

**University of New Mexico-Valencia Campus**  
**Composition II-Professor Heather Wood**  
Course Syllabus-Spring 2020

English 1120-503  
CRN: 50009 (16-Week Course)  
Dates: 1/21/2020-5/9/2020  
F2F Course: Meets M/W 12:00PM-1:15PM  
B-127 (VABS-127), UNM-Valencia Campus  
Web-Enhanced-Blackboard Learn  
Technical Support: (505) 277-5757

Dr. Heather Wood  
Office Location: A142B  
E-mail: [hdwood@unm.edu](mailto:hdwood@unm.edu)  
Phone: (505) 925-8514  
In-Person Office Hours: M 9:00AM-11:30AM & 1:30PM-2:00PM  
Online Office Hours: T 9AM-12PM  
And by appointment

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**Course Description**

Welcome to English 1120—In this course, students will explore argument in multiple genres. Research and writing practices emphasize summary, analysis, evaluation, and integration of secondary sources. Students will analyze rhetorical situations in terms of audience, contexts, purpose, mediums, and technologies and apply this knowledge to their reading, writing, and research. Students will sharpen their understanding of how writing and other modes of communication work together for rhetorical purposes. The emphasis of this course will be on research methods.

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**Student Learning Outcomes**

By the end of this course, students will be able to:

1. Analyze the rhetorical situation for purpose, main ideas, support, audience, and organizational strategies in a variety of genres.
2. Employ writing processes such as planning, organizing, composing, and revising.
3. Use a variety of research methods to gather appropriate, credible information.
4. Evaluate sources, claims, and evidence for their relevance, credibility, and purpose.
5. Quote, paraphrase, and summarize sources ethically, citing and documenting them appropriately.
6. Integrate information from sources to effectively support claims as well as other purposes (to provide background information, evidence/examples, illustrate an alternative view, etc.).
7. Use an appropriate voice (including syntax and word choice).

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**Required Materials**

- Kirszner, Laurie G., and Stephen R. Mandell. *Practical Argument*. Third Edition. Boston: Bedford / St. Martin's, 2017. (ISBN-13: 978-1319028565; ISBN-10: 131902856X)
- Access to Internet, Blackboard Learn, and Microsoft Office (Free version available through Microsoft Outlook/MyUNM)
- UNM e-mail address.

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**Instructor Information**

**Instructor Biography:** Dr. Heather Wood is Associate Professor of English at the University of New Mexico-Valencia Campus. She has been teaching undergraduate English for fifteen years, motivating her students with a true passion for the written word. Dr. Wood has taught all levels of college writing including Developmental English, English as a Second Language and Accelerated Composition in hybrid, face-to-face, and online formats. She now specializes in Multi-Cultural Women's Writing and Technical Writing. Her pedagogy embraces a commitment to Service Learning, Social Justice, and Equity/Inclusion.

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### **Attendance Policy**

Since this is a face-to-face course, regular attendance is required for success. Students are allowed four absences and may be dropped upon their fifth absence. Please be sure to contact your instructor should you need to be absent from class.

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### **Plagiarism**

Plagiarism is the practice of appropriating someone else's work or ideas and passing it off as one's own. Copying information from the internet is one of the most common forms of plagiarism and is strictly forbidden in college writing. Plagiarism can also include such activities as copying another student's paper, downloading and turning in papers from the Internet, or copying passages from outside sources without proper documentation. Any of these forms of plagiarism is unacceptable. All outside sources will be tracked by internal electronic source trackers on Blackboard Learn. All research must be properly cited, or the offending paper will receive a failing grade. Students who plagiarize may also receive an "F" in the course and may be reported to the judicial affairs office for disciplinary action by the University.

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### **Equal Access**

In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as I am not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact [Accessibility Services](#) at (505) 925-8560 to obtain an Equal Access form. This needs to be sent to the professor within the first two weeks of class.

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### **Technical Assistance**

For assistance with technological issues, please call (505) 277-5757, M-F, 8:00 am-12:00 noon and M-F, 1:00 pm-5:00 pm MST. Computer technicians are available to help you solve those difficult problems. If you do not know how to use one of the Blackboard tools, try one of the tutorials available on the [Blackboard Learn information page](#). In addition, tutors are available at The Learning Center to help you navigate the course. Please call for an appointment at: (505) 925-8907.

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### **E-Mail Etiquette**

E-mails that you write to the instructor during the semester should include professional language, addressed with a subject heading including the type of question you are asking. For example, "Essay 1" would be an appropriate subject heading for a question regarding the first essay. E-mails should also include a salutation. For example, "Dear Professor Wood" would be an appropriate salutation for an electronic message. Be sure to sign your first and last name and proofread your e-mail for grammatical errors. Please avoid text-speak. Learning to write professional e-mails early on is a skill you need as you progress to higher academic levels and career pursuits.

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### **Academic Support**

Free tutoring is available at the Writing Center in the Learning Resources Center (L Building) on the UNM Valencia Campus. Please call 925-8907 for an appointment. The professor is also available to help you with individual writing issues at any time throughout the course

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## Student Privacy

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Student privacy is strongly protected by professors at the UNM-Valencia Campus. In fact, a federal statute called FERPA (Family Educational Rights and Privacy Act) strictly prohibits the instructor or administrators from talking to anyone but the student about his/her progress. In sum, parents, relatives, or friends will not be allowed access to information about student performance. There are no exceptions to this policy.

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## Incompletes: (I) Grade

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Incompletes are reserved for extreme circumstances and are rarely granted at UNM-VC. An "I" is assigned if students have completed all of the coursework, but due to some unforeseen emergency (the instructor may ask for documentation concerning the emergency), are unable to complete the Final Essay and Evaluation. Students must complete the work by the end of the following semester, or the University automatically converts the "I" to an "F."

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## Classroom Behavior

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Though this is an online course, the rules below still govern all behavior at UNM campuses. Please be aware of the UNM Student Handbook policies listed below.

- 1) Students must treat one another and the instructor with respect. Derogatory remarks or name-calling is prohibited.
- 2) Students should not interrupt classroom lectures or discussion with non-related comments.
- 3) Students may discuss complaints about the course with their instructor; however, the students must do so in the proper environment, such as the instructor's office during office hours. Constant complaining in class may result in the student being asked to leave for the day's lesson; continued complaining after the first warning may result in the student being dropped from the course.
- 4) Students should not yell or curse at other students or at the teacher. Class time is a professional learning environment. Obscene language will not be tolerated.
- 5) Sexual harassment will not be tolerated.
- 6) Behavior that threatens the safety of any class member, including the instructor, will not be tolerated. The offending student will be asked to leave for the day and may be dropped from the course. Security will be called. Intoxication, physical assault and or battery, violence, stalking, or threats fall into this category.
- 7) Students must not threaten the instructor concerning their grades. This type of behavior is considered harassment and/or verbal assault. Security will be called.
- 8) If you ever feel unsafe on campus, please call security at (505) 925-8570.
- 9) No food or drink is allowed in class.

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## Title IX Statement

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In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the [Department of Education](#). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity ([oeo.unm.edu](http://oeo.unm.edu)). [Click here](#) for more information on the campus policy regarding sexual misconduct.

## Assignment Syllabus

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- The assignment syllabus is a tentative schedule of assignments. The professor reserves the right to make changes, add assignments, or delete assignments from this syllabus. Changes will be announced in class. Regular attendance is crucial for success in this course.
- All assignments must be read by the date indicated.
- Please bring all class materials to each meeting date, as well as a flash drive.
- For computer-related issues, please call (505) 277-5757.
- The following abbreviations are used to identify our text:
  - *PA = Practical Argument*

## Required Work and Grading

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• 4 Major Essays: 100 points each	400 pts	(40%)
• Daily Writing Assignments & Quizzes	200 pts	(20%)
• Grammar Exam	100 pts	(10%)
• Grammar Presentation	50 pts	(5%)
• Portfolio	250 pts	(25%)

There are 1000 points possible in the course. Grades will be determined on a traditional percentage system, with the appropriate plus or minus sign: 100-90% = A (1000-900 points); 89-80% = B (899-800 points); 79-73% = C (799-700 points); 69-60% = D (699-600); and below = F.

Score	Grade
93-100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
60-62	D-
0-59	F

## Assignment Policy

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All formal writing assignments must follow Modern Language Association format and be typewritten and double-spaced using 12 PT-Times New Roman font. Please use an MLA formatted header. Microsoft Word documents with the file extensions .doc and .docx are the required formats. Other document types do not properly upload. You can find the MLA guidelines under the Writing Support Links tab on our Blackboard Learn course page.

## Assignment Calendar

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### **Week 1 (January 21-26)**

#### **Wednesday**

Introduction to English 1120, Syllabus Overview, Student Introductions

Assignments: Read Syllabus; Purchase Books and Flash Drive; Secure Internet/E-Mail Access; Read Chapter 1 “The Four Pillars of Argument” (*Practical Argument [PA]* PP. 24-50)

HW: Writing Assignment 1

### **Week 2 (January 27-February 2)**

#### **Monday**

Introduction to Blackboard Learn, Diagnostic Essay-Literacy Narrative

Assignments: Read Chapter 2 “Thinking & Reading Critically” (*PA* PP. 53-73)

Due: Writing Assignment 1

HW: Writing Assignment 2

#### **Wednesday**

Introduction to Definition Essay 1 (Subject: “Equality”), Discussion of Thesis Writing & Five-Paragraph Essay Format

Assignments: Read Chapter 12 “Definition Arguments” (*PA* PP. 397-438)

Due: Writing Assignment 2

HW: Writing Assignment 3 (Thesis Writing Exercise)

### **Week 3 (February 3-9)**

#### **Monday**

Overview of Research Methods & MLA Format Requirements, Sample Works Cited Page, Purdue Online Writing Lab Tutorial

Assignments: Read “Documenting Sources/MLA” (*PA* PP. 329-349); Continue work on Essay 1

Due: Writing Assignment 3

HW: Finish First Draft of Essay 1

#### **Wednesday**

Group Peer Review Session-Essay 1

Assignments: Read Chapter 9 “Summarizing, Paraphrasing, Quoting, and Synthesizing Sources” (*PA* PP. 313-327)

Due: First Draft Essay 1 (Please bring three printed copies of your paper to class)

HW: Continue work on Essay 1 (Make revisions based on peer review)

### **Week 4 (February 10-16)**

#### **Monday**

Introduction to Valencia County Library Offerings, Meet in LRC Tutorial Room

HW: Finalize Revisions of Essay 1

#### **Wednesday**

Grammar Review: (Comma Splices, Run-on Sentences, and Sentence Fragments);

Synthesizing Research PowerPoint; Plagiarism Presentation

Assignments: Read Chapter 11 “Avoiding Plagiarism” (*PA* PP. 351-392)

Due: Final Draft of Essay 1

### **Week 5 (February 17-23)**

#### **Monday**

Introduce Argumentative Essay 2 (Subject: Technology)

Assignments: Read Chapter 7 “Planning, Drafting, and Revising an Argumentative Essay” (PA PP. 241-272)

HW: Writing Assignment 4 (Thesis & Introductory Paragraph)

#### **Wednesday**

Writing Workshop Argumentative Essay 2

Assignments: Read Chapter 8 “Finding and Evaluating Sources” (PA PP. 273-311)

Due: Writing Assignment 4

HW: Continue Work on First Draft Essay 2

### **Week 6 (February 24-March 1)**

#### **Monday**

Group Peer Review Session-Essay 2

Assignments: Work on First Draft Essay 2

Due: First Draft Essay 2 (Please bring three printed copies of your paper to class)

#### **Wednesday**

Source Citation Workshop

Assignments: Read Chapter 10 “Documenting Sources: MLA” (PA PP. 329-349)

HW: Finalize revisions of Essay 2

### **Week 7 (March 2-8)**

#### **Monday**

Film Screening “The Virtual Revolution”

Assignments: Read Chapter 6 “Rogerian Argument, Toulmin Logic, and Oral Arguments” (PA PP. 185-212)

HW: Writing Assignment 5 (Film Review: “The Virtual Revolution”)

Due: Final Draft of Essay 2

#### **Wednesday**

Introduce Literary Analysis Essay 3

Assignments: Read Appendix A (Writing “Literary Arguments” (PA PP. 637-648)

HW: Begin Work on Essay 3; Writing Assignment 6 (Introductory Paragraph & Thesis Statement)

Due: Writing Assignment 5

### **Week 8 (March 9-15)**

#### **Monday**

Group Peer Review Session-Essay 3

Assignments: Read “Considering Arguments: Is Online Education as Good as Classroom Education” (PA PP. 213-238); Complete First Draft of Essay 3

Due: First Draft Essay 3 (Please bring three printed copies of your paper to class)

HW: Continue work on Essay 3 (Make revisions based on peer review)

**Wednesday**

In-Class Writing Workshop & Review of MLA Source Citation Requirements

Assignments: Review [core rules of Netiquette](#)

Due: Final Draft Essay 3

HW: Writing Assignment 7

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**March 16-22 Spring Break**

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**Week 9 (March 23-29)****Monday**

Introduce Essay 4

Assignments: Read Chapter 3 “Decoding Visual Arguments” (PA PP. 75-88)

HW: Work On Essay 4

Due: Extra Credit Assignment & Writing Assignment 7

**Wednesday**

Writing Workshop on Essay 4

Assignments: Work on Essay 4

HW: Continue Work on Essay 4

**Week 10 (March 30-April 5)****Monday**

Oral Presentations-Essay 4

Assignments: Read Chapter 5 “Understanding Logic and Recognizing Logical Fallacies” (PA PP. 113-148)

Due: Essay 4

**Wednesday**

Introduce Group Grammar Presentations

HW: Meet with team to plan Group Grammar Presentation

Due: Extra Credit Paper

**Week 11 (April 6-12)****Monday**

In-Class Workshop-Group Grammar Presentations

Assignments: Read “Glossary of Grammatical Terms” weblink; Continue work on Presentations

HW: Finalize Presentations

**Wednesday**

Group Grammar Presentations

Due: Presentations (Please Upload to Blackboard Learn)

HW: Prepare for Grammar Exam

**Week 12 (April 13-19)****Monday**

Grammar Review-Parallelism, Pronoun Usage, Subject-Verb Agreement

Assignments: Review In-Class Grammar links

Due: Grammar Quiz 1

HW: Review Assigned Grammar Links

**Wednesday**

Overview of Portfolio Requirements, Portfolio Workshop

Assignments: Assemble Portfolio

HW: Work on Portfolio Revisions

**Week 13 (April 20-26)**

**Monday**

Grammar Review-Punctuation

Assignments: Prepare for Grammar Exam

Due: Grammar Quiz 2

HW: Review (APSM PP. 56-77)

**Wednesday**

Grammar Review/Portfolio Workshop

Assignments: Revise student papers for portfolio; Review all *APSM* readings

HW: Grammar Quiz 3; Revise Portfolio Papers

**Week 14 (April 27-May 3)**

**Monday**

Grammar Review

Assignments: Review assigned readings; Grammar Review

HW: Study for Grammar Exam

**Wednesday**

Grammar Examination

HW: Work on Portfolio Revisions

**Week 15 (May 4-9)**

**Monday**

In-Class Essay Exam-English 1120 Cover Letter

Assignments/HW: Work on Portfolio Revisions

**Wednesday**

Final Day of Class/Portfolio Workshop

Due: Final Portfolio (No late portfolios accepted)