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| <b>Course</b>              | <b>ENGL&amp; 101: English Composition I</b><br>Hybrid (Combines Online and Classroom Learning)                             |
| <b>Term</b>                | <b>Spring 2013</b>   |
| <b>Sections Days/Times</b> | 1075 HYB Mon/Wed 8:30-9:20<br>1089 HYJ Tue/Thu 11:30-12:20   |
| <b>Instructor</b>          | Ms. Barbara Butler<br>Bellevue College email: <a href="mailto:bbutler@bellevuecollege.edu">bbutler@bellevuecollege.edu</a> |

### Required Text

A *Writer's Reference*, 7<sup>th</sup> edition (Hacker)

- ❖ Bring your textbook to every class session.

### Hybrid Course Requirements

This section of ENGL& 101 is a hybrid course, which combines online learning with class attendance sessions. As such, it is important, and ultimately your responsibility, to follow all directions for using the Canvas online learning system successfully.

- ✓ **Know your system** requirements and your software capabilities.
- ✓ **Log on to Canvas regularly** to check the Calendar function to see assignment and quiz due dates and to prepare for class with readings, drafts, and more.
- ✓ **Make contingency plans** for computer use if your computer and/or Internet service is unavailable.
- ✓ **Plan ahead to print documents** for in-class work. See the N Building Open Computing Lab for printing availability.
- ✓ **Ask for help in a timely manner**, so that you will be able to successfully participate in both the online and the classroom portions of the class.

### English 101 Course Description

The focus of English 101 is the development of clear, effective writing skills with an emphasis on writing as a process, which includes drafting, editing, revising, and publishing. Students practice writing in a variety of forms and rhetorical modes such as narration, comparison-contrast, and argumentation.

### English 101 Course Outcomes

While English 101 courses at Bellevue College vary widely in their choice of readings, media, and writing assignments, all courses adhere to the following outcomes:

**After completing this course, students will be able to--**

**--think and read critically:** *Carefully read, analyze, interpret and evaluate claims, beliefs, texts and/or issues.*

- ☐ Frame questions, define problems, and position arguments.
- ☐ Consider multiple points of view and differentiate between assumptions, beliefs, facts, opinions, and biases.
- ☐ Read and respond to various texts critically for purposes of interpretation, analysis, synthesis, evaluation, and/or judgment.
- ☐ Demonstrate an understanding of a text's main point/thesis and its relevant supporting details.

**--compose and revise in context:** *Shape written responses for different audiences and purposes.*

- ☐ Consider flexible strategies for prewriting, drafting, revising, and editing.
- ☐ Develop and support thesis statements that are appropriately complex and significant.
- ☐ Construct unified paragraphs with topic sentences and supporting details that advance the thesis.
- ☐ Apply various methods of development such as illustration, comparison and contrast, and/or analysis.
- ☐ Balance their individual voices with those from other texts.
- ☐ Employ style, tone, and mechanical conventions appropriate to the demands of a particular audience or purpose.

**--reflect and evaluate:** *Recognize and incorporate newly acquired skills.*

- ☐ Develop the ability to critique their and others' work.
- ☐ Gain a clearer perspective of habits that may detract from the effectiveness of their own writing.
- ☐ Respond to comments from their instructor and peers.

### Assignments

The following are the kinds of assignments and approximate points totals for the quarter:

|   |            |
|---|------------|
| Essays (4 x 50 points each)               | 200        |
| Writing Skills Practice Assignments       | 85         |
| Reading Quizzes                           | 20         |
| Unit Quizzes (4 x 20 points each)         | 80         |
| Peer Reviews (4x 10 points each)          | 40         |
| Journals (10 x 5 points each points each) | 50         |
| Introduction to Canvas                    | 25         |
| <b>Total</b>                              | <b>500</b> |

### Assignment Policy

Because each assignment builds on the skills developed in the previous assignment, it is important to complete work on time.

- Reading quizzes are given in the first ten minutes of class. Reading quizzes cannot be made up due to lateness or absence.
- Peer reviews require you to have the appropriate drafts and to arrive on time in order to participate. Peer reviews cannot be made-up due to absence or lateness.
- Online assignments must be submitted with time to allow for any technical problems that may arise. Once an assignment closes at 11:59 PM on its due date, Canvas no longer accepts the assignment.
- Assignments must be submitted as assigned, in the correct file format (.doc or .docx), through the Canvas assignment system. DO NOT use Canvas email, Bellevue College email, or the campus mail system to submit assignments.
- For the four essays, there are no revisions allowed after the final draft is submitted. Consequently, it is important to take care in the drafting and editing stages to ensure that you earn the highest grade possible: check the printed directions sheet with its prompt and rubric to be sure you understand the assignment, complete all related readings, participate in peer reviews in class, ask your instructor for help both during class time and in individual conferences, and visit the Writing Lab for additional help with editing.

### Grading

Final course grades at Bellevue College are posted as letter grades. For ease of calculation, grades are based on a percentage system throughout the quarter.

|    |         |  |    |        |  |    |        |  |    |        |  |   |       |
|----|---------|--|----|--------|--|----|--------|--|----|--------|--|---|-------|
| A  | 93-100% |  | B+ | 88-89% |  | C+ | 78-79% |  | D+ | 68-69% |  | F | 59%-0 |
| A- | 90-92%  |  | B  | 83-87% |  | C  | 73-77% |  | D  | 60-67% |  |   |       |
|    |         |  | B- | 80-82% |  | C- | 70-72% |  |    |        |  |   |       |

Enrollment in English 201: The Research Paper requires completion of English 101 with a C- (70%) or higher.

### Your Grade on Canvas

Your current grade is always available on Canvas. All assignments—submitted both in class and online—are included in your grade in Canvas. Check the main class menu in Canvas at **Grades**.

### Attendance Policy

This course includes on-campus attendance, so it is important that you make every effort to attend each class session in its entirety. From years of experience, I can assure you there is a very high correlation between attendance and success in class: ***Missing even one or two classes may seriously jeopardize your ability to earn a passing grade for the course.***

#### When you arrive for class—

- Attendance is taken promptly at the beginning of class.
- If you arrive after class begins, check with your instructor to have your attendance record changed.
- Note that is not appropriate academic and professional behavior to arrive after class begins and is treated accordingly as a class disruption.

#### If you are absent—

- Make arrangements to get notes from another student.
- See Canvas for assignments and due dates.
- Notify your instructor in Canvas.

Note that because college policy on attendance does not have excused/unexcused absence designations, you do not need to provide a reason for your absence. In particular, avoid divulging personal medical information in emails. It is sufficient to say “I will be out today.”

### **Classroom Decorum**

In general, because we share a small space in class, and we need to focus on the day's learning activities, observe the following considerations for your peers and instructor:

- ✓ Respect the rights of others in class to hold views different from your own.
- ✓ Silence and stow all electronic devices during class except for educational applications.
- ✓ Avoid side conversations during instruction and discussion.
- ✓ Avoid eating. Beverages are fine.

### **Instructor Contact**

- **Email** – For quick questions, use the communication system in Canvas. If Canvas is not available, use the BC college email system.
- **In Person** – I encourage you to meet with me individually any time you would like help with your writing. See me in class or email me to arrange a meeting time.

### **Plagiarism**

*Plagiarism* is the use of someone else's words, ideas, or information as if they are your own or allowing someone else to use your words, ideas, or information as their own. It is important that you learn the correct techniques for documenting sources of information to be incorporated in your writing for any subject area in college, as well as in your professional and personal works. According to Bellevue Community College policy, for plagiarism or cheating, you may be given an “F” grade for an individual assignment or the entire course. In addition, the incident will be reported to the Dean of Student Services.

### **Disability Resource Center**

Students with disabilities who have accommodation needs are required to meet with the Director of the Disability Resource Center (Room B -132) to establish their eligibility for accommodation. Telephone: (425) 564-2498 or TTY (425) 564-4110. In addition, students are encouraged to review their accommodation requirements with each instructor during the first week of the quarter.