

De Anza College

Summer 2020

Adapted to Online (Covid-19 lockdown)

EWRT 1A-Composition and Reading 5 units (Letter Grade Only)

CRN 13016 EWRT 1A (62Q) ONLINE

5 units/Five hours lecture (60 hours total per quarter)/Letter Grading

CRN 13017 LART 250 (64Q) ONLINE

3 units/Three hours lecture (36 hours total per quarter)/Pass/Fail Grading

INSTRUCTOR: Lisa Maria Vasquez

I'm available to meet with students via Canvas, OR email, OR by appointment through zoom or canvas.

Zoom meetings TBA

Email address: vasquezlisa@fhda.edu.

COURSE DESCRIPTION

Introduction to university level reading and writing, with an emphasis on analysis. Close examination of a variety of texts (personal, popular, literary, professional, academic) from culturally diverse traditions. Practice in common rhetorical strategies used in academic writing. Composition of clear, well-organized, and well-developed essays, with varying purposes and differing audiences, from personal to academic.

Footnotes: EWRT001A.61Q: There is a 3-unit corequisite to this course. Students enrolling in this section must also enroll in LART250.61Q.

REQUIRED TEXTS:

Bloom, Molly. (2014). *Molly's Game*. Dey Street Books. ISBN #9780062213082 **REQUIRED**

Khaled, DJ. (2016). *The Keys*. New York: Crown Archetype. ISBN #9780451497574 **REQUIRED**

CANVAS: I will post weekly assignments and instructions to Canvas. Access is required.

TECHNICAL REQUIREMENTS

1. Basic computer skills are required (use of word processor, email, organize files).
2. Basic internet skills are required (use of browser, searches, uploading and downloading files).
3. Mac or PC with a current operating system. On Macs, use Firefox, not Safari.
4. Trustworthy internet connection.
5. **Be sure that all online assignments are word processed.**
6. **Please use .docx or doc.** (As a class, if we cannot open your file, we will let you know!)
7. Keep copies of all your work, as hard copy or email the assignment to yourself.
8. Attaching files with last names: in order to help 'name' and keep track of your writing assignments, when you attach a file and/or turn in an essay, please save your file in the following format: (this format should prevent everyone from naming their file the same name when they turn it in...)
Example: Vasquez_Gender essay.doc
Vasquez_College essay.docx

WITHDRAWAL/DROP POLICY

It is the responsibility of the student to formally drop the class. Last day to drop without a "W" is **July 6, 2020**.

Last day to drop with a "W" is **Aug 7, 2020**.

LEARNING OUTCOMES

EWRT 1A students, by the end of the quarter, will be able to:

- ◆ Practice writing as a multi-step process including planning and revising with attention to varying purposes, audiences, and rhetorical strategies. (*Reading assignments and daily class activities, analyzing text worksheets, discussion posts, difficulty papers, essays, peer reviews, cover memos and research portfolio*)
- ◆ Read and analyze rhetorically and culturally diverse narrative and expository texts from a variety of perspectives. (*Reading assignments and daily class activities, analyzing text worksheets, discussion posts, difficulty papers, essays, peer reviews, cover memos and research portfolio*)

LART 250 students, by end of the quarter, will be able to:

- ◆ Demonstrate the reading and writing process and metacognitive awareness in a combined reading and writing portfolio of their strongest work. (*Essays and research portfolio which includes proposal, outline, annotated sources, works cited page, final paper*)

COURSE GRADING (ASSIGNMENTS AND REQUIREMENTS)

Final course grades will be based on the percentage of points you have earned on assignments.

◆ **Grade scale:** Note: Assignments and their point value may change during the quarter at the instructor's discretion.

A = 100-90	Excellent
B = 89-80	Above Average
C = 79-70	Average
D = 69-60	Unsatisfactory
F = 59- ↓	Failing

- ◆ Essays 40% Essay prompts, due dates, and requirements to be announced (SLO's 1-3)
- ◆ Annotated Works Cited 5 points each (4)= 20% SLO's 1 & 3
- ◆ Difficulty Papers (2)= 20% SLO's 1 & 3
- ◆ **Portfolio Process 20%**

The portfolio will consist of three essays: an analytical essay, an in-class essay (unedited), and a reflective essay. My grades on your essays should be a signal of whether you are likely to pass the portfolio process, so you will definitely have multiple warnings if you are in danger. However, you should keep in mind that—ultimately—you will not be able to “make up” for failing essays by earning lots of participation points or homework points.

Your final grade in this course depends on two processes:

1. If you complete all of your work in the class, you will submit a portfolio of selected writing for review by members of the English Department at the end of the quarter. If these readers agree that your portfolio demonstrates the appropriate skills for a student who has completed this quarter of EWRT 1A, you will pass the class. If your portfolio does not demonstrate the appropriate skills, you will not pass the class.
2. If the English Department determines that you should pass, your actual final letter grade (A, B, or C) will be determined by the points you earned throughout the quarter. For example, if you total 95 points on your assignments throughout the quarter **and you pass the portfolio process**, you will receive an A in the class. However, if you do not pass the portfolio process, you still cannot pass the class. See the section (**Grading**) for a discussion of how the points translate into grades, but remember *this is only if you pass the portfolio process*.

This system means that, in order to pass this class with a good grade, you should

- complete all of your work and **score as many points as possible** during the quarter.
- revise and polish selected essays in order to **assemble a strong portfolio** at the end of the quarter.

A NOTE ABOUT LATE WORK AND MISSED ASSIGNMENTS:

Late work will not be accepted. There are NO opportunities for make-up work or extra credit work. Please pay attention to deadlines and understand that there is no grace period given (for any reason including illness, death in the family, child care issues, conflict with work schedule, etc.) and a missed deadline is an F grade for the assignment. Hence, as a routine complete work before the deadline in the event of unforeseen circumstances.

Homework assignments are due by the deadline posted! If you miss a draft deadline, you have missed a crucial chance for feedback on your rough draft work. If you are not prepared for class, you limit your own voice and contributions to the class and community of writers and readers. For all these reasons, late work is unacceptable. If you ever have a problem with meeting an assignment deadline, inform me well in advance of the deadline and you may be able to negotiate a special arrangement. Deadlines are not negotiable after you have missed them.

ATTENDANCE

If you miss more than TWO classes, you may be dropped.

This course is not self-paced. Instead, you must progress regularly by completing weekly assignments. These assignments build upon one another and must be completed by the due date and time. Although you cannot do the whole course at once, you can read ahead.

Hours Required

Words from wise former students: you MUST be self-motivated, set up a routine for yourself, and keep yourself on task in order to succeed in this class. This is a 6 week course that requires at least 20-25 hours per week, EVERY WEEK. Throughout the semester you will be required to read an average of 50-100 pages per week, post journal responses, discussion posts and write or revise an essay each week.

COURSE ASSIGNMENTS: I include the following information in the syllabus for the reason that this is a contract and students must know my expectations from day one. I will also review and include all this information when assigning work. The following describes the course assignment content and policies.

1. All essays must meet the MLA guidelines, as well as the specified minimum word or page length. A “page” is defined below under Essays. Short essays are automatic failing grades.
2. Student must spell-check, grammar-check, and proofread your drafts and essays prior to turning them in.
3. Student must complete all homework, essays, and reflective essay to pass EWRT 1A.

Essays

Each essay assignment will specify topics, any required grammar constructions, the minimum number of pages and other requirements. Questions always arise regarding what constitutes a “page,” so to ensure we all use the same guidelines for essay length, a “page” for essays is a full 8 ½ x 11 inch page with double-spaced 12 pt. Times New Roman text running from the top margin to the bottom margin. All margins are one inch wide, no greater. The exception is the first page with the author block and essay title, in which the text runs from one line space below the title to the one-inch margin at the bottom. In addition, the essays need to follow the MLA format. Turning in an essay shorter than the assigned minimum will result in a failing grade.

Students should pay close attention to style and mechanics in all of your work by implementing the organization and writing skills introduced in this class. Careful proofreading together with correct grammar and punctuation usage is crucial in this class. Although the spellchecker is a valuable tool, one that students absolutely should use, students cannot simply run a spell-check without also proofreading a paper. As we know, spellcheckers do not flag everything, and may incorrectly flag some items. Only careful proofreading can find all the errors. In conjunction with the spellchecker, also enable the Microsoft Word grammar checker to run concurrently with the spellchecker. Lack of proofreading — formatting, punctuation, spelling and grammar mistakes — will result in an NP grade.

Essay length 3.5 to 4 pages (not including “works cited” page).
Students should always keep an electronic copy of work in case of loss (yours or mine).

Essay Format

We are using the MLA style, which is the standard for college writing in the Humanities and required by four-year schools. Essay format and any citations must follow this MLA format. All essays must be computer-printed and meet the following:

- use double-spaced 12 pt. Times New Roman font only.
- use left alignment for the text only; do not right align the text.
- include a relevant title for the essay (i.e. not “Essay 2” or similar).
- insert your name before page number in upper right corner.
- use only one inch margins except as specified.
- indent the first line of each paragraph one-half inch.
- leave one space after a period (or any punctuation at the end of the sentence).
- essay length 3.5 to 4 pages (not including “works cited” page).

STUDENTS RIGHTS AND RECORDS, STUDENT GRIEVANCES, STUDENT CONDUCT and COLLEGE POLICIES

Reference Student handbook/College Catalog pp. 19-35. <http://deanza.edu/publications/catalog/>

- American Disabilities Act/DSP services
- Student Code of Conduct
- District Policy on discrimination and sexual harassment

HONESTY POLICY

Cheating and plagiarism include but are not limited to dishonesty both in and out of class in your work as well as knowingly assisting another student in cheating or plagiarizing and may result in a warning or failing grade for the assignment in question, a failing grade for the course, being dropped from the course, or being referred for disciplinary action. https://www.deanza.edu/policies/academic_integrity.html

EQUAL OPPORTUNITY

Any student who feels that she or he may need an academic accommodation for any disability, such as vision, hearing, orthopedic, learning disabilities, psychological or other medical conditions, should discuss this with me within the first two weeks of school. To request a reasonable accommodation, please contact the Disability Resource Center at (408) 864-8753, email: dss@fhda.edu. Hours: M-TR 8am-5pm, Friday 8am- 3pm (Closed weekends and School Holidays). Location: Registration and Student Services Building, RSS Room 141. <https://www.deanza.edu/dsps/dss/>

DIVERSITY STATEMENT

I consider this classroom (on-line or face-to-face) to be a place where you will be treated with respect, and I welcome individuals of all ages, backgrounds, beliefs, ethnicities, genders, gender identities, gender expressions, national origins, religious affiliations, sexual orientations, ability – and other visible and nonvisible differences. All members of this class are expected to contribute to a respectful, welcoming and inclusive environment for every other member of the class. Therefore, disruptive behavior is unacceptable and will result in a student being dropped from the class.

HELPFUL INFORMATION TO SUCCEED IN THIS COURSE

1. Students need to be self-motivated, self-disciplined and responsible for their own work.
2. Students need to be positive and active class members.
3. Students need to complete their work in a timely manner and be able to follow strict deadlines for assigned papers.
4. Students need to respond to and edit other students' papers in their editing/revising groups.
5. Students must participate in their assigned groups when assigned group work.
6. Students are required to buy the textbooks and read the assigned chapters and any additional readings.
7. Students must complete any assigned drafts and rewrites.
8. Incomplete work will result in the failure of the class.

Anchoring the work of this course are several principles or understandings about writing and learning:

1. People learn best through their own active investigation and participation, rather than through readings or lectures alone.
2. Learning is a social as well as an individual activity.
3. Writing is a process that helps people discover their ideas and understandings as well as convey them to others. All aspects of that process will be important elements of your writing for this course--from brainstorming and making quick jottings of ideas to preparing final, edited papers.
4. Writing and reading in a variety of genres allow for practice in the sorts of thinking, reading, and writing necessary in academic, business, and civic communities.
5. Your ongoing responses, observations, data-collection, analyses, and reports will give you practice in the sorts of research and writing that will be called for in many of your courses.
6. Writing, reading, speaking, and listening are complementary activities and to write effectively within a particular discourse community, individuals need to read, speak, and listen in the ways of that community.

Students Success Center/Tutoring

Visit the SSC for face-to-face help in:

- Writing at the Writing & Reading Center in ATC 309
- ESL at the Writing & Reading Center in ATC 309 and Listening & Speaking Center in ATC 313
- Math and Sciences at the Math, Science & Technology Resource Center in S43
- Business at the General Subjects Tutoring Center in ATC 304

SSC provides:

- Individual, group, and online tutoring in a variety of subjects
- Workshops on study skills, listening/speaking, reading/writing/grammar and other topics
- Course-specific Adjunct Study Skills courses
- Tutor training courses

SSC goal: After participating in Student Success Center programs for an appropriate amount of time, and within the context of each student's individual needs, students will express a more positive attitude toward the subject they are studying, use effective learning skills, and improve their academic performance.

Online Tutoring Strategies and Limitations

Online tutoring is limited for a total of 5 hours **per quarter**, so use De Anza's Student Success Center services (<http://www.deanza.edu/studentssuccess/>) as your *first and most frequent option*--save online tutoring hours for critical/major assignments, and when face-to-face services are unavailable, such as, evenings and weekends.

Questions or requests?

If you have exhausted your three hours of online tutoring. You may qualify to receive additional tutoring time. Submit questions or requests to:

Melissa Aguilar aguilarmelissa@deanza.edu

Diana Alves de Lima alvesdelimadiana@deanza.edu

CANVAS

To Login

Open an Internet browser and type in the following URL: <https://myportal.fhda.edu/>

Enter your login information in the Secure Login area and click the Submit button. Your username will always be your campuswide ID (CWID). For students, your initial password will likely be your eight-digit birth date in mmddyyyy format. This may also be true for employees, OR it may be the same as your eight-digit time sheet password. The Reset button will clear both the dialog boxes.

Problems with Canvas?

<https://confluence.fhda.edu/display/UD/My+Portal+FAQ>

Who do I contact if I need help?

Contact Admissions and Records at Foothill by e-mail at webregfh@fhda.edu. Contact Admissions and Records at De Anza by e-mail at webregda@fhda.edu.

Grammar Help

<https://owl.english.purdue.edu/owl/section/1/5/>

<http://www.grammarcheck.net/editor/>

<http://www.indiana.edu/~wts/pamphlets.shtml>

College-level dictionaries

<http://www.merriam-webster.com>

<http://www.dictionary.com>

MLA Style

<https://owl.english.purdue.edu/owl/resource/747/01/>

<http://mlaformat.org/>

Essay Structure and Guidelines

http://www.indiana.edu/~wts/pamphlets/proofing_grammar.shtml

<http://writingcenter.fas.harvard.edu/pages/essay-structure>

THE SYLLABUS AND SCHEDULE DISCLAIMER

Changes to the syllabus and schedule may occur, as an instructor deems necessary.

Please note that it is the student's responsibility to stay informed of these changes.

I will note syllabus changes in an announcement through Canvas.

You may also consider loading the Canvas app to your phone.