for messages to individuals rather than tying up the group list.
* Do not forward emails or discussion forum postings without asking permission to from the original author.
* Electronic communication does not provide visual cues, such as smiles or frowns that face-to-face communication allows. Therefore, humor and/or sarcasm in written text might be misunderstood and interpreted as rude or inflammatory in the online environment. Choose your words carefully to avoid hurting or angering anyone. Should emotions become inflamed, do not promote the anger. Take a cooling down period, perhaps overnight, before you engage in the online activity again.
* Avoid using all capital letters in your text. This is considered “shouting” in the online classroom.
* Aim for clarity and readability in your text.
* Use proper English and remember to spell check.
* If you do not understand the assignment’s directions or the posts of your classmates, don’t be afraid to ask for clarification.
* Always be prepared for class! Students should be prepared to turn in work, listen, and complete assignments. By having textbook and other supplies each class period, a student increases his or her ability to be successful in the course.
* There will be a zero tolerance policy for any behavior that is disruptive of classroom learning. This includes any vulgar language or rude behavior toward the instructor or other students in the class.
* Students should be respectful to the instructor and other students during class time. This includes not talking while the instructor is teaching and not walking around the classroom during class instruction.

If any of the above problems occur, a student may receive a warning or may be asked to leave the classroom and report to their grade-level principal. Students can be dropped from the course for inappropriate classroom behavior.

Students in this course are held accountable to all policies and procedures outlined in the Handbook.

* ***Concerns:***

Please know that you are welcome and encouraged to come to me or email me with any concerns or problems you have with this class.

I am here to help you succeed!

Everything we do in this class is designed to help you have a successful college career. If something is going on in your life that interferes with your success in this class, I cannot help you if you do not communicate with me.

I am looking forward to working with each one of you this semester!!

***NOTE:*** *The above guidelines are subject to amendment at any point during the semester. Students will be notified in class if any changes occur. Students are responsible for any changes after they have been announced in class.*