Freshman Composition II

Valencia College, ENC 1102

Spring 2024

Instructor: Anna Kokoulin

Email: Akokoulin@valenciacollege.edu

or preferably message me within Canvas

Everything submitted throughout the semester must be saved by students offline in case Canvas crashes or otherwise erases any records. Please, keep all your work for all courses, both online and face-to-face, until the final grades are posted in Atlas.

## SUMMARY OF COURSE REQUIREMENTS:

Complete assigned coursework by specified deadline with a “C” or better.

## Course Description

Prerequisites: Minimum grade of C in ENC 1101.

This 3-credit hour course is designed to provide instruction and practice in expository writing.  
The emphasis is style; use of library; reading and evaluating available sources; planning, writing, and documenting short research paper.   
This is a Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple assignments.   
Minimum grade of C is required if ENC 1102 is used to satisfy Gordon Rule and general education requirements.

## Major Topics/ Concepts/ Skills/ Issues

* + Structure and Elements of an Essay
  + Research and Documentation
  + Grammar Usage and Application
  + Critical Reading: Theories

## Expected Learning Outcomes

1. Students will compose expository essays.

Corresponding Evidence of Learning

Student will be able to construct a thesis that clearly expresses the main idea of the assignment.

Student will be able to develop topic sentences that support the thesis.

Student will be able to generate supporting ideas/details.

Student will be able to integrate supporting ideas/details.

Student will be able to connect supporting ideas/details to thesis statement.

Student will be able to compose introductions and conclusions.

Student will be able to implement transitions between ideas.

Student will be able to draft, revise, edit, and proofread.

1. Students will write in Standard American English.

Corresponding Evidence of Learning

Student will be able to write grammatically correct sentences.

Student will be able to write mechanically correct sentences.

Student will be able to vary sentence patterns.

Student will be able to employ effective diction.

Student will be able to edit for clarity.

1. Students will write a documented essay.

Corresponding Evidence of Learning

Student will be able to recognize information that requires documentation.

Student will be able to integrate source materials into essay.

Student will be able to use a recognized documentation style, which includes in-text citations and a works cited/reference page.

1. Students will demonstrate information literacy.

Corresponding Evidence of Learning

Student will be able to recognize credible print and digital source material.

Student will be able to identify existing technological resources for writing.

1. Students will develop critical reading skills.

Corresponding Evidence of Learning

Student will be able to identify main ideas and supporting details.

Student will be able to recognize overall patterns of organization.

Student will be able to discern author's tone.

Student will be able to recognize intent and/or bias.

Student will be able to read texts for literal meaning.

Student will be able to read texts for inferential meaning.

## Assignments

Multiple assignments are due every week, but a few of them require your particular attention as they are the most time-consuming and weigh the most for your overall grade for the course.

## Format

* use only 12-point Times New Roman font
* double-space
* no extra space between paragraphs (except for the cover letter, which follows the business letter format)
* one-inch margin on all four sides
* in the top left corner of the first page of every work, write the following:

Your Name

Professor Kokoulin

ENC 1102

Date

Please, include the word count at the bottom of every essay.

## Late Penalty

If you are unable to participate in the course due to illness, family emergency, etc., please, communicate with me as soon as possible in order to create a plan to complete any missed assignments so that your learning can progress in this course.

Late submissions (discussion postings, assignments, quizzes, and essays) will incur a penalty of 10% per calendar day unless I am notified of your emergency preventing you from completing the work on time.

## Attendance

Just logging into the course on Canvas  does NOT  count as attendance.  Students are required to submit assignments as proof of attendance. Students must use a computer with reliable internet access because excuses or failure to complete assessments due to computer error will not be permitted.

## Discussion Posts

In addition to the five major assignments, there will be multiple quizzes, writing exercises, and discussions, which, in total, will also add up to a lot of points. Please, keep in mind that the deadline for your original post on the Discussion Board is always the Monday specified in Weekly Work, but the two required responses to your peers can be done the following week, by the following Friday. It is advisable, however, to respond to your classmates as soon as they post. Otherwise, you might forget. Anyway, don't forget to always come back to the previous week's page to check if you responded already.

## Mid-Term Warning

If you are making a grade lower than C at or about mid-term, you will be notified by your professor. If you receive a “below C notice,” you should meet without delay with the professor. Your not receiving a “below C notice” at mid-term does not guarantee that you will pass the course.

## Questions and Issues

I welcome any questions about specific assignments. The best way to contact me and have your questions answered is by email.

Alternatively, you can use messaging options within Canvas.

Messages should always include your full name and the CRN for your section of ENC 1102 (because I teach several sections).

Valencia College is committed to providing each student a quality educational experience. Faculty members have set high standards of instruction for themselves and for you. If you have a problem in a class, your first step is to talk to your instructor. If you are still dissatisfied, you may talk with the academic dean of the division for your class. We will work together to resolve any issues that arise.

## Online Etiquette

Though still a fairly young type of communication, certain aspects of this form of communication are becoming conventional. For example, in your personal messages or your posts, do not write using all capital letters, because it will appear as shouting. Also, the use of emoticons can be helpful when used to convey nonverbal feelings, but avoid using them in a professional setting. An online college class is certainly one of those settings.

## Academic Honesty

Each student is required to follow Valencia policy regarding academic honesty.  All work submitted by students is expected to be the result of the student’s individual thoughts, research, and self-expression.

An instance of academic dishonesty—any kind of cheating or fraud—will result in a zero for the assignment and/or no credit for attendance on the day(s) the dishonesty occurred.

The biggest concern in a composition class is plagiarism.

The American Heritage College Dictionary defines plagiarism this way: "To use and pass off as one's own the ideas or writings of another." To avoid this serious academic offense, document any direct quotations or ideas that you find and use in your papers. Visit the Library website for information on what and how to document: http://www.valenciacc.edu/library/west/research/documentation.asp

Make note of these two important policies concerning academic honesty:

First, you must submit original papers for ENC 1102, not essays submitted in any other course during any other semester, not even a previous attempt at ENC 1102. Turning in the same essay for two different courses is considered self-plagiarism and will result in an F for this course. Second, copying and pasting from Internet sources without providing correct documentation is not college-level work. The first instance—even if it is a single sentence—will result in a grade of zero for the assignment. The second instance will result in your failing the course.

## Students with Disabilities

Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class; accommodations will not be applied retroactively.  The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities.

Phone: 407-582-1523

Fax: 407-582-1326.

## Withdrawals

If you decide to drop this course for any reason, before or after the withdrawal deadline, you must initiate the process. After the withdrawal deadline, you need to request to be withdrawn by email so I have a written record of the request. Before considering a withdrawal, please, discuss the available options to complete the coursework despite the circumstances.

A student who withdraws from class before the withdrawal deadline specified in Valencia's Academic Calendar will receive a grade of “W.”  A faculty member is permitted to withdraw a student from the faculty member's class up to the beginning of the final exam period, for violation of the faculty member's attendance policy, as published in the faculty member's syllabus. A student is not permitted to withdraw from this class after the withdrawal deadline; if you remain in the class after the withdrawal deadline, you can only receive a grade of A, B, C, D, F or I. An I grade will only be assigned under extraordinary circumstances that occur near the end of the semester.  If you receive an I, the work missed must be made up during the following semester, at which time you will get an A, B,C,D or F.  Failure to make up the work during the following semester will result in you getting a grade of F in the course.  Any student who withdraws from this class during a third or subsequent attempt in this course will be assigned a grade of “F.”

The professor will not withdraw any student for any reason other than a No-Show in the first two weeks of class; it is the responsibility of the student to withdraw before the withdrawal deadline and to be aware of the date of the withdrawal  deadline.

Students on financial aid should consult an advisor or counselor before withdrawing from a course as there may be financial implications to the student which he or she must know in order to make an informed decision before withdrawing from a course.  Students with some scholarships who withdraw or are withdrawn from a class must pay the college for the cost of the class.  Other scholarship sponsors may also require repayment.

In order to academically maintain financial aid, students must meet all of the following  requirements:

* Complete 67% of all classes attempted, and
* Maintain a Valencia GPA of 2.0 or higher, and
* Maintain an overall GPA of 2.0 or higher, and
* Complete  degree within the 150% timeframe

Detailed information about maintaining satisfactory academic progress (SAP) can be found at: [http://valenciacollege.edu/finaid/satisfactory\_progress.cfmLinks to an external site.](http://valenciacollege.edu/finaid/satisfactory_progress.cfm)

For a complete policy and procedure overview on Valencia Policy 4-07 please got to:  [http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=75&volumeID\_1=4&navst=0Links to an external site.](http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=75&volumeID_1=4&navst=0)

## Make-ups

All assignments must be completed by the specified deadline. No makeups are available without explicit consent of instructor, which will only be granted in case of a documented extreme emergency. It is college policy that makeups are offered in case a hospital stay (not necessarily yours, but one of a close family member), jury duty, or military service prevented you from completing the work on time. Other than in cases of these documented emergencies, this class does not offer rewrites, such as for assignments that received bad scores or that have been missed.

There will be NO CURVE for any assignment.  No exceptions or other accommodations will be given to earn extra points.

To earn the highest possible score, read all of the assigned readings, follow the schedule, email me with questions prior to deadline, and proofread carefully for sentence errors. Before you press "Send" or "Submit,"check that you have attached the right file.

## Valencia College Core Competencies

The faculty of Valencia College has identified four core competencies that define the learning outcomes for a successful Valencia graduate. These competencies are at the heart of the Valencia experience and provide the context for learning and assessment at Valencia College. You will be given opportunities to develop and practice these competencies in this class. The four competencies are:

1. Think- think clearly, and creatively, analyze, synthesize, integrate and evaluate in the many domains of human inquiry
2. Value- make reasoned judgments and responsible commitments
3. Communicate- communicate with different audiences using varied means
4. Act - act purposefully, effectively and responsibly.

## Additional Resources

Valencia is committed to making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. Students have 24 hour unlimited access to the Baycare Behavioral Health’s confidential student assistance program phone counseling services by calling (800) 878-5470. Three free confidential face-to-face counseling sessions are also available to students.

More resources are available online. Here are some of my favorite:

Online Writing Consultations - available through Atlas, under Courses

This is basically just like going to the Writing Center and working one-on-one with an instructor.

The absolute best you can get in the comfort of your home.

Online consultations are available 24/7 !!!

Online Writing Lab. Owl.excelsior.edu

Step-by step intructions on how to produce any kind of paper.

Online Grammar handbook. Chompchomp.com

Your guide to resolving any possible grammar issues.

### Study tips

LEARNING IS AN ACTION VERB!!

Most students need to do more than just sit through lectures and reread their notes.  Spend 1-2 hour blocks of time EVERY DAY actively writing or discussing concepts to make them a part of your memory.  Use the words you learn often, they will sink in better.

Make lists of confusing points and address them with your professor.

### College Catalog/Student Handbook/Policy Manual

* A full description of all College policies can be found in the College Catalog at [http://valenciacollege.edu/catalog/Links to an external site.](http://valenciacollege.edu/catalog/)
* The Student Handbook can be found at: [http://valenciacollege.edu/studentdev/CampusInformationServices/Links to an external site.](http://valenciacollege.edu/studentdev/CampusInformationServices/)
* The Policy Manual can be found at [http://www.valenciacollege.edu/generalcounsel/Links to an external site.](http://www.valenciacollege.edu/generalcounsel/)
* The college calendar can be found at [http://valenciacollege.edu/calendar/Links to an external site.](http://valenciacollege.edu/calendar/) for important dates.

## Course Calendar

The course calendar can be viewed in Canvas. The calendar lists what has to be completed prior to the date specified as the deadline.

All the assigned texts must be read prior to the due date. All coursework has to be submitted prior to midnight on the date specified as the last day of the week, which is always a Monday.

This syllabus as well as the Course Calendar may be amended at a later date at the instructor’s discretion, during the course of the term. If any changes need to be made, all students will be notified by an announcement in advance. It is the responsibility of the student to make any adjustments as announced. I don't ever change my syllabus mid-semester except in cases like hurricanes or what happened last spring when we had to switch all course to online mode  in March, so I do reserve the right to make changes just in case a need arises. If any changes need to be made during the course of this term, you will receive a special notification in the form of an Announcement in Canvas.

## Course Summary:

| **Date** | **Details** | **Due** |
| --- | --- | --- |
| Mon Jan 15, 2024 | Discussion Topic [Discussion Getting to Know Each Other (15 points)](https://valenciacollege.instructure.com/courses/192196/assignments/5580335) | due by 11:59pm |
| Assignment [Free Write on Writing Process (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580347) | due by 11:59pm |
| Discussion Topic [Week 1 Discussion "A&P" (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580336) | due by 11:59pm |
| Mon Jan 22, 2024 | Quiz [QUIZ GRAMMAR Appositives (5 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580306) | due by 11:59pm |
| Discussion Topic [Week 2 Discussion "Two Kinds" (10 points)](https://valenciacollege.instructure.com/courses/192196/assignments/5580334) | due by 11:59pm |
| Discussion Topic [Week 2 Zinsser](https://valenciacollege.instructure.com/courses/192196/assignments/5580324) | due by 11:59pm |
| Mon Jan 29, 2024 | Assignment [Character Essay](https://valenciacollege.instructure.com/courses/192196/assignments/5580342) | due by 11:59pm |
| Assignment [List of Places (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580348) | due by 11:59pm |
| Quiz [Semicolon Quiz (5 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580307) | due by 11:59pm |
| Discussion Topic [Week 3 Discussion "Barn Burning"](https://valenciacollege.instructure.com/courses/192196/assignments/5580319) | due by 11:59pm |
| Mon Feb 5, 2024 | Quiz [QUIZ Marius Writing Drafts (5 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580309) | due by 11:59pm |
| Discussion Topic [Week 4 Discussion "The Secret Lion" (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580333) | due by 11:59pm |
| Discussion Topic [Week 4 Discussion of the upcoming Symbolism essay](https://valenciacollege.instructure.com/courses/192196/assignments/5580332) | due by 11:59pm |
| Discussion Topic [Writing Drafts](https://valenciacollege.instructure.com/courses/192196/assignments/5580341) | due by 11:59pm |
| Mon Feb 12, 2024 | Quiz [1. GRAMMAR QUIZ Contractions (4 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580313) | due by 11:59pm |
| Discussion Topic [Descriptive Object Exercise](https://valenciacollege.instructure.com/courses/192196/assignments/5580331) | due by 11:59pm |
| Assignment [Descriptive Places Outline (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580346) | due by 11:59pm |
| Assignment [Symbolism Essay (100 pts) SUBMIT HERE](https://valenciacollege.instructure.com/courses/192196/assignments/5580350) | due by 11:59pm |
| Discussion Topic [Week 5 Discussion "Everyday Use"](https://valenciacollege.instructure.com/courses/192196/assignments/5580330) | due by 11:59pm |
| Mon Feb 19, 2024 | Quiz [GRAMMAR QUIZ Pronouns (8 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580312) | due by 11:59pm |
| Discussion Topic [Week 6 Discussion "I Stand Here Ironing" (10 points)](https://valenciacollege.instructure.com/courses/192196/assignments/5580329) | due by 11:59pm |
| Discussion Topic [Week 6 Discussion of Critical Theories](https://valenciacollege.instructure.com/courses/192196/assignments/5580318) | due by 11:59pm |
| Mon Feb 26, 2024 | Assignment [Critical Theory Essay (100 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580345) | due by 11:59pm |
| Quiz [QUIZ GRAMMAR Subject Pronoun and Verb Agreement (6 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580305) | due by 11:59pm |
| Discussion Topic [Week 7 Discussion of "The Yellow Wallpaper"](https://valenciacollege.instructure.com/courses/192196/assignments/5580317) | due by 11:59pm |
| Mon Mar 4, 2024 | Assignment [Comparative Outline (10 pts total)](https://valenciacollege.instructure.com/courses/192196/assignments/5580344) | due by 11:59pm |
| Quiz [Quiz on Comma Splices and Sentence Fragments](https://valenciacollege.instructure.com/courses/192196/assignments/5580314) | due by 11:59pm |
| Discussion Topic [Week 8 Discussion "A Good Man Is Hard to Find"](https://valenciacollege.instructure.com/courses/192196/assignments/5580325) | due by 11:59pm |
| Mon Mar 11, 2024 | Quiz [1. GRAMMAR QUIZ Commas, Hyphens, and Apostrophes (4 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580311) | due by 11:59pm |
| Discussion Topic [Week 9 Discussion "A Worn Path"](https://valenciacollege.instructure.com/courses/192196/assignments/5580328) | due by 11:59pm |
| Assignment [Comparative Essay (100 points) - SUBMIT HERE](https://valenciacollege.instructure.com/courses/192196/assignments/5580343) | due by 11:59pm |
| Mon Mar 18, 2024 | Discussion Topic ["The Storm" and "The Story of an Hour" Discussion](https://valenciacollege.instructure.com/courses/192196/assignments/5580323) | due by 11:59pm |
| Quiz [QUIZ GRAMMAR Commas and Independent Clauses](https://valenciacollege.instructure.com/courses/192196/assignments/5580315) | due by 11:59pm |
| Discussion Topic [Week 10 Research Paper Ideas](https://valenciacollege.instructure.com/courses/192196/assignments/5580338) | due by 11:59pm |
| Mon Apr 1, 2024 | Discussion Topic [Discussion "Gryphon"](https://valenciacollege.instructure.com/courses/192196/assignments/5580327) | due by 11:59pm |
| Quiz [QUIZ on in-text citations and plagiarism (9 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580308) | due by 11:59pm |
| Discussion Topic [Sharing Research](https://valenciacollege.instructure.com/courses/192196/assignments/5580339) | due by 11:59pm |
| Mon Apr 8, 2024 | Discussion Topic ["Where are You Going, Where Have You Been" discussion](https://valenciacollege.instructure.com/courses/192196/assignments/5580321) | due by 11:59pm |
| Quiz [GRAMMAR QUIZ on Interruptions](https://valenciacollege.instructure.com/courses/192196/assignments/5580310) | due by 11:59pm |
| Discussion Topic [Prewriting Discussion: Research Paper Outline](https://valenciacollege.instructure.com/courses/192196/assignments/5580340) | due by 11:59pm |
| Mon Apr 15, 2024 | Discussion Topic [Discussion "The Cask of Amontillado" (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580326) | due by 11:59pm |
| Quiz [GRAMMAR QUIZ Commas and Quotations (3 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580316) | due by 11:59pm |
| Discussion Topic [Works Cited Workshop](https://valenciacollege.instructure.com/courses/192196/assignments/5580337) | due by 11:59pm |
| Mon Apr 22, 2024 | Discussion Topic ["The Rocking-Horse Winner" Discussion](https://valenciacollege.instructure.com/courses/192196/assignments/5580320) | due by 11:59pm |
| Assignment [MLA-Style Research Essay](https://valenciacollege.instructure.com/courses/192196/assignments/5580349) | due by 11:59pm |
|  | Discussion Topic [FREEWRITE ...Final Writing Exercise/Discussion (10 pts)](https://valenciacollege.instructure.com/courses/192196/assignments/5580322) |  |