COURSE SYLLABUS

Composition II
ENC 1102
Online Instruction
0570 Spring 2020

INSTRUCTOR
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Office Hours:
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• M W 11:00am – 12:15pm
• T R 08:00am – 12:30pm
Instructor Web Page:
• http://www.spcollege.edu/instructors/id/Mitsis.George

ACADEMIC DEPARTMENT
Dean:
• Joe Leopold
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• leopold.joe@spcollege.edu
COURSE INFORMATION

Course Description:
- This course builds upon the skills developed in Composition I
- It provides further instruction in the planning, organization, and writing of essays
- It includes methods of library research including information retrieval from electronic sources, and emphasizes writing of the research paper and the paper of literary interpretation
- The reading includes selections from at least two forms of literature
- This course partially satisfies the writing requirements outlined in the General Education Requirements. Credit is not given for both ENC 1102 and ENC 1122H.

Course Goals:
- This course continues to work on your ENC 1101 skills
- Here you will work with pieces of literature, and your papers will deal with the subjects these pieces discuss
- In this course you will write reader/response and argumentative papers, and you will also learn to use the techniques of multi-source research to further support your argument. Thus, you will be using the skills you learned in Composition I, expanding on them, and also polishing your reading and critical thinking skills on both an individual and group setting

Course Prerequisite: Completion of ENC 1101 with a grade of “C” or better

IMPORTANT DATES

Course Dates:
- 01/13/2020 – 05/08/2020

Drop Date:
- 01/17/2020

Withdrawal Date:
- 03/25/2020

Financial Aid Dates:
- www.spcollege.edu/pages/dynamic.aspx?id=800

Netiquette:
- Check your email often
- Check your calendar often
- Check the Module Home pages under the “Course Content” tab
- Create, save, and upload Word and/or PDF documents into MyCourses
- I take at least a week per assignment, and sometimes a little longer to grade if too many papers are submitted at the same time
- I am available via email, so never hesitate to contact me if you have a question
- Please be civil in all your emails, discussion posts, and all online class interactions
INSTRUCTOR’S EXPECTATIONS
In order to be eligible to pass this course, you must be able to:

- **Read instructions on your own**
- **Follow instructions on your own**
- Read all assigned texts, not just summaries, in their entirety ahead of time
- Log into our online class regularly and on time
- **This course includes a heavy reading load**
- **This course includes a heavy writing load**
- You are not here simply to collect “points” and I am not here simply to hand them out. The assignments I have created here each work on specific skills which I feel you will find useful in other SPC courses and in life outside college. They also build upon each other. That is why there is nothing else you can “do to make up the points [you] missed.”
- **The only way to get a shot at a passing grade ‘C’ is to complete the assignments’ basic requirements. For a possible ‘A’ you need to work much harder.** If you are not ready to do that, you should withdraw from this course
- Please budget your time accordingly to meet deadlines
- **Please submit well ahead of, the closeout time to avoid getting locked out. All assignments are open from the first day of class till 11:30pm of their due date, so you can read, write, and submit well ahead of the due date/time**
- I do not accept submissions as email attachments
- **No makeups are allowed, and I do not accept late submissions**
  *except for the following extenuating, well-documented circumstances
    - Appearance in court for jury duty or any other reason
    - Service in the Armed Forces
    - Multi-day hospitalization (yours, not a relative’s)
    - Receiving the assistance of our Accessibility Services

GRADING

- I take at least a week per assignment, and sometimes a little longer to grade if too many papers are submitted at the same time
- You must earn a grade of “C” or better in this course to satisfy the General Education Requirements for the AA degree
- **All grades will be posted in the Online Grade book**
- Please note that there is no curve on the grade book points
- Please note that I do not work with percentages
- Total course grade points will consist of the following scale and points from the following areas:

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<thead>
<tr>
<th>Points</th>
<th>Grade</th>
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<tr>
<td>650 — 586</td>
<td>A</td>
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<td>585 — 521</td>
<td>B</td>
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<td>520 — 456</td>
<td>C</td>
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<td>455 — 391</td>
<td>D</td>
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<td>390 — 0</td>
<td>F</td>
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<td>ASSIGNMENTS</td>
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<tr>
<td><strong>Module: Begin Here</strong></td>
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<tr>
<td>Begin Here Quiz</td>
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<td>4 Truths 1 Lie Dis For</td>
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<td>Writing Sample</td>
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<td><strong>Module: Short Stories</strong></td>
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<td>SS Lit Terms Quiz</td>
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<td>The Adventures of Huck Finn Ch. 1 Quiz</td>
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<td>The Adventures of Huck Finn Dis For</td>
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<td>A Pair of Tickets Quiz</td>
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<td>A Pair of Tickets Dis For</td>
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<td>What You Pawn Quiz</td>
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<td>What You Pawn Dis For</td>
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<td>And of Clay Quiz</td>
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<td>And of Clay Dis For</td>
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<td>Short Story Arg Essay</td>
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<td><strong>Module: Plays</strong></td>
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<td>Play Lit Terms Quiz</td>
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<td>Trifles Quiz</td>
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<td>A Doll House Quiz</td>
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<td>A Doll House Dis For</td>
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<td>Streetcar Quiz</td>
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<td>Streetcar Dis For</td>
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<td>Play Arg Essay</td>
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<td><strong>Module: Research Skills</strong></td>
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<td>CCC Section 6 Quiz</td>
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<td>Personal Branding Disc For</td>
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<td>Interview Preparation Disc For</td>
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<tr>
<td>Literary Research Paper</td>
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<td><strong>Module: Wrap Up</strong></td>
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<tr>
<td>Final Exam</td>
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REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION

Textbook:

Bookstore:
• www.spcollege.edu/textbooks

Library:
• www.spcollege.edu/libraries

Accessibility:
• www.spcollege.edu/dr

Academic Support Services:
• www.spcollege.edu/support
• On-Campus Support: www.spcollege.edu/tutoring/#tab=2
• Online Support: www.spcollege.edu/tutoring/#tab=3

Student Services and Resources:
• www.spcollege.edu/services

TECHNOLOGY:

Minimum Technology Requirements:
• You must have access to and know how to use a computer
• Frequent visits to our virtual online class and the course calendar
• If you are new to MyCourses, the videos on this page might help:
  https://mycoursesupport.spcollege.edu/
• A flash drive (for when your computer crashes)
• A collegiate dictionary (The American Heritage Dictionary is excellent), or Dictionary.com, and/or a thesaurus or thesaurus.com.

Minimum Technical Skills:
• You must have access to and know how to use a computer
• You must be comfortable and familiar with our MyCourses class
• You must know how to use a word processing program, like Word
• You must know how to send, receive, and read emails
• You must know how to save and upload documents

TurnItIn:
• All submitted documents are run through the TurnitIn Originality Check

ATTENDANCE
For this class, attendance is defined as “active participation”: 
• You will be considered **actively participating** in the course if he/she has completed all but **three** of the assignments due by **03/25/2020**
• If your course load is too much, then the student should withdraw from the class.
• You have until **03/25/2020** to withdraw and receive a “W” on their transcript
• It is your responsibility to withdraw in time; if you violate the participation policy you will receive a grade of “F” at the end of the semester
• You, not the instructor, are responsible for learning what work was covered during your absence, and
• **PLEASE ALWAYS REVIEW YOUR MYCOURSES CALENDAR BEFORE CONTACTING ME, BECAUSE I TEND TO FOLLOW IT RATHER FAITHFULLY**

**LINKS OF INTEREST**

**Syllabus Addendum:**
- [www.spcollege.edu/addendum](http://www.spcollege.edu/addendum)

**Online Student Participation and Conduct Guidelines:**
- [www.spcollege.edu/addendum/#onlineguide](http://www.spcollege.edu/addendum/#onlineguide)

**Academic Honesty:**
- [www.spcollege.edu/academichonesty](http://www.spcollege.edu/academichonesty)
- Cheating during tests or intentional plagiarism in essays/papers will not be permitted. Cheating includes having another student plan, or write the paper you submit
- **A plagiarized paper will receive a grade of ‘0’ which may lead to an ‘F’ in the class**
- The student will use Standard American English

**Student Survey of Instruction:**
- The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement after the class is over

**Accessibility of Technologies:**
- **MyCourses (Brightspace by D2L) Accessibility Statement:**
  - [www.brightspace.com/about/accessibility](http://www.brightspace.com/about/accessibility)

**Privacy:**
- **MyCourses (Brightspace by D2L) Privacy Statement:**

**Technical Support:**
- [www.spcollege.edu/helpdesk](http://www.spcollege.edu/helpdesk)
This certification mark recognizes that this course met Quality Matters Review Standards.

Course Objectives:

1. The student will effectively plan and write compositions which reinforce the skills established in Composition I by:
   a. writing essays that support and develop a central thesis.
   b. using appropriate rhetorical and language skills in all compositions.

2. The student will comprehend and interpret literary selections by:
   a. understanding and identifying relevant literary elements, such as plot, structure, narration, point of view, setting, character, theme and symbolism.
   b. using textual evidence to interpret and evaluate a given literary selection.

3. The student will use the library effectively by:
   a. locating sources through the college’s online library and other electronic sources.
   b. retrieving sources, either print or electronic.

4. The student will incorporate information from sources appropriately by:
   a. managing and recording information from specified sources.
   b. summarizing, paraphrasing, quoting and combining source information effectively.
   c. writing papers which integrate the student's own words and ideas with those of primary and/or secondary sources.
   d. using parenthetical references within the paper to credit information from primary and secondary sources.
   e. preparing a works cited list of the sources used in the research paper.

5. The student will retrieve information from sources effectively and efficiently by:
   a. selecting the most appropriate investigative methods.
   b. constructing and refining search strategies.
   c. accessing information using a variety of strategies.

6. The student will evaluate sources including electronic sources by:
   a. summarizing the main idea extracted from the information.
   b. articulating and applying basic criteria for evaluating both the information and its sources.
   c. synthesizing main ideas to construct new concepts.
   d. comparing new knowledge with prior knowledge to determine the value added, contradictions, or other unique characteristics of the information.
   e. validating understanding and interpretation of the information through discourse with other individuals, subject-area experts, and/or practitioners.
   f. deciding whether the initial query should be revised.