

**Sul Ross State University**  
**Policy Statement and Syllabus**  
**English 1302**  
**Spring 2023**

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### **Required Texts, Materials, Supplies**

- All readings will be uploaded in Blackboard
- Consistent access to a computer

### **Course Expectations**

This is an intensive hands-on writing course which requires your participation in daily writing processes and assignments, peer discussions, and consistent completion of assignments—all in an online environment. You must have access to a computer and be able to use word processing software as well as Blackboard to complete your documents. Final drafts of all work must be typed in 12pt font, double-spaced, Times New Roman typeface in Modern Language Association (MLA) format and submitted to the assignments link in Blackboard as **Word attachments or pdf docs**.

### **Course Objectives**

The purpose of this course is to improve fluency in writing and research through reading student and professional writing, to examine the purposes for writing and their effects on writing, and to practice reading and writing extensively. This writing will include exercises in composition, peer discussion, and other forms of university writing such as an essay examination. The objective goal, ultimately, is for you to see qualitative improvements in your ability to think and express your thoughts critically and to quantitatively improve your abilities to read and write fluently. Specifically, English 1302 is designed to develop critical reading and writing skills in a variety of disciplines. Students learn to use sound and ethical research methods via library-based resources and technologies to write analytic and research papers that incorporate sources and use documentation effectively. The course will help prepare you both for college-level writing requirements as well as those expected in the professional world, including research methods and ethics and their importance in creating fully realized rhetorical documents. The course will also teach you to conform to prescribed formats and to use expected styles and rhetorical modes. Finally, the course will examine and discuss our society and culture—according to your interests—through the lenses of professional nonfiction emphasizing writing across the

curriculum to improve our abilities to process and analyze our lives, to enhance our knowledge and appreciation of our own lives and those of others.

The following Texas state-mandated objectives will be realized:

1. To understand and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentation;
2. To understand the importance of specifying audience and purpose and to select appropriate communication choices;
3. To understand and appropriately apply modes of expression, i.e., descriptive, expository, narrative, scientific, and self-expressive, in written, visual, and oral communication;
4. To participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding;
5. To understand and apply basic principles of critical thinking, problem solving, and technical proficiency in the development of exposition and argument;
6. To develop the ability to research and write a documented paper and/or to give an oral presentation.

## **Course Requirements**

Assignments require

- substantial individual written work,
- revision, and editing.

In addition to the reading and writing assignments, course work will consist of course journal elements and a final examination. You must complete satisfactory work and actively participate in class to complete English 1302; therefore, good attendance is required for you to pass this course. This holds especially true in a hybrid instructional environment that combines onsite and online instruction or in entirely online environments. Attendance means being attentive and focused on the topic and in the course structure.

## **First Class and Beyond:**

By the first class day, I will have offered opening/welcoming remarks and suggestions for getting started in the course. On subsequent days, please check Blackboard announcements for instructions, lectures, and answers to class questions/clarifications to the course, which will also be posted when applicable. I will be “off-line” on the weekends, which will begin by 12 p.m. Fridays and continue until 12 p.m. Mondays.

*\*As this is an independent study, I will post the classwork each Monday for the week.*

## Coursework:

**\*\*Please note that you should write attached assignments in Microsoft Word or pdf documents to ensure we may all utilize them. Work may be submitted in “.doc, .docx, or PDF. Blackboard only works best in **Firefox, Safari, or Chrome** (rather than Explorer). It is free to download.\*\***

**\*\*Blackboard now offers a feature allowing students to receive notices regarding class due dates and assignments via smartphone apps. It is a free download and appears to be quite informative and helpful.\*\***

**Major Assignments:** Students are responsible for all assignments in this course and must satisfactorily complete all major assignments in English 1302 to receive a passing grade.

Major Assignment	% of Final Grade
Essay 1 – Literary Analysis	20%
Annotated Bibliography	20%
Essay 2 – Research Essay	30%
Course Journal	20%
Final Examination	10%
Total Points	100%

The vast majority of this course will be completed via the writing and discussion of both essays and theoretical readings. We will read and write about selections from the uploaded required texts for the course. You are expected to participate fully in a completely engaged manner and will be held accountable for your participation, both in formal and informal forums, throughout the completion of the semester’s work. All of your participation must be thoughtful, sincere, and tactful. In the pursuit of these goals, we will write two essays, an annotated bibliography, and a final examination. You will also complete a course journal that will hold course materials generated this semester. The course journal will consist of only assigned writings in the form of “elements.”

## Detailed Assignment Description:

*Readings*—The readings for the course involve two valuable types of writing: (1) literary work and examples of assignments and (2) theoretical chapters about writing and research and my lectures on the same. Thus, we will be able to read great and varied examples of writing. This allows us to increase confidence in our writing and analytic abilities as a way into our writing

and ultimate scholarly and professional pursuits. Writing never occurs in a vacuum; it informs and is informed by its surrounding cultures as well as by the intents of the writers. The readings will highlight this crucial fact.

*Literary Analysis*—The literary analysis essay is an essay that closely examines and discusses themes and meanings inherent in a piece of literature that serves as a primary source. This assignment promotes analytic writing as well as the ability to focus on a primary source and determine personal and critical opinions about meanings. The essay will be typed, in Times New Roman font, double-spaced, 2-3 pages in length, and utilize MLA style. See the detailed assignment under the assignments link in the course.

*The Annotated Bibliography*—The annotated bibliography is a crucial first step to sound research methods. This document essentially creates the bibliography that will be used in the research essay and then presents summaries of the sources' contents. The document will be typed, in Times New Roman font, double-spaced, 2-3 pages in length, and utilize MLA style, and will present five sources. See the detailed assignment under the assignments link in the course.

*The Research Essay*—The research essay will analyze and/or argue a point based on a subject of your choosing and will smoothly incorporate your own ideas and opinions with those of the secondary sources gleaned from the annotated bibliography as well as others discovered subsequently. I encourage writers to explore their own interests, especially as they pertain to your lives, either culturally or professionally. The essay will be typed, in Times New Roman font, double-spaced, 5-7 pages in length, and utilize MLA style. See the detailed assignment under the assignments link in the course.

*Course Journal*—The course journal will consist of prompts which ask you to journal about what you read, analyze techniques from the text and to analyze the selections we read in the text, or to expand your own ideas for course writings. The goals of journal exercises are to facilitate clear understanding of the processes of composition, as well as develop your abilities to write freely and with confidence. Obviously, the responses are as valuable as the effort put into them. Please feel free to use any of the notebook exercises as inspirations for further, more formal assignments—they are meant to be such. I will evaluate your effort on these exercises once, at the end of the course. It will be turned in as a single Word attachment. But please write the exercises as they are due—this will maximize their success for your endeavors. Each entry should be a minimum of 300 words. The precise prompts are listed in the syllabus per selected class day.

*Final Examination*—The final examination will follow the prompt as written under the assignment link. It seeks to compare your preassessment work to that of your abilities after completing the course. See the detailed assignment under the assignments link in the course.

**Late Work:** All major assignments and/or projects, etc. are due on the dates assigned by midnight, unless otherwise noted. You are responsible for all assignments in this course and must

complete all required work in English 1302 to receive a passing grade. **Late assignments** will receive a full letter grade deduction for being late. This means, if you turn in your assignment late and it receives a B, it will automatically be reduced to a C.

**Attendance:** Consistent participation is absolutely necessary. Remaining current with the course schedule and taking part during the class dates will not only keep you personally engaged, but also will ensure that other participants of the course can benefit from your thoughts, ideas, and reactions toward the reading and writing assignments. If you need to miss work as it is assigned, please consult me and the Blackboard shell to remain current with the work. *Late work will result in an automatic ten points being taken off your grade; thus, if you received a B on an assignment, it will be reduced to a C. I do not accept any late work for this course after the final exam period has ended.*

### **Grading Scale:**

Percentages and Grade Equivalents:

A= 90-100% B=80-89% C=70-79% D=60-69% F=59% or below

**Cheating & Plagiarism:** It is the responsibility of students and instructors to help maintain scholastic integrity at the University by refusing to participate in or tolerate scholastic dishonesty. Any documented case of plagiarism or cheating in this course will result in a 0 for the assignment, which will likely result in an F for the course.

### **Miscellaneous -- but important!**

If, for any reason, you require accommodations for the successful completion of this course, please let me know as soon as possible so that we may make arrangements.

I require all work remain tactful, sincere, and highly ethical.

My office hours are by arrangement, although I will be available on campus at Sul Ross most days for an appointment. I also can arrange video or telephone conferences. Please do not hesitate to call the office phone. Or, I can provide further numbers and arrange more convenient times to speak as necessary. I will answer emails within 48 hours of receiving them (with the exception of weekends), so please do not wait until the last moment to ask questions.

### **Student Learning Outcomes (SLO)**

All courses aligned with specific degree programs should use the Student Learning Outcomes of that program that are reported to SACSCOC. The Academic Assessment Program Coordinators can provide students learning outcomes for each degree plan.

### **Marketable Skills**

All courses aligned with specific degree programs should use the Marketable Skills of that program that are reported to THECB. The Academic Assessment Program Coordinators can provide the Marketable Skills for each degree plan. They also are located at [srinfo.sulross.edu/hb2504](http://srinfo.sulross.edu/hb2504)

### **American with Disabilities Act**

Any student who because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. If an accommodation is needed, students must present their accommodation letter, obtained from Accessibility Services, as soon as possible. Please note that instructors are not permitted to provide classroom accommodations to a student until the appropriate verification has been received. Accessibility Services is in Ferguson Hall room 112. You can make an appointment by calling 432.837.8203.

### **SRSU Distance Education Statement**

Students enrolled in distance education courses have equal access to the university's academic support services, such as library resources, online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website. Directions for filing a student complaint are located in the student handbook.

### **Library**

The Bryan Wildenthal Memorial Library in Alpine offers FREE resources and services to the entire SRSU community at all of our campuses. In addition, the Eagle Pass campus offers a residential librarian. Access and borrow books, articles, and more by visiting the library's website, [library.sulross.edu](http://library.sulross.edu). Off-campus access requires logging in with your LoboID and password. Librarians are a tremendous resource for your coursework and can be reached in person, by email ([srsulibrary@sulross.edu](mailto:srsulibrary@sulross.edu)), or phone (432-837-8123).

### **Academic Integrity**

Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. A scholar is expected to be punctual, prepared, and focused; meaningful and pertinent participation is appreciated. Examples of academic dishonesty include but are not limited to: Turning in work as original that was used in whole or part for another course and/or professor; turning in another person's work as one's own; copying from professional works or internet sites without citation; collaborating on a course assignment, examination, or quiz when collaboration is forbidden.

**Academic Ethics:** It is the responsibility of students and instructors to help maintain scholastic integrity at the University by refusing to participate in or tolerate scholastic dishonesty. Any

student who represents someone else's work as his or her own will automatically receive a zero for that assignment, which will likely result in a failure for the course. Plagiarism can be purposeful or inadvertent, but either results in an unacceptable and unethical academic performance. Plagiarism will most likely result in a failure for the course.

*A Writer's Reference*: I strongly recommend all students own and utilize Diana Hacker's *A Writer's Reference*. It is a sound, credible, and particularly usable stylebook.

## **Syllabus**

The course assignments will be offered during class meetings and via the Blackboard shell.

Major assignments will be due on Blackboard on the following dates and times:

<b><u>Assignment</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>
Literary Analysis	March 8	11:55 p.m.
Annotated Bibliography	April 19	11:55 p.m.
Research Essay	May 1	11:55 p.m.
Journal	May 3	11:55 p.m.
Final Examination	May 8	11:55 p.m.