

Sul Ross State University

Dr. Stein  
CRN: 18626

Fall 2015  
MW 11:00-12:15

ENGL 1302: Composition II  
Course Policies and Procedures

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**Instructor:** Dr. Stein  
**Phone:** 837-8770

**E-Mail:** kstein@sulross.edu  
**Office:** Ferguson Hall 214B

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**Office Hours:** T, W, & R: 10:00-10:55 or by appointment

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**Materials/Access:**

Flash drive

BlackBoard Access

Sul Ross e-mail account

Internet Access

You will want to have access to a grammar handbook with MLA content

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**Course Description:** "This course includes the study of various writing modes, with emphasis on exposition, critical analysis, and research techniques. Students will write well-developed, critical, persuasive, documented papers. Required of all students. Prerequisite: English 1301." (SRSU 2014-2016 Catalog).

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**Course Objectives:**

- Students will analyze, evaluate, and improve the manner in which they incorporate the Writing Process into their own academic writing.
- Students will analyze and integrate a variety of resources (both online and library based) into their writing.
- Students will identify the elements involved in argumentation.
- Students will practice rhetorical analysis.

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**Course Policies:**

**1. Attendance:** Attend class! Successful students commit to attending class regularly. Being a better writer requires you working hard at practicing good writing skills. You don't have to be super smart to be a better writer. You have to be committed.

Unsatisfactory attendance consists of absences, tardiness, leaving the classroom early, coming to class unprepared to participate (without your flash drive and/or assignments), and/or using your cell phone (turn off before class begins). No absences will be "excused" (uncounted) unless they result from your carrying out official, verifiable university business recognized by SRSU. Excused absences will only matter for daily work, and *only if you inform me before you miss a class that you have an absence upcoming*. Because you have so much time to work on major papers/packets, the due dates for them are still in effect even if you have an excused absence.

You have paid to attend this class. It is up to you to choose to attend this class. It is difficult to do well in a class that you do not attend. The decision is yours. Should you decide to drop this class, you must do so before 4:00 p.m. on November 13.

Should you have to miss a class, you are still responsible for everything that is covered in that class. Missing class or being late is not an excuse for missing a due date or misunderstanding

an assignment. Your classmates are always your first resource. You should feel free to contact me should you need more clarification.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

2. **Late Work:** Do all assignments and turn them in when requested. Even if you cannot be in class when the assignment is due, the assignment itself is still due. If you know that you will be missing class when an assignment is due, you can submit the final document and scanned packet via email before class begins or you can turn in the final document and packet to my office before class begins.

I do not accept late work. Please mark your calendar with all of the due dates for all assignments this semester. Do not put yourself in the position of losing points because you failed to turn in assignments in a timely fashion or did not submit all parts of the assignment.

3. **Format:** You will use MLA format. All submitted drafts must be word processed. A computer lab is available to you in ACR 106. You can also use the computers in the library or in the Academic Learning Center (FH 213). All work completed in class must be legible. To receive the maximum number of points, you must follow directions.

4. **Blackboard 9:** Be sure to access Blackboard on a regular basis for assignment updates and announcements. If you need help with Blackboard, please call 432-837-8439. If you need log-in help, please call 432-837-8888.

5. **Honesty:** Please remember that real success comes from learning how to do the work yourself. Don't cheat. A college education costs too much for you to waste your time trying to figure out how to beat the system rather than figuring out how to learn the material. Furthermore, such behavior is dishonest. It makes you look very bad. Academic dishonesty may result in your receiving a lower grade for an assignment (up to and including an "F"). A repeated instance of academic dishonesty may result in your receiving an "F" for the course and referral to the department chair. Please see the Student Handbook for a more complete discussion of academic honesty.

6. **Respect:** I want you to feel free to speak your mind in this class. However, we will share our ideas in a respectful manner. We don't have to agree with each other, but we do have to support each other's right to have a differing point of view.

7. **E-Mail:** You will want to check your Sul Ross e-mail regularly. It is an easy way for me to stay in contact with you and for you to stay in contact with me.

8. **Writing Help:** If you need help with any writing assignments, please visit with the tutors at the Writing Center located in Morelock 102 (or at 837-8270 or at [writing@sulross.edu](mailto:writing@sulross.edu)).

9. **Accessibility Services:** Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Mary

Schwartz in Counseling and Accessibility Services, Ferguson Hall, Room 112. The telephone number is 432-837-8203. The mailing address is P.O. Box C-171, Sul Ross State University, Alpine, Texas 79832.

10. **Talk to Me:** If you have questions or concerns, talk to me. I can't help if I don't know what the problem is.

11. **Grading:** Be sure to keep all of your graded work. Any time that you have questions about the grade that you have received on an assignment, please schedule a meeting with me to discuss your writing.

Also, I require that for each process paper (all but the final exam), you must turn in a packet of support materials. Turning in all packet materials will keep you from losing additional points.

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**Course Assignments:**

<b>Assignments</b>	<b>Possible Points</b>	<b>Points Earned</b>
(Pre) Diagnostic Essay	50	_____
Summary Paper	100	_____
Rhetorical Analysis of a Speech	200	_____
I-Search Bibliography	100	_____
I-Search	300	_____
(Post) Diagnostic Essay	50	_____
Daily Grade	100	_____
Final Exam	100	_____
<b>Total</b>	<b>1000</b>	_____

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**Grading Scale:**

- 1000 - 900 points = A
- 899 - 800 points = B
- 799 - 700 points = C
- 699 - 600 points = D
- 599 or fewer points = F

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## Course Calendar

**Note:** Always bring your current writing assignment to class on a flash drive.

- Aug. 24 (M) Discuss: Introductions to Each Other.
- Aug. 26 (W) **(Pre) Diagnostic Essay.**  
HW: Review Syllabus and Course Calendar.
- Aug. 31 (M) Discuss: Introduction to Course; Critical Thinking and Argumentation; MLA Format.  
HW: Read "Civil Rights Movement" Handout.
- Sept. 2 (W) Discuss: "Civil Rights Movement," Annotation, Summary, and Paraphrase.  
Assign: Summary Paper.  
HW: Read and annotate "Martin Luther King Jr."
- Sept. 7 (M) Labor Day Holiday: No class.
- Sept. 9 (W) Discuss: Annotation of "Martin Luther King Jr."  
In-Class: Work on First Draft of Summary Paper.  
*Note: Census Day; after this date, any drop will count as one of your six allowed drops.*
- Sept. 14 (M) Discuss: Citing Sources.  
**Due: First Draft of Summary Paper. (Bring two copies to class; bring copy on flash drive.)**  
Peer Review: First Draft of Summary Paper.
- Sept. 16 (W) Discuss: Continuation of Citing Sources.  
**Due: Final Draft of Summary Paper and Packet; also bring copy on flash drive.**
- Sept. 21 (M) Discuss: Creating a Works Cited Page.
- Sept. 23 (W) Discuss: Creating a Works Cited Page (continued).  
Assign: I-Search and I-Search Bibliography.  
HW: Decide on your topic for your I-Search.
- Sept. 28 (M) Orientation to Library Research (meet in Library Classroom/2<sup>nd</sup> floor).
- Sept. 30 (W) Conducting Library Research (meet in Library Classroom/2<sup>nd</sup> floor).
- Oct. 5 (M) Discuss: In-Text Citations.
- Oct. 7 (W) Discuss: Using Quotations.

- Oct. 12 (M) Discuss Intellectual Property.  
Peer Review: I-Search Bibliography.  
**Due: First Draft of I-Search Bibliography. (Bring two paper copies to class; bring copy on flash drive.)**
- Oct. 14 (W) Discuss: Academic Integrity.  
In-Class: I-Search and Works Cited.
- Oct. 19 (M) Peer Edit: Final Draft of I-Search Bibliography.  
**Due: Final Draft of I-Search Bibliography.**  
*Note: Mid-term.*
- Oct. 21 (W) Discuss: Rhetorical Appeals (Pathos, Ethos, and Logos).
- Oct. 26 (M) Discuss: Literary Elements/Elements of Style.  
HW: Read and Annotate "I Have a Dream."
- Oct. 28 (W) Workshop: Martin Luther King, Jr's "I Have a Dream" Speech - Rhetorical Appeals and Literary Elements.
- Nov. 2 (M) In-Class: I-Search.
- Nov. 4 (W) Peer Review: I Search.  
**Due: First Draft of I-Search. Bring two paper copies to class; bring copy on flash drive.)**
- Nov. 9 (M) Workshop: I-Search.
- Nov. 11 (W) Peer Edit: Final Draft of I-Search.  
**Due: Final Draft of I-Search and Packet; also bring copy on flash drive.**
- Nov. 13 (F) *Last day to withdraw from the 16 week course/term with grade of "W." Drops must be processed and in the Registrar's Office by 4 p.m.*
- Nov. 16 (M) Discuss: Rhetorical Analysis.  
Assign: Rhetorical Analysis of a Speech Paper.  
In-Class: Rhetorical Analysis of a Speech.
- Nov. 18 (W) Workshop: Rhetorical Analysis of a Speech.
- Nov. 23 (M) Peer Review: First Draft of Rhetorical Analysis of a Speech.  
**Due: First Draft of Rhetorical Analysis of a Speech. (Bring two paper copies to class and copy on flash drive.)**
- Nov. 25 (W) Thanksgiving Holiday. No Class.
- Nov. 30 (M) Peer Editing: Final Draft of Rhetorical Analysis of a Speech.  
**Due: Final Draft of Rhetorical Analysis of a Speech and Packet; also bring copy on flash drive.**

HW: Annotate Essay for (Post) Diagnostic Essay.

Dec. 2 (W) (Post) Diagnostic Essay.

Dec. 9 (W) Final Exam: 10:15 a.m. – 12:15 p.m.