

Composition II

Instructor Name:

Office on campus:

Instructor UNLV email:

Office phone: on-campus/local phone

Section(s), Days and Times, Room(s)

Office hours:

Course Description

English 102 builds upon the critical thinking, reading, and writing capabilities that students developed in English 101. Students learn the processes necessary for collecting and incorporating research material in writing. They learn how to evaluate, cite, and document primary and secondary research sources, how to investigate, report, and document existing knowledge, and how to develop arguments and support them with sound evidence.

Required Text

Dialogues, (Custom Edition for UNLV) Gary Goshgarian & Kathleen Krueger

Supplementary text – *Pearson Writer*

Theme: (NOT REQUIRED)

Course Objectives

Specific skills and abilities you will learn in this course are:

- To understand argumentation as a process that seeks to understand a range of views and that treats opposing views respectfully
- To use research, reading, and writing as tools for questioning, critical thinking, and informed communication
- To *critically* read and write with attention to the use of evidence
- To develop an understanding of the strategies of argument
- To analyze and evaluate reasons and evidence in arguments
- To design and implement appropriate research strategies
- To evaluate primary and secondary research sources
- To summarize, paraphrase, and synthesize research material
- To plan and to organize a research essay
- To integrate and document research sources
- To address purpose and audience effectively in a research essay
- To evaluate the strengths and weaknesses of your own writing and those of others
- To revise through several drafts
- To use academic conventions of format, structure, and language

Course Requirements

Assignments include both out-of-class and in-class work and will include research, informal writings, drafts of essays, peer responding and editing, and assigned readings from texts. To successfully complete 102, you must:

- Write an in-class diagnostic essay during the first week of class
- Complete weekly reading assignments of approximately 30 to 50 pages
- Design research strategies and conduct library and internet research
- Actively participate in in-class writing workshops and discussions
- Write at least one graded in-class essay
- Complete three formal, out-of-class writing projects of no less than 3-5 pages each
- Write a research-based argument of no less than 8-10 pages
- Final exam

Class Activities

In-class activities will include:

- Discussions of assigned readings
- Workshops related to the current writing assignment including exploratory writings, planning, drafting, revising, and editing
- Collaborative exercises and peer response sessions
- In-class writing!

You are required to actively participate in all in-class activities.

Attendance Policy

Attendance is mandatory. To accommodate unavoidable absences due to illness or emergency, you are allowed up to four absences (the equivalent of two weeks class time). A fifth absence will result in a one letter grade deduction of your final class grade. A seventh absence will result in automatic failure of the class. If you miss class for any reason, you are still responsible for the material and content of the class and for any assignment given for the next class.

Absences Due to Religious Holidays and University Activities

Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor within the first 14 calendar days of the course of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit:

<http://catalog.unlv.edu/content.php?catoid=6&navoid=531>

Students who represent UNLV at an official extracurricular activity shall have the opportunity to make up assignments, but you must provide official written notification to me no less than one week prior to the missed class.

Plagiarism/Academic Dishonesty

According to university policy, plagiarism (defined in the Undergraduate Catalog p. 63 as “using the words or ideas of another from the Internet or any source, without proper citation of the sources” may be assigned a failing grade for the assignment or for the class. The faculty member who suspects a student of plagiarizing, after discussing concerns with the student, may also initiate disciplinary review by referring evidence of plagiarism to the Composition Office. Disciplinary sanction options include warning, probation, suspension, and expulsion. In all cases, the instructor is responsible for recording circumstances and for giving the student an opportunity to reply. Appeals go to the chair or director of the Department offering the course, and then to the UNLV Academic Integrity Appeal Board. See UNLV Student Conduct Code (<http://www.unlv.edu/studentlife/judicial/StudentConductCode04.pdf>).

Academic Misconduct—Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s function as an educational institution.

An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the *Student Academic Misconduct Policy* (approved December 9, 2005) located at: <https://www.unlv.edu/studentconduct/student-conduct>.

Copyright—The University requires all members of the University Community to familiarize themselves **with** and to follow copyright and fair use requirements. **You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws.** Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: <http://www.unlv.edu/provost/copyright>.

Disability Resource Center (DRC)—The UNLV Disability Resource Center (SSC-A 143, <http://drc.unlv.edu/>, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Religious Holidays Policy—Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor within the first 14 calendar days of the course for fall and spring courses (excepting modular courses), or within the first 7 calendar days of the course for summer and modular courses, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: <http://catalog.unlv.edu/content.php?catoid=6&navoid=531>.

Transparency in Learning and Teaching—The University encourages application of the transparency method of constructing assignments for student success. Please see these two links for further information:

<https://www.unlv.edu/provost/teachingandlearning>

<https://www.unlv.edu/provost/transparency>

Incomplete Grades—The grade of I—Incomplete—can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student’s control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

Tutoring and Coaching—The Academic Success Center (ASC) provides tutoring, academic success coaching and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, visit <http://www.unlv.edu/asc> or call [702-895-3177](tel:702-895-3177). The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of the SSC (ASC Coaching Spot). Drop-in tutoring is located on the second floor of the Lied Library and College of Engineering TEB second floor.

UNLV Writing Center—One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student’s Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: <http://writingcenter.unlv.edu/>.

Rebelmail—By policy, faculty and staff should e-mail students’ Rebelmail accounts only. Rebelmail is UNLV’s official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students’ e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. **Emailing within WebCampus is acceptable.**

Final Examinations—The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule. See the schedule at: <http://www.unlv.edu/registrar/calendars>.

Library statement:

Students may consult with a librarian on research needs. For this class, the Subject Librarian is (https://www.library.unlv.edu/contact/librarians_by_subject). UNLV Libraries provides resources to support students' access to information. Discovery, access, and use of information are vital skills for academic work and for successful post-college life. Access library resources and ask questions at <https://www.library.unlv.edu/>.

Class Conduct

You are expected to behave courteously and professionally in your interactions with your peers as well as your instructor. Please remember that the classroom is not a place for taking naps, eating meals, conversing with friends, working on assignments for other classes, or using electronic devices of any kind.

Late Assignments Policy

One late submission of a major writing project will be allowed without penalty. That assignment must be submitted within 48 hours of the original due date, unless you make other arrangements with me.

Assignment Submission Requirements

Course Grade Calculation

Your final grade for the course will be figured according to the following method:

Writing Project 1	
Writing Project 2	
Writing Project 3	
Writing Project 4	
Final Exam	
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Total	100%

Grading of Assignments

Assignments will be graded on the standard A to F system with plusses and minuses.

What the Grades Mean: The Undergraduate Catalog defines the letter grades as follows:

A	Superior
B	Above Average
C	Average
D	Below Average
F	Failing

Grade Disputes: If you disagree with my evaluation of an assignment and the grade I have assigned, I am always willing to discuss it with you and to reevaluate my assessment. I will ask that you do two things before we talk:

- Take the time to carefully read and consider my comments on your paper and to reread your paper;

- Define the specific reasons that you feel that your essay deserves a different grade. We will then be able to discuss and evaluate the essay together.

Overview of Major Assignments

PROJECT I: Summary & Paraphrase and Synthesis

The first major writing assignment is to write a summary of approximately one page and a synthesis essay of no less than two full pages. The purpose of this assignment is to learn and to practice the skills of

- reading critically
- identifying claims and reasons
- citing sources
- quoting, paraphrasing, and summarizing

Each of these skills is essential to all research-based writing. Students will use them in all of the other writing projects and the final exam. Skills in these areas should improve with each project.

PROJECT II: Position Paper

This second major assignment is to write a paper stating your tentative position on some facet of a broader topic that you would like to explore as you work towards the 8-10 page research paper for Writing Project #4.

- topic development
- developing an effective introduction
- developing a tentative thesis/position
- performing background research
- working towards a research paper

PROJECT III: Critical Annotated Bibliography & Introduction

The third assignment is to write a critical annotated bibliography consisting of eight academic-level sources. The purpose of this assignment is to learn and to practice the skills of

- choosing and narrowing a research topic
- designing search strategies
- conducting academic research
- evaluating sources
- writing citations
- planning a research-based argument essay

Students must also write a two-page introduction in which they explain their search strategy and their proposed plan for using their sources in their researched essay. The research done for the annotated bibliography will be the foundation for the research needed for Project V.

You will not be allowed to submit Project IV if you do not complete this assignment.

PROJECT IV: Researched Argument Essay

For this project, students will write a research-based argument essay of 8 to 10 pages. The purpose of this assignment is to learn and practice the skills of

- synthesizing research materials
- establishing a claim
- organizing a research-based argument
- developing your own argument using evidence consisting of expert opinion, facts and statistics, your own experience and observations (if appropriate to the topic), and your analysis and evaluation of the ideas found in your research
- integrating and documenting research sources
- integrating your own ideas with those of others
- using visual tools such as tables, charts, graphs, and illustrations

You cannot receive a passing grade in this class if you do not complete this assignment.

FINAL EXAM

For the final exam, students will write an argument essay in class in which they demonstrate the critical reading and argument skills they have learned in this course. The purpose of this assignment is to learn and to practice the strategies for writing with a time limitation as required for essay exams.

