

## ENG 102: Composition II, Spring 2021

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### **Instructor Information**

Name:  
Office:  
Phone:  
Email:  
Office Hours:

### **Required Texts and Materials**

- *UNLV Writes* (Custom Edition for UNLV) available in hard copy format (ISBN 9780393445220) or e-book format at [VitalSource](#) (ISBN 9780393446333)
- Course tools and resources available through WebCampus
- A reliable computer and Internet access

### **Course Description**

English 102 builds upon the critical thinking, reading, and writing capabilities that students developed in English 101. Students learn the processes necessary for collecting and incorporating research material in writing. They learn how to evaluate, cite, and document primary and secondary research sources, how to investigate, report, and document existing knowledge, and how to develop arguments and support them with sound evidence.

### **Course Objectives**

By the end of English 102, students will be able to:

- Understand and participate in academic research as an inquiry-based, iterative process that contributes to an ongoing conversation
- Practice information literacy skills by developing a research question, locating and evaluating sources, and synthesizing information from multiple sources
- Engage with academic sources in their own writing by citing, attributing, summarizing, paraphrasing, quoting, analyzing, synthesizing, interpreting, and evaluating ideas and information from texts
- Develop an argumentative strategy by making a claim, supporting that claim with evidence from sources, and acknowledging and responding to counter-arguments
- Compose texts in academic genres for planning, documenting, and communicating scholarly findings
- Identify academic genre conventions for content, structure, style, citation, document design, and mechanics and apply these conventions in texts

- Practice writing as an inquiry-based, iterative process by using a range of invention, drafting, peer feedback, revision, editing, and proofreading strategies
- Reflect on their development as research-based writers by articulating and evaluating their research and writing processes and rhetorical decisions

## **Course Requirements and Grades**

In order to achieve the course objectives, students are expected to regularly participate in both graded and ungraded learning activities, which include reading assignments; class discussions; writing workshops; collaborative exercises and peer response sessions; and informal writing, such as journal entries, drafts, reflections, responses, and quizzes.

**NOTE: You should keep all of your work (drafts, final submissions, instructor comments) from this class until after final grades have been posted.**

Final course grades will be calculated as follows:

<b>Course Requirement</b>	<b>% of Final Grade</b>
Unit 1: Developing a Research Question and Plan	15%
Unit 2: Finding and Evaluating Academic Sources	20%
Unit 3: Making a Research-based Academic Argument	30%
Research Journal	15%
Low-stakes writing and activities	20%

Individual assignment grades are averaged into the course grade using this scale:

<b>Percentage Range</b>	<b>Letter Grade</b>
94 to 100%	A
90 to <94%	A-
87 to <90%	B+
84 to <87%	B
80 to <84%	B-
77 to <80%	C+
74 to <77%	C
70 to <74%	C-
67 to <70%	D+
64 to <66%	D
60 to <64%	D-
50 to <60%	F
0	Not Submitted

## **Overview of Major Assignments**

### **Unit 1: Developing a Research Question and Plan**

The first unit of this class introduces research and writing as inquiry-based processes. You will identify a topic of your choice and develop a research question to explore this topic more using academic research methods. You will produce a research plan that explains why this topic is important, summarizes background information on the topic, poses a research question to learn more about the topic, and proposes a research process to answer the research question.

### **Unit 2: Finding and Evaluating Academic Sources**

In the second unit for this class, you will begin answering the research question(s) that you developed in Unit 1. You will learn more about academic sources including how to locate, understand, and evaluate sources that are relevant to your research question. You will produce a critical annotated bibliography that documents your research process and analyzes relevant sources.

### **Unit 3: Making a Research-Based Academic Argument**

In the final unit for this class, you will build on your semester work to make an academic argument that answers your research question. You will develop an argumentative claim about your research question, and you will use evidence from your research process to support your claim. You will integrate sources into your argument as background information, examples, and counterarguments. You will produce a rough draft and a final draft of an argumentative research paper.

### **Research Journals**

Throughout the semester, you will write frequently about your research process. These journals help you to document the choices you make in your research process and to practice some of the skills needed to complete the major writing projects. Research journal topics will vary from week to week, and explicit instructions will be provided for each journal entry.

### **Low-Stakes Writing and Activities**

Each week you will be responsible for completing low-stakes writing and activities. These activities are designed to check your comprehension of course content and to provide practice and feedback as you develop your critical thinking, reading, and writing skills. The low-stakes writing and activities may be individual or collaborative. Common low-stakes activities include discussions, quizzes, collaborative exercises, peer response, and informal writing.

## **Instructor Policies**

### **Class Participation**

Regular class participation is important to your development as a writer and your success in this class. Critical thinking, reading, and writing skills are enhanced by dialogue that reveals multiple perspectives. Class activities are designed to give you this interaction with your classmates and instructor. If there are extenuating circumstances such as prolonged illness or family situations that keep you from participating in class, please contact me as soon as possible and keep me informed about the situation.

If there are extenuating circumstances such as prolonged illness or family situations that keep you from participating in class, please contact me as soon as possible and keep me informed about the situation. These circumstances are especially likely this semester because of the challenges related to COVID-19 which could prevent you from attending on-campus classes or limit your access to a computer. (See “Public Health Directives” under “Campus Policies and Resources” later in this syllabus.)

While it is not possible to make-up some class activities that require your peers’ contributions, you are still responsible for content and work covered during any times that you are not able to participate actively with the class. Review the course schedule and materials posted on WebCampus, and email me with any questions so that you don’t get too far behind.

### **Work Submissions**

#### **Late Work**

#### **Timeline for Grading**

#### **Communication**

#### **Classroom Technology**

## **Campus Policies and Resources**

### **Academic Misconduct**

Academic integrity is a legitimate concern for every member of the University community. We all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility, and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy, and are encouraged to always take the ethical path whenever faced with choices. Students enrolling at UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s educational mission. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another

person, from the Internet or any other source without proper citation of the source(s). See the [Student Conduct Code](#).

## **Auditing a Course**

Auditing a course allows a student to continue attending the lectures and/or laboratories and discussion sessions associated with the course, but the student will not earn a grade for any component of the course. Students who audit a course receive the same educational experience as students taking the course for a grade, but will be excused from exams, assessments, and other evaluative measures that serve the primary purpose of assigning a grade.

## **Classroom Conduct**

Students have a responsibility to conduct themselves in class and in the libraries in ways that do not interfere with the rights of other students to learn, or of instructors to teach. Use of devices such as cellular phones and pagers, or other potentially disruptive activities are only permitted with the prior explicit consent of the instructor. Students are specifically prohibited to record classes without instructor authorization, including online/remote classes (either audio only, or video and audio). The instructor may rescind permission at any time during the class. If a student does not comply with established requirements or obstructs the functioning of the class, the instructor may initiate an administrative withdrawal of the student from the course.

Since the COVID-19 pandemic forced some instruction to be delivered remotely starting in Spring 2020, numerous students have asked instructors to record their synchronous classes, so that they can access them at their convenience. Instructors who agree to record their classes (audio only, or video and audio) should inform students in advance. Recorded lectures may not be broadly released to anyone, but made available exclusively to those students enrolled in the class during the particular academic term. Recorded lectures must be stored securely, and are subject to the Nevada System of Higher Education's Records Retention Policy, meaning that the recordings can only be deleted 120 days after the end of class (i.e., after grades are posted). Once this requirement is met, the recordings should be deleted. Class recordings are protected from disclosure, as they are deemed part of an educational record under the Family Educational Rights and Privacy Act (FERPA).

## **Copyright**

The University requires all members of the University Community to familiarize themselves with, and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The University will neither protect nor defend you, nor assume any responsibility for student or employee violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional [copyright policy information](#) is available.

## **Disability Resource Center (DRC)**

The [UNLV Disability Resource Center](#) (Student Services Complex, SSC-A, Room 143, telephone 702-895-0866) provides resources for students with disabilities. Students who believe that they may need academic accommodations due to a permanent disability, temporary or permanent medical need, or academic support due to pregnancy are encouraged to contact the DRC as early as possible in the academic term. A Disabilities Specialist will discuss what options may be available to you. Students who are already registered with the DRC should request their accommodations online each semester, and make an appointment to discuss their accommodations with their instructors.

### **Final Examinations**

The University requires that final exams given at the end of a course occur on the date and at the time specified in the Final Exam schedule. The Final Exam schedule is typically available at the start of the semester, and the classroom locations are available approximately one month before the end of the semester. See the [Final Exam Schedule](#).

## **Identity Verification in Online Courses**

All UNLV students must use their Campus-issued ACE ID and password to log in to WebCampus-Canvas.

UNLV students enrolled in online or hybrid courses are expected to read and adhere to the [Student Academic Misconduct Policy](#), which states that “acting or attempting to act as a substitute for another, or using or attempting to use a substitute, in any academic evaluation or assignment” is a form of academic misconduct. Intentionally sharing ACE login credentials with another person may be considered an attempt to use a substitute, and could result in investigation and sanctions, as outlined in the Student Academic Misconduct Policy.

UNLV students enrolled in online courses are also expected to read and adhere to the [Acceptable Use of Computing and Information Technology Resources Policy](#), which prohibits sharing university accounts with other persons without authorization.

To the greatest extent possible, all graded assignments and assessments in UNLV online courses should be hosted in WebCampus-Canvas or another UNLV-managed platform that requires ACE login credentials for access.

## **Incomplete Grades**

The grade of “I” (Incomplete) may be granted when a student has satisfactorily completed three-fourths of course work for that semester/session, but cannot complete the last part of the course for reason(s) beyond the student’s control and acceptable to the instructor, and the instructor believes that the student can finish the course without repeating it. For undergraduate courses, the incomplete work must be made up before the end of the following regular semester. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses

have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the period indicated, a grade of “F” will be recorded, and the student’s GPA will be adjusted accordingly. Students who are fulfilling an Incomplete grade do not register for the course, but make individual arrangements with the instructor who assigned the “I” grade.

## **Library Resources**

Librarians are available to consult with students on research needs, including developing research topics, finding information, and evaluating sources. To make an appointment with a subject expert for this class, please visit the [Libraries’ Research Consultation](#) website. You can also [ask the library staff](#) questions via chat and text message.

## **Missed Classwork**

Any student missing class, quizzes, examinations, or any other class or laboratory work because of observance of religious holidays will be given an opportunity during that semester to make up the missed work. The make-up opportunity will apply to the religious holiday absence only. It is the responsibility of the student to notify the instructor within the first 14 calendar days of the course for Fall and Spring courses (except for modular courses), or within the first 7 calendar days of the course for Summer and modular courses, of their intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit the Missed Classwork policy, under Registration Policies, on the [Academic Policies](#) webpage.

In accordance with the policy approved by the Faculty Senate regarding missed class time and assignments, students who represent UNLV in any official extracurricular activity will also have the opportunity to make up assignments, provided that the student submits official written notification to the instructor no less than one week prior to the missed class(es).

The spirit and intent of the policy for missed classwork is to offer fair and equitable assessment opportunities to all students, including those representing the University in extracurricular activities. Instructors should consider, for example, that in courses which offer a “Drop one” option for the lowest assignment, quiz, or exam, assigning the student a grade of zero for an excused absence for extracurricular activity is both contrary to the intent of the Faculty Senate’s policy, and an infringement on the student’s right to complete all work for the course.

This policy will not apply in the event that completing the assignment or administering the examination at an alternate time would impose an undue hardship on the instructor or the University that could be reasonably avoided. There should be a good faith effort by both the instructor and the student to agree to a reasonable resolution. When disagreements regarding this policy arise, decisions can be appealed to the Department Chair/School Director, College/School Dean, and/or the Faculty Senate Academic Standards Committee.

For purposes of definition, extracurricular activities may include, but are not limited to academic recruitment activities, competitive intercollegiate athletics, fine arts activities, liberal arts competitions, science and engineering competitions, and any other event or activity sanctioned by a College/School Dean, and/or by the Executive Vice President and Provost.

## **Rebelmail**

Rebelmail is UNLV's official email system for students and by University policy, instructors and staff should only send emails to students' Rebelmail accounts. Rebelmail is one of the primary ways in which students receive official University communications, information about deadlines, major Campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the University. Sending emails within WebCampus-Canvas is also acceptable.

## **Tutoring and Coaching**

The Academic Success Center (ASC), at the Claude I. Howard Building, provides tutoring, academic success coaching, and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, please visit the [ASC website](#), or call 702-895-3177. The ASC is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of SSC A, Room 254. Drop-in tutoring is located on the second floor of the Lied Library, and on the second floor of the College of Engineering building (TBE A 207).

### **UNLV Writing Center**

One-on-one or small group assistance with writing is available free of charge to UNLV students at the [Writing Center](#), located in the Central Desert Complex, Building 3, Room 301 (CDC 3–301). Walk-in consultations are sometimes available, but students with appointments receive priority assistance. Students may make appointments in person or by calling the Center, telephone 702-895-3908. Students are requested to bring to their appointments their Rebel ID Card, a copy of the instructions for their assignment, and two copies of any writing they have completed on their assignment.

## **Diversity Statement**

As an institution of higher learning, UNLV represents a rich diversity of human beings among its faculty, staff, and students, and is committed to aspiring to maintain a Campus environment that values that diversity. Accordingly, the University supports understanding and appreciation of all members of its community, regardless of race, sex, age, color, national origin, ethnicity, creed, religion, disability, sexual orientation, gender, gender identity, marital status, pregnancy, genetic information, veteran status, or political affiliation. Please see [University Statements and Compliance](#).



A successful learning experience requires mutual respect and trust between the students and the instructor. Accordingly, the instructor asks that students be willing to listen to one another's points of view, acknowledging that there may be disagreements, keep discussion and comments on topic, and use first person, positive language when expressing their perspectives.

### **Composition Program Contact Information**

If you have questions or concerns about your experience in your class, please feel free to contact an administrator in the Composition Program. You can call 702-895-3153, go in person to RLL 261, or send an email to [Englishcomposition@unlv.edu](mailto:Englishcomposition@unlv.edu).