

ENGL 1302: Composition II

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Office Hours: TR: 11:00-12:00, by appointment or Canvas e-mail.

Course Description

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research method; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

Student Learning Outcomes

- Demonstrate knowledge of individual and collaborative research processes.
- Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
- Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
- Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
- Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, IEEE, etc.)

Required Textbook

We will be using Top Hat (www.tophat.com) to access the digital interactive textbook, Reading and Writing about the Disciplines: A Rhetorical Approach, that we will be using in this class. For instructions on how to create a Top Hat account and enroll in our Top Hat course, please refer to the invitation sent to your school email address or consult Top Hat's Getting Started Guide (<https://bit.ly/31TGMLw>).

- If you are new to Top Hat, follow the link in the email invitation you received or... Go to <https://app.tophat.com/register/student> Links to an external site.
- Click "Search by school" and input the name of our school
- Search for your course with the following join code: ENGL 1302.010-24; join code: 982162

Bear in mind that textbook material will be made available in our course throughout the semester, so do not panic if you do not see any in the course upon entry.

Should you require assistance with Top Hat at any time please contact their Support Team directly by way of email (support@tophat.com), the in-app support button, or by calling 1-888-663-5491. Specific user information may be required by their technical support team when troubleshooting issues.

Grade Computation

Writing Project 1 – Summary Draft	5%
Writing Project 1- Summary Final Draft	15%
Writing Project 2 – Rhetorical Analysis Draft	5%
Writing Project 2 – Rhetorical Analysis Final Draft	15%
Writing Project 3 – Comparative Rhetorical Analysis Draft #1	5%
Writing Project 3 – Comparative Rhetorical Analysis Draft # 2	5%
Writing Project 3 – Comparative Rhetorical Analysis Final Draft	15%
Writing Project 4 – Rhetorical Review Draft # 1	5%
Writing Project 4 – Rhetorical Review Draft #2	5%
Writing Project 4 – Rhetorical Review Final Draft	15%
Final Reflection	10%

Grading Scale

100 – 90 = A

89 - 80 = B

79 - 70 = C

69 - 60 = D

60 – 0 = F

- To earn a C or above in the class, students must earn a C or above in all writing projects and reflections. A grade of D or F on Summary, Rhetorical Analysis, Comparative Rhetorical Analysis, Rhetorical Review, or the Final (End-of-Semester) Reflection will result in the grade for the class being no higher than a D.

To be counted for a grade, your work has to be submitted in the appropriate drop box in Assignments in Canvas and be in Microsoft Word or PDF. There is a [free copy of Microsoft OfficeLinks to an external site.](#) for all UT-Tyler students. If I cannot open your work, it is late. Please do not zip your files.

I do not give work for extra credit. I strongly encourage students worried about grades to meet with me personally to discuss their concerns. Addressing concerns early in the semester will allow you time to develop strategies to improve your grade.

Syllabus—ENGL 1302

Week 1:

Jan. 16 -18 *Readings on Writing and Profession*; review *Course Design* for assignment 1 in textbook.

Week 2:

Jan. 23-25 *Readings on Writing and Profession*; review *Course Design* for assignment 1 in textbook; submit draft of Summary on Thursday, January 25 by 9:30 a.m.

Week 3:

Jan. 30-Feb. 1 *Readings on Writing and Profession*; review *Course Design* in textbook for assignment 1; submit final draft of Summary on Thursday, February 1 by 6:00 p.m.; Census Date is Monday, January 29.

Week 4:

Feb. 6-8 Analysis of a Scholarly Presentation; review *Course Design* for assignment 2; choose article for writing task.

Week 5:

Feb. 13-15 Analysis of a Scholarly Presentation; review *Course Design* for assignment 2; submit draft of thesis paragraph on Thursday, February 15 by 9:30 a.m.

Week 6:

Feb. 20-22 Analysis of a Scholarly Presentation; review *Course Design* for assignment 2; submit 3-page analysis on Thursday, February 22 by 6:00 p.m.

Week 7:

Feb. 27-29 Comparative and Contrastive Review of Scholarly Publications; review *Course Design* for assignment 3; reuse previous publication and choose a new one for writing task.

Week 8:

March 5-7 Comparative and Contrastive Review of Scholarly Publications; review *Course Design* for assignment 3; submit draft of one body paragraph reviewing the new article to class on Thursday, March 7.

Week 9:

March 12-14 *Spring Break*

Week 10:

March 19-21 Comparative and Contrastive Review of Scholarly Publications; review *Course Design* for assignment 3; submit draft of thesis paragraph on Thursday, March 21 by 9:30 a.m.

Week 11:

March 26-28 Comparative and Contrastive Review of Scholarly Publications; review *Course Design* for assignment 3; submit 4-5 page review of the two chosen

publications on Thursday, March
Monday, March 25.

28 by 6:00 p.m.; last day to withdraw from classes is

Week 12:

April 2-4 Critical Review of Published Research Results; review *Course Design* for assignment
4; choose two articles to add to the articles from the previous assignment.

Week 13:

April 9-11 Critical Review of Published Research Results; review *Course Design* for assignment
4; submit draft of one body paragraph reviewing one of the two new articles
chosen by Thursday, April 11 by 9:30 a.m.

Week 14:

April 16-18 Critical Review of Published Research Results; review *Course Design* for assignment
4; submit draft of thesis paragraph on Thursday, April 18 by 9:30 a.m.

Week 15:

April 23-25 Critical Review of Published Research Results; review *Course Design* for assignment
4; submit 6-7 page review of four articles in academic journals on Thursday, April
25 by 6:00 p.m.

Week 16:

May 2 Final Reflection Paper due.

Course Policies:

Communication with Instructor

The best way to contact me is via UTT email or Canvas message or during office hours. Per the [UT Tyler email policyLinks to an external site.](#), which stipulates that "the Patriot Email account serves as the communication source for all UT-Tyler learning management systems," I will not reply to emails sent from non-UTT email addresses. The same policy is applied to Zoom meetings. While you can use any device (iPad, computer, or your phone), you must use your UTT credentials/patriot's account. If you are not familiar with Zoom, you can use [Canvas 101Links to an external site.](#) which offers Zoom tutorials and guidelines on how to use Canvas.

Finally, emails should be written in a somewhat formal style and tone—full sentences, reasonably correct grammar, and a succinct overview of the topic. So, less formal than the style you would use in a paper and more formal than the style you would use in a text to your friends.

Attendance

While I expect all students to attend all classes regularly, I know that certain absences are unavoidable. You may have **3 unexcused absences** throughout the semester. If you miss more than 3 class days, your final grade will be lowered by **one letter grade**. Your absences will be counted as excused if you provide an acceptable documentation (a doctor's note, for example).

Revision Policy

You may rewrite and revise any paper (except Rhetorical Review, our the last project) for a potential **one letter grade improvement**. All changes made to the assignment, after I assign the original grade, must be **highlighted and annotated**. Changes that are not annotated/discussed will not be used to evaluate an assignment for a potential higher grade. All revisions are due within **one week** of getting your graded paper back. I will devote much time and energy into giving you comments on how to revise your writing. If you turn in the same assignment without substantial revision, you will receive a lower grade on the revised assignment than you did on the original.

Late Work

Graded final drafts of the papers that are submitted after the deadline will be **receive a grade of zero and will not be eligible for revision**.

Draft Submission:

Each draft must be submitted on Canvas by the assigned due date. Also, a paper copy must be brought to class on the assigned date so that the students can review each other's progress. **All missing drafts will receive a grade of zero.**

Important note: Because I spend much time offering you my feedback, I expect you to use it to improve your paper. **If you do not use these comments to refine your drafts, you will not be eligible for a paper revision.**

Scholastic Dishonesty:

This class has a Zero Tolerance Policy for scholastic dishonesty. Any deliberate act of scholastic dishonesty will result in immediate failure of **the entire course** and will be reported to the Office of Student Conduct and Intervention. Scholastic dishonesty is defined below in "Student Standards of Academic Conduct," "Standard UT Tyler Syllabi Policies."

Technological Distractions:

No use of unauthorized technology during class, such as texting and message, is allowed. Failure to follow this rule will result in the paper for that section of the course being lowered one letter grade.

Ground Rules for Productive Learning Environment & Classroom Conduct:

- Arrive to class on time and prepared with the assigned work.
- Stay for the duration of the class until the instructor dismisses you. If you need to arrive late or leave early, notify the instructor in advance.
- Be respectful of other classmates' opinions. Use an appropriate tone when engaging in discussions, especially those about controversial issues.
- Avoid disruptive behavior (phones, small groups chats, class passes, sleeping, etc)

- Follow assignment guidelines and submit work on time. If you miss a class, you should still submit the work on its due date. If you have questions about an assignment or are unable to submit the work on time, contact the instructor in advance.
- Contact two or three classmates to ask what work you missed when you are absent. If they are unsure, then you should reach out to the instructor.

Additional Course Information

Laptops

If you have a laptop, I recommend that you bring it to class. Being able to work on your papers in class will be of immense benefit to you.

OnCourse

This course is powered by OnCourse, UT-Tyler's academic support system which focuses on any-time, any-place, and any-device course related support resources to improve students' academic performance and engagement in learning. The OnCourse suite of course level supports will include on-demand video lectures, podcasts, notes, and transcripts. In addition, OnCourse may also include tutorials from faculty and peers, 24/7 access to course-specific tutoring services, and quick links to advising, library, student services, and other student centered resources to support their success. The OnCourse suite of course level supports was funded by UT System's Student Success Quantum Leap.

Syllabus Changes

Per the UT-Tyler Syllabus Policy, "The information contained in the syllabus, other than the grading criteria and absence and make-up policies, may be subject to change with reasonable advance notice as long as the change is without prejudice to the students."

- [UT-Tyler Writing Center Links to an external site.](#)(903.565.5995), CAS 212, is a place for undergraduate and graduate students, faculty and staff to work on their writing projects and writing skills. Due to Covid-19, all appointment are held online.
- [UT-Tyler PASS Tutoring CenterLinks to an external site.](#) (903.565.5964), LIB 401, is a free walk-in tutoring center, with an individual appointment option, for current UT Tyler students who need help with accounting, biology, chemistry, engineering, mathematics, nursing, or physics.
- [UT-Tyler Mathematics Learning CenterLinks to an external site.](#), (903.565.5839), RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- [UT-Tyler Counseling CenterLinks to an external site.](#) (903.565.5746). The 24 hour Crisis Line can be reached by calling 903.566.7254 during regular business hours as well as nights and weekends.

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:

<http://www.uttyler.edu/wellness/StudentRightsandResponsibilities.html>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products. There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free. [Links to an external site.](#)

Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

"Cheating" includes, but is not limited to:

- copying from another student's test paper; using during a test materials not authorized by the person giving the test;
- failing to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes." The presence of textbooks constitutes a violation only if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;

- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned to or kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program, or information about an unadministered test, test key, homework solution, or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of the university, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct;
- and misrepresenting facts, including providing false grades or résumés, for the purpose of obtaining an academic or financial benefit for oneself or another individual or injuring another student academically or financially.
- *"Plagiarism" includes, but is not limited to:*
the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.

"Collusion" includes, but is not limited to:

the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

"Falsifying academic records" includes, but is not limited to:

altering or assisting in the altering of any official record of the university or the University of Texas System,

- the submission of false information or the omission of requested information that is required for or related to any academic record of the university or the University of Texas System.
- Academic records include, but are not limited to, applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms, and reporting forms used by the Office of the Registrar. A former student who engages in such conduct is subject to a bar against readmission, revocation of a degree, and withdrawal of a diploma.

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. [Links to an external site.](#) Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Scheduling adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Student Accessibility and Resources

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are

encouraged to contact the Student Accessibility and Resources (SAR) office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria applies to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903.566.7079. You may also send an email to cstaples@uttyler.edu

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.