Jackie Zuromski, Professor of English & [Phoenix](http://valenciacollege.edu/phoenix/) Adviser

(What to call me: JZ, Prof. Zuromski, Prof. JZ)

Valencia College, West Campus, CRNs

Welcome to Freshman Composition I: General Information

“No! Try not. Do or do not. There is no try” (Yoda).

## Student meeting hours this summer (let’s talk about your writing and more! Connect with me during these times):

**Below are the hours I plan to be in my office (3-143) Monday-Thursday. Just stop by during the times listed. Zoom appointments are available for these same hours. If you stop by and I am with another student (in person or via Zoom), please just wait.**

**If I need to make a change to office hours, I will announce the changes in class.**

Monday/Wednesday: 10am-11am (West, 3-143)

Tuesday/Thursday: 8:45am-9:45am and 11:30pm-12:45pm (West, 3-143)

Friday: 9am-12am—Zoom only: <https://calendly.com/jzuromski1>

\*Do these hours not work for you? Email me. Let’s find a time that does, either onsite or on Zoom, and we will make you an appointment.

Note! Making an appointment (office or Zoom) and not showing up is unprofessional. Please cancel or reschedule the appointment BEFORE it is time to meet if you cannot attend.

## E-mail: Another great way for us to communicate

* Use Canvas Messaging OR either of these emails: jzuromski1@valenciacollege.edu
* Please email a question only ONCE; I check all mail regularly.
* I will respond M-F within 24-48 hours (usually sooner!).

## Office Phone (Not my preferred method!)

* 407-582-1074
* Please tell me your name and which class you are in if you leave a message.
* Use this number for quick questions or comments only—any student needing help with writing should come to office hours or email me.

Note: If you leave me a phone message, unless it is an issue I consider urgent, I will **email** my reply.

# Important Dates

## Withdrawal

Please read about [Course Attempts and Course Withdrawal](https://catalog.valenciacollege.edu/academicpoliciesprocedures/courseattemptscoursewithdrawal/) before doing it!

* Full refund deadline:
* Full term & H1 (first 8 weeks): **29 Aug. 2022**
* H2 (last 8 weeks): **21** **Oct. 2022**
* Deadline to withdraw yourself and receive a “W”:
* Full term: **28 Oct. 2022**
* H1 (first 8 weeks):  **23 Sept. 2022**
* H2 (last 8 weeks): **18 Nov.** **2022**

## College Calendar (withdrawal deadlines, holidays, final exams)

### [Valencia College Calendar](http://valenciacollege.edu/calendar/)

http://valenciacollege.edu/calendar/

**Students are responsible for knowing their own financial aid rules on withdrawal. After the no-show withdrawals, I do not plan on withdrawing anyone. Please withdraw yourself in Atlas, if you must, by the deadline, or earn a grade.**

# Attendance

## Online course no-shows and attendance:

Not participating in the first week’s online assignment(s) classifies a student as a “no-show,” and the student will be withdrawn after the drop-refund deadline and during the no-show period. Simply logging in does NOT count as participation; a reliable Internet connection is MANDATORY, and computer problems are NOT a valid excuse. No refunds are given for no-shows.

## Onsite / Mixed-mode course no-shows and attendance:

If our class were online, I would have lots of videos for you to watch, but it is NOT online. You need to attend class, please, to get the instruction.

Not attending class in the first week classifies a student as a “no-show,” and the student will be withdrawn after the drop-refund deadline and during the no-show period. No refunds are given for no-shows.

Our course has mandatory attendance, plus it utilizes the online environment. Simply logging in does NOT count as participation; a reliable Internet connection is MANDATORY, and computer problems are NOT a valid excuse. Plan to use the on-campus computers in the library or Communications Center (5-155) if you need to.

# Class Protocol

 Please:

* Read ALL emails and class “Announcements”—these are required reading for the course. I have no other way to reach you when we are not in class.
* Keep on top of assignments and due dates; others may be counting on you (group projects/assignments/ peer review).
* Communicate professionally at all times.
* Use academic English (not “text” talk).
* Communicate with me often. I am your best resource in class.

# Disabilities and Health

[**Office for Students with Disabilities**](http://valenciacollege.edu/osd/default.cfm) **(link)**

* Need additional help? Students with special needs or accommodations should work with OSD, and together we will make a plan to ensure a great learning experience.

[**Bay Care Student Assistance Services**](http://catalog.valenciacollege.edu/studentservices/baycarestudentassistanceservices/) **(link)**

* Feeling overwhelmed? Students may use the FREE services provided by Bay Care. Sometimes it helps to talk things out.
* Call (800) 878-5470 24 hours a day for assistance.

# Helpful Valencia College Links

[**College Catalog**](http://valenciacollege.edu/catalog/)

[**Student Services**](http://catalog.valenciacollege.edu/studentservices/)

[**VC Policy Manual**](http://valenciacollege.edu/generalcounsel/)

**[Dental Hygiene Clinic](https://valenciacollege.edu/academics/programs/health-sciences/dental-hygiene/clinic.php)**

## [Online Tutoring](https://libguides.valenciacollege.edu/c.php?g=1014597&p=7351775)

[**West Communications Center and Writing Center (5-155)**](https://valenciacollege.edu/students/learning-support/west/communications/writing-center/index.php)

## ENC 1101: Freshman Composition I

Prerequisites: Score of 103 on writing component of PERT or equivalent score on other state-approved entry test or minimum grade of C in [ENC 0027](https://catalog.valenciacollege.edu/search/?P=ENC%200027) or minimum grade of C in [EAP 1640C](https://catalog.valenciacollege.edu/search/?P=EAP%201640C), and a score of 106 on reading component of PERT or equivalent score on other state-approved entry test or minimum grade of C [EAP 1620C](https://catalog.valenciacollege.edu/search/?P=EAP%201620C). Development of essay form, including documented essay; instruction and practice in expository writing. Emphasis on clarity of central and support ideas, adequate development, logical organization, coherence, appropriate citing of primary and/or secondary sources, and grammatical and mechanical accuracy. 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 1101](https://catalog.valenciacollege.edu/search/?P=ENC%201101) is used to satisfy Gordon Rule and General Education Requirements.

### Major Learning Outcomes

* Apply a multi-stage composing and revising process to produce essays.
* Synthesize information for a specific rhetorical aim.
* Document source material in accordance with at least one recognized documentation style.
* Apply conventions aligned to varied writing situations.
* Demonstrate information literacy.
* Apply active reading strategies.

### Materials and Resources Needed:

### Hardware and Access

All successful students will need:

1. A Reliable Internet Connection

2. A Computer (with audio and video). Video is required in virtual classes.

**MANY assignments will not open/work correctly on a phone / tablet.**

Do you need to borrow a laptop from Valencia? (if available)

Please call Enrollment Services at 407-299-5000, extension 1507

or email laptops@valenciacollege.edu

The laptop will be shipped to the student’s home (or alternative delivery can be arranged).

### Software

Students need **Microsoft Word**, and students may download a free version directly from Atlas, Office 365. See these [instructions to download Office 365](https://valenciacollege.edu/about/support/documents/Valencia_Office-ProPlus-Instructions.pdf).

Beware! Canvas cannot open certain file types, such as:

-Apple Pages (Please convert/save as a Word doc before submitting.)

-Most Image files (Please convert image files to jpeg or pdf)

\*\*Note: Canvas will allow students to upload these files even though they cannot be read by the professor. Please submit only accepted files.

### Textbooks

We will not use a traditional textbook, so there is nothing to buy. Hooray!

We will use various free websites (in our modules) for readings and instruction. Many excellent Web resources are collected in the [**Valencia Writer**](https://libguides.valenciacollege.edu/valencia_writer), an Open Educational Resource (OER) created for Composition One, including [**The Kirkman Reader**](https://www.kirkmanreader.com/)**.** Every source within Valencia Writer can also be accessed directly on the Internet, and students do not need to be signed into Atlas or Canvas to find the sites that will provide:

\*Readings: Essays and instructional guides

\*Grammar & mechanics practice / formatting and citation help

# Academic Integrity: Plagiarism

Plagiarism is the use of someone else’s words, ideas, pictures, designs, and/or intellectual property without the correct documentation and punctuation. Any student who plagiarizes, either accidentally or intentionally, is subject to penalty. It’s easy to cite our sources, and we will practice.

Note: Valencia uses [**Unicheck**](https://support.unicheck.com/hc/en-us/articles/360016436734-Student-s-Guide)**,** (link), software designed to find matching texts. The matches Unicheck finds should all be cited correctly. Sometimes, there is a coincidental match, and I do look at each person’s paper/report individually. Students will have access to their OWN Unicheck reports, so if a paper has a “problem,” I expect students to contact me before I contact them.

**Penalties for plagiarism depend on the severity of the crime:**

* Minimum, first offense: A zero on the assignment is typical; some points may be given if the copied material is minimal/citing was attempted, but the student will still earn no higher than an F on the paper.
* Second offense: A meeting with the professor and/or dean will be required; the paper earns a zero.
* Three or more offenses: The student will fail the class and talk with the dean and/or dean of students.

**Note: Submitting a paper you have already submitted in another class will earn you a zero on that assignment. Original work is best.**

**Note: Sharing an assignment with a classmate means you both earn zeros. Original work is important—I want to assess what YOU can do. Feel confident.**

**Note: Getting too much “help” from someone means the writing is no longer your own. Submitting work that is obviously of a higher level than your own writing skills is subject to these same penalties. If you need help, please see me. That is what I am here for.**

# Valencia Core Competencies

Valencia has identified four competencies as goals within a learning-centered college. Below I describe how these goals fit in with our composition classes:

***Think*:** Critical thinking is an essential skill in many disciplines. Students will gain practice in analysis (breaking a whole into smaller, meaningful parts) and synthesis (connecting old and new information in different ways to achieve new insight and demonstrate interrelatedness and significance) through speaking, listening, reading, and writing.

***Value*:** By opening our minds to the thoughts, opinions and beliefs of others, our scope of what seems valuable usually increases. Students should question the information available to them to allow for judgment and evaluation—or *reevaluation*—of personal opinions based on facts, inferences, emotions and experiences. In the process, students will have the opportunity to discover the meaning, significance, and relevance of others’ ideas as they relate to their own lives. Doing so is enlightening!

***Communicate*:** By definition, communication *requires* a two-way exchange. Just as listening and speaking work together for verbal communication, which we will utilize in class discussions, writing and reading must also work in tandem. Students will read both professional and student essays and respond to them in both verbal and written form. Similarly, students will *write* essays to be read and analyzed by small and large groups as well as the instructor. Feedback is a crucial tool of communication, and student writing will gain feedback from the instructor as well as peers, as students practice their roles of *listener/reader* and *speaker/writer*.

**Act:** Communication requires *action*. Participation is the key to gaining the most from the classroom experience. Students are expected to come to class prepared—with assignments complete—to contribute thoughts, questions, agreements, disagreements, and opinions. Students will work both collaboratively and individually in all steps of the writing process, which will then lead to peer responses, rebuttals, revisions, and rethinking.

# Course Requirements & Grades

See specific class modules in Canvas for assignments and due dates. The modules provide individual rubrics for different assignment types.

## Grading Scale (see “[Letter Grade Requirements](#_Letter_Grade_Requirements)”)

\*Our class uses “[specification grading](#_All_about_our),” so the grade is determined by successful completion of modules plus essay / response paper averages.

## Posted Grades

Grades are posted in Canvas as soon as possible, usually within days, no more than a week. Students are responsible for checking their own grades in a timely manner. If a grade is missing or incorrect, it is each student’s job to bring a problem to my attention. I will fix it fast.

Most quizzes and discussions will be graded complete / incomplete (the points do not matter, as students will retake until perfect).

Essays follow academic structure across multiple patterns and are graded by the 100-point essay rubric that emphasizes five criteria: introduction, cohesion, development, organization and transitions, and correctness of grammar, mechanics, and formatting style. Possible scores for each criterion are 20, 17, 15, or 0.

Response papers are writings other than essays and may require

reading, writing, or research. RPs are graded by the 100-point response paper rubric that focuses on following instructions, details, organization, formatting, and correctness of grammar and mechanics. Possible scores for each criterion are 20, 15, or 0.

Grades in Canvas are set up so students can see what their percentage is at all times for these two assignments, since the course grade depends upon the averages of these two assignment types. In “Grades,” scroll all the way to the bottom for totals.

## Midterm Grades

I enter no midterm grades in Atlas since grades are available all semester through Canvas. Category 1 must be 100%; Category 2 must be at least 75% to pass the course.

## Failing Grades

I take my role in your success seriously. Any student who earns a D or F in ENC 1101 will need to repeat that course with a different professor; maybe our teaching and learning styles did not match up well (see “[Letter Grade Requirements”).](#_Letter_Grade_Requirements)

## Due Dates

* **It is each STUDENT’S responsibility to know about assignments and due dates. See individual assignments in Canvas.**
* **Late work is recorded in Canvas. See the Specification Grading Chart for details.**
* **NOTE: Assignments must be complete when submitted. An incomplete assignment submitted on time will earn a “late” when resubmitted.**

## Exceptions

Provided documentation is provided as proof, I will allow certain things to be made up and/or withhold penalties:

* Jury Duty
* Deployment / Military duties
* Major medical situation
* Death in the family

## Writers’ Resources: Online & Onsite Labs and the Writing Center

The [Distance Tutoring Lib Guide](https://libguides.valenciacollege.edu/c.php?g=1014597&p=7351775) is a place for students to find MANY online resources, including one-on-one help with writing skills through Brainfuse. All consultants are instructors, who will be happy to read and discuss essays at any stage of the writing process. The instructors will not CORRECT papers or tell you what grade you will get; they will, instead, help you to become better at structure, grammar and mechanics, development and/or revision.

[The Communications Center](https://valenciacollege.edu/students/learning-support/west/communications/writing-center/index.php) is a great space to work on writing or homework, or even Zoom. (5-155)

[The Writing Center](https://valenciacollege.edu/students/learning-support/west/communications/writing-center/index.php) offers one-on-one instruction for students working on an assignment in any stage of the writing process. (5-155)

## What is “specifications grading,” and how do I do well in this class?

Get ready to be excited!

[Specifications grading](https://www.insidehighered.com/views/2016/01/19/new-ways-grade-more-effectively-essay) is a system that honors student learning above all else. The learning outcomes for Composition I guide every assignment. Every assignment MUST be mastered—no zeros are allowed,\* and choosing not to do an assignment may mean choosing not to pass the course. From the first day of class, every student can see what is required to earn different grades, and the student CHOOSES to work toward the minimum or go for greater mastery.

\*Please know that most quizzes/discussions can be corrected until a perfect score is achieved, and there are revision opportunities and even two dropped grades. Keep reading. ☺

That’s correct—students CHOOSE the level of mastery they hope to achieve, and then complete the “specifications” to earn that grade.

Freshman Composition I must be passed with a C or higher. In this class, a C is 75-79%. Yes! It is higher than just earning a 70%. Our standards are higher for “average” work here. Students can see which modules are mandatory; successfully completing the mandatory modules’ specifications means a student earns the C. Yes. If a student is happy with a C, no further work needs to be done. ☺

Of course, there is no guarantee. A student who wants to earn a C might produce work that shows mastery at the D level. Likewise, a student who “only” wants to earn a C might feel motivated by the learning and go on to achieve a B—or even an A.

**The higher the grade you earn in the class, the better you have demonstrated your mastery of the outcomes**.

I will teach and guide students throughout the course to support students’ individual goals. I am the best resource in the class, and I expect students to reach out and utilize me, as well as the many other resources I will provide in the course, and that means good communication is key. Your success is my success!

## What will the course look like in Canvas?

The course will use “Modules” to post all assignments and resources. There are SIX modules, each one focusing on one of the major learning outcomes for Freshman Composition I (ordered by the instructor).

\*\*Note: All modules will utilize multiple outcomes, no matter the focus.

* Welcome Module: Documentation Styles **(mandatory)**
* Module 1: Develop active reading skills **(mandatory)**
* Module 2: Apply conventions aligned to varied writing situations **(mandatory)**
* Module 3: Apply a multi-stage composing and revising process to produce essays **(mandatory)**
* Module 4: Demonstrate information literacy **(may be optional)**
* Module 5: Synthesize information for a specific rhetorical aim **(may be optional)**

Successful completion of mandatory modules means a student has a 75% average on essays/response papers and has completed ALL assignments satisfactorily (no zeros or incompletes). This student has achieved at least a C in the course. If the assignments are complete but a 75% average has not been achieved, the student must continue to the next module(s) to bring up the average, for stopping at this point would mean earning a D or an F.

Students completing all mandatory modules with at least a 75% average may choose to continue to apply and practice the learning outcomes and complete an additional module after completing the mandatory modules to try for the B, which requires an 80% average on ALL essays and response papers, indicating a student has achieved a better-than-average mastery of all outcomes. Students completing all B assignments but earning less than 80% average of ALL essays and response papers have a C and should continue to the final module to achieve greater mastery and a chance at a higher grade. I will ALWAYS encourage you all to go even higher. 😊

To earn an A in the course, the final module, Module Five, requires ALL assignments to be completed and an 90% average of ALL essays and response papers. Students completing all Module Five assignments but earning less than the 90% average of ALL essays and response papers will earn a B if their average is at least 80%, and a C if their average is at least 75%.

## What kind of assignments will there be, and how are they graded?

The following are types of assignments in the modules; some assignments are complete/incomplete with multiple chances to earn the complete, and some—response papers and essays—each have a clear rubric giving the “specifications”:

| Assignment type | Category | How they are graded |
| --- | --- | --- |
| Essays | 2 | 100 pts. / recorded as a percentage (essay rubric provided)  |
| Response papers | 2 | 100 pts. / recorded as a percentage (RP rubric provided)  |
| Peer reviews\*\* | 1 | Complete = full pts / Incomplete =0 |
| Quizzes\* | 1 | Complete = full pts / Incomplete =0 |
| Discussions\* | 1 | Complete = full pts / Incomplete =0 |
| Misc. Assignments\* | 1 | Complete = full pts / Incomplete =0 |

\*Redo most Category 1 assignments to earn all the points.

\*\*Peer reviews must be done in time to help a fellow writer!

## What does Category 1 and Category 2 mean?

Category 1: These assignments are for skill-building and practice. These may be discussions, quizzes, short writings from readings or peer reviews. Canvas will drop the lowest TWO scores in Category 1—all other assignments must be finished or corrected until perfect to show mastery of the skill.

Every student must have 100% in Category 1 to pass the class, even if the student’s Category 2 grade is passing.

Category 2: This category allows students to apply the skills from Category 1 by writing original pieces (essays) and writing assignments that require synthesis, evaluation, and critical thinking (response papers). Two Category 2 grades may be revised. The average of the Category 2 writings is the grade the student earns in class—this category is weighted at 95% of the course grade. Students must have at least a 70% in Category 2 AND have the 100% in Category 1 to pass the course.

## What is the revision policy for Category 2 writings?

All students have two Category 2 (100 pt. assignments) revision opportunities, and the two revisions may be used on essays, response papers, or one of each.

Students wanting to use a revision opportunity must:

* Communicate with the professor to set up the revision plan / due date
* Address ALL feedback from the instructor
* Submit revisions the week before the final week of class. The final essay may NOT be revised.

## Late Penalties, Zeros, and Dropped Grades

**Students are expected to finish and submit ALL assignments on time**.

It is vital to pay attention to due dates. The modules are set up so that students must move through them in order, so submitting late work will prevent students from accessing the next assignment, which then may also be late. Plan to submit early. You’ll be glad you did.

Peer reviews must be on time if students expect to **receive** feedback. I can still assign reviews to late submissions so students can **give** feedback, but no peer feedback is guaranteed for late submissions.

Please note:

* All students will have four late submissions allowable before they cannot pass the course (see grade chart). Canvas records late submissions. Students should communicate with the professor about any late work and additional restrictions about submitting late work, which is usually due within three days of the original due date.

\*\*Note: The original assignment must be on time; corrections may go past the due date (by three days) and should be complete before the student moves to the next module.

* “Late” assignment offer: Because each student gets only four allowable “late” assignments, there will be opportunities to “remove” excessive “late” designations. This opportunity is not extra credit; it will be an offer of additional practice writing, usually by doing additional peer reviews.
* All students will have TWO Category 1 grades dropped—the lowest grades—from quizzes, discussions, and miscellaneous homework (Canvas will drop the lowest two automatically). **Essays and response papers (Category 2 assignments) are NOT included, as those have revision opportunities.** This gift is designed to protect the student who may need to take a zero, since a zero/incomplete would prevent a student from passing the course.
* If a student submits a Category 2 paper (100 pts.) later than 3 days, I will record a zero. Now the student must use a revision to hand in the assignment.

Remember: Specification grading allows students to have power in the course through goal setting and choices. The goal is mastery of reading and composition skills to ensure success in all college courses. Earn at least a C to feel confident that you have the skills. I promise that I am going to do everything I can to teach, help, and encourage you.

## Letter Grade Requirements

| Letter Grade | All listed requirements must be satisfied in order to achieve the respective letter grade for the course.For all students at all levels during the semester:* Two revisions allowed (Category 2: essay or response paper)
* Four late assignments allowed (not peer reviews!)
* Two dropped grades (Category 1: all assignments except essays and response papers)
 |
| --- | --- |
| **A** | * Successfully complete the entire “Welcome Module”
* Successfully complete all assignments in all five “Learning Outcome” modules
* ALL essays /response papers average at least 90%
 |
| **B** | * Successfully complete the entire “Welcome Module”
* Successfully complete all assignments in the first four “Learning Outcome” modules
* ALL essays /response papers average at least 80%
 |
| **C** | * Successfully complete the entire “Welcome Module”
* Successfully complete all assignments in the first three “Learning Outcome” modules
* ALL essays /response papers average at least 75%
 |
| **D** | * Successfully complete the entire “Welcome Module”
* Successfully complete all assignments in the first two “Learning Outcome” modules
* ALL essays /response papers average at least 70%
 |
| **F** | * Failure to complete requirements for a D
 |

## Student Questions and Answers

Q #1: I’m confused. If I only want a C, and I do all the work for a C, but my average for essays and response papers is only 72%, isn’t that a C?

A: The essay/ response paper average is a C, but the specification to earn a C in this course requires at least a 75%. So, keep going, do the work in the B module, and bring up the percentage. Who knows? You might get all the way to 80% and earn a B! Or higher!

Q#2: After Module Three, if I have 100% in Category 1 and at least 75% in Category 2, I can be finished with the class if I want to earn a C?

A: That is correct, but BOTH conditions must be met as the class finishes Module Three. Once we begin Module 4, any student still making up work from the last module does not have the opportunity to stop. The same rules apply for finishing Module 4 to try and stop with a B. All work must be complete (Category 1=100%) and Category 2 must be at least 80% before the class starts Module 5. If the requirement is not met, you will need to complete the full course.

Q#3: What if I want to stop with a C, but I don’t have a C at the end of the third module. Can I stop with a C after I finish the fourth module?

A: If, at the completion of Module Four, you have between 75% and 79%, you may stop with a C. Keep in mind you are close to a B—maybe try the last module and go for it.

Q#4: I read that I can’t take a zero, but what if I really can’t do an assignment by the due date?

A: Every student gets two grades dropped (except essays/response papers), so that zero could drop automatically. If you choose to take a zero on an essay (a REALLY bad idea), then you can use a revision, sure, but only if you had handed in a draft so there is something to revise.

Q#5: Can I use both my revisions on the same assignment?

A: In the question #2 example, if you used a revision to make up for a zero on an essay, and then you did very poorly on it, yes, you could use the other revision on that same essay. Then you will be out of revisions, however, for the rest of the course. (It’s less stress just to hand it in late, maybe?)

Q#6: Oh yeah! I get four late passes. So if I haven’t handed in my essay, rather than waste a revision on a zero, I can use a late pass and hand it in!

A: True, but you will need to talk to the professor. We can’t have students handing in late work whenever they feel like it. Late work is generally handed in within three days of the due date. Some things, like peer reviews, have a very small window before they are no longer relevant.

Q#7: What if I never use ANY of my late passes? Or what if I only use one of my revisions?

A: Good for you! If you get to the A module and still have unused late passes or revisions, maybe you will still need them—the semester isn’t over. If you never use them and your grades are poor, however, I will wonder why you didn’t make those work for you.

Q#8: What if I keep moving through the modules without going back and retaking quizzes until they’re perfect or revising discussions until they are “complete”?

A: The student who does that is setting up for failure. It’s not only easier to correct as you go, it’s beneficial. The smaller assignments are designed to help students do well on the essays and response papers. Two grades are dropped, but after that, even one 0 or incomplete means the students cannot pass. It’s best to choose success.

Q#9: What if my Category 2 score is passing, but my Category 1 assignments are not 100%? Haven’t I shown that I can write?

A: Category 1 assignments are to learn and practice skills. If your skills are already good, they should not take you long to complete. Category 1 MUST equal 100%.

Q#10: If I get a zero for plagiarizing an essay or response paper, am I allowed to use a revision?

A: Sure. If it’s the first plagiarism offense. Meet with JZ to discuss the error of your ways. If you have already been warned of plagiarism, you may not use a revision and will fail the class (See “Academic Integrity: Plagiarism” in this syllabus).

Q: I see a zero as my grade because I have not handed in a 100-pt. paper yet. Don’t I get to hand it in late if I have not used all my four “late” passes?

A: You may hand in assignments late—but that means you get three extra days. After that, I record the missing assignment as a 0, and the student has to use a revision to hand it in.

## Let’s go to the course and get started! A great semester awaits.