

Preparation for College Reading and Writing ENG 098 FA120

Instructor: Angela Trabalka

Semester: Fall, August 31-December 16 (no class September 7 and November 25)

Class Hours/Meeting Place: Tuesdays/Thursdays 9-10:55 S225

Office/Office Hours: S42, Tuesdays/Thursdays 11-12:00 & 3:30-4:45

Email: angelatrabalka@delta.edu

Phone: (989)686-9442

Mailbox Drop-off: Slot on S42 or in mailbox in S46 (Charlotte McGrath, secretary)

REQUIRED TEXTS: *The Pursuit of Happiness*
7 Deadly Sins Sampler
Textbook from another class
A dictionary

OTHER REQUIRED MATERIALS:

- ✓ Many pens
- ✓ Two folders with pockets, (one for papers handed out, one for major papers turned in)
- ✓ Highlighters
- ✓ A notebook for notes (either spiral-bound or in a binder)
- ✓ A posterboard (not needed until toward the end, see calendar for specifics)
- ✓ Access to poster materials, i.e. glue, tape, scissors, markers, etc. (also not needed until the end)
- ✓ Access to the Internet, word processing, and the library
- ✓ A package of index cards
- ✓ An E-storage device (CD, flash drive, etc.) for use in the computer lab

SUMMARY OF COURSE OUTCOMES:

- Use reading processes that are necessary for active, purposeful reading of a variety of pre-college texts.
- Access, analyze, and use information in a research-based assignment.
- Use various techniques for learning new vocabulary while reading.
- Write independently for both personal and academic purposes.

ASSIGNMENTS AND GRADING:

Assignment	Percentage
Participation	25%
Reader's Logs and Vocabulary Work	20%
Content quizzes	15%
Paper #1: Greatest Influence *	10%
Paper #2: Opinion Paper *	10%
Paper #3: Issue Project*	20%
TOTAL PERCENTAGE	100%

*All three major assignments must be turned in or student will receive an E, regardless of grade prior to these papers.

Grading Scale:

94-100% = A	74- 76% = C
90-93% = A-	70-73% = C- *
87-89% = B+	67-69% = D+
84-86% = B	64-68% = D
80-83% = B-	60-63% = D-
77-79% = C+	Below 60% = F

*Please note: If you receive a C- or below, you will repeat this course.

Minimum Grade Requirement to Move on: If you receive a A- or better, you can move in to Delta's ENG 111 or 111A College Composition course. If you receive a B+, you can move into ENG 111A. If you receive a B, you can move into ENG 109. If you receive a B-, C+ or a C, you can move into 108. * If you receive a C- or lower you will have to retake ENG 098. Let's aim for A's!

COURSE POLICIES:

Attendance:

Instructor Initiated Drop for Lack of Attendance:

Your English Division instructor will drop you from this course if you miss, for any reason, more than 460 minutes of your classes before November 23rd. This is an English Division policy.

Some specific details to explain this policy further:

- If some situation in your home or work life will prevent you from regularly attending class and getting work in on time, it is recommended that you drop the class now and arrange to take it at a time when you can complete it successfully. It is expected that you will schedule other events around this class.
- It is possible to nickel-and-dime your way to being dropped from this class by arriving late, leaving early, or taking extended breaks. Minutes will be docked accordingly. When you are late, leave early, take an extended break, please return to your seat in an inconspicuous manner.
- Expectations for these ten points include:
 - Arriving on time
 - Staying until the end
 - Returning promptly if a break is given
 - Being prepared with materials
 - Completing assigned homework from the class before
 - Being on task
 - Being courteous and respectful
 - Active participation/active listening

When these behaviors are exhibited, full points are awarded for the day. A violation of any of these expectation decreases the day's points.

Late work:

- Late work is not accepted, even if it is late due to absence. Exceptions are major assignments. See below.
- If you are absent, please drop off homework to my mailbox or email it to me before the start of that class. Therefore, this work is not "late."
- Late major assignments will drop one full letter grade for each class late, including days we are not in class. You will be expected to email or drop off work you were not able to turn in due to an absence.
- Missed work from in-class assignments cannot be made up outside of class. If you arrive after the start of a quiz, you may not take the quiz, but you should contribute to the content discussion for participation credit.

Unnecessary Interruptions/Disruptions:

- At the college level, it is expected that you will be respectful, interested, and actively involved in class. Please, no disruptions and no ambivalence.
- Please turn your cell phone completely OFF. If there is a need for you to have it on, please clear this with the instructor before class, and arrangements will be made. No texting.
- You may not listen to music in class.
- Per Delta's policies, you may not bring your children/other guests with you to class for any reason.

Disruptive Students (From the Delta College Catalog)

Language from Delta College's "Disruptive Student Policy:" Disruptive conduct taints the educational atmosphere and may endanger the safety of students and staff.

Accordingly, when student conduct on campus creates a serious enough disruption such that the only reasonable solution is removal of the student, a faculty/staff member may temporarily suspend or expel that student from class/campus.

For elaboration of this policy, please see:

www.delta.edu/catalog/StudentsRights.asp

Plagiarism:

- All papers must be original work by the individual student produced during this course.
- Depending on the severity of it, plagiarism may result in redoing an assignment for a reduced grade up to failing the course, as well as other more permanent records and paperwork.
- See www.delta.edu/english/plagiarism.html for the college policy.
- Plagiarism is a very serious offense. If you commit this act, it will go on your college record and may go up the ladder for review.

Disabilities:

If you have a documented disability that affects your academic performance, and you need an accommodation, please contact the Office of Disability Services in D102. The telephone number is 686-9330. The director is Mike Cooper, D-wing, D102. His number is 686-9322.

Student Resources:

- Students are encouraged to seek help from the instructor whenever it is necessary. If it is regarding classwork, it is, of course, necessary to seek assistance before the due date. Questions before, during, and after class are welcome, as well as visits during office hours. If there is something extensive to discuss, it may be necessary to set up an appointment during office hours.
- Email is another quick and easy way to receive instructor support. The instructor typically checks email Monday through Thursday. Expect a response within 48 hours, excluding weekends.
- There is also help available at the Writing Center, located in the back of the library. This will provide one-on-one extensive support with any stage of the writing process.
- There is also help available at The Teaching/Learning Center, located near the front of the library. There, you can receive tutoring support.

Desire to Learn

I use Desire to Learn to update grades. Grades will be updated at least every other week, frequently more often. If ever you are curious and/or concerned about your grade, please let me know and we can look into it together. You should keep work you get back in class until at least the end of the semester.

NOTE: This syllabus is not a contract. It may be modified as the instructor sees fit, so long as students are notified in a timely fashion.