

University of North Texas at Dallas
Fall 2016
SYLLABUS for Distance Learning

English 1313-030

Department of	Languages & Communications	Division of	Liberal Arts and Life Sciences
Instructor Name:		Robert O. Harris, Jr	
Office Location:		TBA and On Line	
Office Phone:		Answer/Fax 972-669-1777	
Email Address:		Robert.Harris@untdallas.edu Skype: rharris1200	
Office Hours:		On Line by Appointment or MW 12:30-2:30	
Classroom Location:		Online	
Class Meeting Days & Times:		Online	
Course Catalog Description:		This course emphasizes writing as a means of critical thinking, with emphasis of the process of perfecting the easy through the writing of several drafts in the English computer classroom, and/or lab, and/or personal computer. No computer experience required. May be substituted for English 1310.	
Prerequisites:		TSI Complete	
Required Text:		NA... All Materials are provided on line in the Blackboard shell.	
Access to Learning Resources:		UNT Dallas Library: phone: (972) 780-1616 web: http://www.untdallas.edu/library email: library@untdallas.edu UNT Dallas Bookstore: phone: (972) 780-3652 web: http://www.untdallas.edu/bookstore e-mail: untdallas@bkstr.com	
Course Goals or Overview: The goals of this course are as follows -			
<p>Over the span of the semester, students will work to produce a significant amount of writing through projects in traditional essay format as well as other written genres. Through these projects, in-class discussion, and other activities, students will work to organize and shape their ideas into clearer and more coherent pieces of writing and composition geared toward effectively communicating with an audience of readers. Throughout the course, students will produce multiple plans and drafts of their writing in order to develop the strong revision and editing habits that distinguish more experienced writers. Additionally, throughout the course, students will reflect on their writing processes and habits in order to increase the effectiveness of how they approach new writing situations.</p> <p>Workshop Laboratory Format: Students should expect to do a good deal of work on their assignments in class, including planning, revising, rewriting, peer editing, etc. Out of class time will frequently be dedicated readings, discussion boards, field trips/exercises, and a team project.</p>			

Learning Objectives/Outcomes: At the end of this course, students will be able to:	
Critical Thinking	Understand and utilize rhetorical principles in the analysis, evaluation, and creation of written, oral, and visual texts
Communication	Identify and implement writing and genre conventions from various disciplines
	Utilize flexible and robust writing processes and composing strategies for creating effective, written, oral, and visual texts
Teamwork	Collaborate effectively with their peers in composing and feedback processes
Personal Responsibility	Develop habits of monitoring, evaluating, and refining their work to meet the expectations of various writing situations.

Online/Hybrid Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Blackboard announcement. Additional readings and activities may be added, these will be noted in the Readings and Activities/Assignments sections.

Schedule	Topic	Activities	Due Date
Week of 08/22/16	General Introduction and Overview of the Class	<p>Complete the “About Me” discussion Board.</p> <p>Unity, Coherence, and Audience...</p> <p>Team Formation, Introductions, and Team Children’s Book Assignment</p> <p>Attitude and Aptitude</p>	Due Dates are listed in the weekly folders on Blackboard.

<p>Week of 08/29/16</p>	<p>Review Grammar/Usage</p> <p>Children's Book Details</p> <p>Self-Assessments</p>	<p>Review the PowerPoint presentations on Commas, Semi-colons, and Colons.</p> <p>Review the PowerPoint presentations on Paragraphs, Clauses, Fragments, and Run-ons.</p> <p>More Details Team Children's Book Assignment</p> <p>Take Self-Assessments: Take the first one in each category. Do Not send the results to the professor unless you miss more than two in any individual category.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 09/05/16</p> <p>Note: Monday, September 5, is a National Holiday, and the campus is closed. Please plan your on line work carefully.</p>	<p>Writing Narration, Description, and Definition</p> <p>Readings</p> <p>Threaded Discussion</p> <p>Chat</p>	<p>Module: Writing Narration, Description, and Definition</p> <p>Read "Little Red Riding Hood Revisited."</p> <p>Threaded Discussion: Please complete by 11:00 PM Saturday.</p> <p>The five paragraph essay</p> <p>The 5 w's and an H</p> <p>Real Time Chat at 8:00 PM Friday</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>

<p>Week of 09/12/16</p>	<p>Writing Narration, Description, and Definition</p> <p>Threaded Discussion</p> <p>First Essay</p>	<p>Module: Writing Narration, Description, and Definition</p> <p>Read “How It Feels to Be Colored Me.”</p> <p>Threaded Discussion: Please complete by 11:00 PM Saturday. Please review the goals and rules for Threaded Discussions on the Discussion Board page.</p> <p>First Essay Due for peer review by 11:00 PM Thursday.</p> <p>Peer Review comments due back by 11:00 PM Saturday.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 09/19/16</p>	<p>First Essay Due</p> <p>Children’s Book</p> <p>Threaded Discussion</p>	<p>First Essay Due for Assessment by 11:00 PM Monday</p> <p>Team Work on Children’s Book</p> <p>Threaded Discussion: Please complete by 11:00 PM on Saturday. Please review the goals and rules for Threaded Discussions on the Discussion Board page.</p> <p>Children’s Book Team Report due by 11:00 PM Friday.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>

<p>Week of 09/26/16</p>	<p>Writing Narration, Description, and Definition</p> <p>Reading</p> <p>Threaded Discussion</p> <p>Children’s Book</p>	<p>Module: Writing Narration, Description, and Definition</p> <p>Read: “How To Write a Personal Letter”</p> <p>Threaded Discussion: Please complete by 11:00 PM on Saturday. Please review the goals and rules for Threaded Discussions on the Discussion Board page.</p> <p>Team Work on Children’s Book</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 10/03/16</p>	<p>Second Essay</p> <p>Self-Assessments</p>	<p>Second Essay: due for peer review by 11:00 PM Thursday</p> <p>Peer Review comments due back by 11:00 PM Saturday</p> <p>Peer Review per rubric</p> <p>Take Self-Assessments: Take the second one in each category.</p> <p>Do Not send the results to the professor unless you miss more than two in any individual category.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>

<p>Week of 10/10/16</p>	<p>Second Essay</p> <p>Writing Illustration and Example</p> <p>Reading</p> <p>Threaded Discussion</p>	<p>Second Essay Due by 11:00 PM Monday.</p> <p>Module: Writing Illustration and Example</p> <p>Read “Being a Man”</p> <p>Threaded Discussion: Please complete by 11:00 PM Saturday. Please review the goals and rules for Threaded Discussions on the Discussion Board page.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 10/17/16</p>	<p>Writing Illustration and Example</p> <p>Readings</p> <p>Threaded Discussion</p> <p>Children’s Book</p>	<p>Module: Writing Illustration and Example</p> <p>Read “Salvation.”</p> <p>Threaded Discussion: Please complete by 11:00 PM Saturday. Please review the goals and rules for Threaded Discussions on the Discussion Board page.</p> <p>Team Work on Children’s Book</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 10/24/16</p>	<p>Third Essay</p> <p>Take Self-Assessments</p>	<p>Third Essay: Due for peer review by 11:00 PM Thursday</p> <p>Peer Review comments due back by 11:00 PM Saturday</p> <p>Peer Review per rubric</p> <p>Take Self-Assessments: Take the third one in each category. Do Not send the results to the professor unless you miss more than two in any individual category.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>

<p>Week of 10/31/16</p>	<p>Third Essay</p> <p>Comparison/Contrast and Cause/Effect</p> <p>Threaded Discussion</p>	<p>Third Essay Due by 11:00 PM Monday</p> <p>Module: Comparison/Contrast and Cause/Effect</p> <p>Read “Grant and Lee: A Study in Contrasts.”</p> <p>Threaded Discussion: Please complete by 11:00 PM Saturday. Please review the goals and rules for Threaded Discussions on the Discussion Board page.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 11/07/16</p>	<p>Fourth Essay</p> <p>Self-Assessments</p>	<p>Fourth Essay: Due for peer review by 11:00 PM Thursday</p> <p>Peer Review comments due back by 11:00 PM Saturday</p> <p>Peer Review per rubric</p> <p>Take Self-Assessments: Take the fourth one in each category. Do Not send the results to the professor unless you miss more than two in any individual category.</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 11/14/16</p>	<p>Fourth Essay</p> <p>Children’s Book</p>	<p>Fourth Essay Due by 11:00 PM Monday</p> <p>Finalize Children’s Book with Team</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>
<p>Week of 11/21/16 Note: November 24 (Thursday) and 25 (Friday) are university holidays, and the campus is closed. Please plan your on line work carefully.</p>	<p>Children’s Book</p>	<p>Present Children’s Book to the Class by posting by 11:00 PM Wednesday</p>	<p>Due Dates are listed in the weekly folders on Blackboard.</p>

Week of 11/28/16	Review Week Self-Assessments	Review Week and Friday is Called University Reading Day Take Self-Assessments: Take the fifth one in each category. Do Not send the results to the professor unless you miss more than two in any individual category.	Due Dates are listed in the weekly folders on Blackboard.
Week of 12/05/16	Final Assessment Per the Exam Schedule	Final Assessment Per the Exam Schedule	See Exam Schedule

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

- **Four Essays and one final assessment examination – written assessments designed to measure knowledge of course material and format**
- **Discussion Boards– written assignments designed to supplement and reinforce course material**
- **Project– team assignment designed to measure ability to apply presented course material**

Class Contribution – daily attendance and participation in class discussions

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- **Project– team assignment designed to measure ability to apply presented course material**
- **Class Contribution – on line attendance and participation in class discussions**

Grading Matrix:

Instrument	Value (points or percentages)	Total
Four Essays and Final	40%	40 %
Discussion Boards	20%	20%
Team Children's Book	20%	20%
Class Contribution/Chats	20%	20%
Total:		100%

Grade Determination:

A= 90% or better

B = 80 – 89 %

C = 70 – 79 %

D = 60 – 69 %

F = less than 60%

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at UNTDisability@untDallas.edu or at Building 2, room 204.

Blackboard Learn Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. Blackboard Learn course management system's accessibility statement is also provided: <http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx>

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Course Evaluation Policy:

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Assignment Policy: (According to the instructor's discretion while working in concert with the division/program's guidelines).

Exam Policy: (Online exams and the ability to retake is solely at the instructor's discretion). NOTE: Online exams may be proctored on campus per instructor's discretion.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at

http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies

Online Attendance and Participation:

The University attendance policy is in effect for this course. Class attendance in the Blackboard classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency. .

Attendance for this online or hybrid course is considered when you are logged in and active in Blackboard, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to <http://www.untDallas.edu/registrar> for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course

Inclement Weather and Online Classes: Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

Online "Netiquette":

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to the Student Code of Student Rights Responsibilities and Conduct at <http://www.untdallas.edu/osa/policies>. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Technology Requirements: In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements.

Blackboard Learn 9.1 is the platform software for this course. Blackboard Learn supports major web browsers such as Windows Internet Explorer, Apple Safari, Mozilla Firefox, and Google Chrome. However, since the latter two are updated continually, some recent versions may not be compatible. If you experience difficulty accessing or using components of the course, try using Internet Explorer. Also, no matter what browser you use, always enable pop-ups. For more information see:

- <http://www.untdallas.edu/dlit/ecampus/requirements>
- <https://blackboard.secure.force.com/publickarticleview?id=kAB700000008Oom>
- https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html