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### **Texts and Materials**

- Wood, Nancy V. *Perspectives on Argument*. 6th edition (bundled with access code for mycomplab) ISBN: 0205705421. Our textbook this term, Nancy Wood's *Perspectives On Argument*, 6th ed, is available online as an ebook at [www.coursesmart.com](http://www.coursesmart.com) . for \$39.34. If you choose this option, you will need to purchase access to mycomplab separately at [www.mycomplab.com](http://www.mycomplab.com) . Select the generic version of mycomplab for \$25."
- A handbook of your choice
- A dictionary of your choice
- You will be required to design a basic website on which you will post your major essays. You can use the design software of your choice to do this. Microsoft FrontPage 2003 is now available online as a free download, or you can purchase Microsoft SharePoint from the Computer Store at UTA for \$14.00. They also have a mail order option available: <http://www.uta.edu/oit/computerstore/> ). Of course, if you prefer another type of design software like Dreamweaver, that is fine too.
- Microsoft Office (Students can buy Office 2007 from the Computer Store for \$29.00; however, any version of Office is fine for the purposes of this course. Do not use Microsoft Works please. It is difficult to download papers written in MSWorks in WebCT.)

In ENGL 1302, students build on the knowledge and information that they learned in ENGL 1301. By the end of ENGL 1302, students should be able to:

### **Rhetorical Knowledge**

- Identify and analyze the components and complexities of a rhetorical situation
- Use knowledge of audience, purpose, genre, format, structure, tone, diction, and syntax to produce situation-appropriate argumentative texts, including texts that move beyond formulaic structures
- Know and use terminology for analyzing and producing arguments

### **Critical Reading, Thinking, and Writing**

- Integrate personal experiences, values, and beliefs into larger social conversations and contexts
- Analyze the rhetorical appeals of written discourse
- Find, evaluate, and analyze primary and secondary sources for appropriateness, timeliness, and validity

- Produce situation-appropriate argumentative texts with a focus, thesis, and controlling idea, and identify those elements in others' texts
- Incorporate source material in their argumentative writing, synthesizing sources with their own ideas
- Provide valid, reliable, and appropriate support for claims

### **Processes**

- Use and develop flexible strategies for generating, revising, and editing complex argumentative texts
- Conduct ethical research as appropriate to a particular rhetorical task
- Practice writing as a recursive process that can lead to substantive changes in ideas, structure, and supporting evidence through multiple revisions
- Utilize the collaborative and social aspects of writing processes to critique their own and others' works

### **Conventions**

- Apply and develop knowledge of genre conventions ranging from structure and paragraphing to tone and mechanics
- Summarize, paraphrase, and quote from sources using appropriate documentation style
- Revise for style and edit for features such as syntax, grammar, punctuation, and spelling
- Employ technologies to format texts according to appropriate stylistic conventions

### **Requirements**

You will be required to complete all writing assignments that you will submit in an online portfolio, a **webfolio**.

### **Portfolio**

Portfolio assessment gives you an opportunity to revise your work before you submit it for a final grade at the end of the term. You will receive feedback from your peers and from me, which you will use to guide you during your process of revision. I will provide you with an informational grade on the draft of each paper that you submit to me in WebCT; however, this grade will not be averaged into your final grade. You will not receive a real grade on major papers until you submit the final webfolio, which gives you time to think critically about your writing and to revise it. I believe that we learn the most about how to improve our writing by revising it, and with portfolio assessment I can coach you on an individual level as you address particular elements of your writing.

Your final portfolio, your **webfolio** must include the following items:

- The annotated bibliography of seven sources
- The exploratory paper
- The Toulmin analysis project

- The position paper
- The Rogerian rhetoric project

After you complete your webfolio, you will submit a short reflective writing, which will contain a self-evaluation of your webfolio. That assignment is the last project you will submit during the term.

## **Reading Quizzes**

You will take informal quizzes over all assigned reading material. If you read closely, you should do well on these. I give quizzes to encourage you to complete the reading assignments, and the questions on these quizzes concern main ideas from your reading assignments. I do not allow students to make up missed quizzes, so make certain to take them during the weeks in which they are assigned. Check the course schedule for a list of quizzes and the dates they are due.

To pass the course and earn three credit hours, you must complete all assignments. Your course grade will be determined as follows:

- Webfolio 70%
- Quizzes 15%
- Daily work: peer group, discussion board, and chat room assignments 15%

Grades in FYE are A (100-90), B (89-80), C (79-70), F or Z (69 and below). The Z grade is reserved for those students who attend class regularly, participate actively, and complete all the assignments on time but simply fail to write well enough to earn a passing grade. This judgment is made by the instructor and not necessarily based upon a number average. The Z grade is intended to reward students for good effort. While students who receive a Z will not get credit for the course, the Z grade will not affect their grade point average. They may repeat the course for credit until they do earn a passing grade. The F grade, which does negatively affect one's GPA, goes to students who fail to write well enough to earn a passing grade, do not attend class regularly, do not participate actively, and/or do not complete assigned work. The Z Grade: The Z grade is reserved for those students who turn in their work in a timely manner and participate in the class, but whose grades are still below passing. The "Z" grade means that you must repeat the course. It does not affect your overall GPA. An "F" is given to a student only if he or she does not complete the course requirements.

Save all of the work you have completed in this class until you receive your final grade from the university.

## **Schedule of lessons and activities**

For this distance learning course, our work week will begin on Monday morning at 9 a.m., and it will end on Monday morning of the following week at 9 a.m. The only exception to this policy will be if school is not in session during a particular Monday, such as during Spring Break or during the first week of school. In those cases, the week will begin or end on the next day that

school is in session. **\*\*\*\*You must complete all assignments, activities, and quizzes for each weekly lesson before 9 a.m. on the Monday that is listed as the last date of each particular week in the course schedule, which is located at the end of this syllabus.**

### **Academic Integrity**

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.

"Scholastic dishonesty includes but is 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." (Regents' Rules and Regulations, Series 50101, Section 2.2)

Americans with Disabilities Act: The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 - The Rehabilitation Act of 1973 as amended. With the passage of federal legislation entitled Americans with Disabilities Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

As a faculty member, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing faculty of their need for accommodation and in providing authorized documentation through designated administrative channels. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability). Also, you may visit the Office for Students with Disabilities in room 102 of University Hall or call them at (817) 272-3364.

### **The Writing Center**

The Writing Center, Room 411 in the Central Library, will assist you with any writing assignment while you are a student at UT-Arlington. The Writing Center's hours are 9 a.m. to 7 p.m., Monday through Thursday; 9 a.m. to 4 p.m., Friday; and 2 p.m. to 6 p.m., Saturday and Sunday. You may schedule appointments online by following directions available at [www.uta.edu/owl/appointments](http://www.uta.edu/owl/appointments), by calling (817) 272-2601, or by visiting the Writing Center. If you come to the Writing Center without an appointment, you will be helped on a first-come, first-served basis as tutors become available. Writing Center tutors are carefully chosen and trained, and they can assist you with any aspect of your writing, from understanding an assignment to revising an early draft to polishing a final draft. However, the Writing Center is not an editing service; tutors will not correct your grammar or rewrite your assignment for you, but they will help you learn to solve your grammatical and organizational problems. I encourage each of you to use the Writing Center.

## **Student Support Services Available**

The University of Texas at Arlington supports a variety of student success programs to help you connect with the University and achieve academic success. These programs include learning assistance, developmental education, advising and mentoring, admission and transition, and federally funded programs. Students requiring assistance academically, personally, or socially should contact the Office of Student Success Programs at (817) 272-6107 for more information and appropriate referrals.

## **Drop Policy**

If you choose to withdraw from the course for any reason, you must follow University procedures. It is your responsibility to execute these procedures correctly and within the deadlines. I cannot and will not drop anyone for any reason from this course. However, I may strongly recommend that you drop if you are significantly behind on completing the required assignments.

## **Late Papers**

If you submit a late paper, you will receive a "0" on it, and you will not receive feedback on that paper from your instructor. If you receive a "0" on a teacher's draft of the annotated bibliography, the exploratory paper, the Toulmin analysis project, the position paper, or the Rogerian project, this grade is not averaged into your final grade because all grades on teacher's drafts are only "informational grades"; they give students an idea of what the paper might earn if it were submitted as a final draft in the webfolio. Students don't receive a "real" grade on these papers until they submit the final webfolio. However, it is not wise to submit papers in the final webfolio that have not been thoroughly reviewed by your peers and your instructor because the webfolio is worth 70% of your final grade. If you miss receiving feedback on your paper because it was submitted late, you are taking a great risk to submit it in the webfolio as a first draft. Therefore, it is important to submit all drafts of papers on time during the term.