



ENGL 1101-Composition and Rhetoric

COURSE SYLLABUS

**Hybrid: 80% Face-to-Face/20% Hybrid
Spring Semester 2019 (201914)**

COURSE INFORMATION

Credit Hours/Minutes: 3/2250

Class Location: 2131-Building 2- Swainsboro

Class Meets: Tuesday and Thursday-9:30 a.m. -10:30 a.m. (80% Face-to-Face/ 20% Hybrid_

Course Reference Number (CRN): 40049

Preferred Method of Contact: lthomas@southeasterntech.edu or the Contact the Instructor forum in Blackboard.

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Laquanda Thomas

Email Address: lthomas@southeasterntech.edu

Office Location: 2132, Building 2- Swainsboro

Office Hours: Monday and Wednesday 8:00-10:00 and Tuesday and Thursday 8:00-9:00

Phone: 478.289.2219

Fax Number: 478.289.2263

Tutoring Hours: MW-9:00-11:00 & TR-1:00-3:00

This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

Bullock, R., Goggin, M., & Weinberger, F. (2016). *The Norton field guide to writing with readings and handbook*. (4th ed.). New York, NY: W.W. Norton & Company.

REQUIRED SUPPLIES & SOFTWARE

Folder with pockets, loose-leaf paper, binder, pencils, pens, **reliable** internet access, Student E-mail account, and access to STC's Remote Lab Access -- Students are required to use Microsoft Applications for this class, specifically Microsoft Word.

Note: Although students can use their smart phones and tablets to access their online course(s), exams,

discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

Explores the analysis of literature and articles about issues in the humanities and in society. Students practice various modes of writing, ranging from exposition to argumentation and persuasion. The course includes a review of standard grammatical and stylistic usage in proofreading and editing. An introduction to library resources lays the foundation for research. Topics include: writing analysis and practice; revision; and research. Students write research papers using library resources and using a formatting and documentation style appropriate to the purpose and audience.

MAJOR COURSE COMPETENCIES

Topics include: writing analysis and practice, revision, and research.

PREREQUISITE(S)

Appropriate degree-level writing (English) placement test score and appropriate degree-level reading placement test score.

COURSE OUTLINE

1. Writing Analysis and Practice
2. Revision
3. Research

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (HYBRID)

Students are expected to complete all assignments by the due dates. Late assignments will NOT be accepted. No exceptions. Students are required to submit all assignments in American Psychological Association (APA) Style via the digital drop boxes for each assignment. Students are responsible for policies and procedures included in the STC Catalog and Handbook.

Students are responsible for checking e-mails and Blackboard announcements daily. Read instruction documents under Coursework tab in Blackboard if you have any further questions about course content, expectations, or due dates.

BASIC ERRORS

Certain errors in writing are called basic or failing errors. A pattern of such errors must be eliminated from writing assignments. Basic errors include the following:

1. Lack of clarity at the sentence level
2. Subject-verb agreement errors

3. Comma splices and run-on or fused sentences
4. Sentence fragments
5. Incorrect verb forms
6. Spelling errors
7. Pronoun antecedent agreement

CELL PHONE POLICY

Cell phones are not to be used while in class. When students enter the classroom, cell phones should be placed on silent or vibrate. If cell phones become a problem, the instructor reserves the right to give a quiz to the entire class or give an individual quiz to the person not adhering to policy (upon the discretion of the instructor) each time a phone rings/vibrates or anytime a student is caught using a phone in class. Cell phone quizzes will be put into the grade book. During exams, if a student is caught with a phone or caught texting during a test, he or she will be given a zero.

HYBRID ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Macy Gay mgay@southeasterntech.edu](mailto:mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator

Swainsboro Campus: [Macy Gay mgay@southeasterntech.edu](mailto:Macy.Gay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208
Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:Helen.Thomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

It is strongly encouraged that requests for consideration be made PRIOR to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery MAY NOT be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of "W", will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES

Tests and assignments must be completed on the assigned date in the course calendar or per the instructor. **Students can make up tests/quizzes within one week of missing the assignment.** If the student does not make up the test within the one week period, a zero will be given for the test grade without any other make-up opportunities. **There are no late submissions for writing assignments.** If you do not submit the assignment by the due date, a zero will be given. There is one day provided on the class calendar to make up one writing assignment of the student's choice. Students can make up this assignment if they missed the deadline, or they want to revise and improve the writing assignment for a better grade.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program

advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

<p>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</p>	<p>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</p>
<p>Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu</p>	<p>Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu</p>

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College's Website](http://www.southeasterntech.edu) (www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Writing Assignments	45%
Tests	15%
Assignments (Homework & Discussion Questions)	15%
Final Exam Essay	15%
Final Exam Grammar	10%

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

ENGL 1101 Composition and Rhetoric

Hybrid: 80% F2F/ 20%Online

Calendar is subject to change

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 1:</p> <p>January 8</p> <p>January 10</p>	<p>What is Rhetoric?</p>	<p>Tuesday Class: Syllabus, Class Policies and expectations, Information and Policies Packet/ Class: You Tube Video – Prince EA Blackboard: Sentence PowerPoint Hybrid: Read Part 1 of <i>The Norton Field Guide to Writing with Readings and Handbook</i> (pages (pgs.) 3-52). Hybrid: Student Introduction (Due Thursday, January 10, 2018 at 11:59 p.m.). Hybrid: Blackboard Orientation/ Online Orientation Quiz (Due Thursday, January 10, 2018 at 11:59 p.m.). Hybrid: Syllabus Quiz (Due Tuesday, January 15, 2019 at 11:59 p.m.). Thursday Class: Purpose of Writing Class: What is Rhetoric? Class: You Tube- Rhetoric video: Purdue Owl Vidcast Hybrid: Discussion Question Respond to 2 others in the course (Due Tuesday, January 15, 2019 at 11:59 p.m.). Hybrid: Read Identifying and Eliminating Errors in Writing. Hybrid: Read Part 2 of <i>The Norton Field Guide to Writing with Readings and Handbook</i> (pgs. 55-70) Hybrid: Vocabulary List 1</p>	<p>*1,2,3,5 **a,c</p>

<p>Week 2: January 15 January 17</p>	<p>Writing Review/ Introducing Rhetoric and Analysis</p>	<p>Tuesday Class: Sentence Quiz Class: Academic Writing Dos and Don'ts Class: Required parts of an essay/ Thesis Statements Class: Introduce rhetorical devices You Tube- Introduction to Ethos, Pathos, and Logos Class: Discuss other rhetorical devices and impact on writing or speech.</p> <p>Hybrid: Read "Chapter 11: Analyzing Texts" in <i>The Norton Field Guide to Writing with Readings and Handbook (pgs.94-128)</i>.</p> <p>Hybrid: Review rhetorical devices in Blackboard</p> <p>Hybrid: Watch videos in the Logos folder in Blackboard.</p> <p>Thursday Class: Grammar Test 1-Sentences Class: American Psychological Association Style (APA) format</p> <p>Hybrid: Watch videos on APA format. These videos will help you to format your essays for the class. Use the video also to help complete the discussion question on APA format in week 2.</p> <p>Hybrid: Read "Chapter 53: APA Style" (pgs. 549-589). You will need to review this chapter often to cite sources correctly. You can also use this chapter for the APA quiz in week</p> <p>Hybrid: Argumentative essay topic and working thesis statement. Submit Tuesday, January 22, 2019 at 11:59 p.m.</p> <p>Hybrid: Discussion Question (Due Tuesday, January 22, 2019 at 11:59 p.m.).</p> <p>Hybrid: Find 2 sources using Galileo that supports the working thesis statement for the Argumentative Research Essay. Bring sources with you to class on Thursday,</p>	<p>*1,2,3,4,5 **a,b,c</p> <p>**Notes: Discussion questions are due on Tuesday nights. Students have one week to complete.</p> <p>**Deadlines for assignments are on various calendar dates, but listed in the course calendar.</p>
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Date/Week	Content	Assignments & Tests Due Dates	Competency Area
		February 7, 2019. Failure to have these sources will result in a zero for a homework grade. Evaluate sources using the CRAAP Test.	

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 3:</p> <p>January 22</p> <p>January 24</p>	<p>Rhetorical Analysis/ Personal Pronouns</p>	<p>Tuesday Class: Discuss rhetorical situation and analysis Class: You Tube: “The Girl Who Silenced the World for 5 minutes” (Class Discussion).</p> <p>Hybrid: What is the Rhetorical Situation of this speech? Students are provided the link to speech and a transcript. Bring answers to the next class meeting.</p> <p>Thursday Class: Rhetorical Situation Class: Review speech in class Class: Writing a Rhetorical Analysis (Process) Class: Rhetorical Analysis Thesis Statement</p> <p>Hybrid: Discussion Question (Due Tuesday, January 29, 2019 at 11:59 p.m.)</p> <p>Hybrid: Rhetorical Analysis Assignment You Tube: “The Girl Who Silenced the World for 5 Minutes”</p> <p>Hybrid: Watch “Rhetorical Analysis Thesis Statement” in Blackboard.</p> <p>Hybrid: Watch “Rhetorical Analysis Thesis Statement”</p> <p>Hybrid: Rhetorical Analysis Essay Steps and Template. Complete introductory paragraph, thesis statement, and one body paragraph by Tuesday, January, 29, 2019. Please bring to class. Failure to have a complete introductory paragraph and one body paragraph will result in a zero for a homework grade.</p> <p>Hybrid Reminder: Vocabulary List 1: Prepare PowerPoint for submission in Week 4-(Due Tuesday January 29, 2019 at 11:59 p.m.).</p>	<p>*1,2,3 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 4:</p> <p>January 29</p> <p>January 31</p>	<p>Pronouns/ Rhetorical Analysis/Vocabulary</p>	<p>Tuesday Class: Personal Pronoun PowerPoint and Practice.</p> <p>Hybrid: Submit Vocabulary List 1 PowerPoint on Tuesday, January 29, 2019 at 11:59 p.m.</p> <p>Hybrid: Pronoun Worksheet (Complete and bring to class. (Due Thursday, January 31, 2019).)</p> <p>Hybrid: Complete pronoun practice quiz (Due Tuesday, Feb. 5, 2019 at 9:30 a.m.)</p> <p>Hybrid: Continue drafting rhetorical analysis.</p> <p>Thursday: Class: Pronoun Worksheet Class: APA (Reference provided for speech)</p> <p>Hybrid: Continue drafting rhetorical analysis.</p> <p>Hybrid Reminder: Complete pronoun practice quiz (Due Tuesday, February 5, 2019 at 9:30 a.m.)</p> <p>Hybrid Reminder: Rhetorical Analysis rough draft due Tuesday, February 5, 2019 in class. Students who have the rough draft will be awarded 5 extra points on the final draft.</p> <p>Hybrid Reminder: Find 2 sources using Galileo that supports the working thesis statement for the Argumentative Research Essay. Bring sources with you to class on Thursday, February 7, 2019.</p>	<p>*1,2,3 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 5:</p> <p>February 5</p> <p>February 7</p>	<p>Pronouns/ APA/ Research</p>	<p>Tuesday Class: Grammar Test 2-Pronouns Class: Rhetorical Analysis Video. Please bring your rough drafts to class and make notes for revisions needed.</p> <p>Hybrid Reminder: Find 2 sources using Galileo that supports the working thesis statement for the Argumentative Research Essay. Bring sources with you to class on Thursday, February 7, 2019.</p> <p>Thursday Class: APA and Research/ Annotations Hybrid: Watch video on the Argumentative Essay Thesis Statement and develop the thesis statement for the Argumentative Research Essay. Submit the thesis statement to the discussion forum.</p> <p>Hybrid: Discussion Question: Argumentative Research Essay Thesis Statement (Due February 12, 2019 at 11:59 p.m.).</p> <p>Hybrid: Find 2 more sources using Galileo that supports the working thesis statement for the Argumentative Research Essay. Add these 2 sources to the sources brought to class on February 7, 2019.</p> <p>Hybrid: Read “Chapter 13: Arguing a Position” (pgs. 156-182) and “Chapter 15: Annotated Bibliographies” (pgs. 188-196) in <i>The Norton Field Guide to Writing with Readings and Handbook</i></p> <p>Hybrid Reminder: Rhetorical Analysis final draft due Tuesday, February 12, 2019 at 11:59 pm. Final Draft of assignments are submitted in the Writing Assignments Folder.</p>	<p>*1,2,3 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 6:</p> <p>February 12</p> <p>February 14</p>	<p>Annotated Bibliography/References/ Vocabulary</p>	<p>Tuesday Class: Vocabulary Quiz: List 1 Class: Library day- Students should use this day to find 3 more sources for the Argumentative Research Essay. They must evaluate these sources using the CRAAPS Test then begin developing a reference page and annotated bibliography.</p> <p>Thursday Class: Library day-Students should use this day to find more sources for the Argumentative Research Essay. They must evaluate these sources using the CRAAPS Test then begin developing a reference page and annotated bibliography.</p> <p>Hybrid: Vocabulary List 2. Submit Vocabulary List 2 PowerPoint by Tuesday, February 26, 2019 at 11:59 p.m.</p> <p>Hybrid: Review “Chapter 53: APA Style” (pgs.549-</p> <p>Hybrid: APA Quiz. Use textbook to complete quiz. APA Quiz (Due February 19, 2019 at 11:59 p.m.</p> <p>Hybrid: Submit Annotated Bibliography and Reference List. Separate drop boxes are located in Week 8. Both assignments are due Thursday, February 28, 2019 at 11:59 p.m. The references are for the Argumentative Research Essay. Use your textbook for questions about APA Style (pg. 549-589).</p> <p>Hybrid: Read “Chapter 48: Synthesizing Ideas” in <i>The Norton Field Guide to Writing with Readings and Handbook</i> (p. 473-490).</p>	<p>*1,2,3,4 **a,c</p> <p>**Note: Accountability- Students are given time in class and ample time outside of class to work on reference page and annotated bibliography. Please use class time to ask questions for clarity. Do not wait until the deadline to express that you do not understand the assignment.</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 7:</p> <p>February 19</p> <p>February 21</p>	<p>Verbs/Argumentative Essay/ Advertisement Analysis</p>	<p>Tuesday Class: Outlining the Essay Class: Integrating Research</p> <p>Hybrid: Verbs and Tenses PowerPoint</p> <p>Hybrid: Subject-Verb Agreement</p> <p>Hybrid: Verb worksheets (Complete and bring to class Thursday, February 21, 2019 at 9:30 a.m.).</p> <p>Hybrid: Begin outlining your essay. Use the outline template to begin organizing and developing ideas throughout the essay. Feel free to use your research in the outline to develop your ideas. Students can use the template provided to complete their outline.</p> <p>Thursday Class : Developing a Counterargument Class: Review verb worksheets</p> <p>Hybrid: Verb Practice Quiz (Due Tuesday, February 26, 2019 at 9:30 a.m.).</p> <p>Hybrid Reminder: Vocabulary List 2. Submit Vocabulary List 2 PowerPoint (Due Tuesday, February 26, 2019 by 11:59 p.m.).</p> <p>Hybrid Reminder: Submit Annotated Bibliography and Reference List. There are separate drop boxes located in week 8 for each assignment. Both assignments are due Thursday, February 28, 2019 at 11:59 p.m. Continue to review “Chapter 15: Annotated Bibliographies” (pgs. 188-196) and “Chapter 53: APA Style” (pgs. 549-589)</p>	<p>*1,2,3 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 8:</p> <p>February 26</p> <p>February 28</p>	<p>Verbs/Research/ Vocabulary</p> <p>** Use class time to ask questions about upcoming deadlines such as the annotated bibliography, reference page, or outline.</p>	<p>Tuesday Class: Review Verb Practice Quiz Class: Grammar Test 3: Verbs Class: Outlining the essay (Instruction)</p> <p>Hybrid: Submit List 2 Vocabulary PowerPoint (Due Tuesday, February 26, 2019 by 11:59 p.m.).</p> <p>Hybrid Reminder: Submit Annotated Bibliography and Reference List. There are separate drop boxes located in week 8 for each assignment. Both assignments are due Thursday, February 28, 2019 at 11:59 p.m.</p> <p>Thursday Class: Library Day</p> <p>Hybrid: Argumentative Essay Outline (Due Tuesday, March 5, 2019 at 11:59 p.m.</p> <p>Hybrid: Discussion Question/ Thesis Statement and Evaluation: Argumentative Essay Thesis Statement due Tuesday, March 5, 2019 at 11:59 p.m.</p> <p>Hybrid: Submit Annotated Bibliography and Reference List...drop boxes are located in Week 8 (Due Thursday, February 28, 2019 at 11:59 p.m.).</p>	<p>*1,2,3,4 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 9:</p> <p>March 5</p> <p>March 7</p>	<p>Commas/ Vocabulary</p>	<p>Tuesday Class: Vocabulary List 2 Quiz Hybrid: Commas PowerPoint Hybrid: Commas and Conjunction PowerPoint</p> <p>Hybrid: Commas Worksheets(Complete and bring to class Tuesday, March 7, 2019)</p> <p>Hybrid: Outline (Due March 12, 2019 at 11:59 p.m.)</p> <p>Hybrid: Commas Practice Quiz (Due Tuesday, March 12, 2019 at 9:30 a.m.)</p> <p>Hybrid: Commas Packet (Complete and bring to class Thursday, March 14, 2019)</p> <p>Thursday Class: Comma Worksheets Class: Working Thesis to an Effective Thesis: Transforming the thesis statement.</p> <p>Hybrid: Discussion Question/ Thesis Statement and Evaluation: Argumentative Essay Thesis Statement due Tuesday, March 12, 2019 by 11:59 p.m.</p> <p>Hybrid: Discussion Question (Due Tuesday, March 12, 2019 at 11:59 p.m.)</p> <p>Hybrid Reminder: Commas Practice Quiz (Due Tuesday, March 12, 2019 at 9:30 a.m.)</p> <p>Hybrid Reminder: Submit Argumentative Research Essay Outline March 12, 2019 at 11:59 p.m.</p>	<p>*1,2,3 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 10:</p> <p>March 12</p> <p>March 14</p>	<p>Commas/ Semicolon & Colon</p>	<p>Tuesday Comma Review</p> <p>Thursday Class: Commas Test Class: Other Punctuation PowerPoint Class: Semicolon/Colon PowerPoint</p> <p>Hybrid: Begin drafting Argumentative Essay. Use outline to begin the drafting stage of the writing process.</p>	<p>*2,3 **a,c</p>
<p>Week 11:</p> <p>March 19</p> <p>March 21</p>	<p>Nouns/ Vocabulary</p>	<p>Class: Nouns: Possession PowerPoint Class: Nouns: Singular/Plural</p> <p>Hybrid: Vocabulary List 3 PowerPoint</p> <p>Hybrid: Nouns Practice Quiz (Due Tuesday, April 9, 2019 at 9:30 a.m.)</p> <p>Hybrid: Nouns Worksheet (Complete and bring to class on Tuesday, April 9, 2019 at 9:30 a.m.)</p> <p>Thursday Class: Incorporating Sources</p> <p>Hybrid: Incorporating Sources Quiz (Due March 26, 2019 at 11:50 p.m.)</p>	<p>*2,3 **a,c</p>

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
Week 12: March 26 March 28	Research/ Writing Process/ Drafting	<p>Tuesday Class: Library Day</p> <p>Hybrid: Incorporating Sources Quiz (Due March 26, 2019 at 11:50 p.m.)</p> <p>Hybrid: Continue drafting Argumentative Essay</p> <p>Thursday Class: Library Day Class: Make-up Day (Day 1)</p> <p>Hybrid: Continue drafting Argumentative Essay</p> <p>Hybrid Reminder: Nouns Practice Quiz (Due Tuesday, April 9, 2019 at 9:30 a.m.)</p> <p>Hybrid Reminder: Nouns Worksheet (Bring to class completed on Tuesday, April 9, 2019 at 9:30 a.m.)</p>	*1,2,3,4 **a,c
April 1-4	Spring Break!!!	Spring Break!!!	Spring Break!!
Week 13: April 9 April 11	Nouns/ APA Review	<p>Tuesday Class: Noun Review</p> <p>Thursday Class: Nouns Test Class: Review Dos and Don'ts of Writing. Review APA format/ Reliable sources</p> <p>Hybrid: Discussion Question (Due Tuesday, April 16, 2019 at 11:59 p.m.)</p> <p>Hybrid: Submit Vocabulary List 3 PowerPoint Wednesday, April 17, 2019 at 11:59 p.m.</p>	*1,2,3,4 **a,c

Date/Week	Content	Assignments & Tests Due Dates	Competency Area
Week 14: April 16 April 18	Argumentative Essay	Tuesday Class: Vocabulary Quiz Class: Argumentative Essay Draft Thursday Class: Library Day Hybrid: Discussion Question: Reflection (Due Tuesday, April 23, 2019 at 11:59 pm) Hybrid: Argumentative Essay final draft due Tuesday, April 23, 2019 at 11:59 pm.	*1,2,3,4 **a,c
Week 15: April 23 April 25	Writing Process/ Revision/ Proofreading and Editing	Tuesday: Class: Make-up Day Class: Final exam tutoring and appointments Thursday Class: Make-up Day	*1,2,3,4 **a,c
April 30: Last day of class Final Exam Days: May 1 and May 2	Final Exam	Final Exam: Grammar Final Exam: Essay	

***Instructor reserves the right to change the syllabus and/or lesson plan as necessary. **

Note: Discussion questions are due every Tuesday night. Practice quizzes are normally due on test dates and used as a resource for review prior to testing.

COMPETENCY AREAS

1. Analysis of Writing
2. Revision
3. Research Skills

GENERAL EDUCATION CORE COMPETENCIES

- a. The ability to utilize standard written English.
- b. The ability to solve practical mathematical problems.
- c. The ability to read, analyze, and interpret information.