



## ENG 1302.10W College Reading and Writing

COURSE SYLLABUS: FALL 2022

### INSTRUCTOR INFORMATION

Instructor: Dr. Victoria Lynne Scholz

Office Location: Online

Office Hours: Tuesdays 9am-11am **online & by appointment** (via Zoom and Discord-links in D2L)

University Email Address: Victoria.Scholz@tamuc.edu

Preferred Form of Communication: **Email**

Communication Response Time: 24-36 hours during M-F

### COURSE INFORMATION

For this course, we will be using a platform called *Top Hat* that is included through TAMUC's Inclusive Access, meaning that this fee has already been charged to your bursar account. Top Hat will be accessible through our course shell in D2L. While you will receive an email about being able to opt out of this inclusive access, Top Hat is required for the course.

**To gain access to Top Hat, it is YOUR responsibility to create an account when you receive an email from the campus bookstore. Be on the lookout for this email at the start of the semester.**

Through *Top Hat*, you will gain access to the following course materials.

*Writing Inquiry 2<sup>nd</sup> Edition*. Eds. Jessica Pauszek, Shannon Carter, Donna Dunbar-Odom, and Tabetha Adkins. Fountainhead Press, 2019.

### Course Description

**ENG 1302 - GLB/US-Written Argument/Research** Hours: 3

This course provides students with advanced training in communication skills emphasizing the writing and reading of argumentative prose and adapting writing to alternate audiences. Students will write weekly, including such texts as journals, reading responses, summaries of

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argumentative texts, argumentative papers, and longer papers integrating secondary research. Activities include close reading of sample texts, both student and professional. Some sections will emphasize special topics in both reading and writing. Prerequisites: Grade of C or better in English 1301 or advanced placement or CLEP.

## **Student Learning Outcomes**

1. Students will be able to analyze, evaluate, or solve problems when given a set of circumstances, data, texts, or art.
2. In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.
3. Students will be able to work together toward a shared purpose relevant to the course or discipline with a sense of shared responsibility for meeting that purpose.
4. Students will understand and practice academic honesty.
5. Students will be able to view themselves as engaged citizens within an interconnected and diverse world.

## **Minimal Technical Skills Needed**

You will need:

- Flash drive or other means (dropbox.com account, for example) of storing digital versions of the essays and other written material you generate (always, always keep a backup of everything you turn in!)
- A valid, working email address that you check often (everyday). I will email the class through D2L, so be sure that that email is the one you check.
- Regular internet access
- Access to a computer with a word processing program and a printer (assignments must be typed uploaded through D2L in a doc or docx file)

## **Instructional Methods**

This is a WEB section, meaning our entire course is online. Each week, I will provide a synchronous class time that you will be expected to attend during that time \*or\* will be allowed to watch the recording of during the week. Either is acceptable for full participation. All other course work will be done asynchronously with given deadlines throughout the week.

## **Student\* Responsibilities or Tips for Success in the Course**

It is expected that you will participate in Top Hat every week, usually on multiple occasions. Students in “B” blended courses are expected to be in class OR complete their work remotely in the allotted timeframe. All students should check their email daily

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and log into D2L at a minimum 2-3 times a week. To succeed in this course, you should also complete all the required reading and activities in Top Hat.

\*Students taking the course at a 1HW (Honors) designation will receive additional or revised assignment requirements toward fulfilling honors college expectations.

## GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

### Assessments

Assignment Name	Percentage of Grade
Writing Assignment #1: Exploring Literacies	15%
Writing Assignment #2: Partner or Group Presentations	15%
Writing Assignment #3: Research Proposal	15%
Writing Assignment #4: Taking Stock of Your Research (D2L Discussion Board)	10%
Writing Assignment #5: Final Reflective Project	10%
Top Hat Participation	10%
In-class writing/ Discussion Board Posts and Responses to Classmates/ Reading Responses/Homework/Other Participation	15%
Final Exam: Ethnographic Presentation	10%

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

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LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## **ACCESS AND NAVIGATION**

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### **Interaction with Instructor Statement**

I will respond to your emails within 24-36 hours on weekdays. If you do not hear from me in that time frame (and 72 hours on weekends), please contact again. Remember, email glitches sometimes. So, always email again if you do not hear a response.

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# **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

## **Course Specific Procedures/Policies**

Participation will be counted through your use of Top Hat. When you answer the Before and After Reading questions, you will gain participation points. If you miss a deadline, you must contact your instructor to ask for extra time to work in Top Hat. It is your responsibility to ask for this extra time. Consistent lateness may cause a deduction of participation points.

## **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

## **University Specific Procedures**

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty, see the following procedures:

### **Undergraduate Students Academic Integrity Policy and Form**

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[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Undergraduate Student Academic Dishonesty Form](#)

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Services  
Velma K. Waters Library- Room 162

**Phone (903) 886-5930**

Fax (903) 468-8148

Email: [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

**Website:** <https://www.tamuc.edu/student-disability-services/>

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

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Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## **A&M-Commerce Supports Students' Mental Health**

### **Counseling Center Services**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

### **Grievance Procedure**

Students who have concerns regarding their courses should first address those concerns with the assigned instructor in order to reach a resolution.

Students who are unsatisfied with the outcome of that conversation or have not been able to meet individually with their instructor, whether in person, by email, by telephone, or by another communication medium, should then schedule an appointment with the Director of Writing, Dr. Ashanka Kumari, by emailing her ([ashanka.kumari@tamuc.edu](mailto:ashanka.kumari@tamuc.edu)).

Before an appointment is scheduled, the student must provide clearly documented and explained issues as to why the meeting is being requested.

The student must also state when they discussed the issue in person or via phone (not email) with the instructor already. Where applicable, students should also consult University Procedure 13.99.99.R0.05 ("Student Appeal of Instructor Evaluation").

### **Writing Center**

The Writing Center offers writers free, one-on-one assistance. We currently only offer 45min, online sessions that writers can book from our website: [www.tamuc.edu/writing-center](http://www.tamuc.edu/writing-center) We welcome all writers, majors, and disciplines—undergraduate and graduate students alike (faculty and staff too!). Research shows that all workers benefit from sharing their work with a focused reader. The Writing Center staff is trained to support writers in any stage of the writing process (from the blank page to polishing sentences), and we work with writers to verbalize writing goals and to stay on track with larger writing projects. We work with any form of writing (academic and nonacademic). The

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writers with whom we work usually bring projects like important emails, weekly writing assignments, midterm and final essays, and theses and dissertations. Contact us with any questions here: [writingcenter@tamuc.edu](mailto:writingcenter@tamuc.edu)

## COURSE OUTLINE/CALENDAR

Unless otherwise indicated, all readings and questions will be done through *Top Hat*. Remember, you should access Top Hat readings directly in D2L. All TopHat assignments and readings should be completed by Sundays at 11:59pm.

<p>Week 1: Monday, August 29 – Sunday, September 4</p> <p>Introduction to the Course; Discussion about literacy and communities</p>	<p>1. Register your LeoMail address for a Top Hat account.</p>
	<p>2. Email your instructor through D2L. In this email, you should introduce yourself, provide the pronouns and name you would like them to use, and say something else about yourself that you want to share.</p>
	<p>3. Read, “What to Expect”</p>
	<p>4. Read, “Preface”</p>
	<p><b><u>Read and answer the Before and After Reading questions for the following:</u></b> 5. Donna Dunbar – Odom “Active Reading”</p>
	<p>6. Donna Dunbar – Odom, “Writing As a Process”</p>
	<p>7. James Paul Gee, “What Is Literacy?”</p>
<p>Week 2: September 5 – September 11</p> <p>Literacies; Communities of Practice; Begin Drafting WA 1</p>	<p>1. How To Approach The Assignments</p>
	<p>2. Donna Dunbar – Odom, “Learning Habits of Reflection”</p>
	<p>3. Tabetha Adkins, “Plagiarism”</p>
	<p>4. Introduction to Part III by Shannon Carter</p>

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	5. Barton and Hamilton, "Literacy Practices"
	6. Analyzing Artifacts Activity
	7. Introduce WA
Week 3: September 12 – September 18	1. Hawisher and Self, "Becoming Literate"
	2. Barton "Talking about Literacy"
	3. WA 1 due, Intro WA 2 (Group Presentation)
Week 4: September 19 – September 25 Chapter 2: Analyzing Literacy Ethnographies	1. Chapter 2 Introduction
	2. Eric Pleasant, "Literacy Sponsors and Learning"
	3. Begin Partner/Group work for WA
Week 5: September 26 – October 2	1. Read the article for your group
	2. Work on your article analysis (use the template your instructor provides)
	3. Develop a plan for your presentation
Week 6: October 3 – October 9 Group Presentations; Choose an *online* community that you want to research	1. WA 2/Group Presentations Due
	2. Begin thinking about an online community that you want to research

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	3. Intro WA3
Week 7: October 10 – October 16	1. Chapter 3 Introduction
Ethics in Research and Beginning your Own Research	2. Carter, “What is a Community of Practice?”
	3. Adkins, “Ethnographic Research Ethics and Amish Values”
	4. Designing Your Research Plan
Week 8: October 17 – October 23	1. Student Conferences
Week 9: October 24 – October 30	1. Kahn, “Putting Ethnographic Research Into Context”
	2. CCCC Guidelines
	3. Activity “Ethics and Reflection”
	4. Example Code of Ethics and Informed Consent
Week 10: October 31 – November 6	1. WA 3 Due
Research Proposal	2. Intro WA 4
	3. Chapter 4 Entering the Field
	4. Start Preliminary Research
Week 11: November 7 – November 13	1. Continue Research
Continuing your Research	2. Check-In with Dr. Scholz
Week 12: November 14 – November 20	1. Finish Research
Ethnography in Practice	2. Review Research
Week 13: November 21 – November 27	1. WA 5 Introduction

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Ethnography in Practice	2. Work on putting all the research together
Week 14: November 28 – December 4	1. WA 4 Discussion Board Post due
	2. Thanksgiving Break Nov 24-25
Week 15: December 5 – December 9 (last day of classes)	Presentations!
FINALS WEEK: December 10 – December 16	WA 5 Reflective Project due!

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