

Imperial Valley College Course Syllabus – English 8

Basic Course Information

Semester	Winter 16	Instructor Name	Chema Guijarro
Course Title & #	English 8	Email	jose.guijarro@imperial.edu
CRN #	15013	Office Hours	By appointment
Room	2751	Class Dates, Time, Days	M-F, 200-450 pm, Jan 5 – Feb 5

Classmate contacts:

Name: _____ **Tel #:** _____ **E-mail:** _____

Course Description

Preparation for ENGL 009. Provides developmental instruction approaching the college level in paragraph and short essay writing. (Nontransferable, nondegree applicable)

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Generate essays with a clear thesis statement or controlling idea. (ILO1, ILO2, ILO4)
2. Write essays showing support for a thesis statement or controlling idea. (ILO1, ILO2, ILO4)
3. Construct complete sentences with few errors in sentence structure such as fragments, comma splices, run-on sentences. (ILO1, ILO2, ILO3, ILO4)
4. Compose a multi-paragraph essay that uses standard verb form and tense in response to a reading. (ILO1, ILO2, ILO4, ILO5)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Develop and use discovery techniques such as free-writing and clustering and apply these techniques to expository writing of paragraphs and essays.
2. Generate ideas based upon knowledge of concrete data and be able to express ideas effectively using a controlling idea or thesis statement.
3. Organize data necessary to support a thesis statement or controlling idea while studying and applying various rhetorical modes with emphasis on description, narration, and exemplification.
4. Demonstrate the use of critical thinking by identifying the main ideas and developing written responses to a variety of written texts.
5. Demonstrate clean and correct sentence patterns and work to eliminate sentence errors such as fragments, comma splices, and run-ons.
6. Produce writing in which meaning is unobscured by grammar or usage errors in punctuation, spelling, subject-verb agreement, verb tense, word choice, and word order.
7. Demonstrate an understanding of the writing process with special attention given to editing and proofreading.
8. Participate in a number of activities and areas of study as deemed appropriate by the instructor.

Textbooks & Other Resources or Links

Buy these three things immediately:

- *Easy Writer* (5th Edition), by Andrea A. Lunsford. (ISBN: 978-1457640469)
- *Jesus's Son: Stories*, by Denis Johnson. (ISBN: 978-0312428747)
- A USB flash drive.

Course Requirements and Instructional Methods

This course is focused on getting you ready for English 9. That means acquainting you with the writing process, getting you proficient in both take-home and in-class essays, and working extensively on grammar and vocabulary.

The course also includes in-class readings for which you are required to participate and respond. This is to develop a greater vocabulary and understanding of English prose.

ATTENDANCE and CLASS PARTICIPATION:

- You will be assigned daily points for your timely attendance and participation in class activities. Failure to show up on time or to participate will result in your losing said points.
- Instructors are not required to take attendance, but I do so to assure that you arrive on time and so I can learn your names. EVERYONE is expected to participate, and if I know your name, you won't be able to keep a low profile.
- Since this is an intersession course, falling behind is painfully easy to fall behind. Show up at all costs!
- Beyond that, if you do the work, show up to class, pay attention and participate, you will surprise yourself with your improvement and success in the course. If you do not, you will struggle to earn a passing grade for the semester, and barring any extenuating circumstances, will receive little sympathy from me.

COMMUNICATION

- IVC e-mail is the official method of communication between students and instructors.
- We will be meeting daily, so few things are worth e-mailing me about. Two quick examples of reasons to e-mail:
 - If you are absent with a valid excuse or what you feel is a valid excuse.
 - If you are having issues with the course and want to schedule time to meet with me.
- NEVER e-mail me if you were absent, have no valid excuse, and just want to know what you missed. Those types of queries should be sent to a classmate, not your instructor.
- Also, if I forget to do something, the fault is mine and you will not be penalized. (An example of that would be my forgetting to post a SafeAssign link on BlackBoard.) So don't panic and go into an e-mail frenzy.
- I read all e-mails sent to me but only respond to things that cannot wait until the next class date. (Most things can be settled with a short conversation before or after class.)
- Also, keep in mind we will be meeting daily, so checking your inbox for anything I forgot to mention in class is a must.

EXCUSES

- It is your responsibility to let me know when you are unable to complete an assignment or attend class.
- All assignments may be submitted by proxy (a classmate or anyone else). As long as it is submitted when due, all is well.
- Even if I don't buy your excuse, it's worth a shot sending me an e-mail about it. (Attach any work for which you have missed the deadline so you can at least prove you have completed it.)
- In the case of a valid emergency, all work and absences will be excused, but keep me in the loop about your situation.
- If you have a planned absence, depending on the reason, I'll be willing to work with you.
- Most importantly, regardless of the reason for your absence, it is your responsibility to keep up with lectures and assignments by contacting your classmates.

DEADLINES FOR OUT-OF-CLASS WORK

In order to eliminate any issues with late work, there will only be two deadlines for your out-of-class work:

January 20th and February 1st.

Keep two things in mind:

1. I will only grade your work once. (No multiple submissions of any take-home work.)
2. You are more likely to receive a better grade if you submit work as it is assigned. Not only will the material be fresh in your memory, but I will provide better feedback if you allow me more time to grade it.

TYPES OF ASSIGNMENTS

- Take-Home Essays:
 - Include Brainstorm, Formal Outline, First Draft, Reverse Outline, and Final Draft.
 - Brainstorms will consist of class work and homework designed for each essay and will be graded pass or fail based on completion.
 - Formal Outlines are a specific mapping of your essay prior to writing the first draft and will be graded pass or fail based on completion.
 - First Drafts are required to be longer than the final draft by at least a whole page and will be graded pass or fail.
 - Reverse Outlines are based on your first draft and will be handed in together. They will be graded pass or fail based on completion.
 - Final Drafts will receive a letter grade and will be the bulk of your grade for the assignment.
 - NOTE: You must complete ALL assignments in order to receive a grade for the assignment.
 - All work must be typed and submitted through Blackboard by the Deadline.
 - Grade breakdown for assignment:
 - Brainstorm: 10%
 - Formal Outline: 10%
 - First Draft: 10%
 - Reverse Outline: 10%
 - Final Draft: 60%
- In-Class Essays:
 - Will consist of several essays written in the classroom.
 - Graded pass or fail and individually.
 - Will total 15% of your final grade.
 - Writing prompts for these essays will be based on stories from *Jesus's Son*.
 - We will read each story as a class prior to your writing each essay. Though it is not required that you be present for the readings in order to write the essay, it is definitely in your best interest as the prompt will be based on class discussions.
- Common Final:
 - This is an in-class essay assigned by the English Department. You must attend class to take this essay-- only serious emergencies will be considered an excuse if you fail to do so.
 - The essay is based on a reading prompt provided by the department and is graded by an English instructor other than me.
 - They are graded pass or fail.
 - I have final say over your grade.
- Grammar Midterm/Final:
 - Based on grammar lectures
 - You must bring a Scantron and a #2 pencil.
 - Graded based on a percentage.
- Quizzes:
 - Based on grammar lectures and assigned vocabulary words.
 - You must bring a Scantron and a #2 pencil.
 - Graded based on a percentage.
- Class work:
 - Used to supplement lectures and to determine your participation points for the day.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Two Take-Home Essays (Narrative Essay & Descriptive Essay).....	30% (15% each)
-These will include Brainstorming, Outline, First Draft, Reverse Outline, and Final Draft.	
In-Class Essays (Expository Essay Writing).....	15%
-This assignment will consist of in-class essays based on in-class readings of <i>Jesus's Son</i> .	
Common Final.....	15%
-An in-class essay graded by the English Department.	
Grammar Midterm & Final.....	20% (10% each)
Grammar and Vocabulary Quizzes.....	5%
Class Participation/attendance.....	15%
Grade breakdown:	
90-100%	A
80-89%	B
70-79%	C
60-69%	D
0-59%	F

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor. **Consider**: specifics for your class/program
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including 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 or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. 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

Additional Help – Discretionary Section and Language

- **Blackboard** support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- **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.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313 if you feel you need to be evaluated for educational accommodations.

Student 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.

Student 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/>

Anticipated Class Schedule / Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1	Syllabus & Introduction Descriptive and Expository Essay Lecture In-Class Reading <i>Jesus’s Son</i> Grammar Lecture: Sentence Errors	In-class Essay 1
Week 2	Descriptive and Expository Essay Lecture In-Class Reading <i>Jesus’s Son</i> Grammar Lecture: Sentence Errors	In-Class Essay 2
Week 3	Descriptive and Expository Essay Lecture In-Class Reading <i>Jesus’s Son</i> Grammar Lecture: Sentence Errors & Agreement Issues	In-Class Essay 3 Descriptive Essay Final Draft Grammar Midterm
Week 4	Narrative and Expository Essay Lecture In-Class Reading <i>Jesus’s Son</i> Grammar Lecture: Agreement Issues & Verb Tense	In-Class Essay 4
Week 5	Narrative and Expository Essay Lecture In-Class Reading <i>Jesus’s Son</i> Grammar Lecture: Agreement Issues & Verb Tense	In-Class Essay 5 Narrative Essay Final Draft Grammar Final Common Final