**ENC 1101 – FRESHMAN COMPOSITION I- Spring 2023**

Welcome to English Composition 1 (ENC1101)!

This course focuses on reading about topics related to peace and justice and belonging, writing in different styles of expository essays, and integrating/documenting outside sources into our writing. We will start with a focus on overall essay structure, bring each essay through a revision process, and work on how to integrate our voice with the voices of others. My aim is to break down the writing process so that students can learn how to take an essay from the pre-planning process, through a revision and feedback process, to a final draft, with a focus on self-reflection within your writing progress.

This is our class syllabus with all the information you might need to reference throughout the course such as: contact info, course outcomes, course materials, course assignments and grading expectations, plagiarism policy, online attendance and withdrawal policies, technology information and skills expectations, Valencia student services resources, and information for learning canvas. There is a lot of information here, but it is meant to be a resource or handbook for you. You do not have to memorize it. As we work together this semester, you may want to reference specific policies or resources on this page, as well as the course calendar. To make it easier to navigate, I have separated the information out by categories and created a table of contents here on the first page. If anything is unclear or if you have questions about specific information, please feel free to reach out to me.  I look forward to our time together this semester. Happy Writing!

**Contact information:**

Trying to contact your professor? Have a question you need answered? Not sure how to complete an assignment? Here is the information for how to contact me:

**Professor:** Lauren Gibson

**Email:**via canvas preferred or lehrmantraut1@valenciacollege.edu. I Will usually respond within 24 hours but if contacted outside of work hours After 5 pm, I will usually respond first thing the next day unless there is an absolute emergency (like an assignment isn’t opening)

**Office Phone:** feel free to call (407) 582-5810 during office hours.

**Zoom #:** feel free to contact me via ZOOM at my zoom # 348-461-9753

**One on One Office Hours (Digital and Face to Face):** I hold office hours where I am sitting at my desk ready for students to contact me. During the following hours, feel free to contact me by phone or zoom by appointment to discuss assignments, your writing, or course concerns. I’m here to help!

* Monday: 1-3 pm ZOOM/ONLINE ONLY
* Tuesday: 8:00-8:30am and 11:30-1:00pm Face to Face West Campus 150
* Wednesdays: 1-3 pm ZOOM/ONLINE ONLY
* Thursday: 8:00-8:30am and 11:30-1:00pm Face to Face West Campus 150
* Fridays: 9-11 am ZOOM/ONLINE ONLY

**Course Information and Materials**

**Course Info and Schedule:**

Course Name: ENC1101   
Course Reference Number: 21305  
3 Credit Hours   
Location: Online 16 Week ( From January to end of April)

**Course Description**

This course focuses on reading articles in different expository genres- compare contrast, argument, persuasion, and reflection to help us explore diverse perspectives, writing styles, and bridge connections. Each essay will take a different approach to writing, pushing us to think critically about essay structure, expressing our own arguments, supporting with anecdotal and qualitative evidence, and synthesizing our voice with other voices. As we progress throughout the semester, each essay will scaffold in more sources,  argumentative writing, and navigate away from the personal voice (while still expressing your view). We will then create arguments and support them with close analysis. I will teach you all how to analyze texts, break down your ideas, and find credible online sources. These skills will build directly into preparing you for Comp. 2.  You’ll have a lot of flexibility in your essays to make your arguments something you connect with, and our discussions around the articles and writing will invite your knowledge and experiences into the classroom. While we will be working on reading, writing, and integrating sources, we will also explore our views in connection to current topics surrounding belonging, stereotypes, and race and gender representation. Hopefully, we will all learn something new from each other along the way.

**Valencia Course Description**

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 is used to satisfy Gordon Rule and general education requirements.

**Valencia Course 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 or minimum grade of C in ENC 0025C or EAP 1640C, and a score of 106 on reading component of PERT or equivalent score on other state-approved entry test or minimum grade of C in REA 0017C or EAP 1620C.

**Major Topics Covered in this Course**

We will work on the following:

* Writing as a Process- taking your writing from brainstorm to outline, drafts, revision, and final draft.
* Structure and Elements of an Essay- crafting parts of an essay, organization, analysis.
* Documentation and Information Literacy- finding and integrating credible sources, documentation using MLA
* Active Reading- engaging with reading assignments through annotation and prompts to analyze context

**Course Outcomes**

These are the skills you will develop within this course and each assignment is built to work towards these outcome goals (see each assignment for aligned outcomes):

* Apply a multi-stage composing and revising process to produce essays.
  + Revise drafts based on constructive feedback.
  + Use prewriting and planning to develop a working thesis.
* Apply conventions aligned to varied writing situations.
  + Evaluate the text, author, audience, purpose, context (i.e. rhetorical situation) of a given assignment/prompt.
  + Write essays consistent with a given writing context.
  + Apply grammatical and mechanical standards consistent with the norms of a given writing context.
* Demonstrate information literacy.
  + Evaluate the credibility of sources.
  + Recognize bias in source material.
* Synthesize information for a specific rhetorical aim.
  + Incorporate source material by paraphrasing, summarizing, and directly quoting.
  + Introduce source material and explain its significance or relevance.
  + Combine material from different sources to draw a conclusion or support an idea.
* Document source material in accordance with at least one recognized documentation style.
  + Apply conventions of academic integrity to avoid plagiarism.
  + Create in-text citations to document source material.
  + Create a reference list to provide bibliographic information for sources.
* Apply active reading strategies.
  + Identify the author, audience, purpose, tone, context (i.e. rhetorical situation).
  + Annotate a text for main ideas and supporting details.

**Required Text Books**

Open Educational Resources (OER)-This course utilizes online educational resources instead of a textbook. No need to purchase a textbook as all materials will be available through Canvas online through direct links within the assignments and materials pages. In using OER, I am able to tailor the articles and content to a more diverse audience and bring in more variety in perspectives. See the essay materials pages and assignments for your readings.

**Required Course Materials**

* Reliable access to a word processing program, preferably Microsoft Word or Google Docs.
* reliable internet access
* Email: Students must check their Atlas and Canvas email accounts daily.
* Canvas: Check Canvas daily for announcements, assignments, etc.

# **Course Assignments and Grading Expectations**

This page is dedicated to the breakdown of how your grade will be calculated, the breakdown of each type of assignment and how those will receive feedback/grades, the expectations for each essay assignment regarding the individual essay prompts, general expectations for how to format your essays in MLA basic formatting, my expectations of you as a student and what you can expect from me as your professor, as well as tips for success.

### Overall Grade Breakdown

#### ****How to Earn Points in the Class:****

Your grade will be compiled from a mixture of formative lesson assignments that will help you build the skills you need for your larger summative essay grades.

* These formative lesson assignments include activities/quizzes/discussions journals that will be graded based on completing all components or answering all questions. Feedback will be provided to help you grow in your writing, application, or understanding of the materials covered in those assignments.
* Draft assignments will also help you gain formative feedback from your peers and professor on your writing through pre-planning/larger drafts/and revision reflections.
* Final essays will provide the summative assessment of how you are performing in the course and achieving the course outcomes. These essays will be the polished versions of prior drafts and will also receive feedback from your professor so that you might grow from one essay to the next. This course is built so that each essay builds in the complexity of writing skills, offering you multiple opportunities to improve your writing skills and succeed.

The following chart is the breakdown of your final grade based on a number of assignments and point values.

|  |  |
| --- | --- |
| Breakdown of Final Grade | |
| **Assignment** | **Point Value** |
| Orientation Quiz -First Week Attendance credit  Formative Lesson Activities (13/14x 10pts) (Drop 1 Lowest Score):  Draft  Assignments (13x20pts):  Essay 1  Essay 2  Essay 3  Final Reflection for Course | 5pts  130pts  260 pts  150pts  200pts  300pts  5pts |
| Total Points | 1000pts |

#### ****Final Grade Scale and Calculation:****

Your final grade can always be located in the gradebook. To calculate your grade at any point in the semester, divide the total number of points that have been graded from the total number of points possible for those assignments (the gradebook page will do this automatically for you). At the end of the semester, your final grade will be out of 100 points. I do round up the .5%, so if you have an 89.5% (895pts) you technically have an A. If you ever have questions about your grades, please contact me during office hours.

A: 895-1000pts (89.5-100%)

B: 795-894pts (79.5-89.4%)

C: 695-794pts (69.5-79.4%)

D: 595-694pts (59.5-69.4%)

 F: 0-594pts (0-59.4%)

### Assignment Break Down and Grading Expectations:

#### ****Formative Lesson Activities/Quizzes/Discussions (13/14x 10pts) (Drop 1 Lowest Score) 130pts:****

These formative activities will be comprised of lecture materials and skill-driven activities and quizzes each week. You can resubmit formative assignments if you make a mistake. The main goal is to build your skills for writing and improve your basic knowledge of the materials. Your highest score will be the score that counts. Feedback given in the assignment rubric and written comments from the professor.

Some activities will be in discussion form, which will encourage you to engage with each other over reading assignments, drafts, or more complex concepts that could use collaboration to think through. I create these assignments so that we can learn from each student’s perspective on the lesson and can gain new insight from someone else’s experiences. To successfully complete these discussions students should have inciteful original responses, answer all prompts/questions, and fulfill the peer response requirements noted in the assignment's instructions. Discussions will be graded based on the thoughtfulness of your original post, completion of all prompts/parts, and peer responses- see each rubric for details. Feedback given in the assignment rubric and written comments from the professor.

We will complete 14 lessons total but I will drop 1 lesson (the lowest score), taking your best 13 lessons.

#### ****Journal Draft Assignments (13x20pts) 260pts:****

Each week you will complete journal draft assignments. These assignments are more essay draft based that rely more on your writing and seeking feedback from your professor- brainstorm drafts, parts of the essay, full drafts, and self-reflection. This will be graded based on completion with formative feedback from your professor through rubrics and assignment comments. It's ok to try out your ideas in these drafts, you can change them as you develop each essay further. Remember that there is not one perfect way to complete your essay drafts and that I will be looking at how you explain and organize your ideas. I will offer advice on how to make your writing the best it can be so that when you turn in your final draft, you feel confident in your work.

Some of these draft assignments will be Peer Review Assignments. My aim in peer reviews is to offer everyone a chance to receive feedback on their essay drafts before the final, in hopes of improvement and success. By also looking at your peer’s work, you can learn how other students have written/adapted their topics, hone your editing eye, and build the skill of giving constructive and helpful feedback. Each essay you will prepare a rough draft of your essay for peer review. These drafts should be close to the final page count and should be ready to receive feedback from your peers and professor. You will turn these in on the assigned day and then will be assigned two peers to give feedback on using the rubric for the assignment. Your professor will provide feedback as well through the rubric to help students identify areas of improvement for their final draft. If you do not turn in a peer review on time, you may not receive feedback from your peers, but all drafts will receive feedback before the peer review post reflection and revision plan assignments. You will still be expected to provide feedback to 2 peers to complete the entire assignment for credit.

#### ****Essay 1- Windows and Mirrors Compare/Contrast Essay (150pts):****

3-4 pages with no research. The essay will focus on creating a comparison and contrast essay about how windows and mirrors have affected your experience with belonging within the classroom. It will focus on developing main ideas, narrative arguments, organization, and grammar/punctuation/syntax. Multiple drafts will be assessed. Final turned in on Canvas.

#### ****Essay 2- Stereotype Argument Documented Essay (200pts):****

2-3 pages with integration of 2 sources provided by the professor. No research required. The essay will focus on creating an argumentative essay about stereotypes, incorporating a personal stereotype experience. I will grade these with more of a focus on application of MLA formatting and quality of source integration- two new skills. Multiple drafts will be assessed. Final will be uploaded to Canvas.

#### ****Essay 3- TV Representation Persuasive Essay (300pts):****

4 to 6 pages with MLA documentation of credible sources both given to you and found online. You will receive your sources and minimal outside research is required. This essay explores the realistic representation of either race or gender within a TV show/film of your choice. The essay will focus on finding credible sources, documentation, developing main ideas, argument & persuasion, organization, and grammar/punctuation/syntax. Multiple drafts will be assessed. Final turned in on Canvas.

#### ****Final Reflection (5pts):****

As a final activity in this course, you will be asked to reflect on your experience in the class and offer insight for improvement. This will be graded based on the completion of prompts and the inclusion of details to support your reflection. It will not be graded based on your views of the course but will be valued as honest and open feedback.

### Written Assignments Formatting Expectations

All assignments are expected to be submitted in MLA formatting including the following:

* typed
* MLA format & heading
* 1 inch margins
* Black ink
* 12 pt. font
* Times New Roman
* Double Spaced
* Submitted to Unicheck

\*These MLA requirements are part of the grading rubric for each essay. Following these formatting steps and help give your essay a clean look and first impression\*

### Grading Criteria:

To help every student understand my grading methods, I have broken down each type of assignment by general grading procedures and expectations.

#### ****Formative Lesson Activities/Quizzes/Discussions****

**Discussion postings should:**

* Answer each prompt:
  + Substantial – Thoughtful, original, relevant and contributes to the overall learning of the group.
  + Thought-provoking – Stimulates thinking and reasoning.
  + Logical, concise, and grammatical.
  + Convey “your presence” – Reinforce your conclusions with real life and professional experiences.
* Timely – Post early to give your peers time to respond, this contributes to a rich discussion.
* Completion of thoughtful responses to peers using the peer response prompts
* Additionally, all discussion criteria will be reflected in the rubrics for discussion posts.

**Other Formative Lesson Activities:**

* Completes the activity following directions and examples.
* Gives detailed examples when asked.
* Timely – Post by due date or assignment received -10% late penalty.
* Additionally, all lesson criteria will be reflected in the rubrics for individual assignments.
* Can be resubmitted if revisions are made to build an understanding of lesson content before application to the essay.

#### ****Draft Journals****

**Pre-planning and Reflection Drafts:**

* Completes the prompts.
* Detailed examples when asked.
* Post by due date or assignment received -10% late penalty..
* Additionally, all journal criteria will be reflected in the rubrics for individual assignments.

**Peer Review Drafts:**

* Written Draft for each final essay.
* Completes the prompts and is close to final page count.
* Feedback provided on:
  + Detailed examples when asked.
  + Logical organization
  + Attention to grammar and quality of writing.
  + Formatting of documentation for sources when applicable
  + Inclusion and formatting of works cited page for the essay when applicable.
* Completion of feedback to two peers using the rubric with comments/advice for improvement.
* Additionally, all peer review criteria will be reflected in the rubrics for individual assignments.

#### ****Final Essay Submissions****

* Final Polished versions of essays turned in each module.
* Graded based on the criteria outlined in the prompt and rubric for that essay.
* Feedback given using essay rubrics and intext comments.

### Weekly Assignments  Turn-in Dates

To keep some consistency in the class, so that you can adjust your course work around the other events in your lives (work schedules, family/friend time, sleep etc.), I have created very specific turn-in dates throughout the week. I try to keep the schedule predictable and consistent so that you can find a rhythm for your workload.

Go to your Canvas course and click on the [Modules tab](https://online.valenciacollege.edu/courses/168497/modules) or the calendar icon on your course home page, or reference the [Syllabus Summary](https://online.valenciacollege.edu/courses/168497/assignments/syllabus)

Due Dates for all work are Wednesdays, Fridays, and Sundays by 11:59 pm (Except the final week).

* 1-2 assignments due each day
* Each week includes:
  + Typically 1 Formative Lesson Activity/Quiz/Discussion (Peer responses always due the following turn in date after the original post due date)
  + 1 Draft Journal
* Final essays are always due the week after the peer review on Friday. Sunday for Essay 3.

FINAL WEEK (Week 16)

* Wednesday: Final Reflection

### Late Work and Journal Late Pass:

Not every week or semester is perfect. Sometimes we must turn in assignments late or something gets in the way of our work being on time. Life happens. The key is to not make a habit out of it, or your grade can really suffer. Each assignment builds upon prior skills being learned and falling behind makes it tough to complete future more complex assignments. Therefore, I do accept late work. I want students to have the opportunity to make up work, but within reason. Falling an entire week behind makes catching up difficult, so I build my late policies that you should be within a week of the original due date.

 If there are extenuating circumstances- a prolonged illness that prevents you from working, deaths in the family, military training, or anything that is out of the ordinary- please just contact me to keep me informed of what is happening. I am always willing to work with students who communicate with me, preferably ahead of time or as soon as you can. Simply email or call, and we can create a plan back to the successful completion of work.

Try to avoid contacting me too long after due dates have passed (over a week) as this may make it difficult to create a successful work completion plan. Contacting me at the end of the semester to make up work is too late because there will not be enough time to get the work completed and graded.

**My late policies:**

* Formative Lessons/Draft Journals: All work accepted late with the penalty of 10% off per day.
* Final Essay Submissions: Failure to upload your essay by the due date below will result in -10% for every day late unless you are using your late pass. If you are using your 1 late pass, you will have 1 week from the due date to turn in the final essay. After the one-week deadline, the essay is an automatic zero.

**Using your Final Essay late pass:**

1. Prior to the deadline, inform me that you are using your late pass following these steps:  
   1.     Click the **Submit Assignment** button.  
   2.    Add comment stating "I am using my late pass"  
   3.    If you are asked to submit a document- you may have to submit a blank document.  
   4.    Click Submit Assignment
2. Note the due date and the late pass date in the assignment which will be denoted: **Originally Due** and **Late Pass final date**
3. Turn in the assignment by the late pass final date.
4. If the late pass assignment is not turned in by the Late Pass deadline, the Essay will receive a zero.
5. Late passes cannot be used retroactively, only prior to the original due date.
6. If no late pass is used all semester, you will receive extra credit 1% on your final grade.

### Expectations of Class Environment

I hope every semester to create a welcoming and supportive environment for my students to be their authentic and beautiful selves to each assignment and interaction. We all bring different cultures and ideas into the classroom, and I believe we must honor and respect those diverse perspectives because diversity creates a space to learn outside of your own perspectives. I also love seeing how connected we can be within the diversity we bring. To best create this inclusive environment, I want us to think about a few things:

* Our goal is to learn from each other- to honor our differences and connections.
* Our goal is to help each other succeed- through support and respect.
* Out goal is to be kind.

By keeping these goals in mind, we can create an equity-minded learning-centered classroom community where all to improve and succeed by being their self.

### Expectations of Student

Every professor has their own expectations for their students. I am no different, but my expectations are not just for your work but how we can support each other this semester. I want everyone to be successful and to learn as much as possible this semester and to do so, I think you need to know what I expect you to do every week. My hope is that you will try to:

* Check your Atlas email and Canvas inbox on a regular basis throughout the week. Download the canvas app to receive notifications and set up your preferences to message you when I provide feedback.
* Read the feedback I give you and try to apply it in future assignments- this is how you grow!
* Ask questions if feedback is unclear or you need help figuring out how to apply the feedback (I can’t read minds and can often explain this more thoroughly in person/over zoom).
* Set aside 3-6 hours each week to read, complete assignments, and learn in this course.
* Have a growth mindset. We are all here to learn. We will all make mistakes. Mistakes are not failure but a sign of room to grow and learn. We don’t learn from being perfect, we learn from falling down and getting back up and being open to helpful and constructive feedback.
* Communicate openly, patiently, and with kindness to your professor and peers. Note that I care about what you have to say and will respond as soon as I can. Also note that I am a human too, and sometimes my family and life events can get in the way of being perfectly prompt or accessible at times.
* For guidelines on how to interact with your instructor and peers in an online learning environment, read through Our Practice of Respect and Community Building. from Valencia's Peace & Justice Institute. Some highlights from these principles are:
  + Create a hospitable and accountable community- everyone is welcome and safe in this class to be their authentic selves.
  + Suspend judgment- we don’t know what someone has experienced and should try to avoid judging their work or views.
  + All voices have value- everyone’s voice matters and diversity in voice is extremely important to me. I do not want you to think the way I do but to think the way you do.

### Expectations of Your Professor

Just as I have my expectations of you, I want you all to know what you can expect of me. I care about my students and will do my best to:

* Give prompt and openly kind responses to your questions and emails, within 24 hours (except for weekends, holidays, or when Valencia is closed). Note that I care about what you have to say and will respond as soon as I can. Also note that I am a human too, and sometimes my family and life events can get in the way of being perfectly prompt or accessible at times.
* Daily monitor the course- I will check the course daily to see what is happening, answer questions, and work on grading assignments.
* Facilitate discussion but not impress my views upon you (encouraging discussion with course peers rather than just myself).
* Act promptly to solve technical problems within my control, such as broken links, file size, discussion settings, etc.
* Respect for participants’ areas of expertise, ideas, and opinions. Your voices have value!
* Give feedback on weekly assignments 2-3 days (depending on the depth of the assignment) after discussions, journals, lesson activities, and no later than 2 weeks for final essays. Feedback can be found in the assignment rubrics, comments, and sometimes in-text.
* Address students following the guidelines as indicated in [Our Practice of Respect and Community Building](https://valenciacollege.edu/students/peace-justice-institute/who-we-are/principles.php) from Valencia's Peace & Justice Institute.
* Notify students of changes to the course work via the Inbox or Announcements tools.

### Tips for Success

To be successful in this course, you should try to:

* Have access to a computer with a high-speed connection- we have plenty on campus if you do not within your home.
* Set aside specific times each week to complete class activities. If not, your other work will expand to fill all the time you have.
* An open-minded attitude, personal honesty, and a willingness to share your knowledge and ideas with others.
* The belief that online learning is more convenient, but not easier than face-to-face learning. You have to be able to manage your time more and reach out with questions/for help.
* The belief that quality learning can happen anytime and anywhere.
* An interest in self-reflection and a growth mindset.
* Turn in work on time
* Communicate asap when obstacles or problems arise

# **Academic Dishonesty and Plagiarism Policy & Procedure**

In a writing course, it is extremely important that you strengthen your own writing voice and learn to give credit to the sources you use in your essays. To do these two things, all work for this class must be original work you are producing because I want to hear your thoughts and ideas on the topic and not someone else’s. It is ok to support your voice with research or expert voices when the assignment calls for it, but we must use documentation and citations to give credit to those original authors. Using documentation like MLA can assure me that you have learned how to integrate the sources into your own writing without overshadowing your voice.

### What is Academic Dishonesty?

The college policy for academic dishonesty is below defining and outlining what types of dishonesty that can occur in the classroom and the expectation for original student work.

* All forms of academic dishonesty are prohibited at Valencia College. Academic dishonesty includes, but is not limited to, acts or attempted acts of plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, facilitating academic dishonesty, and misuse of identification with intent to defraud or deceive.
* All work submitted by students is expected to be the result of the students' individual thoughts, research, and self-expression. Whenever a student uses ideas, wording, or organization from another source, the source shall be appropriately acknowledged.

### What is Plagiarism?

Plagiarism is further defined by Valencia as:

* the use of someone else's words, ideas, pictures, design, and/or intellectual property without the correct documentation and punctuation.
* takes many forms: for example, turning in the same essay for two different courses is considered self-plagiarism and will result in a zero for the paper. You may legitimately wonder how anyone would ever know; this is one of the purposes of the Unicheck plagiarism scan.
* signs of plagiarism:
  1. Deliberate cut-and-paste of online or print sources.
  2. Recycling of essays from previous classes
  3. Essays are written on behalf of the student by family members or friends, or third parties, such as professional essay writing services.
  4. Paraphrasing large sections based on the ideas of another source without citation to give credit...even if you put it into your own words.

### How do We Avoid Plagiarizing?

* If you have to look something up for your paper, cite your sources in-text, and in your works cited page.
* Always integrate your sources properly and cite:
  + Direct Quote: Place info directly from the source in quotes and cite.
  + Paraphrasing or summarizing: Place the information in your own words and cite.
  + Block Quotes/ Block Paraphrasing: Avoid cutting and pasting large sections of text, even when you cite your sources, does not represent college level, original writing. Use the ideas that are most important and place them in quotes and always follow up source information with your own commentary and analysis.
* Give yourself enough time to write your essay and conduct your research. Rushing the essay the night before sometimes leads to students relying on writing shortcuts or making documentation mistakes.
* Have confidence in your own writing voice. We are all here to learn, so I want to hear from you! Even if you don’t think your writing is the best, an original piece of writing from you is always more valuable than the voice of others.

### Unsure of How to Cite and Document Sources?

* As documentation is a skill you are learning, I understand that citation mistakes will happen. So… cite, document, cite, and document! Use MLA formatting guidelines and you will avoid plagiarism! If you make mistakes, I will give you feedback so that you can learn from those mistakes.
* This course is made to teach you that, and resources and activities are here to help.
* For more on MLA documentation see the class resources page and the modules for the documented essays.

### What Happens If You Plagiarize?

1. I use the Unicheck scan to help me identify severe cases of plagiarism. When you turn in an essay, it will be scanned, and I will receive a potential plagiarism percentage. Typically, the scan will pick up any quotes or instances of copy and paste, as well as paraphrasing that isn’t sufficiently in the author’s own words.
2. If I see a percentage above 0% I check to make sure that the scan isn’t picking up anything that isn’t cited. If everything is cited and properly quoted/paraphrased, then the essay is ok.
3. If I see a concerning amount of source info, improper citations, or excessive block quotes, I usually will give feedback on the essay and engage in a conversation with the student to help them understand how to fix those issues in future drafts/essays. If it is a case of improper citation/quotation you will be asked to rewrite, and your grade will be penalized.
4. If blatant cases of plagiarism occur (chunks of cut and paste, no attempt to cite sources), I stop grading the essay and contact the student to figure out what is happening. Depending on the degree of plagiarism, students might be asked to rewrite the problematic portions for a penalty on their essay (the original % of plagiarism) for a first offense. Again, I want everyone to learn from their mistakes.
5. If the entire essay is found plagiarized or this is a second plagiarism case from the same student, the outcome will be a “0” on the assignment and possibly an “F” in the course.

If you have questions about plagiarism, documentation, and strengthening your writing confidence, never hesitate to ask me questions or consult our many writing resources found on the class resources page or Valencia Student Services page.

# **Online Attendance/ Withdrawl**

### Online Participation

So you chose to take this course, and I am excited you are with us this semester, so what are my expectations for attendance? Online attendance is required and necessary for receiving information and Logging in multiple times each week will help you achieve success. To get the most of this course, you are responsible for:

* logging in 2-4 times each week to work on the course, complete assignments, and be present.
* checking mail messages, announcements, and discussion messages at least once every 2 days.
* emailing me with any and all questions and concerns

### No-Show Procedure:

As required by the college, Students who do not attend class during the first week of class or online students who do not complete assignments during the first week of class will be listed as No Shows. Students on financial aid will be asked to re-pay the amount of the class. Other scholarship sponsors may also require payment. If you know you will not be available the first week of class or something unexpected happens, please contact me asap so that I don’t inadvertently report you as a no-show.

### Withdrawal

If you have decided to withdraw from a class, here is some helpful information:

* A student who withdraws from class before the withdrawal deadline of Friday March 24th  will receive a grade of “W.”  It is up to the student to withdraw themselves before the deadline.
* A student is not permitted to withdraw themselves from this class after the withdrawal deadline but may contact their professor to discuss options
* 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.”

Withdrawing from a class can be a very tough decision and I urge anyone thinking of withdrawing to reach out to an advisor or myself before making this decision. There is no shame in withdrawing from a course and sometimes it is necessary, but consulting with an advisor and myself can help you see all the options you have and understand the effects of withdrawing from a financial and progression standpoint. I am always here to discuss any concerns you might have regarding withdrawal.

# **Technology Requirements, Skills, and Policies**

### Technology Requirements and Expectations

Students should verify[computer software and hardware requirements](https://valenciacollege.edu/employees/office-of-information-technology/technology-support-services/computer-hardware-software-standards.php)to ensure coursework can be submitted successfully.  Since all assignments are submitted through Canvas in this course (unless otherwise noted), access to a computer is required for this course.

* Students have free access to computers at all Valencia campuses.
* Canvas lists [minimum computer specifications Links to an external site.](https://community.canvaslms.com/docs/DOC-10721) and [supported browsers  Links to an external site.](https://community.canvaslms.com/docs/DOC-10720) to ensure compatibility.
* The [Chrome browser  Links to an external site.](https://www.google.com/chrome/browser/desktop/index.html)is recommended.
* Students are also encouraged to install the Canvas app on their [Android Links to an external site.](https://play.google.com/store/apps/details?id=com.instructure.candroid&hl=en) phone or [iPhone  Links to an external site.](https://itunes.apple.com/us/app/canvas-by-instructure/id480883488?mt=8) in order to receive mobile notifications and to access your courses via your mobile device.

If you need help accessing a computer or canvas, feel free to reach out to your professor or Canvas support in the Help area on the global navigation pane.

### Technology Skills Needed for this Course

Not every student has the same tech skills, but I want to bring to your attention the skills this course will require of you. If you are unsure of any of these skills, feel free to contact me for more resources. Students should consider the [basic computer skills  Links to an external site.](https://www.gcflearnfree.org/subjects/technology/)needed to be successful in this course, which include:

* Reading and responding to emails
* Software application skills (PowerPoint, Word, Office365, etc.)
* Internet and library database browsing (I’ll teach this)
* Copying and pasting
* Saving files in different formats
* Working with attachments
* File management
* Using Canvas to upload video responses.

If you have concerns about these skills please let me know.

If you want to know more about learning Canvas, consult the [Canvas 101](https://online.valenciacollege.edu/enroll/BHPJKF)  a free self-paced course available for the student to learn more about using the Canvas learning management system we are using for this course.

### Additional Tech Tips

#### Here are some tips for battling technology:

* Make sure your browser is up-to-date.
* Expect electronic glitches/power outages and plan ahead. Don’t wait until the last minute to submit your work.
* Maintain back-up copies of all of your coursework.
* My recommendation: Download three browsers to your computer: Firefox, Safari, and Chrome.
* If something does not work on Canvas, try another browser. If the problem persists, contact the help desk.
* Students are encouraged to download the Student Canvas App onto their mobile device.
* Access to a camera linked to a computer or with smartphone may help with any video posting assignments.
* Keep and/or print a copy of the course syllabus and schedule on your computer.
* Work offline if you prefer: print your assignments and read them offline; use a word processor to compose your work before posting it to the course.
* Check the course and course email regularly.

### Technology Privacy Policies

Valencia College has a firm commitment to protecting the privacy rights of its students.  Any use of student records and information in this course will comply with the [Family Educational Rights and Privacy Act (FERPA)](http://valenciacollege.edu/ferpa/), including third party tools and services used in this course.  Privacy policies for the tools used in this course are listed below and at the point of use.

* [Valencia College privacy policy](http://valenciacollege.edu/privacy/)
* [Canvas privacy policyLinks to an external site.](https://www.canvaslms.com/policies/privacy)
* YouTube - [privacy policyLinks to an external site.](https://www.youtube.com/about/policies/#community-guidelines)

### IT Support Services/Canvas Help

If you are having any issues with your technology or canvas, here are some helpful resources for you to try. They may be able to respond quicker and have more knowledge about the issues you are facing than your professor, but also keep me in the loop if you are having any problems that are affecting the completion of your work on time.

* Contact the [Online Courses Help Desk](https://valenciacollege.edu/about/support/)
* Click on the Question Mark on the Canvas Global Navigation tab or call: 407-582-5600. Ask for a confirmation code.
* [Canvas Getting Started Guide for StudentsLinks to an external site.](https://community.canvaslms.com/community/answers/guides/canvas-guide/getting-started/pages/student)

### Netiquette

The term "netiquette" refers to the awareness of the need for a certain code of behavior (etiquette) in electronic environments (the net) ... Net + Etiquette = netiquette. Netiquette, while a general term, is complex at specific levels because there are so many different kinds of electronic environments, and so many different situations in which we may find ourselves in those environments.

Classes focusing on areas where electronic communication play a key, if as yet undefined role in technical and professional communication, it is our responsibility to be aware of our textual presence as it reflects upon our professional responsibilities, to ourselves and to our parents and students.

In order to maintain a positive online environment, we all need to follow the netiquette guidelines summarized below.

Try to:

* show respect for the instructor and for other students in the class
* respect the privacy of other students
* express differences of opinion in a polite and rational way
* maintain an environment of constructive criticism when commenting on the work of other students

The following list summarizes the kind of behavior that might become problematic when conversing online. We are trying to create a safe space for all and to do so we need to:

Avoid:

* Showing disrespect for the instructor or for other students in the class
* Bringing up irrelevant topics when involved in group discussions or other collaborative activities
* Using inappropriate or offensive language
* USE ALL UPPERCASE IN  MESSAGES -- THIS IS THE EQUIVALENT OF SHOUTING!!!

Avoid and Not Tolerated (requiring consultation with The Dean of Students Office):

* Sending messages or comments that are threatening, harassing, or offensive- this does not create a safe space for students and will not be tolerated in this course.
* Conveying a hostile or confrontational tone when communicating or working collaboratively with other students

### HB7-Individual Freedom and Educational Discrimination

This class requires participation in online discussion to meet course-learning outcomes. We are a class comprised of individuals. As such, there will be multiple opinions expressed throughout the semester that you may not personally agree with or even understand - as may be expected. My role as an instructor is to facilitate freedom of expression that is relevant to the course, credible, open and respectful without the promotion or endorsement of a single viewpoint. Conversations informed by diverse viewpoints contribute to critical thinking and higher-level learning. Even if you don’t agree, listening to different points of view may give you further insight into your own perspectives. No lesson is intended to espouse, promote, advance, inculcate, compel a particular feeling, perception, viewpoint, or belief in a concept. Concepts as presented are not endorsed by the instructor but are presented as part of the larger course of instruction. Should a student feel uncomfortable with how course content is presented or discussed, please contact the instructor for further conversation.

### HB233- Intellectual Freedom and Viewpoint Diversity

As your professor, I’m committed to giving you as many opportunities and resources to support your learning as possible. Therefore, you may find it beneficial to record class lectures to review later. Please keep in mind that you do not have your peers’ permission to record them, and they have a right to privacy; your peers should not be in your recordings. You may not record class discussions, student presentations, labs, group work, and private conversations. These recordings are permitted for your own personal use; you should contact me to discuss sharing options. Note that while these recordings are useful for review, we want you to attend class for your insights and questions; these recordings are not substitutes for class participation and attendance. Should you have any concerns or questions, please feel free to contact me through Atlas email or Canvas message.

# **Valencia Student Services and Support**

### Learning Support Centers

Each Valencia campus has a Learning Center that provides resources such as tutoring, writing consultations, and skill shops to students. To locate available resources for the campus closest to you, view the [Learning Support.](https://valenciacollege.edu/students/learning-support/)website.

### Virtual Support Services and Resources

Valencia College is concerned about our students and community members during the COVID-19 situation. Below, is a list of resources and virtual support services we have assembled into various categories to help you succeed.

#### Top Five Resources Here:

* **Virtual Answer Center:**You can now connect with an Answer Center advisor virtually through Zoom! In our virtual Answer Center, student services advisors are available to assist you with questions about admissions, financial aid, assessment, transcripts, residency and more. Visit <https://valenciacollege.edu/students/answer-center/>to learn more and get started.
* **Academic Advising:**Have questions about your courses? Advisors are available virtually by email (advising@valenciacollege.edu ) or through live chat at <https://valenciacollege.edu/students/advising-counseling/virtual-advising.php>
* **Valencia’s Virtual Tutoring Service:** In response to COVID-19, Valencia’s tutoring services have moved online and are now being offered for accounting & economics, computer programming, math, EAP and foreign languages, science, and writing. To get started, please visit <https://libguides.valenciacollege.edu/c.php?g=1014597&p=7348794>and self-enroll in the tutoring courses in Canvas. This is where you will access the links to live tutoring (via Zoom), as well as the schedule of tutors, times, and services.
* **Valencia Counselors:** Our Valencia Counselors are here for guidance and support. Please visit [https://valenciacc.ut1.qualtrics.com/jfe/form/SV\_40fCWDqhRBjrNrv Links to an external site.](https://valenciacc.ut1.qualtrics.com/jfe/form/SV_40fCWDqhRBjrNrv) to set up a non-emergency appointment. Please note that it may take up to 24 hours for a counselor to contact you. If you are experiencing a mental health emergency please contact BayCare (800) 878-5470 or 9-1-1.

### Library

At each campus library, librarians and other qualified staff can assist students with searching and finding items and information, MLA and APA citations, and technologies. The library provides a variety of books, eBooks, online articles, textbooks, DVDs and streaming videos to support course-related research and other learning needs. View the [Library website](http://valenciacollege.edu/library/) for more information, as well as the [tutorials](https://libguides.valenciacollege.edu/resources) below:

* [How to Connect to the Library Online](http://libguides.valenciacollege.edu/connecting)
* [How to Borrow from Another LibraryLinks to an external site.](https://vimeo.com/299219622)
* [How to Access eBooks At Valencia Library](http://libguides.valenciacollege.edu/eBooks)
* [How to Access Databases & Articles](http://libguides.valenciacollege.edu/databasesandarticles)

### Students with Disabilities

Valencia is committed to ensuring that all of its programs and services are accessible to students with disabilities. [The Office for Students with Disabilities (OSD)](http://valenciacollege.edu/osd/)determines reasonable and appropriate accommodations for qualified students with documented disabilities based upon the need and impact of the specific disability. Any student requiring course accommodations due to physical, emotional or learning disability must contact the instructor and provide a Notification to Instructor form by the end of the second week of class. To obtain a letter of accommodation, contact OSD at 407-582-2229.

### Baycare Student Assistance Services

Valencia College strives to ensure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home, or work. [BayCare Behavioral Health Student Assistance Program (SAP)](http://catalog.valenciacollege.edu/studentservices/baycarestudentassistanceservices/) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. If needed, the counselor may refer the student to appropriate resources or speak face-to-face with a licensed counselor.

### Brainfuse

Valencia students have free access to an online academic support program that is available 24/7 through CANVAS. Students can get live online tutoring, as well as receive feedback on essays and research papers, among other support services. For more information, view the BRAINFUSE link in the course menu.

### Safety & Security

We want to reassure you that our security officers are here around the clock to ensure the safety and security of the campus community.  It’s important to remain alert and aware of your surroundings, especially during the early morning or evening hours. Remember that you can always call security for an escort if you feel uncomfortable walking alone on campus.  White security phones can also be found in many of our buildings; simply pick up the phone and security will answer. Finally, report any suspicious persons to West Campus Security at 407-582-1000, 407-582-1030 (after-hours number) or by using the yellow emergency call boxes located on light poles in the parking lots and along walkways.

### Valencia I.D. Cards

Valencia ID cards are required for LRC, Testing Center, and IMC usage. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory in order to obtain these services.

# **Canvas Resources**

Many of us are new to canvas, so to help support you all in the successful completion of your course and assignments, I am providing our canvas resources to help you all. If you want to learn more about canvas or have specific questions about canvas- feel free to take the Canvas 101 self-paced cource, check out the student guide for tutorials, and click any of the links for more information on the topics outlined below.

### Canvas 101

Students can self-enroll in this free, self-paced course.  The course offers students an opportunity to learn Canvas tools through videos, tutorials, and hands-on activities.

Students can earn a series of knowledge badges by completing [Canvas 101](https://online.valenciacollege.edu/enroll/BHPJKF).

### Canvas Account Settings

Students can review their [Canvas user settings and profile Links to an external site.](https://community.canvaslms.com/videos/1074-user-settings-and-profile-picture-all-users).

### Canvas Tutorials

For more Canvas help and tutorials, please see the [Canvas Student Guide  Links to an external site.](https://community.canvaslms.com/docs/DOC-10701).

#### How-to Video Tutorials

Below you will find video tutorials for frequently used course tools:

* [Assignments OverviewLinks to an external site.](https://community.canvaslms.com/videos/1122-assignments-overview-students)
* [Assignment SubmissionsLinks to an external site.](https://community.canvaslms.com/videos/1121-assignments-submissions-students)
* [CalendarLinks to an external site.](https://community.canvaslms.com/videos/1123-calendar-students)
* [CommunicationLinks to an external site.](https://community.canvaslms.com/videos/1127-communication-students)
* [DiscussionsLinks to an external site.](https://community.canvaslms.com/videos/1128-discussions-students)
* [GradesLinks to an external site.](https://community.canvaslms.com/videos/1131-grades-students)

### Canvas Mobile App

It is recommended that you install the Canvas app on your phone to receive notifications and alerts.

* There are [Canvas Apps for Android  Links to an external site.](https://play.google.com/store/apps/details?id=com.instructure.candroid)and [Apple devices Links to an external site.](https://itunes.apple.com/us/app/canvas-by-instructure/id480883488?mt=8).

### DISCLAIMER STATEMENT

Changes to the course calendar may be made at the discretion of the professor, and students will be notified of any changes via Canvas announcements.

## Course Summary:

| **Date** | **Details** | **Due** |
| --- | --- | --- |
| Wed Jan 11, 2023 | Discussion Topic [Draft 1: Orientation Discussion: Creating Belonging](https://online.valenciacollege.edu/courses/168497/assignments/4511166) | due by 11:59pm |
| Fri Jan 13, 2023 | Page [Peer Responses Due: Draft 1 Orientation Discussion Creating Belonging](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-draft-1-orientation-discussion-creating-belonging) | to do: 11:59pm |
| Sun Jan 15, 2023 | Quiz [Lesson 1: Orientation Quiz (First Week Attendance)](https://online.valenciacollege.edu/courses/168497/assignments/4511148) | due by 11:59pm |
| Wed Jan 18, 2023 | Discussion Topic [Lesson 2: Reading Assignment Essay 1 Discussion](https://online.valenciacollege.edu/courses/168497/assignments/4511158) | due by 11:59pm |
| Fri Jan 20, 2023 | Page [Peer Responses Due: Lesson 2 Reading Assignment Essay 1 Discussion](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-2-reading-assignment-essay-1-discussion) | to do: 11:59pm |
| Sun Jan 22, 2023 | Assignment [Draft 2: Essay 1 Brainstorm and Outline](https://online.valenciacollege.edu/courses/168497/assignments/4511182) | due by 11:59pm |
| Wed Jan 25, 2023 | Discussion Topic [Lesson 3: Opening Paragraph Peer Review Activity](https://online.valenciacollege.edu/courses/168497/assignments/4511167) | due by 11:59pm |
| Fri Jan 27, 2023 | Page [Peer Responses Due: Lesson 3 Opening Paragraph Peer Review Activity](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-3-opening-paragraph-peer-review-activity) | to do: 11:59pm |
| Sun Jan 29, 2023 | Assignment [Draft 3: Final draft of Introduction Paragraph](https://online.valenciacollege.edu/courses/168497/assignments/4511183) | due by 11:59pm |
| Wed Feb 1, 2023 | Assignment [Lesson 4.A: Paragraph Break and Transitions Lesson](https://online.valenciacollege.edu/courses/168497/assignments/4511198) | due by 11:59pm |
| Quiz [Lesson 4.B: MLA Essay Format Quiz](https://online.valenciacollege.edu/courses/168497/assignments/4511149) | due by 11:59pm |
| Sun Feb 5, 2023 | Assignment [Draft 4: Essay 1 Peer Review Submission](https://online.valenciacollege.edu/courses/168497/assignments/4511184) | due by 11:59pm |
| Wed Feb 8, 2023 | Assignment [Lesson 5: Essay 1 Peer Review Responses](https://online.valenciacollege.edu/courses/168497/assignments/4511200) | due by 11:59pm |
| Sun Feb 12, 2023 | Assignment [Draft 5: Essay 1 Peer Review Reflection and Revision Plan](https://online.valenciacollege.edu/courses/168497/assignments/4511186) | due by 11:59pm |
| Wed Feb 15, 2023 | Discussion Topic [Lesson 6: Reading Assignment Essay 2 Discussion](https://online.valenciacollege.edu/courses/168497/assignments/4511163) | due by 11:59pm |
| Fri Feb 17, 2023 | Assignment [Essay 1: Final Submission](https://online.valenciacollege.edu/courses/168497/assignments/4511193) | due by 11:59pm |
| Sun Feb 19, 2023 | Assignment [Draft 6: Essay 2 Brainstorm and Outline Draft](https://online.valenciacollege.edu/courses/168497/assignments/4511187) | due by 11:59pm |
| Page [Peer Responses Due: Lesson 6 Reading Assignment Essay 2 Discussion](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-6-reading-assignment-essay-2-discussion) | to do: 11:59pm |
| Wed Feb 22, 2023 | Discussion Topic [Lesson 7: Integrating Sources Discussion](https://online.valenciacollege.edu/courses/168497/assignments/4511157) | due by 11:59pm |
| Fri Feb 24, 2023 | Page [Peer Responses Due: Lesson 7 Integrating Sources Discussion](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-7-integrating-sources-discussion) | to do: 11:59pm |
| Sun Feb 26, 2023 | Assignment [Draft 7: MLA Works Cited and Citations](https://online.valenciacollege.edu/courses/168497/assignments/4511188) | due by 11:59pm |
| Wed Mar 1, 2023 | Quiz [Lesson 8: Essay 2 Q&A Check-In Survey](https://online.valenciacollege.edu/courses/168497/assignments/4511151) | due by 11:59pm |
| Sun Mar 5, 2023 | Quiz [Commas :: Extra Credit Quiz](https://online.valenciacollege.edu/courses/168497/assignments/4511153) | due by 11:59pm |
| Assignment [Draft 8: Essay 2 Peer Review Submission](https://online.valenciacollege.edu/courses/168497/assignments/4511189) | due by 11:59pm |
| Wed Mar 8, 2023 | Assignment [Lesson 9: Essay 2 Peer Review Responses](https://online.valenciacollege.edu/courses/168497/assignments/4511201) | due by 11:59pm |
| Sun Mar 12, 2023 | Assignment [Draft 9: Essay 2 Peer Review Reflection and Revision Plan](https://online.valenciacollege.edu/courses/168497/assignments/4511192) | due by 11:59pm |
| Mon Mar 13, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389201&include_contexts=course_168497) | 12am to 12:05am |
| Tue Mar 14, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389202&include_contexts=course_168497) | 12am to 12:05am |
| Wed Mar 15, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389203&include_contexts=course_168497) | 12am to 12:05am |
| Thu Mar 16, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389204&include_contexts=course_168497) | 12am to 12:05am |
| Fri Mar 17, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389205&include_contexts=course_168497) | 12am to 12:05am |
| Sat Mar 18, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389206&include_contexts=course_168497) | 12am to 12:05am |
| Sun Mar 19, 2023 | Calendar Event [Spring Break](https://online.valenciacollege.edu/calendar?event_id=389207&include_contexts=course_168497) | 12am to 12:05am |
| Wed Mar 22, 2023 | Discussion Topic [Lesson 11: Reading Assignment Essay 3 Discussion](https://online.valenciacollege.edu/courses/168497/assignments/4511160) | due by 11:59pm |
| Fri Mar 24, 2023 | Assignment [Essay 2: Final Submission](https://online.valenciacollege.edu/courses/168497/assignments/4511194) | due by 11:59pm |
| Sun Mar 26, 2023 | Assignment [Draft 11- Essay 3 Brainstorm and Outline Draft](https://online.valenciacollege.edu/courses/168497/assignments/4511172) | due by 11:59pm |
| Page [Peer Responses Due: Lesson 11 Reading Assignment Essay 3 Discussion](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-11-reading-assignment-essay-3-discussion) | to do: 11:59pm |
| Wed Mar 29, 2023 | Discussion Topic [Lesson 12: Persuasion Discussion](https://online.valenciacollege.edu/courses/168497/assignments/4511161) | due by 11:59pm |
| Fri Mar 31, 2023 | Page [Peer Responses Due: Lesson 12 Persuasion Discussion](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-12-persuasion-discussion) | to do: 11:59pm |
| Sun Apr 2, 2023 | Assignment [Draft 12: Essay 3 Analysis Paragraphs Draft](https://online.valenciacollege.edu/courses/168497/assignments/4511173) | due by 11:59pm |
| Wed Apr 5, 2023 | Discussion Topic [Lesson 13: Finding Credible Sources Discussion](https://online.valenciacollege.edu/courses/168497/assignments/4511164) | due by 11:59pm |
| Fri Apr 7, 2023 | Page [Peer Responses Due: Lesson 13 Finding Credible Sources Discussion](https://online.valenciacollege.edu/courses/168497/pages/peer-responses-due-lesson-13-finding-credible-sources-discussion) | to do: 11:59pm |
| Sun Apr 9, 2023 | Assignment [Draft 13: Works Cited Page Essay 3](https://online.valenciacollege.edu/courses/168497/assignments/4511176) | due by 11:59pm |
| Wed Apr 12, 2023 | Quiz [Lesson 14: Essay 3 Q& A Check-in Survey](https://online.valenciacollege.edu/courses/168497/assignments/4511146) | due by 11:59pm |
| Sun Apr 16, 2023 | Quiz [Comma Splices and Fused Sentences :: Extra Credit Quiz](https://online.valenciacollege.edu/courses/168497/assignments/4511155) | due by 11:59pm |
| Assignment [Draft 14: Essay 3 Rough Draft Submission to Professor](https://online.valenciacollege.edu/courses/168497/assignments/4511177) | due by 11:59pm |
| Wed Apr 19, 2023 | Assignment [Draft 15: Essay 3 Revision Plan](https://online.valenciacollege.edu/courses/168497/assignments/4511178) | due by 11:59pm |
| Sun Apr 23, 2023 | Assignment [Essay 3: Final Submission](https://online.valenciacollege.edu/courses/168497/assignments/4511196) | due by 11:59pm |
| Wed Apr 26, 2023 | Assignment [Draft 16: Final Reflection](https://online.valenciacollege.edu/courses/168497/assignments/4511180) | due by 11:59pm |
| Mon May 1, 2023 | Assignment [Final Letter Grade](https://online.valenciacollege.edu/courses/168497/assignments/4511197) | due by 11:59pm |
| Assignment [Used Late Pass](https://online.valenciacollege.edu/courses/168497/assignments/4511202) | due by 11:59pm |