

English 112/51: Composition & Rhetoric II

John Carroll University/Summer 2014

Instructor: Karen Wilson

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Prerequisite: Successful completion of En. 111 or an equivalent transfer.

Course Description: This is the second semester course in your Freshmen English sequence. This course takes those critical reading, writing, and thinking skills you have been developing and asks you to apply those to the art and mechanics of argument and research. The end result is a 10-12 page, fully documented research essay. This is also a **web-based only class**: we will not meet on campus. And as such:

Time Commitment: You will be required to do all your work (readings, submitting assignments, participating with other students and completing all additional requirements) in the Blackboard environment. Communication will happen between us via JCU email and blackboard announcements. You are expected to devote enough time each week to complete your assignments. In case you are not familiar, an online class can take as much, if not more, time than a traditional face-to-face class. On top of that—a summer class of 7 weeks moves more rapidly than a semester length class of 15 weeks and yet covers the same amount of material. To be successful in this class, you should have good organizational and time-management skills. Communication is key in an online class. Stay up-to-date with your work, your grades and your discussions. It is expected that students will spend 2-3 hours outside of the classroom for every hour “in the classroom” working on the class. For this 3 credit course that should be a minimum of 15 hours per week.

Attendance: As on online class, you should not have any reason to “miss” class. In this class, failure to post or respond to post will be considered online absence. To account for emergencies, you may “miss” **one (1)** discussion board post. After this you will lose 10 points from your final grade for each additional “missed” post; you can’t “make up” missed posts.

Students with Disabilities: In accordance with University policy, if you have a documented disability, you may be eligible to receive accommodations from the office of Services for Students with Disabilities (SSD). Students with disabilities are entitled to reasonable accommodations and should have equal access to learning. Please contact the SSD coordinator, at (216) 397-4967 or come to the office located in room 7A, in the Garden Level of the Administration Building. After your eligibility for accommodations is determined, you will be given a letter which, when presented to instructors, will help them know best how to assist you. Please keep in mind that accommodations are not retroactive, so it is best to register at your earliest convenience.

Academic Integrity & Plagiarism: This is the unacknowledged use of someone else's ideas or words. When in doubt, cite; no harm comes in citing. Plagiarism is taken seriously here. A plagiarized paper will result in a "0". If it is found to be intentional, you will fail the course. Just don't. Use your talents (however limited you think they are) for good, not for evil. Established rules are set for in the student handbook (**CHECK THIS**)

Writing Center: CHECK THIS

Library: There is an icon in blackboard that will take you to the library website. **Summer Hours:** Sun: CLOSED, Mon – Thurs: 8 AM – 9 PM Fri: 8 AM – 6 PM Sat: 10 AM – 6. They are available for one-on-one help during the writing process; you can talk to a librarian online. Check it out.

Required Materials: --Consistent internet access, preferably on a home computer.
--Word processing program
--Method for saving files (email, flash drive, etc.)
--*Norton's Guide to Field Research*

COURSE REQUIREMENTS:

Discussion Board: Posts: ; Responses:

Reading Quizzes: 5@

Peer Review: 3 peer reviews

Papers: 1. Annotated Bibliography and Prospectus
2. Problem Essay
3. Solution Essay
4. Final Research Essay

I reserve the right to change or modify any assignment. I will not add any major assignment to this class.

There is no final examination in this class; your final research essay is your final.

I encourage you to keep up-to-date with your grades during the class. I will be happy to discuss your progress during the class. You will receive feedback both from me and from your peer reviews. Final grades will not be negotiated. I don't do extra credit.

You must complete all assignments in this class in order to pass. Keep in mind that all writing for this class is public, so if you do not want anyone to read it, don't write it in this class.

Paper Expectations:

Typed in professional font; 12 point type

- Double-space with 1" margins.
- Name, date, assignment on upper left
- Last name & pg. # as header in upper left
- Title in center, not underlined or in quotation marks
- Complete assignment
- Follow directions. As silly as this may sound, read the assignment carefully and follow directions carefully. Review all peer review directions before and after before turning in your final draft. Not following directions will result in a lower grade, no matter how brilliant the essay.
- Uploaded into Blackboard. All work must be uploaded into blackboard before the class period on which it is due. You are responsible for making sure your paper is correctly and timely uploaded. You will need to deal with any technical difficulties beforehand. Papers not uploaded by due date & time will be considered late and will be penalized by 10%. Nothing is accepted after 24 hours after deadline.

To upload into Blackboard: **(Check with Jay)**

Late Work: Unless otherwise noted, all deadlines are at the end of the day(11:59pm) on the day it is due. As this is a summer class, I do not accept anything late(except as noted above). You are responsible for reliable internet connection and back-up work. Give yourself time to "play" in blackboard to become familiar withit. Back up your work regularly. Make sure your files are acceptable to blackboard when uploading. "My internet broke", "Blackboard doesn't like me and won't take my work" are not acceptable excuses(so says the dog).

Course Grades: Your work will receive letter grades, which will convert this way: A+= 100 A= 95 A- = 92 B+= 88 B = 85 B- = 82 C+ =78 C = 75 C- = 72 D+ = 68 D = 65 D- = 62 F = 55 check plus 95 check 85

The grading scale is as follows:

94-100	A	77-79.9	C+	below 60	F
90-93.999	A-	74-76.9	C		
87-89.999	B+	70-73.9	C-		
84-86.9	B	67-69.9	D+		
80-83.9	B-	60-66	D		

Email and etiquette: As stated before, the JCU email and blackboard are our only official means of communication. I will respond to an email within 24 hours; if not, then I haven't received your communication. I will usually check email and blackboard in the morning (before noon) and again in the early evening(probably before 8pm). When you email:

- Include subject in subject line—at least class
- Consider it a letter: open with salutation such as Dear Karen or Karen(if you are not sure of your professor's name or title, us Professor or Prof
- Use standard spelling, punctuation, etc. Email is not a text.
- Write clearly and be direct.
- Don't send a blank email. If you are sending an attachment, identify and say so.

Respect: In any class, I will try to give you respect as a student and a person. I will do this by my timely and consistent response to emails and feedback on assignments. I will also try to help you through difficult material. In this online class, it is more important than that you work to be respectful to your fellow students. You can do this by completing your assignments in a timely fashion, dedicating a sufficient amount of time to this class to make a real contribution, being patient as you and others work through the material in the class, remain open to new ideas, and use respectful language in posts and emails.

At this point, the syllabus will follow. My goal for you is to pass this class, but keep in mind that it is your responsibility. If you have a problem, let me know as soon as possible, and I will try to help.

TENTATIVE SYLLABUS: WEEKLY COURSE SCHEDULE

WEEK 1: (Monday, 7/7-Saturday, 7/12):

- Read syllabus
- Read paper 1 and final paper instructions

- Read in *Norton*/Take quiz
- Read discussion board guidelines
- Complete discussion board posts (Tues. & Thurs.)

WEEK 2: (Sunday, 7/13-Saturday, 7/19):

- Week 2 video(**Check with Jay**)
- Review paper 1 directions, etc.
- Read in *Norton*/Take quiz
- Complete discussion board posts (Tues. & Thurs.)

WEEK 3: (Sunday, 7/20-Saturday, 7/26):

- Week 3 video
- *Submit Paper 1(Monday)*
- Read Paper 2 directions
- Read in *Norton*/Take quiz
- Complete discussion board posts (Tues. & Thurs.)

WEEK 4: (Sunday, 7/27-Saturday, 8/2):

- Week 4 video
- Post Paper 2 draft to Peer Review(Sunday)
- Read Peer Review Guidelines
- Complete Paper 2 Peer Review(Tues)
- Read in *Norton*/Take quiz
- Read Paper 3 directions
- Complete discussion boards (Tues. & Thurs.)
- *Submit Paper 2 final draft(Thursday)*

WEEK 5: (Sunday, 8/3-Saturday, 8/9):

- Week 5 video
- Post Paper 3 draft to Peer Review(Sunday)

- Complete Paper 3 Peer Review(Tues.)
- Read in *Norton*/Take quiz
- Complete discussion boards (Tues. & Thurs.)
- *Submit Paper 3 final draft(Thursday)*

WEEK 6: (Sunday, 8/10-Saturday, 8/16):

- Week 6 video
- Review Final Paper directions
- Read in Norton
- Complete discussion boards (Tues. & Thurs.)
- Read sample final paper

WEEK 7: (Sunday 8/17-Thursday, 8/21):

- Review revision checklist
- Post final paper draft to Peer Review(Sun.)
- Complete final paper peer review responses(Tues.)
- *Submit Final Paper final draft(Thurs).*
- Complete Course Survey