

English 101 sec HYE Item 1006

Fall 2010

Tuesday 6:00-7:40 p.m., Room L120

Instructor: Tom Gibbons

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Phone: 425-564-2049 (Please be sure to leave your name, what course you're taking and your email address in your message)

Office Hours: Tuesday, Thursday, 9:00-10:00 a.m., or by appointment, Room R230K.



Required Materials:

1. *English 101 Reader* ISBN: 978-0-312-64853-4 (available only from the Bookstore <http://bcc.collegestoreonline.com> —it should have my name on the cover)
2. Attendance at a performance of the drama department's fall production, *Blood Relations*, which runs November 12-13 and 18-20 at 7:30 p.m. Tickets are \$10. More information will be provided when the performance time approaches.
3. Reliable access to a computer with an internet connection and a word processor

Course Objectives:

- To connect with writing as a process, and to identify the stages in the process appropriate to specific writing tasks.
- To learn about modes of writing—both how and when to use them.
- To identify the audience for your writing, for the writing of others, and how audience relates to the tone, organization and purpose of writing.
- To learn constructive methods of feedback and critique, methods that serve to strengthen written communication while honoring the efforts of the writer.
- To understand the concept of thesis; that writing has a beginning, middle and end; and that thesis is the unifying thread.
- To strengthen reading skills and the ability to recognize rhetorical moves in the writing of others.
- To effectively and correctly use mechanics, grammar and punctuation according to the conventions of Standard English for the purposes of editing your writing and the writing of others.

Attendance:

Attendance in this course is mandatory. All assignments are due at the beginning of class, even if I don't collect them then. If you come in late, your assignment is late, too.

If you do need to be absent for a day, or part of a day, I understand that. You are responsible for finding out what you missed in class on a day that you are absent. If at all possible, make advance arrangements with someone in the class to help you catch up with what you missed.

If you choose to make a habit of arriving late or not attending, you will create the impression that you are irresponsible, careless and disrespectful. You should not expect me or anyone else in the class to assist you in catching up.

Online Participation

Over half of this course is conducted online. You should familiarize yourself with the Blackboard Vista platform by taking a live tutorial from the Distance Education office. More information on these tutorials can be found at <http://bellevuecollege.edu/distance/BBVWorkshops.asp> .

You should also plan to log in to the course at least once per weekday. The amount of work in this class is equivalent to a live course. You should expect to spend about fifteen hours per week of combined class, homework and online time. This expectation is approximate: your mileage may vary.

Composition of Course Grade:

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| • Three essays, each worth 25% | 75% |
| • Quizzes, homework, peer editing and participation | 20% |
| • Participation in Full-class Workshopping | 5% |

Grading Scale and Its Meaning:

A: 94-100	B+: 87-89	C+: 77-79	D+:67-69	F: 59 and below
A-: 90-93	B: 84-86	C: 74-76	D: 60-67	
	B-: 80-83	C-: 70-73		

- A: Answers all major aspects of the assignment in a beautiful way. Grammatical and mechanical errors are nearly non-existent. May cause the brain to fire in unexpected ways.
- B: Completely answers all major aspects of the assignment. Grammatical and mechanical errors are few. Some aspect of the paper (complexity of ideas, structure, expression, grammar and mechanics, etc.) is outstanding.
- C: Completely answers all aspects of the assignment. There may be some grammatical or mechanical errors. In general, the paper works, hangs together, is complete.
- D: Fails to answer at least one major aspect of the assignment. Grammatical or mechanical errors are common. The paper may feel sloppy or rushed.
- F: Fails to answer more than one major aspect of the assignment. Grammatical or mechanical errors serve as a significant barrier to clear communication. The paper lacks coherence and/or control.

Timely Submission of Work:

Lateness makes me cranky. Late work throws off your schedule and mine. All assignments have a due date and time. Your grade will be lowered by 10% of the value of the assignment for every calendar day the work is late; The first late day begins one minute after the assigned deadline. If you fail to turn in an assignment by the time it has been graded, your assignment will not be accepted.

Electronic Devices:

Cell phones, pagers, headphones, and other electronic devices are not permitted in the classroom. If you use a portable electronic device for note taking, you are expected to sit in the front row. If you are using a laptop or other electronic device and are not sitting in the front row, you will be asked to leave and counted absent for the day.

Mutual Respect:

We're all here for the same reason, to learn. Yes, me too. Therefore, we will all respect each other in this class. If you choose not to respect your fellow learners, then you choose not to be in this class. Included in this concept of respect is remembering to turn off and put away your cell phone, pager, headphones or other electronic devices—pretend we're in an airplane that's taking a really long time to get off the ground. Repeated acts of gross disrespect will result in removal from the class. It's okay not to agree with others, but you must be civil about it. If you have any questions, please refer to the college's "Affirmation of Inclusion" posted in this classroom, or online at <http://www.bellevuecollege.edu/about/goals/inclusion.asp>

Academic Honesty:

I expect you to behave both honorably and with integrity. Cheating, lying and stealing will not be tolerated.

Please do not use a single paper or project to fulfill requirements for this course as well as another. Every assignment should be written expressly for this class.

Plagiarism is the theft of the ideas, words or work of others. Plagiarism is not only taking someone else's paper and trying to pass it off as your own, but also involves failure to cite quotations, paraphrases or ideas from a source. A good rule of thumb: if the idea isn't yours, cite it. I understand that sometimes it can get confusing, knowing when to cite and when not to. That's why I'm here. If you have a question, ask me. As far as the other type of plagiarism is concerned--the kind where you baldly steal someone else's work and call it your own--don't do it. It's a waste of your time, my time and it's insulting. If you think lateness makes me cranky, just wait until you see me faced with a case of this kind of plagiarism. I urge you not to test me on this. You will receive a "0" for the assignment, and, depending on the magnitude of the infraction, may well fail the class.

Values Conflicts:

Essential to a liberal arts education is an open-minded tolerance for ideas and modes of expression that might conflict with one's personal values. By being exposed to such ideas or expressions, students are not expected to endorse or adopt them but rather to understand that they are part of the free flow of information upon which higher education depends.

You may find that class requirements may include engaging certain materials, such as books, films, and art work, which may, in whole or in part, offend you. These materials are equivalent to required texts and are essential to the course content. If you decline to engage the required material by not reading, viewing, or performing material you consider offensive, you will still be required to meet class requirements in order to earn

credit. This may require responding to the content of the material, and you may not be able to fully participate in required class discussions, exams, or assignments.

Add/Drop:

You will not automatically be dropped from this course if you just stop coming. It is your responsibility to fill out the appropriate paperwork at the Student Services Center.

Special Needs:

Students with disabilities who have accommodation needs are required to meet with the Disability Resource Center (DRC), room B132 (telephone 425-564-2498, or visit <http://bellevuecollege.edu/drc/contact.html> for alternate contact methods), to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter. Students who require accommodation in class must review the DRC accommodation letter with each instructor during the first week of the quarter.