Instructor Name: Alison M. Crivellaro Cope, M.Ed  
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Office Phone: 936-468-2165 (leave a message)

Course Prerequisites: A grade of C or higher in English 1301.

Required Texts:
- Additional readings will be assigned or distributed throughout the term. These will be provided by the instructor or will be designated as available on-line, in the library, or posted in the course page on D2L.

Other Requirements:
Regular and reliable access to the internet (Brightspace via D2L and your 365 Cloud via MySFA), Word processing software (either Google Docs, MS Word, Adobe CS, or Pages), and a flash (jump or thumb) drive, a 50- or more-page paper journal (any kind – composition notebook, spiral-bound, etc.) and access to a printer.

**COVID-19 MASK POLICY** Masks (cloth face coverings) must be worn over the nose and mouth at all times in this class and appropriate physical distancing must be observed. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to leave the class. All incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Student Rights and Responsibilities. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing may be subject to disciplinary actions. [https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html) [https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html)

I. **Course Description:**

ENG 1302 – Research and Argument: “Continued study and application of the writing process and the skills of writing with a focus on the forms of argumentative writing and on research methods, such as gathering, evaluating, summarizing, synthesizing and citing source information. Prerequisite: C in English 131. Must earn a C or higher to be admitted to any English 200-level course.” --*College Bulletin*, 2017-2018.

II. **Credit Hour Justification:**

ENGL 1302 “Research and Argumentation” (3 credits) typically meets three times each week in 50-minute segments or twice each week in 75-minute segments for 15 weeks, and also meets for a 2-hour final examination. Students will read and study the principles of argumentation (both classical and contemporary), practice analysis of published arguments, and then apply these principles to their own individual arguments that grow out of their career fields and interests. In addition, students will learn best practices for research in order to inform themselves about the arguments they engage, and they will learn how to incorporate the needed evidence to support their claims/positions. The third component of the course requires students to understand that there are various methods of source documentation; in this course, they will engage the MLA documentation method and observe it in their written productions. Students will practice and (to some extent) master the writing process, producing multiple drafts of a summary analysis, annotated bibliography, a synthesis analysis and an extended argument of their own. These activities average at a minimum 6-8 hours of work outside class each week to prepare for and participate in this course.
III. General Education Core Curriculum Objectives:

The Texas Higher Education Coordinating Board has identified six core learning objectives: Critical Thinking Skills, Communication Skills, Empirical and Quantitative Skills, Teamwork, Personal Responsibility, and Social Responsibility. SFA is committed to the improvement of its general education core curriculum by regular assessment of student performance on these six objectives.

1. **Critical Thinking:** Creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
2. **Communication Skills:** Effective development, interpretation and expression of ideas through written, oral and visual communication.
3. **Teamwork:** The ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
4. **Personal Responsibility:** The ability to connect choices, actions and consequences to ethical decision-making.

IV: Student Learning Outcomes for Eng. 1302:

At the completion of this course, students will be able to:

- Locate, evaluate, and employ a variety of sources, accurately and ethically, in a multi-step, persuasive essay (Critical Thinking);
- Appraise and utilize a variety of standardized genre, discipline, medium, and occasion situation-specific conventions (Critical Thinking);
- Understand the role of personal responsibility in the inevitable choices involved in the composition process, in the evaluation of one’s own writing and the writing of other students, in the ethical use of ideas and information, and in the critical evaluation of all assigned texts (Personal Responsibility);
- Recognize the collaborative and social aspects of the writing process by producing collaborative work and/or feedback for peers and selectively using peer feedback in their own work (Teamwork);
- Demonstrate knowledge of organizational and linguistic structures – including grammar, punctuation, and spelling – through practice in composing and revising (Communication);
- Compose texts in response to a variety of situations and contexts calling for purposeful shifts in voice, tone, level of formality, design, medium, and/or structure (Communication).

Students entering English 1302 should

- be able to formulate a thesis statement.
- understand the meaning and relationship of claim, evidence, and analysis.
- know and apply the concepts of the rhetorical situation (speaker, audience, purpose, message, context) and the rhetorical appeals (ethos, pathos, logos).
- understand what makes a unified and coherent paragraph and be able to write one.
- produce mechanically sound essays with only minor grammatical, punctuation, and spelling errors.
- understand what constitutes plagiarism
- be proficient in MLA basics: page formatting, quotation, citation, and Works Cited lists.

IV. Course Assignments & Grade Breakdown

Students are required to complete four formal essay-based projects, among other daily, weekly, group, and individual grades. See below for a breakdown of the percentage of your final grade that each item is worth.

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Description</th>
<th>Percentage of final grade</th>
<th>Due Dates (on D2L)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semi-weekly Quizzes</td>
<td>Open book, multiple-choice and written response quizzes via MindTap on D2L. A variety of topics, including grammar.</td>
<td>10%</td>
<td>On the Sunday at midnight on the week it is due</td>
</tr>
<tr>
<td>Assignment</td>
<td>Description</td>
<td>Grade</td>
<td>Due Date</td>
</tr>
<tr>
<td>------------</td>
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</tr>
<tr>
<td>Weekly Journals, Daily Grades, and Group Work</td>
<td>Journal writing, group activities, daily writing and critical thinking skills work</td>
<td>10%</td>
<td>Ongoing: once per week</td>
</tr>
<tr>
<td>Essay 1: Summary Analysis</td>
<td>Analytical response to an article</td>
<td>10%</td>
<td>Friday, 9/4 @ 11:59 pm</td>
</tr>
<tr>
<td>Essay 2: Rhetorical Analysis of Film</td>
<td>Analytical response to a film with Peer Reviews</td>
<td>10%</td>
<td>Friday, 9/18 @ 11:59 pm</td>
</tr>
<tr>
<td>Research Proposal</td>
<td>Group work; individual submissions required</td>
<td>10%</td>
<td>Friday, 9/25 @ 11:59 pm</td>
</tr>
<tr>
<td>Annotated Bibliography</td>
<td>Group work; individual contributions required with a single document produced</td>
<td>10%</td>
<td>Friday, 10/2 @ 11:59 pm</td>
</tr>
<tr>
<td>Essay 3: Persuasive Research</td>
<td>Group work with individual contributions</td>
<td>10%</td>
<td>Friday, 10/9 @ 11:59 pm</td>
</tr>
<tr>
<td>Presentations</td>
<td>Recorded Presentations online on D2L</td>
<td>10%</td>
<td>By Wed., 10/14</td>
</tr>
<tr>
<td>Participation</td>
<td>Whether online or face-to-face (F2F), active participation is required. Listening attentively, responding and using Zoom appropriately, communicating with your professor and peers, all count towards your participation grade</td>
<td>10%</td>
<td>Every day</td>
</tr>
<tr>
<td>Final Exam with written Reflection (Essay 4)</td>
<td>Portfolios due and written reflection</td>
<td>10%</td>
<td>By Wed., 10/14 @ 11:59 pm</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>100%</strong></td>
<td></td>
</tr>
</tbody>
</table>

All students will be graded on their ability to: (1) Achieve the goal of that assignment, (2) Efficiently and effectively communicate, (3) Properly format the work and (4) Avoid stigmatized grammatical errors.

Each assignment will come with its own rubric, but these four factors will always be a part of your grade. Essays will be graded on content (quality, originality, and accuracy of ideas), expression (tone, style, syntax), grammar, sentence structure, MLA formatting style, and following instructions.

**Failure Clause:** **YOU MUST COMPLETE A DRAFT FOR ALL FOUR (4) MAJOR ESSAYS IN THIS CLASS IN ORDER TO RECEIVE A PASSING GRADE.** That is, even if you have a passing grade point average at the end of this course, you will be given an F if you skipped any of the required essays.

**ONE-ON-ONE CONFERENCES:**
After you’ve received written grade feedback for Essay 1, I will schedule a one-on-one Zoom conference with you. A sign-up sheet will be made available on D2L. It will only take 20 minutes, but it is mandatory that you login and meet me for this conference. Most of the subsequent assignments in this class will be discussed in this conference; make sure you choose a time you are able to meet.

**GROUP WORK:**
Some of the major graded assignments are to be completed in collaboration with 3-4 group members in the class. Group assignments cannot be changed; this is the nature of most business environments where you will find yourself employed in the future. Hence, it will benefit your future career success to be able to effectively participate with a wide range of diverse people. Your work will be graded on an individual basis, but everyone will earn a “collaboration” grade that is worth 20% of each group-work assignment. (See the grade breakdown in the rubrics on D2L).

**QUALITY OF ASSIGNMENTS:**
This is an English class; therefore, high standards of English grammar, syntax, and punctuation will be maintained throughout this class. Even when you send me an email or bring an excuse for an absence – everything you write should be proof read. Please proofread your papers before submitting. All work will be submitted via D2L dropbox for an originality check using TurnItIn.
GRAMMARLY:
Before you begin working on any written assignments in this class, you should install the free version of Grammarly.com to your laptop or whatever device on which you will be producing your written assignments in this (and any) class. [https://www.grammarly.com/](https://www.grammarly.com/) is a free, AI-powered writing assistant. It won’t catch all the errors, but it will help.

ESSAY FUNDAMENTALS:
All written work MUST be submitted in proper MLA 8th ed. format, which includes Times New Roman font, 12 pt., double-spaced, typed, with a heading at the top left on the first page (see below), and every page following that must be numbered at the top right (different first page).

The top of your first page of an MLA essay should appear like this:

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---------Nothing in the headline space on the 1st page---------
Student First & Last Name
Eng. 1302
Prof. Cope
Date
Title of Essay (Capitalize 1st Letter of Each Word Except for Prepositions and Conjunctions)
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IV. Evaluation and Assessment (Grading):
Student grades will be determined by the following criteria:
Four (4) formal essay projects, Weekly Quizzes on D2L, Attendance and Participation, weekly journals, Group work (collaborative writing), and a Presentation. Rubrics and guidelines will be posted in D2L, as well as discussed in class.

Letter grades for the course will be determined as follows:

90-100%=A, 80-89%=B, 70-79%=C, 60-69%=D, below 60%= F

*I will round up after 0.5, so a final grade average of 89.5 will receive the final letter grade of A.*

Grading Standard:

**A: 90-100:** Students earning the grade of an A on any assignment will have completed work that obviously demonstrates a more than average understanding of the course material and completion of all aspects and requirements of the assignment. The grade of an A is reserved for that work which expertly displays one’s ability to engage the ideas at hand, recognize and dialogue about the complications of such ideas, and translate such dialogue into clear, academic prose that is free of stigmatized errors.

**B: 80-89:** Students earning the grade of a B on any assignment will have completed work that demonstrates a more than average understanding of the course material and completion of all aspects and requirements of the assignment. The grade of a B is reserved for that work which adeptly displays one’s ability to engage the ideas at hand, recognize and dialogue about the complications of such ideas, and translate such dialogue into clear, academic prose that is free of stigmatized errors. However, the level of thought, while still above average, may fluctuate in terms of analytic abilities and expression.

**C: 70-79:** Students earning the grade of a C on any assignment will have completed work that demonstrates an average understanding of the course material and completion of all aspects and requirements of the assignment. The grade of a C is reserved for that work which displays one’s ability to engage the ideas at hand (more so through summary and response
rather than analysis), recognize and dialogue about the complications of such ideas (however, the complications recognized will focus more on surface level issues rather than the greater whole), and translate such dialogue into clear, academic prose that is free of stigmatized errors. As can be seen from this description, the level of thought will be acceptable and display that a student has read the assignment, but his/her analytic abilities and level of expression will not be nearly as complicated nor developed. Instead, C work will display a student’s hold to traditional methods of expression (simpler construction of sentence and paragraph development) and a struggle to develop complex, critical thinking skills.

**D: 60-69:** Students earning the grade of a D on any assignment will have completed work that demonstrates a below average understanding of course material and a lack of completion of all aspects and requirements of the assignment. The grade of a D is reserved for that work which displays one’s struggle or refusal to engage the ideas at hand, simply summarizes the work under study with no actual recognition of or dialogue about the complications of such ideas, and the translation of ideas into writing is completed in such a convoluted manner that the audience will have difficulty following the conversation.

**F: 0-59:** Students earning the grade of a F on any assignment will either not have completed the assignment, will have completed the assignment but not followed the guidelines, or will have completed the assignment and demonstrated a complete misunderstanding of the course material. In this case, it will be obvious that the student has either not completed the required reading and/or given him/herself enough time to develop the work. The grade of a F is reserved for that work which does not engage the issues at hand, offers a base (not complete) summary of the work at hand with no critical engagement, and the translation of ideas into writing is either incomplete or the audience will be unable to follow the conversation. It is important to remember that a student can receive 0 out of 100 points. In the case that a student only partially completes an assignment or completes a work (in terms of page length, but not purpose) s/he may receive 0 points.

**VI. Student Ethics and Other Policy Information:**

**Note on End of Semester Grading**

Please be advised that I do not “bump” grades. The grade you earn in the D2L gradebook is the one that will show up on Banner: SFA’s official grade reporting system. No make-ups or late work are accepted due to the fast pace of this course. The only revisions allowed are on Essay 1.

**Desire 2 Learn (D2L) Online Classroom and Email Access**

This course relies heavily on the D2L online classroom (https://d2l.sfasu.edu/). The site will hold an electronic copy of this syllabus, weekly quizzes and other grade items, rubrics, the unit schedules, all reading materials not found in the assigned textbooks, and any other handouts or material necessary. All topics will be assigned via D2L, and all major papers must be submitted through the Dropbox link on the site. It will also act as the primary email service for this class.

*It is the student’s responsibility to regularly check both the site itself and the email services frequently throughout the week during this course.*

**Submission Policy for Major Assignments**

Every major assignment must be submitted via D2L dropbox on the days listed above. You will not likely need to print anything for this class. For full guidelines and rules on submitting your work, see D2L.

**Other Classroom Policies:**

- **Food:** No food in class, and only cups or bottles with a lid, please. Seriously, this class is not even an hour long; you shouldn’t need to eat while you are here. Make sure your water or soft drinks are in containers with a lid, so
that we can avoid making a mess. If you happen to have a spill while you are in the classroom, kindly demonstrate your ability to clean it up.

- **Golden Rule:** “Treat others as you would want to be treated.” This means that I take disrespect and rudeness as highly offensive, against me and, especially, my students. If I see you behaving rudely, your participation grade for the day will suffer, and (depending on the severity) there might be other consequences. Please note that this rule applies both in and out of the classroom, i.e. while waiting outside my office, communicating with each other (or me), as well as online in discussion boards, via school email, group work, etc.

**Academic Integrity**

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Please read the complete policy at [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

**Course Specific Policy on Plagiarism**

I take plagiarism and cheating very seriously, and I have very specific rules that apply to the issue of taking from another person’s published ideas without proper citations. Read below and see my Plagiarism Contract on D2L for more specifics.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:

- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including supporting evidence, citations on an assignment; and/or;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to:

- submitting an assignment as one's own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or, incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.
- Submitting your own original work if you have already written and submitted for another class assignment (ie., your old essays from high school or 1301)…yes; it’s wrong even if you are plagiarizing yourself!

**Penalties for Academic Dishonesty**

Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university.

**Documented proof of cheating or plagiarism will result in a failing grade for the course.**

**Turnitin Statement:**

This university subscribes to Turnitin.com, an online collaborative learning tool for faculty which supports faculty in their quest to uphold academic integrity. Student coursework will be submitted to the scrutiny of the Turnitin software. Please note that these submissions of assignments to Turnitin do not necessarily constitute an accusation or suspicion of plagiarism. It is also the means by which I give you detailed, in-line feedback on your essays for revision (ie., grade improvement) purposes, so **ALL ESSAYS MUST BE UPLOADED TO TURNITIN BEFORE BEING GRADED.**

**Student Appeals**

A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

**Students with Disabilities**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD)
as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations.

For additional information, go to http://www.sfasu.edu/disabilityservices/.

Attendance
Given the important role whole class and small group discussions and activities will play in this course, your attention and presence in class are required. Your attendance, whether face-to-face (F2F) or online via live Zoom classes and through the weekly modules in D2L, is mandatory. In other words, your participation in this course is mandatory. Whether in class or on a live Zoom session, you are still responsible for participation and completing all course content and assignments by the due date.

Class Attendance and Excused Absence: Policy 6.7
Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences.

Student Code of Conduct: Policy 10.4
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom.

VIII. Other Relevant Course Information:
Mobile technology:
Please turn mobile phones and other mobile technology to silent prior to the beginning of class. REFRAIN from non-instructional use of mobile technology during class. As adult learners, I trust any use of mobile technology—taking pictures of notes, looking up definitions, engaging in formative assessment apps, etc. is on task and I expect you not to take advantage of my professional trust.

**After a single verbal warning to stop using your device for any non-instructional use, points will be deducted from your participation grade if the warning is ignored. This means you could attend a class and be physically present, or a Zoom session and be logged in, but you could actually still earn a ZERO (0) for that day’s participation.

Learning Guide:
The weekly “learning guide,” or table that states your weekly activities and due dates, appears on the top of every week’s module in D2L. The weekly learning guide will show you all assignments, required readings, quizzes, and due dates for that week. The learning guides are there to reflect that week’s checklist in preparing for your busy week ahead. You should always have the habit of checking our course page on D2L at the start of each week (ie., Monday), and subsequently at least twice a week after that, so you can stay on top of all the communication we share in this course.
Zoom Statement:
As this is a college class, you are expected to be professional and respectful when attending classes on Zoom. The following are policies for our meetings with Zoom. Please read carefully; all students are expected to adhere to the policies.

NOTE: Class meetings on Zoom (including video, audio, and chat text) will be recorded. Any behavior violations are subject to the Stephen F. Austin Student Code of Conduct.

**Please note:** If you are not in the face-to-face classroom on a regularly scheduled class day, that will be counted as an absence and you will earn 0 on the participation grade for that day. The only way to earn a participation grade is to participate actively – listening, reading, communicating with me and your peers, whether you are face-to-face or logged in to Zoom during class. If you are signed in using Zoom, follow the guidelines below:

General Zoom Guidelines:

- **Sign in using the Zoom link shared with you on the course announcement page.** This is a recurring meeting that will be at the same time on the same days every week. **You must use only your full first name and last name as listed on the class roster.** Do not use a nickname or other pseudonym when you log in. It makes it impossible to know who is in attendance. Using your full name quickly sorts students into their groups when needed. **Users who do not provide their full names will NOT be admitted to class.**

- **Stay focused.** Please stay engaged during all class activities. Close any apps on your device that are not relevant and turn off notifications. Don’t use this as a time to “check in and check out.” Rather, if you want to earn a participation grade for the Zoom class, turn on your video, mute the microphone unless called on or raise your hand (in the toolbar on the bottom of the screen when you have Zoom running) if you have something relevant to say or a question to ask.

- **Video:** Turn on your video when possible. It is helpful to be able to see each other, just as in an in-person class.

- **Audio:** Do NOT use any of the voice-altering or sound features in the Zoom classroom. Just your own voice, please.

- **Keep it clean.** Don’t share anything you wouldn’t put up on the projector in class and mind your language!

- **Mute your microphone when you are not talking.** This helps eliminate background noise.

- **Use a headset when possible.** If you own headphones with a microphone, please use them. This improves audio quality.

- **Be in a quiet place when possible.** Find a quiet, distraction-free spot to log in. Turn off any background music, tv, etc.

- **Stay on topic.** Use the chat window for questions and comments that are relevant to class. The chat window is not a place for socializing or posting comments that distract from the course activities. If you fill it up with random comments, I will be unable to sort through the information quickly to address students’ real questions/concerns about the course.

- **No disrespect or hate speech.** Just like in our in-person class, respectful behavior is expected. Consider Zoom a professional environment, and act like you’re at a job interview, even when you’re typing in the chat.

**The Tentative Class Schedule is available on our course D2L page
Please note: The calendar on D2L is the most up-to-date reference for due dates.**