

Office Hours: By Appointment

Website: profkev.com

email: kjb@profkev.com (put “English” in the subject line)

Required Texts:

- **Lessons in Writing**, Goodwell, [link](#)
- Small Bluebooks for ICEs (see the bookstore)
- **Readings**, downloadable from the schedule page

Course Description:

This course introduces students to the elements of composition and critical reading and is designed to assist them in making a successful transition to English 101. It emphasizes grammar, sentence structure, paragraph and essay writing.

Course Objectives:

Students will learn to develop ideas and organize them into multi-paragraph essays, maximize communication, and correctly use theses and supporting details. Students will also learn critical reading skills: identifying the author’s thesis (explicit or implicit), evaluating supporting detail, drawing logical inferences from readings, and recognizing elements of composition. Students will also be exposed to a variety of essay types: narration, description, example, comparison and contrast, process analysis, division, classification, cause and effect, definition, and argument and persuasion.

Academic Accommodations:

Students registered through the Office of Special Services should submit all relevant paperwork to me after class. Accommodations are made on a case-by-case basis and are tailored to each student’s particular needs.

Course Student Learning Outcomes:

1. Analyze college level reading assignments by composing unified, coherent essays with clear thesis statements and specific, relevant support.
2. Compose unified, coherent essays with minimal errors in Standard English grammar and mechanics.

Course Procedures and Policies:

- Attendance: One absence will be allowed after which the student will lose 10 points from the participation grade per absence. Students with excessive absences may be removed from the roster. Students must formally drop the class with the registrar.

- Grading:

Two Typed Essays	200	100 ea
Three In-Class Essays	100	50 ea (lowest dropped)
Final In-Class Essay	100	
Homework	100	
Total Points	500	

Two Typed Essays will be due throughout the term – see the [schedule](#) page for detailed prompts.

-- Late Essays will be given one week to complete for a 20% loss of grade after which the grade becomes a zero.

-- No emailed work will be accepted; papers **MUST** be turned in to me or my mailbox in the campus Mailroom by the end of class the day it is due.

-- All Typed Essays will be submitted to <http://www.turnitin.com>. Failure to do so will result in a zero grade. See the [schedule](#) page for login information.

In-Class Essay topics will be provided the day of the essay. Students without greenbooks will not be permitted to take the essay. The lowest grade of three will be dropped. A missed essay cannot be made up and will become the dropped grade.

Homework refers to the exercises found in the workbook, *Lessons in Writing*. Assignments not completed by the due date will count as a zero grade for that day.

- Plagiarism:

All assignments must be the student's own work and can never have been turned in for a grade in any other class. Any plagiarized work will receive a zero grade which may result in removal from the college. There will be no discussion on the matter. Any copying that is not clearly quoted and referenced will be counted as plagiarized. See me, plagiarism.org, or [Google it](#) for more information.

- Conduct:

Talking out of turn will **NOT** be tolerated. A student who talks while another is addressing the class will be asked to leave for the remainder of the class period thereby losing any points accrued during the portion of time before removal. A student who persists in talking will be dropped from the roster without exception.

ALL electronic devices (Cell Phones, iPods, Tablets, Laptops, etc.) will be turned OFF at the beginning of class. Vibrate mode is not considered off. A student whose device disrupts the class will only be allowed back accompanied by **cookies** for all class members on the day of the following meeting. A student who uses an electronic device while class is in session **WILL** be removed from the roster. See me **prior to class** for emergency cases (pregnancy, illness, etc.).

I hereby reserve the right to alter any of the conditions found herein as I see fit to ensure a prosperous learning environment throughout the semester.