ENGLISH 1301T COURSE DESCRIPTION

Instructor: Ms. Cindy Burkhalter
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Email: cburkhalter@angelo.edu
Office: Academic 001

Office Hours:
TR 12:30 — 2:00 ........................................................... & other times by appt.
MW 12:00 — 1:00 ........................................................... & other times by appt.
F .. ............................................................ by appointment

COURSE OBJECTIVES:
English 1301T is required of students who are not TSI complete or exempt in English. English 1301T emphasizes the writing process and critical reading skills. This course offers substantial practice in the production of effective prose essays as well as the comprehension and analysis of selected readings. In-class activities are supplemented with practice in a software program designed to complement the class work. Successful completion of the course achieves two goals by 1) meeting the English TSI requirement and 2) providing credit for freshman composition, English 1301.

English 1301T is a paired course.

What is a paired course?
- A paired course is a college credit bearing course paired with a developmental English course.
- Paired courses allow students to take two English courses in one semester, thus fulfilling their Developmental English requirement and their first freshman level English requirement in one semester.
- This course design is ideal for students who have minimal English deficiencies and are willing to put forth the effort to complete both courses satisfactorily.
- The course materials and lessons for the two courses complement each other. Each course reinforces the other course.
- Learning communities are a great way to begin college life. In a paired course, students are with the same people for two of their classes, making it easy to form study groups and find friends.

Student Outcomes: Upon successful completion of the English 1301T course, students should
- Take notes routinely;
- Understand the nature of the writing process and use all of its phases in writing;
- Understand the principles of audience analysis and adapt language, structure, and detail to the needs of specific readers;
- Understand the basic prose structures and apply them on the sentence, paragraph, and essay level so that readers can easily understand the writer’s purpose and follow the progression of ideas;
- Generate sufficient and appropriate detail to convince readers of the validity of a thesis;
- Be sensitive and attentive to language, applying principles of style and tone to enhance the appeal of essays;
- Write prose largely free of errors in grammar, diction, usage, and mechanics;
- Demonstrate an improved ability to read and understand a text (essay prompt, article, essay);
- Demonstrate an improved ability to identify and paraphrase a thesis, main points, and major details from a reading; and
- Demonstrate an improved ability to use electronic environments for drafting, reviewing, revising, and editing texts.

**ASU Core Curriculum Objectives for English 1301 and Related Course Assessments**

Students in English 1301T will practice the following core curriculum learning objectives in critical thinking, communication, teamwork, and personal responsibility. Students will then demonstrate their capabilities in these objectives by writing a variety of essays.

**Critical thinking will be demonstrated in an analytical essay.**
- Students will gather, analyze, evaluate, and synthesize information relevant to a question or issue by employing problem-solving strategies that generate positions and arguments and by examining the basic principles of information-gathering to support a thesis.
- Students will then develop and demonstrate a logical position (i.e. perspective, thesis, hypothesis) that acknowledges ambiguities or contradictions by analyzing and evaluating their own communication and that of others to raise questions, make assertions, and generate discussion about a topic or question.

**Communication will be demonstrated in an informative essay.**
- Students will develop, interpret, and express ideas through effective written communication by taking into consideration audience, purpose, circumstances relevant to written communication, by using relevant and appropriate content for the specific rhetorical situation in order to express their purpose(s) effectively.

**Teamwork will be demonstrated in a peer editing exercise.**
- Students will consider different viewpoints as a member of a team by working toward a shared purpose or goal with members of their team and by creating and evaluating their peers’ drafts, presentations, and arguments.
- Students will work effectively with others to support and accomplish a shared goal by devoting efforts to team task, interacting with others, contributing to the team, and resolving and synthesizing divergent viewpoints within a group.

**Personal responsibility will be demonstrated in a final essay and portfolio.**
- Students will demonstrate the ability to evaluate choices, actions and consequences as related to ethical decision making by identifying their own core beliefs and the sources of those beliefs in order to connect their choices and actions to decision-making and by recognizing possible consequences of their decisions.

**REQUIRED SOFTWARE AND MATERIALS:**
- Cengage Aplia online software
- One 2-inch three-ring binder for portfolio
- 8 ½” X 11” 3-hole notebook paper
- Five 3-ring dividers
- One 3-hole punch (optional, but useful)
- Package of highlighters with at least four colors
- *ONE USB drive to be used EXCLUSIVELY for ENG1301T files

**NOTE: ACCESS TO THE ONLINE SOFTWARE WILL BE PURCHASED ONLINE IN CLASS.**
It is recommended that students label the USB with their name, class and section, and instructor’s name.

*NOTE: Do not save any non-English 1301T files on this drive at any time throughout the semester.*

**DEVELOPMENTAL EDUCATION REQUIREMENTS:**

**State Mandated Placement**

A student’s placement in English 1301T is based on State of Texas requirements. Unless a student is exempt from meeting TSI (Texas State Initiative) standards, state law requires that student to participate in a developmental activity determined by the Department of English and Modern Languages if the student scores less than the minimum standard on the reading or writing sections of the TSI assessment. The State has set the following passing standards in reading and writing.

**English Cut-Scores on Approved TSI Assessment**

Reading: 351 or greater  
Writing: Essay Score of 5 OR a combination of Essay Score of 4 with Multiple Choice of 363 or greater

A student required by state or university regulations to participate in a developmental education program must be continuously enrolled until that program is successfully completed (*Bulletin*).

TSI requirements can be met by successfully completing the English 1301T course.

**ATTENDANCE:**

Excessive absences, (more than FIVE absences FOR ANY REASON) will cause a student to become ineligible to receive a passing grade in the class.

- Students are expected to attend all classes, conferences, and required Writing Center activities unless prevented from doing so by illness, bona fide emergencies, or circumstances beyond their control.
- Should a serious illness, emergency, or other crisis occur, it is the student’s responsibility to contact Office of Student Affairs immediately so that professors may be informed. It is also the student’s responsibility to stay in touch with instructors in order to keep up with the work.
- If a student misses class for any reason, it is that student’s responsibility to check with a classmate AND check Blackboard for the class assignment and handouts for that day.
- If a student is absent, it is the student’s responsibility to make up the work missed BEFORE the next class meeting so that the completed homework can be brought to the next class meeting.
- If a student is aware of an absence that will occur, it is that student’s responsibility to contact the professors in advance and to complete assigned work by an agreed-upon deadline.

The following circumstances may also result in an absence:

- Being unprepared for class activities. Because this is a student-centered class that relies heavily on collaborative learning, adequate preparation is essential. Should a student attend class unprepared, that student will not be able to participate in activities planned for that day and will be counted absent. **Do not neglect to complete homework assignments. ALWAYS take completed homework assignments to class each day.**
- Removal from class for inappropriate classroom behavior, including, but not limited to, cell phone use or texting.
- Being excessively late to class (ten or more minutes).
- Being tardy to class twice may constitute one absence.
- Being out of the classroom for more than 5 minutes during class will constitute a tardy; being out of the classroom for more than 10 minutes during class will constitute an absence. This policy
applies to lecture and lab time.

OTHER POLICIES:

Daily Assignments Sheets:
- Daily assignments sheets, which list assignments covered in class as well as homework assignments, are posted in Blackboard and remain there all semester. A student who is absent should access the Daily Assignment Sheet for the day of the absence before contacting another student or the instructor.

Written Work:
- All written assignments are written and saved on a USB drive, GoogleDocs, and/or the student P drive in **Microsoft Word and must be able to be opened on a university computer**.
- All major assignments are submitted online to Turnitin in Blackboard and/or emailed to the instructor. Be sure to follow the instructor’s specific directions when submitting assignments as stated on the Packet Order Checklist and Blackboard.
- ASU has computer labs in two areas on campus where students may work on out-of-class assignments for 1301T. Access to Blackboard is also available in all campus computer labs and to anyone who has a personal computer that is Internet capable. Computer labs can be found in the following areas:
  - Library Learning Commons
  - Math/Computer Science Lab—Room 111, MCS Building

  Operating hours are posted in each lab and are also available online at:
  http://www.angelo.edu/services/technology/labs/computer_access.php

To use the computer labs on campus and to access the computer programs used in class, students must have a University computer access account. Students are usually issued an ASU email and a computer access account when they register. Students who do not have an account must take their ASU Student ID or receipt for classes of the current semester to the Math/Computer Science Lab.

**All students must have their computer access account by the second day of class.**

- Written work must follow the **manuscript form** discussed in class.
- Only **major** writing assignments may be turned in late or made up. Daily coursework and quizzes completed during class time cannot be turned in late or made up. However, if a student is absent during a peer editing workshop, the peer editing must be made up outside of class on the student’s own time before the next class meeting. All instructions regarding peer editing must be followed.
- No final writing assignment (paragraph, summary, and essay) will be accepted for full credit without the required prewriting exercises, drafts, and peer editing activities. Ten percent of the final grade will be deducted from any writing assignment grade for which an incomplete packet is submitted.
- No writing assignment will be graded until it has been submitted in both hard copy packet and in Blackboard. Failure to complete one or both of these steps will result in a grade deduction because the assignment is late.
• Writing assignments must be completed in the order in which they are assigned; that is, all previous writing assignments must have been turned in before a new writing assignment will be graded.

• Ten percent will be deducted from the grade of any writing assignment that is submitted after the due date and time. After one week, the late writing assignment will receive a grade of zero; however, each final writing assignment packet must still be submitted in the order that it is assigned. In other words, even if a writing assignment receives a grade of zero because it is over a week late, that assignment must still be submitted before any subsequent writing assignments will be accepted and graded.

• ANY student work may be used as a model for classroom instruction.

Aplia Software Assignments:
• For most Aplia work that is assigned as lab work and/or homework, students are given a week to complete the assignments.
• For this reason, NO DEADLINE EXTENSIONS for Aplia assignments are given.
• If any technical difficulties are encountered, it is the responsibility of the student to contact Cengage for assistance. The Cengage contact information will be provided to students at the beginning of the semester.
• Students are STRONGLY encouraged to begin Aplia assignments the day they are given, rather than waiting until the last hour of the final day before they are due.

Computer Classroom:
The Department of English and Modern Languages has established the following rules for the computer classroom:

- **Food, drinks, and tobacco products are prohibited.** Please leave all food and drink outside the room.
- Be aware that “a person commits an offense if he intentionally or knowingly displays or distributes an obscene photograph, drawing, or similar visual representation or other obscene material and is reckless about whether a person is present who will be offended or alarmed by the display or distribution” (Penal Code: Title 9, Ch. 43, Subch. B, Sec.22).
- Authorized software and websites can be found on the Start/Programs menu, on the desktop, and/or on the approved website used for the class. Use of unauthorized software and/or websites is prohibited.
- Exit all programs and log off before leaving class.
- Retrieve USBs from the computer.

THE WRITING CENTER:
Writers always benefit from other writers’ opinions. For example, professional writers depend on their editors for constructive criticism. In 1301T, students will rely on the instructors, their peers, and the tutors in the Writing Center, an academic support service available to all students at ASU. The tutors provide assistance at any stage of the writing process; however, tutors DO NOT complete a student’s work, and they DO NOT proofread a student’s work. Tutors teach students how to effectively revise their own writing. Students should plan to visit the Center frequently throughout the writing process for each of their out-of-class writing assignments. Instructors may also require students to visit the Center. In this case, the final copy of a written assignment will not be accepted for full credit unless the student has completed the required work in the Center.
The Center is located on the third floor of the Porter Henderson Library in Room 305C. Hours during long semesters are as follows:

- 10:00 - 5:00  Monday – Thursday
- 10:00 - 12:00  Friday
- 6:00 - 8:00  Wednesday evening
- 1:00 - 4:00  Sunday afternoon

**GRADES:**
A student’s semester grade will be determined using the following percentages:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email Assignment(s)</td>
<td>2%</td>
</tr>
<tr>
<td>3 Essays (17% each)</td>
<td>51%</td>
</tr>
<tr>
<td>3 Summaries (7% each)</td>
<td>21%</td>
</tr>
<tr>
<td>Quizzes and Classwork</td>
<td>6%</td>
</tr>
<tr>
<td>(Aplia work will constitute multiple quiz grades.)</td>
<td></td>
</tr>
<tr>
<td>*Exit Exam (with passing portfolio)</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>100%</td>
</tr>
</tbody>
</table>

*NOTE: Students are required to meet passing standards on an Exit Exam Portfolio in order to be eligible to write the Exit Exam. Requirements for a passing Exit Exam Portfolio are explained in a separate handout.*

**Grading Scale:**
- 90 – 100  A
- 80 – 89  B
- 70 – 79  C
- 60 – 69  D
- 59 and Below  F

**ASU ACADEMIC HONOR CODE:**
Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. **Students are responsible for understanding the Academic Honor Code, which is contained in both print and web versions of the Student Handbook.**

In English 1301T, the **ASU Academic Honor Code applies to ALL work assigned in the class.** Reading activities and essays, for example, are individual assignments to be completed by each student, not as collaborative activities with friends, classmates, parents, etc. **A student who plagiarizes or who assists such plagiarism may receive an F in the course.** “Plagiarism” is when a student uses anyone else’s rephrased ideas or exact words as his or her own. Nothing should be submitted that is not a student’s OWN original work.

When academic dishonesty occurs, instructors will communicate with the student concerning the penalty and the student’s right of appeal. Students can refer to the Academic Honor Code for complete details.

**BEHAVIOR:**
Appropriate classroom decorum is required at all times. Inappropriate behavior will warrant removal from class and an absence recorded for attendance on that day. **Remember: Absences are strictly limited for the semester.**

**DISABILITIES:**
Persons with disabilities that may warrant academic accommodations must contact the Student Affairs
Office, Suite 112 in the Houston Harte University Center, in order to request such accommodations prior to any being implemented. Students are encouraged to make this request early in the semester so that appropriate arrangements can be made.

**EMAIL ETIQUETTE:**
When questions about course assignments occur outside of a professor’s office hours or the scheduled class sessions, students are encouraged to email the professors for assistance. Because professors receive many emails each day, it is important that a student’s email messages attend to some basic conventions of electronic communication. For example, emails should contain a helpful subject line. They should begin with a salutation, such as “Dear Mrs.Behrens” or “Hi, Mrs. Behrens.” They should end with the student’s full name along with the name and section number of the course. Finally, students should attempt to use properly punctuated and complete sentences in their emails. Messages don’t have to be perfectly edited, but instructor will not respond to carelessly written messages littered with typographical errors.

**ELECTRONIC DEVICES:**
As a courtesy to classmates and instructor, **students must turn off all electronic devices (cell phones, iPods, etc.) during class. Do NOT use ear buds or headphones in class unless specifically allowed to do so for work on a specific project determined by the instructor.**

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**English 1301T Course Syllabus**  
**Fall 2017**

* ****THE COURSE SCHEDULE IS ALWAYS SUBJECT TO CHANGE BASED ON CLASS NEEDS.****

Note: Unless otherwise indicated, all assignments are **due at beginning of class.** Because this is a student-centered class that relies heavily on collaborative learning, **your adequate preparation for each class day is essential.**

- **If you are not prepared for class, you may be required to leave and charged with an absence. If you are required to leave, you are expected to catch up on your work for that day as well as be prepared for class the next day.**

- **Look ahead at reading assignments. Start them early if you need extra reading time. Read assignments carefully for full comprehension. If your mind wanders, stop and start again. It will help you understand and remember what you have read if you take notes.**

- **Unscheduled quizzes may be given on any information in reading assignments or on information discussed in class.**

- **Exercises and practices will be assigned and are required to be completed. You need to purchase access to Aplia, which includes online supplemental instruction and assignments you are required to use.**

- **Aplia assignments will be ongoing throughout the semester.**

Detailed lesson plans for each class day will be provided.

**IMPORTANT NOTE:** COURSE POLICIES ON PLAGIARISM AND ATTENDANCE ARE STRICTLY ENFORCED. PLAGIARISM, INTENTIONAL OR BECAUSE OF CARELESSNESS, MAY RESULT IN FAILURE IN THE COURSE. ATTENDANCE CAN AFFECT GRADES.
Week 1: 08/28/17-09/01/17

Policies and Procedures
- Signing in
- Printing Class Assignments
- Course Description and Syllabus
- Overview of Course Description and Syllabus
- Signatures on Student Acknowledgement form and Academic Performance Agreement
- Importance of Angelo.edu e-mail address
- APLIA registration 2nd class period
- Checking access to Blackboard

Writing
- Diagnostic essay

Grammar
- Basic punctuation and capitalization review

Reading
- Email assignment instructions

Aplia
- Aplia Diagnostic Pretest
- Introduction to Using Aplia assignments
- Main Idea (ISP)
- Main Idea and Supporting Details: Main Idea (Level 3)
- Author’s Use of Language—Critical Reading (Level 3)

Week 2: 09/04/17 (Labor Day)-09/08/17

Policies and Procedures
- Review attendance policies, especially regarding lab time and absences
- Files and file names
- Portfolio Requirements (Review of basic information in CD.)
- Quiz over CD
- Writing Center Tutor introductions – lab
- Creating class contacts

Writing
- Email assignment DUE
- Notetaking instruction
- MLA Formatting notes and template creation

Grammar
- Basic Sentence Structure and Parts of Speech

Reading
- Class Reading #1
- Introduction to critical reading
Demonstration of text annotation
Critical reading practice
Introduction to article for critical reading for Summary 1

Aplia
- Supporting Details (ISP)
- Main Idea and Supporting Details: Supporting Details, Mapping, Outlining (Level 3)
- Foundations of Writing: Basic Sentence Structure
- Author’s Use of Language: Improving Reading and Thinking (Level 3)

Week 3 – 09/11/17-09/15/17

Policies and Procedures
- Review
  o Missed class work and grades
  o Late work
- Peer editing stages and expectations
- Introduction to Summary Packets

Writing
- Summary writing – notes
- Practice summary
- Class analysis of Practice Summary
- Summary 1
  o Writing of Draft 1 of Summary 1
  o Peer global editing of Summary 1 Draft 1
  o Revision to create Draft 2 Summary 1
  o Peer local editing of Summary 1 Draft 2
  o Revision to create Draft 3 Summary 1
  o Peer global and local editing of Draft 3
  o Summary 1 Final Draft

Grammar
- Sentence components terminology
- Non-specific “you”
- Third person in summary writing
- X words and formal language
- Author tags

Reading
- Assessment of critical reading of Summary 1 article
Aplia
- Context Clues (ISP)
- Fragments/Run-Ons (ISP)
- Purpose and Focus: The Writing Process

Week 4 – 09/18/17-09/22/17
Policies and Procedures
- Review of peer editing stages and expectations
- Review of Summary Packets

Writing
- SUMMARY 1 PACKET AND BLACKBOARD SUBMISSION DUE

Grammar
- Review of sentence components
- Sentence boundaries—fragments, comma splices, run-ons

Reading
- Summary 2 Article for critical reading

Aplia
- The Subject
- The Verb
- Main Idea and Supporting Details: Critical Reading (Level 3)

Week 5 – 09/25/17-09/29/17
Policies and Procedures
- Review Peer editing requirements
- Review Summary Packet requirements

Writing
- Summary 2
  - Writing of Draft 1 of Summary 2
  - Peer global editing of Summary 2 Draft 1
  - Revision to create Draft 2 of Summary 2
  - Peer local editing of Summary 2 Draft 2
  - SUMMARY 2 FINAL DRAFT AND BLACKBOARD SUBMISSION DUE
- Summary 3 (2nd class day of this week or 1st of next)
  - Critical reading of article for Summary 3
  - Summary 3 Draft 1
  - Self-global editing
  - Self-local editing
SUMMARY 3 PACKET AND BLACKBOARD SUBMISSION DUE AT THE END OF CLASS

Grammar
- Sentence boundaries

Reading
- Summary 3 Article for critical reading

Aplia
- Main Idea and Supporting Details: Implied Main Ideas (Level 3)
- Subject/Verb Agreement (ISP)
- Thesis Statements (ISP)

Week 6 – 10/02/17-10/06/17

Policies and Procedures
- Individual writing conference requirements

Writing
- Introduction to illustration (expository) essay - notes
- Essay 1—Prompt
  - Guided exploring
  - Narrowing topic – narrowed and specific
  - Audience Analysis
  - Thesis
- Developing body paragraphs
  - Structure
  - Analysis of models
  - Showing rather than telling in examples
- Essay 1 Thesis and Body Paragraphs
  - Graphic organizers
  - Essay 1 Draft 1: thesis and three or more body paragraphs [required for individual conferences]

Grammar
- Compound sentences
  - Comma plus FANBOYS
  - Semicolon
  - Semicolon plus logical connective plus comma
- Cumulative quiz on sentence components, fragments, compound sentences, run-ons, comma splices
Reading
- Critical Reading Article for Essay 1

Aplia
- Sentence Structure--Punctuation
- Purpose and Focus: Thesis and Topic Sentences
- Purpose and Focus: Writing Situations and Strategies

Week 7 – 10/09/17-10/13/17
Policies and Procedures
- Individual conferences about Essay 1 Draft 1 and work on essay in class
Writing
- Essay 1
  - Essay 1 Draft 1 required instructor conferences regarding global concerns in thesis and body paragraphs
  - Draft 2 with revised thesis and body paragraphs (homework after conference)
Grammar
Reading
- Assessment of critical reading of article for Essay 1
Aplia
- Patterns of Organization (ISP)
- Development and Support: Supporting Ideas
- Organization and Structure: Coherence and Organization
- Sentence Variety and Style: Basic Style

Week 8 – 10/16/17-10/20/17
Policies and Procedures
- Peer editing procedures and expectations
Writing
- ESSAY 1 DRAFT 2 (or 3) DUE
- Essay 1
  - Peer global editing Essay 1 Draft 2
  - Introduction, conclusion, and title – notes
  - Revision to create Essay 1 Draft 3 (all paragraphs)
  - Peer global editing Essay 1 Draft 3 (all paragraphs)
  - Revision to create Essay 1 Draft 4
Grammar
- Grammar topics based on student writing
Reading

Aplia
- Sentence Variety and Style: Capitalization
- Sentence Structure: Conjunctions and Sentence Structure
- Sentence Structure: Common Sentence Errors
- Sentence Variety and Style: Academic Style

Week 9 – 10/23/17-10/27/17
Policies and Procedures
- Discussion of Essay Packet
- Review of late work policy
Writing
- Essay 1
  - Peer local editing Essay 1 Draft 4
  - Editing to create Essay 1 Final Draft
  - Creation of Essay 1 Packet and Blackboard submission
  - ESSAY 1 PACKET AND BLACKBOARD SUBMISSION DUE
Grammar
- Comma Rules
- Quiz over comma rules
Reading
- Article for critical reading for Essay 2
Aplia
- Recognizing Transitional Words, Phrases, and Sentences (ISP)
- Punctuation (ISP)
- Sentence Structure: Comma Usage
- Sentence Logic: Word Usage

Week 10 – 10/30/17-11/03/17 [11/03/17 = Last Day to drop or WD]
Policies and Procedures
- Review of no withdrawal policy
Writing
- Essay 2
  - Review of illustration essay and introduction to Essay 2 Prompt
  - Exploring
Audience Analysis
- Review of thesis and body paragraph structure
- Graphic organizers
- Essay 2 Draft 1 (thesis + body paragraphs)

Grammar
- Grammar topics based on student writing

Reading
- Assessment of critical reading of article for Essay 2

Aplia
- Foundations of Writing: Nouns and Articles
- Agreement: Subject-Verb Agreement
- Verb Tenses (ISP)
- Author’s Use of Language: Transitions (Level 3)

Week 11 – 11/06/17-11/10/17
Policies and Procedures
- Required Writing Center visit

Writing
- Essay 2
  - Peer global editing Essay 2 Draft 1 (thesis + body paragraphs)
  - Review of introduction, conclusion, and title
  - Creation of Essay 2 Draft 2 (all paragraphs with title)
  - Required Writing Center visit
  - Revision to create Essay 2 Draft 3

Grammar
- Grammar topics based on student writing

Reading

Aplia
- Sentence Logic: Modifier Use
- Modifier Use (ISP)
- Agreement--Pronouns
- Pronoun Use (ISP)

Week 12 – 11/13/17-11/17/17
Policies and Procedures
- Looking Ahead: Final exam date and plan
- Portfolio Requirements
Writing
- Essay 2
  - Peer global editing Essay 2 Draft 3 (created after WC visit)
  - Revision to create Essay 2 Draft 4
  - Peer local editing of Draft 4
  - Editing to create Essay 2 Final Draft
  - Blackboard submission
  - Essay 2 Packet

Grammar
- Grammar topics based on student writing

Reading
Aplia
- Parallelism (ISP)
- Recognizing Tone (ISP)
- Sound-Alikes and Look-Alikes (ISP)
- Sentence Logic: Sound-Alikes and Look-Alikes

Week 13 – 11/20/17-11/24/17 (Thanksgiving Holiday 11/22-11/24)
Policies and Procedures
- Timed writing tips, policies, and procedures
- Preview Aplia post-test date and plan
- Preview final exam date and plan

Writing
- ESSAY 2 PACKET AND BLACKBOARD SUBMISSION DUE
- Preparation for In-class Timed Writing

Grammar
- Grammar topics based on student writing

Reading
- Article for critical reading for Essay 3

Aplia
- Agreement—Consistency
- Foundations of Writing: Adjectives
- Foundations of Writing: Prepositions

Week 14 – 11/27/17-12/01/17
Policies and Procedures
- Review of Exit Exam requirements and schedule
- Review of Portfolio Requirements
Writing
- Essay 3 – In-class Timed Writing
  - Essay 3 Draft 1
  - Self global editing Essay 3
  - Self local editing Essay 3
  - Essay 3 Final Draft
  - Essay 3 Packet
  - Blackboard submission
  - ESSAY 3 PACKET AND BLACKBOARD SUBMISSION DUE AT THE END OF THE CLASS PERIOD

Grammar

Reading

Aplia
- Diagnostic Assessment Post-Test

Week 15 – 12/04/17-12/08/17 [Dead Week]

Policies and Procedures
- Review Exit Exam requirements and schedule, including portfolio

Writing
- Portfolio assessment for Exit Exam
- Preparation for Exit Exam summary
- Preparation for Exit Exam essay
  - Exploring
  - Graphic organizers
  - Models

Grammar
- Review based on student needs

Reading
- Practice critical reading for Exit Exam

Week 16 – 12/11/17-12/15/17 [Finals Week]

MW 1:00 Class: Final on Wednesday, December 13, from 1:00-3:00
TR 10:30 Class: Final on Tuesday, December 12, from 10:30-12:30