

Texts and Material

Ten Steps to Advanced College Reading Skills (second edition) by John Langan Publisher=Townsend Press
ISBN = 978-1-59194-295-5

Advanced Word Power (second edition) by Beth Johnson Publisher=Townsend Press
ISBN = 1-59194-226-8

The Unwanted by Kien Nguyen ISBN = 978-0316284615 (Other copies of *The Unwanted* are available, possibly having a different ISBN number and/or a different publishing company – they are acceptable as long as the author is Kien Nguyen.)

For reading lab assignments=Aplia Access Code by Cengage Learning
title = *The Effective Reader*

Can be purchased at the IVC book store (ask for it at the counter) or online through Cengage Learning.
A three-ring binder with paper.

Attendance

You are expected to attend every class session. Any student who misses the first class will be dropped. Should readmission be desired, your status will be the same as that of any other student who desires to add this class. **Only** students who are representing Imperial Valley College at officially approved events (conferences, contests, athletics, and field trips) and thus absent from class, will receive an **excused absence**. Any student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. In the event of an unforeseen absence/emergency, contact me at (760) 355-5707 or Division Secretary, Sara Hernandez, at (760) 355-6224

Additionally, students who decide to drop a class, must do so no later than Friday, April 11, 2014. Students who stop attending class but do not drop themselves officially by 4/11/14, will receive a failing grade. A grade of "F" will appear on the student's transcript/official college record. **DO NOT RELY ON THE CLASS INSTRUCTOR TO DROP YOU FROM THIS COURSE!**

Disabled Student Programs and Services

Any student with a documented disability who may need educational accommodations should notify the instructor and the Disabled Student Programs and Services (DSP&S) office as soon as possible. Visit DSP&S, Mel Wendrick Access Center, in room 2117 (Health Science Building) or phone at (760) 355-6313.

Reading Lab

You will have Reading Lab assignments to complete for Spring Semester. Failure to complete any Reading Lab assignment by the due date (and time), will result in the lowering of points for this portion of your final semester grade – see **Grading** below. **No partial credit** will be given for incomplete or late Reading Lab work.

The software program, *Aplia – The Effective Reader*, will be used in this English 19 course. You must purchase the *Aplia – The Effective Reader* stand-alone Access Code in order to complete the Reading Lab assignments. There are two ways to obtain the *Aplia – The Effective Reader* Access Code-

1.) The access code may be purchased at the IVC bookstore (ask for it at the counter).

OR

2.) The access code may be purchased online. (To purchase online you must have a valid credit card – in your name – or possess an IVC debit card.

One access code cannot be shared by two students. Do not delay in acquiring your code. The first lab assignment cannot be started without one.

Quizzes and Final

Quizzes will be given throughout the semester. They will be based on material from your textbook(s) and/or class handouts and notes. Each quiz will be graded on a percent of 100. There will be NO make-up quizzes, but your one lowest grade during the course will be dropped.

Note: Students who leave class after completing a test and DO NOT RETURN at the assigned time will receive a "O"/no credit for that day's test. Plan on having attendance retaken after ANY break.

The Final Exam will cover material from the first class meeting to the last class before the Final is given.

Grading: The end-of-the-semester grade will be based upon the following:

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| Chapter Quizzes | 40% |
| Reading Lab | 20% |
| Final Exam | 30% |
| Class Participation | 10% |

Points will be **deducted** from Class Participation for failure to

- Arrive at class on time
- Participate due to texting or leaving the room to make or receive a phone call
- Participate in in-class assignments

The grading scale is

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| 90 to | 100% = A |
| 80 to | 89% = B |
| 70 to | 79% = C |
| 60 to | 69% = D |

Behavior: All students are expected to conduct themselves as adults. Cell phones and electronic devices are to be turned off and put away during class. No food or drinks, other than capped bottles of water, are to be brought into the classroom. Students who disrupt class will be sent directly to Mr. Sergio Lopez, Associate Dean of Student Affairs. Based upon his decisions, students may be permanently expelled from Imperial Valley College. Additionally, "Students shall observe the rules and regulations of the College and shall refrain from conduct which interferes with the College's teaching and administration, or which reasonably interferes with the rights of others."

Source—IVC General Catalog, available online at = http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762
PLEASE NOTE – Due to college rules and state laws, no one who is not enrolled in this class may attend, including visitors, spouses or children.

Academic Honesty:

- **Plagiarism** is to take and present as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly 'cite a source', you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating will receive a zero (0) on the exam or assignment, and the incident will be reported to Mr. Sergio Lopez, Associate Dean of Student Affairs, who may place related documentation in a student's file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) use of a commercial term paper service.

Students' Services

● **Learning Labs:** There are several 'labs' on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program

● **Library Services:** There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

● **Counseling and Health Services:** Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

● **Students' Rights and Responsibilities:** Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at

http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

● **Information Literacy:** Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

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Other students' Names, Phone Numbers, E-mail

| Name | Phone Numbers And/Or E-mail |
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| Test Number | Date | Score |
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Tentative Schedule for English 19

Text = *Ten Steps to Advanced College Reading Skills* Vocabulary Workbook = *Advanced Word Power* Novel = *The Unwanted*

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| Week 1 | 1/21-1/24 | Course Introduction Chp. 1 in text = "Main Ideas" Vocabulary Workbook – Chapters 1-2 |
| Week 2 | 1/27-1/31 | Continue with "Main Ideas" Vocabulary Workbook – Chapters 1-2 |
| Week 3 | 2/3-2/7 | Chp. 2 in text = "Supporting Details" Vocabulary Workbook – Chapters 3-4 |
| Week 4 | 2/10-2/13 Fri., 2/14=Lincoln's BD, campus closed | Continue with "Supporting Details" Vocabulary Workbook – Chapters 3-4 |
| Week 5 | 2/18-2/21 Mon., 2/17=Pres. Day, campus closed | Chp. 3 in text = "Implied Main Ideas" Vocabulary Workbook – Chapters 5-6 |
| Week 6 | 2/24-2/28 | Continue with = "Implied Main Ideas" Vocabulary Workbook – Chapters 5-6 |
| Week 7 | 3/3-3/7 | Begin <i>The Unwanted</i> Vocabulary = Greek & Latin word parts and Affixes |
| Week 8 | 3/10-3/14 | Continue with <i>The Unwanted</i> Vocabulary = Greek & Latin word parts and Affixes |
| Week 9 | 3/17-3/21 | Continue with <i>The Unwanted</i> Vocabulary = Greek & Latin word parts and Affixes |
| Week 10 | 3/24-3/28 | Chapters 4 and 5 = "Relationships I and II" Vocabulary Workbook – Chapters 7-8 |
| Week 11 | 3/31-4/4 | Chp. 6 in text = "Inferences" Vocabulary Workbook – Chapters 9-10 |
| Week 12 | 4/7-4/11 Fri., 4/11 – Last Day to Drop Class and Have a "W" appear on records | Chp. 7 in text = "Purpose and Tone" Vocabulary Workbook – Chapters 11-12 |
| Week 13 | 4/14-4/18 | Chp. 8 in text = "Argument" Vocabulary Workbook – Chapters 13-14 |

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Monday, April 21 – Friday, April 25 = Spring Recess -- Campus Closed

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| Week 14 | 4/28-5/2 | Chp. 9 in text = "Critical Reading" Vocabulary Workbook – Chapters 15-16 |
| Week 15 | 5/5-5/9 | Chp. 10 in text = "Active Reading and Study" Vocabulary Workbook – Chapters 17-18 |
| Week 16 | 5/12-5/16 | FINALS!! |

Saturday, May 17 – Imperial Valley College Graduation

Tentative Schedule For In-class Reading Labs

CRN # 20180 – M, W, & F

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|------|------|-------|
| Mon. | 1/27 | 10:00 |
| Mon. | 2/10 | 10:00 |
| Mon. | 2/24 | 10:00 |
| Wed. | 3/12 | 10:00 |
| Mon. | 3/24 | 10:00 |
| Mon. | 4/7 | 10:00 |
| Mon. | 4/28 | 10:00 |

CRN # 20182 – Tues. & Thurs.

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| Tues. | 1/28 | 1:30 |
| Thurs. | 2/13 | 1:30 |
| Thurs. | 2/27 | 1:30 |
| Thurs. | 3/13 | 1:30 |
| Thurs. | 3/27 | 1:30 |
| Thurs. | 4/10 | 1:30 |
| Thurs. | 5/1 | 1:30 |