

# Eng. 112 Syllabus

Patricia Hutchins, Instructor Office S-6,  
English Division, Fine Arts Building  
Delta College, University Center, Mi  
48710

Secretary's name: Sue Deford Phone:  
(989) 686-9159

Email: pahutchi@delta.edu

## Course Description

Eng. 112 Freshman Composition II (3 credit hours)

Prerequisite: ENG 111, ENG 111A, or ENG 111H with a minimum grade of C.

Continues the development of fluent, effective and confident writers.

Expands students' abilities and versatility in reading, language awareness, and composing for a range of purposes, audiences, and situations, including academic research writing. Credit may be earned in ENG 112 or ENG 112A or ENG 112H. (45 0)

## Course Information

### Textbook(s)

- Subject/Strategies by Escholtz and Rosa. Bedford/St. Martin's Press. Required

### Outcomes and Objectives

Upon successful completion of this course, the student will be able to:

**OUTCOME 1: Write effective college compositions.**

**Objectives:**

- A. Consider audience and purpose.
- B. Plan writing processes, using effective strategies and techniques.
- C. Include a clear articulation of the important ideas.
- D. Select organize, and present details to support a main idea.
- E. Demonstrate the ability to move between generalization and detail.
- F. Write effective introductions and conclusions.
- G. Employ the appropriate writing conventions.

**OUTCOME 2: Use writing tasks that involve both reading and writing.**

**Objectives:**

- A. Demonstrate the ability to derive meaning from a piece of writing.**
- B. Demonstrate the ability to distinguish between the meaning one makes of a text and the author's intended meaning.**
- C. Interpret reading and writing task in such a way as to invest them with personal significance, thereby creating ways to make reading and writing vital activities in a lifetime of learning.**
- D. Demonstrate critical thinking skills.**
- E. Understand the relationship among language, knowledge, and power.**

**OUTCOME 3: Work with others, both in and out of the classroom.**

**Objectives:**

- A. Reflect upon and assess one's own work as well as they work of others.**
- B. Show willingness to work with others, seeking help where necessary and offering help where it is sought.**

**OUTCOME 4: Write an academic research composition.**

**Objectives:**

- A. Locate information using a variety of search tools and methods, including library sources.**
- B. Select source material appropriate to the writing context.**
- C. Integrate their own opinions with various source points of view.**
- D. Quote, paraphrase, and summarize accurately.**
- E. Document sources in conventional style with parenthetical references in text.**

## **Course Policies**

- Students will be required to complete, on time, the weekly assignments as listed in the Course "Calendar" and packets.
- The **deadline** time to be used for completion is EST **Michigan** time.
- Students will be expected to participate at least 4 times per assignment on the Classroom Discussion board (access by clicking on the *Communications* button) located at the classroom web site. First post will count for 5 points (main reply), while the second, the third, and the fourth reply (to classmates) will count for 2 points each. Post must contain new or detailed content in order to obtain maximum credit! Be specific!
- Students who do not participate in 3 weeks of posts on the Classroom Discussion board will be dropped from the class by the instructor as

- per the policy of the English division on attendance.. The Classroom Discussion board is this Eng. 112's method of taking attendance.
- Students are expected to spend a minimum of three hours a week online retrieving e-mail, reading, and reviewing WWW materials.
  - Students, when asked and directed to, are expected to work with partners/small groups on assignments via e-mail in a timely organized fashion.
  - Students should spend at least 9 hours per week on reading and writing assignments much like a regular classroom would require.
  - Students will correspond with me privately regarding questions, etc. just as in a face-to-face classroom. ***Label all email as ENG 112 in the Subject/Re field. All assignments should be mailed to be as an rtf. (Rich Text File) file or Wordpad, please, NOT as part of an email.***
  - Save copies of **all assignments**, correspondence, etc. sent. If you **do not receive an acknowledgment** from me **within 24 hours** of sending an assignment, **you must resend it immediately** for credit, not at the end of the semester or several weeks past the due date. It is the **student's responsibility** to follow through, and be sure that I have received their work when due. Instructor replies to email: the instructor will reply within 24 hours to email from students unless there is a posting in the "Announcements" that the instructor is ill, away, etc. This is a normal response time; I will not be at the computer every hour of each day. Usually, I will check email and class progress on a daily basis, during normal business hours, not including weekends or holidays, but an email response may take up to 24+ hours to return, so please allow yourself enough time for me to respond to your question (read as "work well ahead of time!"). If I have not responded, and there is no "Announcement" posted, please resend your message after 24 hours.

### **Internet Skills and Expectations**

- Each student is expected to have access to the Internet at home; Delta's labs could be used as a backup only.
- Each student should be aware of the services of Delta's Distance Learning Office and complete the Distance Learning self-quiz. This will help the students of his/her capability to have a successful online experience. Delta's Distance Learning Office, and their resources such as the quiz, can be reached through Distance Learning Services.

- Students will send ALL assignments to me as an rtf. (Rich Text File) or Wordpad file, NOT as part of an email. See "External Links" in Educator ("Rich Text Files") for explicit directions on creating an rtf file.
- Students must have an Internet provider to use e-mail and view the World Wide Web.
- Students should use Netscape 4.0 or higher as a navigational tool.
- Mail service with a provider such as Outlook Express or Netscape Messenger is needed. AOL is preferred. Send me homework assignments as an attachment (write, save as file, and attached an rtf file).
- Students are responsible for technical problems that arise with their equipment. Neither I, nor the college, can offer technical help. If you experience severe technical problems, they must be documented and communicated to me immediately. Because of the possibility of an equipment problem, be absolutely to save *all* copies of work transmitted and *back up* your work on disks/CDs. Do *not* wait until the last minute to post to the Class Discussion Message Board or to send assignments because of the above.

## Other

- Students must take any, announced class tests by the date and time assigned, if tests are utilized during the semester.
- Students are expected to meet all deadlines for assignments, papers, etc. Check the dates and times on the course "Calendar" due very carefully. The **deadline** time to be used for completion is EST **Michigan** time.
- Students will conduct themselves on the Class Discussion board list (access by clicking on the *Communications* button), e-mail messages, etc. as they would in a face-to-face classroom. Obscene and other inappropriate messages, as interpreted by the instructor, received by personal email or posted in the Discussion Board area will result in dismissal from the class. Any messages disruptive to the students or instructor will be considered inappropriate. ALL correspondence and questions related to the class should be directed to the instructor, not other students. The instructor will happily assist you and answer questions.
- Students will keep copies of *all* correspondence. Establish a SENT file

within your mail program if you do not have one. It will allow you, if a paper is lost, to pull it up. This will prove that the assignment, etc. was sent by the deadline.

- Students will proofread all messages, papers, etc. carefully regarding spelling, grammar, punctuation, and content before sending. On assignments and papers, lack of this will be reflected in the assigned grade.
- No chain letters, jokes, non-class material, personal material, etc. should be forwarded to your classmates or appear on the Classroom Discussion message board. Ask the instructor if material is questionable.

## **Course Requirements**

You need to keep current on all the assignments and readings. In addition, you will have to complete the following:

- Class Discussion Board list (access by clicking on the *Communications* button) participation of at least 4 times per assignment. Points are assigned as follows: first post (main reply)--5 points, second, third, and fourth posts, 2 points each.
- Individual Writing Assignments- : 10-25 points each
- Final Research Paper-- final writing project for 50 points
- Miscellaneous: other assignments *may* be assigned with 10-25 point values.

## **Assignments**

All reading, writing, and Discussion Board assignments may be obtained by accessing: "Course Information," "Calendar".

## **Evaluation/Grading**

Evaluation will occur by using the point system above for all activities. Each activity will contain a maximum point score that students can attain.

Discussion board participation, writing assignments, Worksheets, and, if any tests are assigned, are activities that will contain point values. . For writing assignments, look at "Guidelines and Evaluation of Online Papers." At the end of the semester, the cumulative total of points will be converted to a letter grade. For determining a final grade, grades will be as follows: 100-95% = A 94- 90% = A- 89- 87% = B+ 86- 84% = B 83- 80 % = B- 79- 77 % = C+ 76-74 % = C 73-70 % = C- 69-67 % = D+ 66-64 % = D 63-60 % = D- <60% = E Delta

does not give a D- as a final grade Grades should be visible to students throughout the course; as the assignments are graded and a point value assigned, students should be able to attain access to all grades given throughout the course. Guidelines and criteria for evaluating papers/assignments can be found at "Guideline and Evaluation of Online Papers' in the "Orientation" packet.

## **Plagiarism**

Misrepresentation of someone else's work as one's own is cheating. "Borrowing" from a source without permission or acknowledgment of the author without giving credit is unethical and illegal. It is against school policy, and it will result in a failing grade in the assignment. Repeated deception will result in a failing grade in the course. Please read Delta College's policy on [Plagiarism](#) .

## **The Internet Classroom**

The Internet Classroom is composed of the class discussion board, correspondence with the instructor, and correspondence between members when working in groups. All the above policies were designed for use in this course. The Internet Classroom will demand as much of your time as a face-to-face class would, if not more. Responding to the posts on the Class Discussion Board, reading all assignments, and completing all written work *on time* will result in a successful Internet Classroom experience. It is also an important consideration, with online classes, to remember about using proper Netiquette. Both students and instructor should practice using a polite "tone" when writing communications. Inappropriate tone, via posts or email as deemed inappropriate by the instructor, can result in instant dismissal from the class. Manners are just as important when "talking" online as when in a face-to-face classroom, probably more so. Lastly, it is important that all written work be turned in on time, midnight of the date assigned. Getting behind while taking an on-line class is frustrating, and usually, catching up is next to impossible.

Regarding Disabilities: if you have a documented disability which affects your academic performance, and need an academic accommodation, please contact the Office of Disability Services in D102. The telephone number is 686-9330

## **Delta College General Education Outcomes Statement**

The Delta College faculty, in conjunction with area employers and numerous others, believe general education outcomes are important for community college graduates, whether they are going immediately into the workplace or continuing their education. Delta College students will have opportunities to practice these outcomes:

### **Ability Outcomes**

Communicate effectively in Reading and Writing

Communicate effectively in Speaking and Listening

Think Critically

Access, Analyze and Use Information

Value and Practice Citizenship

Interact Productively with Others

Value Diversity

### **Knowledge Outcomes**

Natural Science

Social Science

Mathematical Reasoning

Communication

Wellness

Aesthetics

Technology

International/Intercultural

For more details go to the following web

page: <http://www.delta.edu/gened/newsletter2002/gesttmt.html>

**E-mail the instructor: [pahutchi@delta.edu](mailto:pahutchi@delta.edu)**

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Patricia A. Hutchins