Dr. Jules Gates  
Office: Academic 110B

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Office Hours: M/W 12-2 online; T/Th 2-3:30; By Appointment

Email Availability: You may email me during business hours (9 to 5) during the work week (Monday through Friday). I will respond to your email within 24 hours, and usually sooner. I do not check or respond to emails after hours during the work week or on weekends (Saturday and Sunday). When you email me, indicate your name and which course and section you are taking with me in your subject line: John Smith—ENG 1302. 230D. Your emails must be complete sentences and must adhere to standard rules of grammatical structure, with attention to punctuation, capitalization, and appropriate tone of voice.

Course Description: A course in critical reading and writing across the curriculum, including the research process and the research paper.

Objectives and Course Content: The primary objective for this course is for you to develop critical reading and writing skills in a variety of disciplines. You will also learn to use the library’s resources to construct a well-documented research paper in your intended major area of study. To gain additional practice in interdisciplinary writing, you will also be required to write several short papers on a variety of topics in different academic fields.

Course Materials and Texts:
- A jump/flash/thumb drive—keep with you at all times.
- Access to Microsoft Office
- Access to ASU Blackboard
- No textbook required. All materials will be provided for you in Blackboard.

Academic Honesty:
Academic integrity is taking responsibility for one’s own class and/or course work, being individually accountable, and demonstrating intellectual honesty and ethical behavior. Academic integrity is a personal choice to abide by the standards of intellectual honesty and responsibility. Because education is a shared effort to achieve learning through the exchange of ideas, students, faculty, and staff have the collective responsibility to build mutual trust and respect. Ethical behavior and independent thought are essential for the highest level of academic achievement, which then must be measured. Academic achievement includes scholarship, teaching, and learning, all of which are shared endeavors. Grades are a device used to quantify the successful accumulation of knowledge through learning. Adhering to the standards of academic integrity ensures grades are earned honestly. Academic integrity is the foundation upon which students, faculty, and staff build their educational and professional careers.

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. A first instance of plagiarism in this course will result in automatic failure of the course, regardless of whether or not the University’s last date to drop has occurred. Please note that while you will be asked to consult “models” of critiques or editorials for some of your response paper assignments, your paper must be completely original (you cannot copy and paste any part of someone else’s letter to the editor or someone else’s movie critique).

Saving Documents: Always save your work in AT LEAST 2 places—losing your work because of a computer malfunction of any kind won’t be accepted as an excuse for missing a due date. If I am missing an assignment or it doesn’t appear on Bb, I will let you know and tell you what to do.

Special Needs:
Angelo State University is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), and subsequent legislation. All students at Angelo State University must have the capacity and ambition to undertake, with reasonable accommodation from the faculty and administration, the academic challenges necessary to fulfill the academic requirements for the degree or certification programs which they are pursuing.

Title IX at ASU:
The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

Holy Day Observance:
“Religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code §11.20. A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. A student who is excused under section 2 may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.

Grade Division:
- 4 Short Papers (10% each): Opinion Piece, Critique Piece, Summary of a Scientific Article, Summary-Response to a Social Science Article
- Research Paper (25%)—(must include powerpoint presented on final exam day, as well as the draft due on Week 14, in order to be considered for full credit)
- Weekly Assignments (15%)
- Quizzes (10%)
- Discussions (10%)

*** If you do not submit a research paper, including the draft during week 14, and a follow-up powerpoint based on your research, that constitutes an F in this course, regardless of grades in other areas, since this is a research-driven course with the ultimate goal being production of a research paper based on your learning up to that point. Severely incomplete research papers lacking content or length requirements, and/or the elements of the week 14
draft and the presentation powerpoint will also be subjected to automatic failure of the course, regardless of scores made on other assignments.

Grade Determination: A=90-100; B=80-89; C=70-79; D=60-69; F=59 and below

Learning Modules: This online course is organized of 15 learning modules (1 for each week) that consist of the following:

- Readings
- Resources
- 1 quiz (**due Wednesday night by 11:30PM**)
- 1 graded discussion forum (your initial thread is due by **7PM Thursday**: you must then respond to all your group members by **11PM** that night). ***A successful grade for each of these threads means that you have written 4 or more complete, substantive, and meaningful sentences in your initial response, and that you have provided at least 3 full sentences containing thoughtful and reactive commentary to every single member in your group.
- 1 assignment or paper (**due Friday night by 11:30PM**)

The Learning Modules:

**Week 1:** Introduction to Course
- View Welcome Powerpoint from Dr. Gates
- Read document about course logistics
- Introduce yourself in Whole Class discussion board (due Th 7PM for your response, and then 11PM to respond to your classmates)
- **Create a powerpoint about yourself** (due Friday at 11:30PM)

**Week 2:** Writing and Research in the Humanities
- Readings & Resources
- Quiz (due Wednesday at 11:30PM)
- Discussion Forum with Group (due Th 7PM for your response, and then 11PM to respond to your classmates)
- **Humanities Powerpoint** (due by 11:30PM Friday night)

**Week 3:** Writing and Research in the Social Sciences
- Readings & Resources
- Quiz (due Wednesday at 11:30PM)
- Discussion Forum with Group (due Th 7PM for your response, and then 11PM to respond to your classmates)
- **Social Sciences Powerpoint** (due by 11:30PM Friday night)

**Week 4:** Writing and Research in the Sciences
- Readings & Resources
- Quiz (due Wednesday at 11:30PM)
- Discussion Forum with Group (due Th 7PM for your response, and then 11PM to respond to your classmates)
- **Sciences Powerpoint** (due by 11:30PM Friday night)

**Week 5:** Opinion Piece Paper
- Readings & Resources
- Quiz (due Wednesday at 11:30PM)
- Discussion Forum with Group (due Th 7PM for your response, and then 11PM to respond to your classmates)
- **Opinion Piece Paper** (due by 11:30PM Friday night)
**Week 6:** Critique Piece Paper  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Critique Piece Paper* (due by 11:30PM Friday night)

**Week 7:** Summary Paper of a Scientific Article  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Summary Paper* (due by 11:30PM Friday night)

**Week 8:** Summary-Response Paper of a Social Science Article  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Summary-Response Paper* (due by 11:30PM Friday night)

**Week 9:** Research Brainstorming  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Interest Inventory and 3 Free Writes* (due by 11:30PM Friday night)

**Week 10:** Library Skills & Research Question  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Research Question & 3 Critical Questions Answered* (due by 11:30PM Friday night)

**Week 11:** Print Research  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Progress Report on Sources Found* (due by 11:30PM Friday night)

**Week 12:** Quantitative and Qualitative Research  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Completed survey/interview questions and/or focus group prompts or observation plan* (due by 11:30PM Friday night)

**Week 13:** Format & Style  
Readings & Resources  
Quiz (due Wednesday at 11:30PM)  
Discussion Forum with Group (due Thursday 7PM for your response, and then 11PM to respond to your classmates)  
*Outline, Intro Paragraph, and 2 sample paragraphs containing parenthetical documentation* (due by 11:30PM Friday night)

**Week 14:** Drafting  
Readings & Resources
Quiz (due Wednesday at 11:30PM)
Discussion Forum with Group (due Th 7PM for your response, and then 11PM to respond to your classmates)
Draft of Research Paper (due by 11:30PM Friday night)

**Week 15: Editing**
Readings & Resources
Quiz (due Wednesday at 11:30PM)
Discussion Forum with Group (due Th 7PM for your response, and then 11PM to respond to your classmates)
Research Paper (due by 11:30PM Friday night)

**Final Exam Day:**
Powerpoint Presentation of your research (due by 7PM on our exam day)
Respond to everyone else’s Pp in the class by 11PM

***Revisions of 4 Short Papers:*** I will be making comments on your 4 short papers as I grade them in Bb. If you would like to revise 1 or more of these papers, you may do so. Submit them to the “Revised Paper” Assignment tab under “Whole Class Resources” 5 or less days after you receive a grade on your original paper.

***Group Discussion Forums:*** Our first discussion online will happen as a whole class during week 1. After that, I will put you all in different groups each week for your discussion forums so that you get to interact with a variety of people in the class in a smaller group environment (with 3 or 4 other people). Each week, you will see a new group appear on your Bb left hand menu labeled with that week number.