

# ENGLISH 1120: 502

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## Composition II

### Online Course

CRN: 50008

Fall 2020: 1/18-5/14

Professor Bre Potter (she/her)

Phone: 505-615-8186

Email: [pbreanne@unm.edu](mailto:pbreanne@unm.edu)

## Online Office Hours:

Mondays	Thursdays	Thursdays	Saturdays
2:30 - 5:00 pm	10 - 11 am (Group Zoom meeting)	9 am - 10 am 11 am - 12 pm	1:00 - 2:00 pm

**Class Zoom Link:** Access through the “Zoom Meetings” tab in Learn

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Welcome to **English 1120**. I look forward to working with you as we learn how 1) to use the English language to convincingly argue in favor of things we care about and 2) to use our brains to challenge and refute weak arguments when we see them. This class will challenge you. You’ll do a lot of reading and a lot of writing and a whole lot of learning. My goal is to build your confidence as a writer and thinker.

### **Course Description** (per the catalog):

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.

### **Student Learning Outcomes**

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).

### **Grading Scale**

<u>Score</u>	<u>Grade</u>
<u>93-100</u>	<u>A</u>

<u>90-92</u>	<u>A-</u>
<u>87-89</u>	<u>B+</u>
<u>83-86</u>	<u>B</u>
<u>80-82</u>	<u>B-</u>
<u>77-79</u>	<u>C+</u>
<u>73-76</u>	<u>C</u>
<u>70-72</u>	<u>C-</u>
<u>67-69</u>	<u>D+</u>
<u>63-66</u>	<u>D</u>
<u>60-62</u>	<u>D-</u>
<u>0-59</u>	<u>F</u>

### **Navigating this Online Course**

Because this class is administered fully online, it is important to have a high level of skill in operating computers. The following tips will help students navigate the course.

#### **How I'm going to help you:**

1. **Weekly Group Zoom meetings:** You will have the option to join a group Zoom meeting each week (Thursdays from 10:00 am to 11:00 am), where we will discuss the week's readings and assignments. If you do not attend this meeting, you will be required to watch the recording and participate in a discussion board about what we discussed (before the ensuing Sunday at 10:00 pm). If you do attend the Zoom meeting, you are not required to participate in the discussion board.
2. **Weekly One-on-one Instructor Zoom meetings:** Sign up for your weekly 10-minute Zoom call with me (Bre) [here](#). Select a day and time that will work for you **for the whole semester**. The available days for these meetings are listed at the top of this syllabus under "Online Office Hours." If you need more than 10 minutes, I will be happy to schedule extra time with you.
3. **Announcements via Learn:** You'll also see these announcements in your email. Please check your UNM email daily.

#### **Technical Support:**

- For UNM Learn Technical Support: (505) 277-0857 (24/7) or use the "Create a Tech Support Ticket" link in your course.

- For UNM-Valencia IT Support: (505)925-8911. Hours are 10 to 2 Tuesday through Thursday, or you can leave a message or create a support ticket <http://valencia.unm.edu/campus-resources/technology-support/contact-ts.html>. For assistance with creating a support ticket or reaching IT, email Kristie Martinez, Administrative Assistant, kmartinez8@unm.edu.
- For UNM Web Conference Technical Help: (505) 277-0857
- For additional tutoring (including with Blackboard Learn) the Learning Center can advise you. Go to <https://valencia.unm.edu/campus-resources/the-learning-center/learning-center.html>
- As a part of that, this is the form that students use to request a tutoring appointment: <https://esurvey.unm.edu/opinio/s?s=131505>

Please:

- Be familiar with your syllabus. It is located on the Blackboard Learn tab titled Syllabus for English 1120. Refer to the syllabus throughout the semester when you have questions. Feel free to **text me anytime**.
- Become familiar with Blackboard Learn software. Click on all the Course Tools to discover what is available to you in your online course. You may want to visit The Learning Center at UNM Valencia Campus if you need additional help learning how to navigate.
- Keep copies of all your work. Saving all writing is necessary. Learn how to save Word or .pdf files to your desktop or a flash drive.
- Create a routine—here is a suggested routine to help you get started.
  1. Log on! Lessons open on Monday morning. Reading quizzes are due Wednesday nights by 10:00 pm. Peer review feedback for each of the three essays will also be due on Wednesdays at 10:00 pm of that week. The rest of each week's assignments are due the following Sunday night at 10:00 pm. On Monday, log in and read the list of assignments for the week. Make sure you have all materials you need to complete the assignments, such as page numbers or links. Jot down due dates and print out assignments. **You will turn in all assignments on Learn.**
  2. Read the assignments actively, highlighting important ideas. Use any resources (dictionaries, asking questions, etc.) to help you acquire the information the session is trying to relay. Be proactive and disciplined in your study habits.
  3. Log on periodically throughout the week to check course emails and review new threaded discussions or blog responses. Watch for new announcements.
  4. Participate in the group Zoom meetings on Thursdays. If you can't come to the Zoom meeting live, watch the recording and participate in the discussion board. In responses, respect others. Finally, run spell and grammar checks on your postings.
  5. Importantly, give yourself ample time to submit work well before the deadline. You can submit work right at 10:00 pm, but this practice is very, very risky. For example, computer failures, corrupted discs, and Blackboard Learn outages are no excuse for

work not completed (UNM VC policy). Plan for problems like these because meeting deadlines will help you successfully complete the course.

6. Since this is a three-credit course, you will probably spend about six hours per week working on it (two hours per credit).

**Instructor Information:** Text or email me anytime, but keep in mind that I am generally not online after 5:00 pm and before 8:00 am. I will respond to your messages as soon as I can.

**Tutoring:** The best writers in the world have editors. Writing tutors are excellent resources for helping you grow as a writer. Free online tutoring is available through the Writing Center. **Students may receive up to 50 points (5 points each session) for attending tutoring sessions.** I strongly recommend you use this service for every paper. Info on how to get online writing tutoring is below.

Tutors are available through the Writing Center live in videoconference or phone, or through email (you email a paper and the tutor responds) to support you as you navigate Blackboard Learn and other platforms, make sense of writing assignments, brainstorm approaches and topics, structure appropriate to your genre, revise, edit, and figure out MLA. Tutors will support your choices and will not make them for you.

To make an appointment, email [tutor@unm.edu](mailto:tutor@unm.edu). You can also email the Writing Center Director, Patricia Gillikin, with questions or help getting connected to a tutor. This link has full information on UNM-Valencia tutoring, including math and other subjects:

- For additional tutoring (including with Blackboard Learn) the Learning Center can advise you. Go to <https://valencia.unm.edu/campus-resources/the-learning-center/learning-center.html>
- As a part of that, this is the form that students use to request a tutoring appointment: <https://esurvey.unm.edu/opinio/s?s=131505>

### Required Texts and Materials

- *Practical Argument*, Fourth Edition, Eds. Laurie G. Kirszner and Stephen R. Mandell. ISBN 978-1-319-19445-1
- UNM email address and access to UNM Blackboard Learn
- Access to Internet and Microsoft Office
- Zoom app
- **Please purchase your text, and install/download Zoom on your phones and computers, the first week of class.**

**Attendance Policy and Overall Participation:** It is your responsibility to keep up with reading and assignments, and/or to contact me if you have questions about the material. **Students who fail to log in the first week or submit the diagnostic essay will be dropped.**

**Citizenship and/or Immigration Status:** All students are welcome in this class regardless of citizenship, residency, or immigration status. Your professor will respect your privacy if you choose to disclose your status. As for all students in the class, family emergency-related absences are

normally excused with reasonable notice to the professor, as noted in the attendance guidelines above. UNM as an institution has made a core commitment to the success of all our students, including members of our undocumented community. The Administration's welcome is found on our website: <http://undocumented.unm.edu/>.

**Plagiarism:** Plagiarism means using language and/or ideas without acknowledging their source. Plagiarism includes such activities as copying another student's papers or ideas, downloading and turning in papers from the Internet, or copying passages from sources without proper documentation, or rephrasing an author's ideas and presenting them as the student's new, original thoughts. Plagiarism in this course may result in one or more of the following consequences: failure of the assignment, failure of the course, or disciplinary action by the University. To learn how to avoid plagiarism, students can speak to me, consult a tutor, or refer to <http://library.acadiu.ca/tutorials/plagiarism/>

### **Online Behavior**

- Our class is an inclusive environment where everyone is welcome. Treat each other with **respect**. Derogatory remarks, name-calling, trolling, bullying, and bigotry are prohibited.
- Students may discuss with me complaints about the course; however, the students must do so in the proper environment, such as via email or during office hours.
- Discussion boards are a professional learning environment. Treat them as such.
- Sexual harassment will not be tolerated.
- Students violating any of these rules may be dropped.
- **Zoom Behavior:** Please be fully clothed and have the background of your video free of distracting noises/images.

**Email Netiquette Policy:** Keep the following in mind when you write emails and discussion posts:

- Please avoid text-speak. Learning to write professional emails is a skill you need as you progress to higher academic levels and career pursuits.
- Emails that you write to me 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.
- Emails should include a salutation. For example, "Dear Bre" or "Hello Professor Bre" are appropriate salutations. Part of "composition" is learning when and how to use proper diction and registers of language, and in a formal setting like a college course, professional titles are appreciated.
- Please close with an appropriate phrase and sign your email with your name. Some examples of appropriate phrases are "Sincerely," or "Thank you for your help,".
- Use short paragraphs (in general, 3-4 lines maximum) to make the email easy to read. In addition, be sure to skip lines between paragraphs.
- Be sure to proofread your email for grammatical errors.

**Equal Access:** Student Services provides academic support to students who have disabilities. If students think they need alternative formats for completing coursework, they should contact this

service right away to ensure their needs are met in a timely manner. Students are responsible for getting all documented forms to me as soon as possible. I cannot accommodate any special needs without the proper authorization from UNM Valencia Campus Accessibility Services. They are located at Advisement & Counseling Services, Student Services Building, 280 La Entrada Rd., Los Lunas, NM 87031, 505-925-8560. <http://www.unm.edu/~vcadvise/equalaccess.htm> . Pursuant to the American with Disabilities Act (ADA), I accommodate documented special needs and encourage students to discuss their concerns with me.

**Required Work and Grading:** Most formal writing assignments must follow MLA format, be in Microsoft Word (or Word compatible), and be double-spaced in a 12pt, Times New Roman font. If you're interested in creating your essays in a multimedia format (video, podcast, blog, website, etc.), talk to me. Grades will be determined on a traditional percentage system, as can be seen in the table on the second page.

**Blackboard Learn:** Students are responsible for completing assignments in each weekly module on Blackboard Learn.

**Tutorials:** If you do not know how to use Blackboard Learn, try one of the tutorials available on the information page at <http://online.unm.edu/help/learn/students/>

**Essays:** You are required to submit 3 formal 4-5 page essays (not including the Works Cited page). Each essay requires at least two credible sources to be both 1) incorporated in the text and 2) cited in the Works Cited page. **Wikipedia does not count.** But Wikipedia is a great place to start (pro tip: scroll to the bottom and click on the source list--all those sources are acceptable!). Students may be dropped from the class for failure to turn in one of the major essays. I will provide instructions and rubrics for each assignment at the beginning of each new unit.

**Late Policy:** I will not accept essays more than three days after the assigned date. For each day the essay is late, the assignment will be marked down a letter grade, so make sure to turn in your essays in a timely manner.

**Participation:** Participation is mandatory in this course. Participation means actively participating in your education; if you do not log-in to Learn and complete assignments on a regular basis you will most likely be dropped.

**Final Portfolio:** The Final Portfolio electronic packet (PDF) contains a collection of your writing that indicates whether you have mastered the learning objectives of the course. The Final Portfolio must contain the following items:

1. Cover letter addressed to your professor with an MLA header
2. Multimodal version of one of the three essays
3. Final reflection

\*\*All text drafts must be typed and in MLA format.\*\*

**Please Note: You need a “C,” at least 73% to pass the course:** A “C -” means that the student has failed the course and must retake the course.

**Student Privacy** Student privacy is strongly protected by professors at UNM-VC. The federal FERPA strictly prohibits the instructor or administrators from talking to anyone but the student about his/her progress. If a student has questions about a grade on an assignment or about the final grade for the course, FERPA dictates that the student is the only one who may speak to the instructor regarding their grades. All other outside requests for information release must be sent to and approved by the UNMVC registrar: (505) 925-8580  
<http://www.unm.edu/~unmvc/Admissions/admiss.htm>

### **Title IX Statement**

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 (see page 15 -<http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). 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)). For more information on the campus policy regarding sexual misconduct, see:  
<https://policy.unm.edu/university-policies/2000/2740.html>

### **Tuition Remission Deadlines:**

- **1st 8-week & Full term classes: February 10 by 12 pm.**
  - **2nd 8-week classes: April 10 by 12 pm.**
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## Semester Schedule

The assignment syllabus is a tentative schedule. Any changes will be announced and/or posted on the Blackboard Learn calendar. Reading quizzes are due Wednesdays at 10:00 PM; peer review feedback for each of the three essays will also be due on Wednesdays of that week. All other weekly assignments are due Sundays at 10:00 pm. On Monday of each week, a learning module will become available. You'll access this module on the left-hand tab bar. Each weekly module will contain your weekly readings and tasks.

<b>Assignment</b>	<b>Weight</b>	<b>Due Date</b>	<b>Time</b>
Group Zoom/Discussion Board	15%	Weekly	Weekly
Class assignments	11.25%	Sundays	10 PM
Reading quizzes .25% x 15	3.75%	Wednesdays	10 PM
Diagnostic essay and Outline	1.5% each	Sun, 1/30; 2/7	10 PM
Cause-and-Effect Peer Review Draft	2%	Sunday, 2/21	10 PM
Cause-and-Effect Peer Review Feedback	2%	Wed., 2/24	10 PM
Cause-and-Effect Argument	5%	Sunday, 2/28	10 PM
Revised Cause-and-Effect and Reflection	5% each	Sunday, 3/7	10 PM
Ethical Argument Peer Review Draft	2%	Sunday, 3/21	10 PM
Ethical Argument Peer Review Feedback	2%	Wed., 3/24	10 PM
Ethical Argument	5%	Sunday, 3/28	10 PM
Revised Ethical Argument and Reflection	5% each	Sunday, 4/4	10 PM
Proposal Argument Peer Review Draft	2%	Sunday, 4/18	10 PM
Proposal Argument Peer Review Feedback	2%	Wed., 4/21	10 PM
Proposal Argument	5%	Sunday, 4/25	10 PM
Revised Proposal Argument and Reflection	5% each	Sunday, 5/2	10 PM
Final Portfolio	15%	Wed., 5/12	10 PM
<b>TOTAL</b>	<b>100%</b>		