



**ASSIGNMENTS:**

1. Readings and brief in-class writing assignments and exercises
2. Writing Assignment 1: Critical Compare-and-Contrast with quotes
3. Writing Assignment 2: Scholarly Analysis with quotes and paraphrases
4. Writing Assignment 3: Project Proposal
5. Writing Assignment 4: Annotated Bibliography with summaries, analyses, quotes and documentation
6. Writing Assignment 5: Research Essay with quotes, paraphrases, and documentation

**GRADES AND GRADING SCALE:**

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|--|-----|
| 1. Class participation                                 | 10% |
| 2. Writing Assignment 1: Critical Compare-and-Contrast | 10% |
| 3. Writing Assignment 2: Scholarly Argument            | 20% |
| 4. Writing Assignment 3: Project Proposal              | 10% |
| 5. Writing Assignment 4: Annotated Bibliography        | 20% |
| 6. Writing Assignment 5: Research Essay                | 30% |

**Final Grade Calculator**

You are responsible for keeping track of your own grades. You may keep track of your grades and calculate your final grade by adding your scores to the following grid and adjusting them to the noted percentages. This is this same grid that your professor will use at the end of the term to calculate your final grade; thus, do not ask your professor what your grade is, as you can calculate it yourself.

Compare/ Contrast	Analysis	Project Proposal	Annotated Bibliography	Research Essay	Class Participation	Total
10%	20%	10%	20%	30%	10%	

**Grading scale:** A=90-100, B=80-89, C=70-79, D=60-69, F=59 and below.

**Grading standards:** essays will be graded for their argumentative content, for the sources and documentation they contain, and for their mechanical and grammatical correctness. Essays must be written in Standard American English with minimal errors. Essays that exhibit a trend (3 instances) of a single serious grammar, mechanical, or style error cannot receive a grade higher than a 75. Serious errors consist of fragments, comma splices, run-ons, poor sentence structure, as well as errors in verb tense, verb forms, subject-verb agreement, pronoun agreement, pronoun case, diction, and parallelism. Essays that exhibit more than one trend of a serious error cannot receive a grade higher than a 50.

## **Class participation**

Many days this semester we will be discussing readings from books. On days readings are assigned, you must bring your personal copy of the book you read for homework with you to class. Students who do not bring an assigned book with them to class will have their class participation grade lowered and may be counted absent for the day.

Your class participation grade is based upon several factors: attendance and in-class behavior; keeping up with reading assignments; participation in class discussion; and punctuality in turning in of assignments. All students begin class with an average class participation grade of 7 out of 10 possible points. Students who do not have absences and who participate in class discussions, submit assignments on time, and demonstrate that they are keeping up with the class readings will receive class participation grades higher than a 7; students who submit assignments late, exhibit disruptive behavior in class, are late to class, have excessive absences, play with their phones etc., and/or do not demonstrate that they are keeping up with class readings will receive class participation grades of 6 or lower.

See “Academic Dishonesty” and “Class Attendance” below for related grading policies.

## **ACADEMIC DISHONESTY:**

Cheating in any form, including plagiarism, is a serious academic offense. Plagiarism is the passing off of someone else’s ideas and/or words as your own, or the passing off of your old, previously graded work as new work. Plagiarism is the willful representation of another person’s work as your own, or of your old, previously graded work as new work. If you have questions about what constitutes plagiarism, ask now.

Wholesale plagiarism is the attempt to pass off a complete essay composed by another person or persons as your own; if caught committing wholesale plagiarism you will fail this course. Self-plagiarism is the attempt to pass off work that you wrote for another class and may have already received a grade on; you must write original essays in English 1102 and cannot re-use essays or work you have already submitted for another class or for a project external to this class. Patchwork plagiarism is the attempt to incorporate elements (exact quotes or ideas) of another’s work into your own without proper attribution; if caught committing patchwork plagiarism, you will receive a failing grade (zero points) for the assignment and your class participation grade will be reduced by a minimum of 5 points and a maximum of 10 points depending on the severity of the plagiarism. Self-plagiarism is the attempt to pass off text that you have already submitted for another class; if caught committing self-plagiarism, you will receive a failing grade (zero points) for the assignment and your class participation grade will be reduced by a minimum of 5 points and a maximum of 10 points depending on the severity of the plagiarism. Additionally, there is also a condition known as collusion, which translates to receiving excessive help to the point that a work can no longer be considered the sole product of a single author. If I suspect a submitted work to be the result of collusion, I reserve the right to refuse credit for that work if the claimed author is unable to demonstrate sole authorship.

A student who plagiarizes or otherwise cheats on two or more assignments in any form will automatically fail the class.

All plagiarized work will automatically be submitted to the college administration for disciplinary review.

To prevent plagiarism, all students will be required to cite all sources used in their essays and to quote and paraphrase appropriately. Furthermore, all student work will be automatically reviewed by Turnitin.com (see Turnitin.com submission guidelines below).

### **WRITING CENTER:**

Gordon State College runs a writing assistance center in the Student Success Center. At the SSC you can get one-on-one assistance with your assignments as many times during the semester as you want.

### **STUDENTS WITH DISABILITIES, TITLE IX, ADA, 504 and other policies:**

<https://www.gordonstate.edu/documents/departments/academic-affairs/required-syllabus-statements.pdf>

### **CLASS POLICIES:**

#### **Absences:**

Regular class attendance is your obligation. You are expected to attend every class meeting. Attendance will be taken during every class meeting; all students not present on a given day for any reason will be counted absent.

After a student's third absence for any reason (illness, sports, voting, family emergency, funeral, off-campus events, etc.), your professor reserves the right to lower the student's class participation grade by up to 3 points for each subsequent absence (e.g. if a student has five absences and a final grade of an 85, that student's grade class participation grade may receive a six point deduction and the student's final grade may be lowered to a 79, turning a B into a C). Missing the class roll, leaving class early, or missing a major portion of a class meeting counts as an absence.

#### **Late essays:**

Essays must be submitted to their corresponding folders in [turnitin.com](https://www.turnitin.com) by 11:59 on the day they are due. Late essays will be graded down one full letter grade for each day they are late. After one week, the essay assignment folder may close; essays may not be accepted after one week of their due date and may be given a grade of 0.

It is your responsibility to keep track of your assignment due dates and to submit material to [turnitin.com](https://www.turnitin.com) on time. All due dates are stated on the class schedule of assignments. Your professor will not remind you to submit an essay if you have missed a due date.

#### **Email and discussion policy:**

All personal questions or announcements for your professor should be directed to him either in person before or after class, during his office hours, or by email. Your professor generally responds to emails within two business days.

Your professor cannot discuss grades with you over email in accordance with the Family Educational Rights and Privacy Act (FERPA). See <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

**Classroom etiquette:**

Good attendance, punctuality turning in assignments, participation in class discussion, a good attitude, and evidence that you are keeping up with reading assignments will all raise your class participation grade. However, your class participation grade will be lowered for the following kinds of behavior:

1. Inopportune absences (such as on days assignments are due).
2. Coming into class late.
3. Sleeping during class.
4. Doing work for other courses during our class period.
5. Interrupting people. In discussions, allow the person speaking to finish.
6. Whispering or talking to someone else while the professor or another student is speaking.
7. Using your cell phone, texting, etc. during class.

Any variation in these policies is at the instructor's discretion.

**TURNITIN.COM GUIDELINES:**

Turnitin.com class ID: **23461807**

Turnitin.com enrollment key: **1102**

By taking this course, you agree that all required essays may be subject to submission of textual similarity review to Turnitin.com. All submitted essays will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism in other essays. Use of the Turnitin.com service is subject to the Terms and Conditions of Use posted on the Turnitin.com site <http://www.turnitin.com/static/usage.html>.

According to the Family Compliance Office of the U.S. Department of Education, your essays are education records within the meaning of the Family Educational Rights and Privacy Act of 1974 (FERPA) (<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>). Education records may not be disclosed to third parties in a form that identifies you without your consent. Since Turnitin.com is a third party, you must choose one of the two ways below (not both) to submit essays to Turnitin.com in order to comply with FERPA.

**1. YOU CONSENT TO DISCLOSE PERSONAL IDENTIFICATION TURNITIN.COM**  
You may consent to release your personal identification to Turnitin.com by establishing an account and uploading your essay to D2L.

OR

## 2. YOU DO NOT CONSENT TO DISCLOSE PERSONAL IDENTIFICATION TO TURNITIN.COM

If you choose not to consent to release your personal identification to Turnitin.com, you must send your essay to your professor by email as an electronic attachment that can be opened by Microsoft Word, by the deadline given on the syllabus. Your identifying information will be removed and the essay uploaded to Turnitin.com for you. Because your essay will not be in a Turnitin.com account that is accessible to you, you will not be able to view your report on-line. Instead, after the deadline has passed and all essays have been processed by Turnitin.com, your instructor will email an electronic copy of your essay's report to you.

Your essay will be processed by Turnitin.com whichever option you choose. The different options simply determine how the essay is submitted to Turnitin.com whether the essay has your name on it, and how you receive the Turnitin.com report.

Please note that in Turnitin.com there is a "test upload" assignment area for your essay. Because test uploads are not required or graded, and need not be a sample of your own work, they are not "education records."

**IMPORTANT NOTE:** If you upload an early draft of your essay to the test upload assignment, and then upload the final assignment, the final originality report will show that a substantial part of your essay is identical to your draft. That is expected.

Essays not submitted to turnitin will not be commented on and will receive a grade of 0.

You can read more about Turnitin.com here: <http://www.turnitin.com>