



**LAMAR INSTITUTE
OF TECHNOLOGY**

ENGL 1301.2A1

INSTRUCTOR CONTACT INFORMATION

Instructor: Ms. Ashley E. Thibodeaux, M.A.
Email: aethibodeaux1@lit.edu
Office Phone: (409) 242-0984
Office Location: Technology Center (TC) Office 112B
Office Hours: Monday: 9:00 AM-10:00 AM, 1:00 PM-3:00 PM
Tuesday: 10:00 AM-2:00 PM
Wednesday: 9:00 AM-10:00 AM, 1:30 PM-3:30 PM
Thursday: 10:00 AM-2:00 PM
Friday: 9:00 AM-10:00 AM

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.

Core Objectives

1. Critical Thinking Skills: To include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.

2. Communication Skills: To include effective development, interpretation and expression of ideas through written, oral and visual communication.
3. Personal Responsibility: To include the ability to connect choices, actions and consequences to ethical decision-making.

REQUIRED TEXTBOOK AND MATERIALS

An electronic device with access to the Internet.

ATTENDANCE POLICY

This is an asynchronous course. Students are not required to attend any online class. However, students are expected to check BlackBoard and their LIT e-mail daily. Students who do not engage with the class daily will fall behind. Students who accrue more than 3 absences may result in a 10% deduction from their final average grade.

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-Module 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 (*This schedule is subject to change at the discretion of the instructor.*)

DATE	TOPIC	ASSIGNMENTS	DUE DATE
Course Introduction Module: 1/16/2024- 1/21/2024	ENGL 1301 Orientation Netiquette MLA Format	"Two Truths and a Lie" Discussion Post Format and Upload Assignment/Plagiarism Quiz	January 19 th January 21 st
Informative Essay Module: 1/22/2024- 1/28/2024	The Writing Process Descriptive Essays	Informative Writing Discussion Post	January 24 th

		Informative Prewriting Assignment	January 28 th
Informative Essay Module: 1/29/2024- 2/04/2024	Grammar Rules	Informative Rough Draft Due Common Errors Quiz	January 31st February 4 th
Informative Essay Module: 2/05/2024- 2/11/2024	Peer Review Sentence Fragments and Run-Ons	Peer Review for Informative Essay Fragments Quiz	February 7 th February 11 th
Informative Essay Module: 2/12/2024- 2/18/2024	Informative Essay Review	Informative Essay Final Draft Professional Research and Writing Discussion Post	February 14th February 18 th
Professional Research and Writing Module: 2/19/2024- 2/25/2024	Professional Research and Writing Overview	Professional Research and Writing Pre-Writing Assignment Professional Research and Writing Rough Draft	February 21 st February 25th
Professional Research and Writing Module: 2/26/2024- 3/03/2024	Active and Passive Voice	Active and Passive Quiz Peer Review for the Professional Research and Writing Assignment	February 28 th March 3 rd
Professional Research and Writing	Comma Usage	Comma Quiz	March 6 th

Module: 3/04/2024- 3/10/2024	Professional Research and Writing Essay	Final Draft of Professional Research and Writing Essay	March 10 th
Persuasive Research and Writing Module: 3/18/2024- 3/24/2024	Creating a Lamar University account Quotation Marks and Italics Citations	Quotation Marks and Italics Quiz Practice Citing Assignment	March 20 th March 24 th
Persuasive Research and Writing Module: 3/25/2024- 3/31/2024	Persuasive Essay Overview	Persuasive Research Discussion Post Persuasive Research Prompt Assignment	March 27 th March 31 st
Persuasive Research and Writing Module: 4/01/2024- 4/07/2024	Pre-Writing and Essay Guidelines	Persuasive Research Essay Pre-Writing Assignment	April 3 rd
Persuasive Research and Writing Module: 4/08/2024- 4/14/2024	Essay Guidelines and Rought Draft	Persuasive Research Essay Rough Draft Due	April 10th
Persuasive Research and Writing Module: 4/15/2024- 4/21/2024	Peer Review	Peer Review for Persuasive Research Essay	April 17th

Persuasive Research and Writing Module: 4/22/2024-4/28/2024	Drafting the Final Persuasive Research Essay	Final Draft of Persuasive Research Essay Due	April 28th
Final Module: 4/29/2024-5/05/2024	Final Examination Period begins on May 2 nd	Final Exam	May 5th

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%
- 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. 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. 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

Due dates are subject to change.

I do not allow students to retake assignments.

Communication: I will respond to e-mails within 24 hours during the week and within 48 hours over the weekend. Typically, I will only respond to e-mails during my office hours.

Special Populations: If a student requires accommodations while on LIT campus, they must contact Jarmarcus Corks in the Special Populations office in Student Services. If a dual credit student has accommodations through their school's special populations office, they must still contact LIT's Special Populations office at specialpopulations@lit.edu.

Plagiarism/Cheating: Academic Dishonesty is a crime that Lamar Institute of Technology and I take seriously. Most colleges expel cheating students. Examples of academic dishonesty include but are not limited to:

Directly copying a source into an essay without citing the original source.

Paraphrasing a source without citing the original source.

Paying someone to complete an assignment, having a friend or family member complete an assignment, or using Artificial Intelligence to write a paper. If a paper has a student's name on it, I expect to see that student's work.

Making minor changes to an original source while still retaining up to 75% of the structure of the sentence.

Taking a quiz or test with another student, giving the answers to a quiz or test to another student, or Googling the answers to the quiz or test. My quizzes are not open-book quizzes. Students are only allowed the notes they have taken over an assignment during a quiz.

If I receive a paper that requires a works cited page and in-text citations but does not feature either of those criteria, I will give the paper a zero.

How to Know If Something Is Not Plagiarism: Generally, plagiarism only covers things that are not general knowledge. If a student makes the claim that the sky is blue, then they do not have to cite where they got that information, because it is something that 90% of the world already knows. However, if a student describes why the sky is blue, they have to cite their source, since that is not common knowledge.

How to Avoid Plagiarism: First, students should practice good paraphrasing and rewrite sentences in their own words. Part of the course will be discussions, assignments, and videos over good paraphrasing. Also, when students turn in their assignments, they should get a visible score from SafeAssign. SafeAssign is not perfect, and I have found plagiarism in papers with as low as a 10% score. If a paper flags anything in SafeAssign, a student must rewrite and resubmit the paper until the percentage is at zero.

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 re-graded for full credit. Students who turned in assignments late may not get detailed feedback on how to improve their assignments.

CULTURAL AWARENESS

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.

COVID-19 REQUIREMENTS

LIT no longer requires masks in the classroom. However, you are still allowed to wear a mask if it makes you feel comfortable. If you receive a positive COVID test, please do not come to class. Instead, send me an e-mail/phone call/text, and I will do what I can to ensure you have access to daily lectures and assignments.

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.