

## ENGL1301.3A1



**LAMAR INSTITUTE  
OF TECHNOLOGY**

### **INSTRUCTOR CONTACT INFORMATION**

Instructor: Brandon Greer  
Email: bgreer@lit.edu  
Office Phone: (409) 247-4870  
Office Location: TC Room 234  
Office Hours: M: 8:00 AM-9:05 AM, 9:55 AM-3:00 PM  
T: 8:00 AM-3:00 PM  
W: 8:00 AM-9:05 AM, 9:55 AM-3:00 PM  
R: 8:00 AM-2:00 PM  
F: 8:00 AM-9:05 AM, 9:55 AM-11:00 AM

### **CREDIT**

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

### **MODE OF INSTRUCTION**

Face to face.

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

Student should have passed the TSI for 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. Note: ENGL 1301 is a pre-requisite for all 2000-level literature courses.

### **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 computer with internet access.**

### **ATTENDANCE POLICY**

Students are required to attend class from 9:05-9:55 AM on Monday, Wednesday, and Friday in the TC 102 classroom. Students can have up to three unexcused absences. On the fourth unexcused absence, the student will receive two points off their final letter grade for each continuing unexcused absence.

### **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**

- 01/19 Discussion Board Introduction
- 01/21 Uploading Assignment/Plagiarism Quiz
- 01/24 Discussion Board Informative Essay
- 01/28 Informative Essay Pre-writing Assignment
- 01/31 Informative Essay Rough Draft
- 02/04 Common Errors Quiz
- 02/07 Informative Essay Peer Review
- 02/11 Fragments Quiz
- 02/14 Informative Essay Final Draft
- 02/18 Professional Research and Writing Discussion Board
- 02/21 Professional Research and Writing Pre-writing Assignment/Remediation Assignment for Informative Essay
- 02/25 Professional Research and Writing Rough Draft
- 02/28 Active and Passive Voice Quiz
- 03/03 Professional Research and Writing Peer Review
- 03/06 Comma Quiz
- 03/10 Professional Research and Writing Final Draft
- 03/20 Quotation Marks and Italics Quiz
- 03/24 Practice Citing Assignment/Remediation Assignment for Professional Research and Writing Essay
- 03/27 Persuasive Research Discussion Board
- 03/31 Persuasive Prompt Assignment
- 04/03 Persuasive Pre-writing Assignment
- 04/10 Persuasive Rough Draft
- 04/17 Persuasive Peer Review
- 04/28 Final Draft Persuasive Research Essay
- 05/05 Final Exam/Remediation Assignment

<b>DATE</b>	<b>TOPIC</b>	<b>READINGS (Due on this Date)</b>	<b>ASSIGNMENTS (Due on this Date)</b>
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<p>Welcome/Start Here/Orientation: 1/16/2024-1/21/2024</p>	<p><i>ENGL 1301 Orientation</i> <i>Netiquette Video</i> <i>How to Set up a Document in MLA Format Video</i> <i>Plagiarism and How to Avoid It Video</i></p>		<p>Two Truths and a Lie due 1/21/2024 Format and Upload and Assignment due 1/21/2024 Plagiarism Quiz due 1/21/2024</p>
<p>Informative Essay Module: 1/22/2024-2/14/2024</p>	<p><i>The Writing Process Video</i> <i>Descriptive Essays Lecture</i> <i>Comma Splices Video</i> <i>Your and You're Video</i> <i>Who and Whom Video</i> <i>There, Their, and They're Video</i> <i>To, Too, and Two Video</i> <i>Sentence Fragments and Run-ons Video</i></p>	<p>ENGL 1301 Descriptive Sample Sample Peer Review</p>	<p>Informative Writing Discussion due 1/24/24 Informative Prewriting Assignment due 1/28/24 Informative Rough Draft due 1/31/24 Common Errors Quiz due 2/4/24 Peer Review for Informative Essay due 2/7/24 Fragments, Run-ons, and Comma Splices Quiz due 2/11/24 Informative Essay Final Draft due 2/14/24 Remediation Opportunity due 2/21/24</p>
<p>Professional Research and Writing Module: 2/15/2024-3/10/2024</p>	<p><i>Errors in Direct Quotations Lecture</i> <i>How to Paraphrase Video</i> <i>Process Analysis Essay Requirements Lecture</i> <i>Finding Explicit Second Person in an Essay Video</i> <i>Implied Second Person Video</i> <i>Evaluating Sources Video</i> <i>Evaluating Sources Lecture</i></p>	<p>Sample Process Analysis Essay</p>	<p>Professional Research and Writing Discussion Question due 2/18/24 Professional Research and Writing Essay Prewriting Assignment due 2/21/24 Professional Research and Writing Rough Draft due 2/25/24 Active and Passive Quiz due 2/28/2024 Peer Review for the Professional Research</p>

	<i>How to Cite a Web Page in MLA Video</i> <i>How to Cite a YouTube Video in MLA Format Video</i> <i>How to Create Hanging Indents Video</i> <i>Active and Passive Voice video</i> <i>Comma Usage Video</i>		and Writing Assignment due 3/3/24 Comma Quiz due 3/6/24 Final Draft of Professional Research and Writing Essay due 3/10/24 Remediation Opportunity due 3/24/24
Persuasive Research and Writing Module: 3/11/2024-4/28/2024	<i>Creating a Lamar University Account Lecture</i> <i>How to Search for Articles in the Lamar University Databases Video Series</i> <i>Persuasive Essay Organization Tips Lecture</i> <i>Persuasive Research Essay Guidelines Lecture</i> <i>Using Quotation Marks Correctly Video</i> <i>Quotation Marks or Italics Video</i> <i>Citing an Academic Journal Article Video</i> <i>In-Text Citations for Academic Research Articles Lecture</i>	Sample Persuasive Essay	Quotation Marks and Italics Quiz due 3/20/24 Practice Citing Assignment due 3/24/24 Persuasive Research Discussion Board Question due 3/27/24 Persuasive Research Prompt Assignment due 3/31/24 Persuasive Research Essay Pre-writing Assignment due 4/3/24 Persuasive Research Essay Rough Draft due 4/10/24 Peer Review for Persuasive Research Essay due 4/17/24 Final Draft of Persuasive Research Essay due 4/28/24 Remediation Opportunity due 5/5/24
Final Exam: 4/29/2024-5/5/2024			Final Exam due 5/5/24

### **COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

- Essay #1 10%

- Essay #2 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**

- On major essay papers, like the research paper, students may resubmit a revised final draft they failed for regrading, though the grade for this paper will not be above a B. This excludes the final exam or final paper.
- Students who can prove they took the rough draft of their midterm and/or research paper to Tutor.com or the on-campus English tutor will receive five extra points on the final draft of their midterm and/or research paper.
- Assignment due dates are subject to change at instructor discretion.

## **LATE WORK**

All late work will receive a zero. Students must tell me at least twenty-four hours before the due date if they are going to miss work. Once they have confirmation from me, students will be able to turn in assignments on the following makeup days:

- If the assignment was originally due Sunday, the assignment must be turned in by the next Wednesday.
- If the assignment was originally due Wednesday, the assignment must be turned in by the next Sunday.

The assignment must *only* be turned in to Blackboard. Once the student turns in the assignment, they *must* immediately e-mail me, or I will not know to look at the assignment. **Students who turn in late assignments but do not notify me will not get the chance to have their assignments regraded.** Approved late assignments will be regraded for full credit. Students who turned in assignments late may not get detailed feedback on how to improve their assignments.

## **CLASSROOM DISCUSSION POLICIES**

LIT wishes to create a safe and understanding environment for students of all genders, ethnicities, religions, sexualities, and backgrounds. Literature in particular is a landscape full of authors with various personalities and cultures. I personally embrace diversity of thought and opinions. In class discussions, I want to be sure that everyone has the chance to voice their thoughts on a matter without unnecessary judgment. However, slurs or jokes pointed at minority groups are unacceptable, even if the student is a member of that group. I expect all students to treat each other and themselves with respect in my classroom. Students will read works that are challenging and controversial in this class. Please ensure classroom conversation remains civil.

## **RETAKE ASSIGNMENTS**

Other than late work and the major assignments I allow remediation for, I do not allow students to retake assignments. However, I may ask students to resubmit assignments if they do them incorrectly. Once an assignment is graded, it cannot be revised and resubmitted *unless* it is a major assignment.