

## English 1301-9K1



**LAMAR INSTITUTE  
OF TECHNOLOGY**

### **INSTRUCTOR CONTACT INFORMATION**

Instructor: Mrs. Esther Courville

Email: [ecourville@lit.edu](mailto:ecourville@lit.edu)

Office Phone: 409-247-5063

Office Location: Technology Center 222

Office Hours: Monday: 8:00-10:30 am; 12:15-1:15 pm | Tuesday: 11:00 am – 12:30 pm | Wednesday: 8:00 – 10:30 am | Thursday: 11:00 am – 12:30 pm | Friday: 12:15 – 1:15 \*I am also available by appointment if none of these times work with your schedule. I can also meet online via Teams.

### **CREDIT**

3 Semester Credit Hours (3 hours lecture, 0 hours lab)

### **MODE OF INSTRUCTION**

Online.

### **PREREQUISITE/CO-REQUISITE:**

TSI Complete in Reading and Writing.

### **COURSE DESCRIPTION**

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

### **COURSE OBJECTIVES**

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

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and attribution.
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use Edited American English in academic essays

### **REQUIRED TEXTBOOK AND MATERIALS**

*A reliable device with internet access is required*

The instructor will provide information for supplemental required reading resources.

### **ATTENDANCE POLICY**

Attendance in this online class is based on your digital presence and your mental participation in my class, including interacting with me in email, in assignments, and in synchronous meetings. You will receive an email from me through Starfish, LIT's student monitoring system, if you do not have a digital presence in class. I can also monitor how often you log on to Blackboard, so please be mindful to log on often to check for class updates and assignments.

### **DROP POLICY**

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

### **STUDENT EXPECTED TIME REQUIREMENT**

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16-week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

### **COURSE CALENDAR**

<b>DATE</b>	<b>TOPIC</b>	<b>READINGS (Due on this Date)</b>	<b>ASSIGNMENTS (Due on this Date)</b>
Week 1 Aug 26-31	Introduction to class	Aug 31 -introduction to the writing process reading -college-level writing (reading)	Aug 31 -introduction post discussion -diagnostic mini-essay
Week 2 Sept 1- Sept 8	Introduction to writing process and rhetoric	Sept. 1 -the rhetorical triangle and rhetorical tools readings	Sept 8 -rhetorical analysis exercise journal -creative journal 1
Week 3 Sept 9-15	Visual analysis introduction	Sept 8 -visual analysis sample essay reading -ethos, logos, pathos in visual analysis (reading)	Sept 15 -choose visual piece for analysis -piece choice discussion board -creative journal 2
Week 4 Sept 16- 22	Visual analysis writing	Sept 15 -thesis statements reading -outlining and brainstorming reading	Sept 22 -thesis statement drafting discussion board -outline submission -creative journal 3

			-quiz 1 (source implementation, mechanics, thesis statements, visual analysis)
Week 5 Sept 23-29	Visual analysis writing	Sept 22 -using secondary vs. primary sources reading	Sept 29 -research log submission - rough draft submission -peer review -creative journal 4
Week 6 Sept 30 – Oct 6	Visual analysis writing	Sept 29 -revising a rough draft (reading)	Oct 6 -final edited draft due -creative journal 5
Week 7 Oct 7-13	Definition Essay Writing	Oct 6 -objectivity vs. subjectivity reading	Oct 13 -objectivity vs. subjectivity exercise journal -creative journal 6
Week 8 Oct 14-20	Definition Essay Writing	Oct 13 -writing without bias (reading) -logical fallacies reading	Oct 20 -thesis statement discussion board and topic proposal -creative journal 7 -quiz 2 (source types, the writing process, bias, objectivity vs. subjectivity, MLA format)
Week 9 Oct 21-27	Definition Essay Writing	Oct 20 -paragraphical and essay anatomy reading	Oct 27 -outline and very rough draft due -creative journal 8
Week 10 Oct 28 – Nov. 3	Definition Essay Writing	Oct 27 -revision and peer reviewing reading	Nov. 3 -peer review due -revised edited essay due -creative journal 9
Week 11 Nov. 4-10	Persuasive Essay Writing	Nov 3 -argumentation and rhetorical strategies reading	Nov 10 -practicing argumentation discussion board -creative journal 10

Week 12 Nov 11-17	Persuasive Essay Writing	Nov 10 -arguing without emotion reading -research strategies	Nov 17 -research log submission -thesis statement submission -creative journal 11 -Quiz 3 (argumentation, rhetorical strategies, fallacies, researching)
Week 13 Nov 18-24	Persuasive Essay Writing	Nov 17 -source implementation reading -logical flow and organization reading	Nov 24 -very rough draft submission -peer review -tutoring session created -creative journal 12
Week 14 Nov 25- Dec 1	Persuasive Essay Writing	Nov 24 -editing and MLA formatting reading	Dec 1 -tutoring session completed -final draft submission -creative journal 13
Week 15 Dec 2-7	Final Exams	Dec 1	Final exam due: Dec 7

### **COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

- Essay #1 (visual analysis) 10%
- Essay #2 (objective definition paper) 15%
- Persuasive Research Essay--Common Assignment 15%
- Short Writing Assignments 15%
- Daily Grades 15%
- Participation/Attendance 10%
- Final Examination Essay 20%
- Total 100%

### **GRADING SCALE**

90 – 100 A  
80 – 89 B  
70 – 79 C  
60 – 69 D  
0 – 59 F

LIT does not use +/- grading scales

### **ACADEMIC DISHONESTY**

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

### **TECHNICAL REQUIREMENTS**

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

### **DISABILITIES STATEMENT**

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email [specialpopulations@lit.edu](mailto:specialpopulations@lit.edu). You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

### **STUDENT CODE OF CONDUCT STATEMENT**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at [www.lit.edu](http://www.lit.edu). Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

### **STARFISH**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these

emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

## **ADDITIONAL COURSE POLICIES/INFORMATION**

### **MRS. COURVILLE'S RESPONSE TIME**

1. I only answer my phone when I am in my office.
2. I only return calls that leave a voicemail. Please leave a detailed message with your name, your number, the class you are in, and your concern.
3. The best way to reach me is through my LIT email, [ecourville@lit.edu](mailto:ecourville@lit.edu)
4. I usually respond to emails well within the required 24-hour window. On weekends and holidays, I may respond later than 24 hours. Feel free to send me a follow-up email if I have not responded to your first one. Sometimes emails can slip through the cracks.

### **LIT EMAIL**

1. Not communicating with me because your LIT email is not working is not a valid reason for not responding to my emails, or for not emailing me. The IT department can help with any issues like this.
2. You are welcome to email me screenshots of what you need help with.
3. Please email me as soon as you get into the blackboard course so that I can ensure your email is up and running.
4. When you email me, please provide your full name and your course name and section so that I can better assist you.

### **BLACKBOARD MESSAGES**

1. Check the Send to Email box above Blackboard Messages textbox if you want a faster response.
2. If you use Blackboard Messages to contact me, and I don't respond within 24 hours, send the same message to my LIT email.

### **BLACKBOARD ANNOUNCEMENTS**

1. Announcements in Blackboard are posted to the Announcements webpage that you see when you log into class. **Read them.** They may pertain to schedule changes, homework changes, etc.
2. Announcements are also emailed to your Blackboard email, which you can check at My LIT.

### **TECHNOLOGY REQUIREMENTS**

1. Use Chrome or Firefox as your browser. Edge and Safari do not work well with Blackboard.
2. If you do this class's assignments on a cell phone, a tablet, or a netbook, make sure you are seeing all assignments as they are presented on a desktop computer.
3. Not having the correct technology or internet is not a valid excuse for not doing assignments or tests. The IT department can assist you with these types of issues.

### **ARTIFICIAL INTELLIGENCE STATEMENT**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses

### **STUDENT BEHAVIOR EXPECTATIONS**

1. Keep in mind that each student comes from a different cultural background and brings with her or him a different set of beliefs and values.
2. As a result, students may disagree on various topics during class discussions.
3. Disagreements lead to critical thinking, scholarly debates, and learning only when each member of the class respects the different opinions of others.
4. Disrespect for others will not be tolerated.

### **DUE DATES**

1. All assignments have due dates. In-class work cannot be made up unless you have an excused absence. Late homework is only acceptable if you have an extenuating circumstance that you have communicated to me. Any other late homework assignments will receive partial or zero credit depending on the situation.
2. I do not accept any assignments or tests after their due dates unless you communicate to me in advance that you have a verifiable extenuating circumstance.
3. I do have a grace period the last two weeks of the semester when students can submit or resubmit writing assignments they missed for partial credit.
4. These assignments will be accepted one time only during this grace period and will only be graded. These assignments will not be marked or commented on.

### **GRADING POLICIES**

1. Homework assignments are completion grades, but if you put in an obviously low amount of effort into it, you will receive partial credit.
2. Missing assignments will be given a 0.
3. All grades are recorded in Gradebook on Blackboard.
4. It is the student's responsibility to make sure their grades on their assignments match their grades in Blackboard Gradebook.
5. If there is a discrepancy, email me the assignment title so I can correct it.
6. Grading rubrics are available on assignments.
7. I do not mark specific grammar, punctuation, spelling, usage, and style errors on writing assignments, but if there is an abundance of these errors and they lead to a lack of overall language clarity, I will note it on the assignment and deduct points from the assignment grade.
8. I provide a list of writing errors that will lower students' writing assignments' grades.

9. If you have problems with the types of errors above, we can discuss what those errors are, how to identify them, and the best ways to correct them.
10. This is a student-led discussion of their own writing.
11. I do not recommend that you use programs like Grammarly to fix your errors.
12. All assignments except for pretests, final drafts, and final exams have unlimited attempts which means you may resubmit an assignment before its due date if you have made changes to it.
13. All writing assignments must use correct academic style, grammar, punctuation, spelling, and usage, and MLA formatting. It is the student's responsibility to know, or find out, what these requirements are. I will provide all the resources you need to find out how to adhere to these writing conventions.
14. All writing assignments' topics must be approved by me before you start your writing assignments. All of your writing must be completely objective unless otherwise stated by me, so I recommend steering away from highly emotional topics such as abortion, political parties, religious matters, etc. unless you have a logical, unbiased argument.

#### **ACADEMIC HONESTY AND PLAGIARISM POLICIES**

1. Academic honesty is expected on all assignments. See LIT student handbook for more information about academic honesty and the penalty for breaking academic honesty.
2. I do not tolerate plagiarism of any sort. This includes using AI to write your writing assignments.
3. Plagiarism is submitting someone else's work, either published or not, as your own, and is not allowed.
4. You also may not use your own work from a previous class in my class, even if it was my class.
5. Patchworking together from the internet is also plagiarism.
6. All writing assignments are submitted to a plagiarism checker in Blackboard to be reviewed for plagiarism, but this is not the only method I use to check for plagiarism.
7. Students who plagiarize may receive a 0 on the entire unit and may receive an F for the entire course.

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