



**MIDWESTERN
STATE UNIVERSITY**

A Member of the Texas Tech University System

SPRING 2025

Course Syllabus: Introduction to Critical Reading and Academic Writing

College of Humanities and Social Sciences

English 1143 (which is a Co-Req with 0043)

Tuesdays and Thursdays: 1143- 2R3 12:30 – 1:50

1143-2R4 2:00 – 3:20

Begins January 2025 – May 2025

Contact Information

Instructor: Betty Carroll

Office: BW 200

Office hours: Tuesdays and Thursdays 11-11:30 (11:30-12:30 by appointment only) & 3:30 – 4
(4-4:30 BAO – by appointment only)

Wednesdays 8-11 am (may also set up appointments)

Office Phone: 1-940-397-4325

E-mail: betty.carroll@msutexas.edu

It is best to contact me during office hours.

Course Description

Course Goals:

- Apply key rhetorical concepts through analyzing and composing a variety of texts.
- Engage in a writing process that includes invention, drafting, collaboration, and revision
- Use reading and composing for inquiry, learning, thinking, and communicating in various rhetorical contexts
- Use strategies – such as interpretation, synthesis, response, critique, and design to compose texts that integrate the writer’s ideas with those from appropriate sources
- Use sources ethically and in contextually appropriate ways and follow a designated style guide

- Demonstrate proficient use of linguistic structures, including grammar and mechanics, through practice in composing and revising

Additional information about course objectives can be found on the department webpage, <https://msutexas.edu/academics/libarts/english/index.php> Click here to enter the text

Textbook & Instructional Materials

Texts: Required Materials: Let's Talk with Readings by Andrea Lunsford and Michael Brady/
ISBN: 978-1-324-04214-3.

Folder with pockets

Note-taking materials/highlighters

3 blue books

Webcam/Microphone (for Zoom if and when needed)

Use OWL Purdue website to help with Research Paper: owl.purdue.edu

Use Jessica Liu (YouTube) for guidance on "How To" essays by Scribber if needed

Study Hours and Tutoring Assistance

Tutoring:

Tutoring and Academic Support Programs (TASP) provides free drop-in tutoring for MSU students. Located on the first floor of Moffett Library, TASP's Learning Center provides tutoring support in a number of core courses and subject areas.

Student Handbook

Refer to: [Student Handbook](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work, not the individual to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and

use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

Assignments	Percentage
MLA Final Paragrph/Process of Formatting	5
Reader Response Position Paper	10
Formal Position Paper (with citing skills)	5
Infographic (various media)	10
Proposal Paper	10
Annotated Bib	10
Synthesis Paper (with updated annotated bib)	20
Peer Review	10
Library Visit Presentation/Rhetorical Quizzrs	10
Conferences	10
Total Points	100

Table 2: Grading Policy

Grade	Points
A	90- 100
B	80 - 89
C	70 - 79
D	60 - 69
F	59 or less

Homework

Homework is detailed in youe class schedule/calendar. No late work – be prepared when you come to class.

Quizzes

Quizzes and dates due are in your class schedule/calendar. Stay on task with those dates.

Exams

See schedule/calendar.

Projects Required

Digital Media/Infographic/Visual Analysis – Media of choice is required. You will present a project of choice and follow the rubric, explain in a separate document how you will establish ethos, logos, pathos and kairos.. You will 3-5 minutes to present.

Mid-Term Exam

No mid-term exam. Progress reports will be filed however if failing or struggling.

Final Exam

No final exam for 1143.

Extra Credit

No extra credit allowed.

Late Work

Late assignments will not be accepted. If special considerations need to be made, you will have 2 days to get the late work to me. Otherwise, late work will not be accepted. Work deductions of 10 points may be made. Be aware of your grades displayed in D2L as it reflects your standing in the course.

Per the syllabus, I **do not** offer additional assignments, regrade past work, or apply grade curves upon request as you are allowed to gain points for tutorials if you request them on assignments graded below a 70 on homework. Additionally, late submissions, especially for assignments due months ago, will not be accepted. I appreciate your understanding and cooperation.

Make-up Work/Tests

Doctor notes will be required or letter from Dean of Students, Dail Neely, ext. 7500.

Important Dates

Last day for term schedule changes: **January 21-24**. Check the date on the [Academic Calendar](#).

Deadline to file for graduation: February 17. Check the date on the [Academic Calendar](#).

Last Day to drop with a grade of "W" is April 30th. Check the date on the [Academic Calendar](#).

Refer to: [Drops, Withdrawals & Void](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Attendance

You are allowed two weeks of absences which equals 4 absences for 1143 – excused or not. I will drop you on the 5th absence, and it will go on your transcript as an F if it happens before the safe drop date. Each tardy also counts as half an absence – so every two equals an absence. Students are expected to attend all meetings of the classes in which they are enrolled. One absence can set you back tremendously. It is your responsibility to be present, to be prepared, and to be successful. Coming to class provides you with the tools you need to meet the objectives and requirements of this course. You will be dismissed without materials and counted as absent, so come prepared. Please make sure you are in your assigned seat as I do take roll each day.

Please be aware of the consequences you could create. Check with your advisor. In case of hospitalization or death of a family member, or other reasons for the need of absences, please contact the Dean of Students at 397-7500.

“Authorized Absences” (see MSU Student Bulletin) will not be counted in this total. Such absences, though, do not excuse students from turning in required work on time. Please be aware that instructors may drop students from class rolls for lack of appropriate participation (See MSU Student Bulletin and Student Handbook). You may also see the Dean of Students.

If you miss work for whatever reason, it will be your responsibility to find out what you have missed and how **or if** it can be made up. Missing work will be averaged as a zero. Being absent will not be considered sufficient reason to excuse you from completing required work.

Dropping this course with a W can only be done the week preceding the university’s official extended drop date, **Wednesday, April 30th by 4 p.m.** You may drop the course with a grade of W at that time if you have not exceeded the number of absences allowed in the course and if reducing your course load does not affect your enrollment at MSU. Remember this is a 3 hour course.

If you are enrolled in this course on the basis of required remediation, you will not be permitted to drop the course unless you are enrolled in another developmental course. A student in need of developmental education must be enrolled in developmental education each semester.

The MSU Undergraduate Catalog states, **“An instructor may drop a student anytime during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct.”** MSU’s policy for developmental education requires an instructor to drop a student with an F. Students who withdraw themselves from the course or who are dropped by the instructor or who do not pass the course with a grade of C/70 or better must repeat the course.

Online Computer Requirements

Taking a class using D2L requires you to have access to a computer (with Internet access) to complete and upload your assignments. It is your responsibility to have (or have access to) a working computer in this class. ****Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow***

students extra time to submit assignments, tests, or discussion postings. Computers are available on campus in various areas of the buildings as well as the Academic Success Center. ***Your computer being down is not an excuse for missing a deadline!!** There are many places to access your class! Our online classes can be accessed from any computer in the world that is connected to the Internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

Instructor Class Policies

Safe Zone Statement: The professor considers this classroom to be a place where you will be treated with respect as a human being – regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Additionally, diversity of thought is appreciated and encouraged, provided you can agree to disagree. It is the professor’s expectation that ALL students consider the classroom a safe environment.

Midterm Grades: In order to help students keep track of their progress toward course objectives, I will provide a Midterm Progress Report through each student’s WebWorld account via Navigate. I will submit a grade for all students who are in danger of failing the course. Midterm grades will not be reported on the students’ transcript; nor will they be calculated in the cumulative GPA. They simply give you an idea of where you stand at the midpoint of the semester. Students earning below a C at the midway point should make an appointment with me and consider visiting the Tutoring & Academic Support Programs Center.

Submission Format and Policy: All formal assignments are to be typed and formatted – and outside sources documented - according to MLA style. Additionally, all formal papers must be printed and submitted in your folder and uploaded into the D2L Dropbox folder unless otherwise instructed.

Papers not typed (or written as rough drafts) in MLA format will not be graded.

By enrolling in this class, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include but shall not be limited to the right to reproduce the student’s work product in order to verify originality and authenticity, and for educational purposes.

Note: You may not submit a paper for a grade in this class that already has been (or will be) submitted for a grade in another course, unless you obtain the explicit written permission of me and the other instructor involved in advance. Also, AI (artificial intelligence is not to be used in my classes). You must write using your resources and your own skills. The use of AI does not understand class prompts or objectives. It will create fake citations and cannot access MSU’s databases. Any AI generated work can result in an F. It’s not worth it. Again, use your own skills. That’s what you came to learn!

Access to Microsoft 365: All students are able to download Microsoft Office 365 free of charge using their MSU Texas student email address. To acquire Office 365, please visit <https://www.microsoft.com/en-us/education/products/office?ms.officeurl=getoffice365?ms.officeurl=getoffice365> and create an account. ***I strongly recommend it as it will cause fewer compatibility issues with your papers.

University Computer Labs: The University provides four open computer labs throughout the week. These four labs feature access to Microsoft Office Suite for writing and internet access for research. You can find these labs in:

Clark Student Center: 24 hours (Mon.-Sun.)

Dillard 146: Mon.-Thurs. 6:00 a.m. – 7:00 p.m.

Moffett Library: Mon.-Thurs. 8:00 a.m.-10:00 p.m.; Fri. 8-5, Sat. 10 am – 6 pm; Sun/ 2 pm – 10 pm

Legacy Hall: 24 hours (Mon. – Sun.)

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees, and room/board charges that were paid to MSU for the semester. However, if the student received financial aid (federal/state/institutional grants, loans, and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make an application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug-Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibit the unlawful possession, use, or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state, and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License-to-carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by the MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

***Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Course Schedule:

Daily Schedule of Readings and Assignments:

Room: 2R3 PY 201 / 2R4 - 209. Course Calendar: I reserve the right to modify this course as I see necessary. Please have it with you daily to note any changes as we progress. With the exception of test grades/final drafts/final exams, you may re-do work below a 70 if you set up a tutorial, too. The grade can be upgraded to a 70 IF it meets the standards or shows significant improvement – must be into me by time allowed as well. Note: Please follow 0043 for the readings on writing as instructed as we incorporate them in 1143.

Week	Date	Do This Before Class	Do This In Class
1	TUES. January 21st	Get familiar with D2L. All chapters assigned are meant to be referral chapters for your work as well.	Introductions Syllabus/Handouts Read <u>Let's Talk</u> Ch. 20 – MLA p. 305 – 356.
	THUR. January 23rd Review Rubrics!	Also, look at paper examples in D2L. Watch power point on Synthesis essays in D2L.	Discuss: Academic Goals and Expectations Read: Ch. 8 Arguing p.99 Rhetorical Terms given – study daily. W1-W5 steps will be taught.
2	TUES. January 28th	Keep reading, perusing, and annotating!	Build a thesis to build a 4 par. Essay Intro & Body par. 1 -3 & conclusion
	THUR. Jan. 30th visit the library/D2L ***	Write in and or during class Visit library – start gathering 4 sources for research paper. Ideas to discuss.	Discuss: how to go on with the paper – Outline – Read ch. 14 “Finding Sources” p . 242 - -262. Rhetorical context (audience, genre, topic, purpose. Continue to write and finish. Study terms! HW: 2 sources for formal paper.
3	TUES. Feb. 4th	Don't forget studying terms! Read. Ch. 18 “Quoting, Paraphrasing, Summarizing” p. 283-304	Discuss: Rhetorical Appeals: ethos, logos, pathos, and kairos. These are used to appeal to an audience. Do they work? Research Paper readiness. 4 sources required. Get busy! Get a blue book!
	THUR. Feb. 6th	Bring blue book to class.	Timed Writing #1 Position Paper – Formal Paper Due Feb. 20th
Week	Date	Do This Before Class	Do This In Class

4	TUES. Feb. 11th	Come prepared! Keep working on research paper and study rhetorical terms!	Annotated Bibliography ch. 16 p. 272-276. Discuss how to turn TW#1 into a formal cited essay.
	THUR. Feb. 13	Do your reading!	Work in class on annot. bib . Study rhetorical terms. Test on 20th
5	TUES. Feb. 18th	Write: Work on Revisions TW#1	Revision Workshop HW: Finalize #1 and type it. Study terms for Thursday.
	THUR. Feb. 20 ^h	Turn in #1 RD and Formal Position Paper Catch up Day!	Quiz #1 on rhetorical terms! Catch up/Questions? Research Status? Position Paper Due.
6	TUES. Feb. 25th	Read: Stay up with CTW Readings and Let's Talk Ch. 18 p. 293 "Quoting, Paraph., & Summary.	Discuss: Proposal Paper – see ex. in D2L. Outline it. See D2L ex. Refer to ch. 14 for databases /sources. p.242.
	THUR. Feb. 27th	Continue reading ch. 14 "Finding Sources."	Continues... HW: Proposal Paper work – synthesis short 10 min. preps.
7	TUES. March 4th	Got an idea for your digital media /infographic/visual analysis project? Due Apr. 9th!	Continues with proposal paper. Continue prepping for synthesis short presentation – 4 sources - Read: Ch. 27 "Print" (oral) – p. 475-493. Infographic/Meme/PPT/project Study terms! Proposal Paper Due Mar. 18th.
	Drop Date	Drop Date Is April 30th	It's by 4 pm. Last day to drop safely with a "W"!
	THUR. Mar. 6 th	Research paper topic? Read more about a synthesis paper in Ch. 17 p. 277-282. Also, use ch. 14 referral. SPRING BREAK 9th thru 15th	Rhetorical Quiz #2 Discuss topics and research issues for a synthesis paper – Synthesis Paper p. 217 – See ex. In D2l, too. Beg. Research – use ch. 14 – p. 242 + "Finding Sources." Start 5 minute presentations on library visit Mar. 20th Handout. SPRING BREAK 9th thru 15h

8	TUES. Mar. 18th	Read Understanding Digital Media/Infographics Ch. 28 "Oral." p. 282-487.	Proposal Paper Due. Synthesis... Short Presentations on Synthesis Paper begin.
	THUR. Mar. 20th	Write: Research Paper continues	More about Digital Media... 5 min. Presentations on library visit! Have an Annotated Bib to share with class.
9 Set up Conferences Apr. 3rd , 8th & Apr. 10th Presentation Dates set , too: Apr. 17th, 22nd, 24th, and 29th	TUES. Mar. 25th	Read: Understanding Digital Media/Infographics Continues...Ch. 29 p. 494 "Digital." ?'s -ask in class. Media Projects?	Discuss: Research Questions Finding sources Evaluating sources Synthesis layers. Media Projects. Happy with work yet? Study terms! 10 min. presentations end. Rhet. Quiz #3! Last One!!
	THUR. Mar. 27th	Catch -up Day	Catch up Day
Week	Date	Do This Before Class	Do This In Class
10	TUES. Apr. 1st	Work on drafts Re-read ch. 14 p. 242	Discuss: Integrating Sources Templates Practice – look at previous chapters for reference.
	THUR. Apr. 3rd	Work on drafts while conferences in session	Schedule Instructor Conference in my office to work on papers
11	TUES. Apr. 8th	Work on revisions even as you are in conference	Schedule Instructor Conference in my office to work on papers
	Thur. Apr. 10th	Work on revisions	Conferences end. Do not procrastinate! Remember that presentations start on Apr. 9th!
Help Question?	Do you need Help?	Please make appointments if you need help with your work.	Ask questions if you need to!
12	TUES. Apr. 15th	Write: Rough draft – bring 2 copies of your rough draft to class – work on final drafts	Work continues on research paper <i>Peer Review takes place – do not forget copies of work.</i> Questions and Discussions on paper

			Media Presentations start April 22 nd ! Be prepared.
	THUR. Apr. 17 th	Spring Break 17th thru 20th	Spring Break 17th thru 20th
13	TUES. Apr. 22 nd	Digital Media Presentations – You can do it!	Presentations
	THUR. Apr. 24 th	Presentations continue. We are almost there, guys!	Research Paper due today! Presentations You got this!
14	TUES. Apr. 29 th	Presentations continue...	Presentations
	Thurs. May 1 st	Presentations ...	Presentations
15	TUES. May 6 th	Presentations	Presentations
	THUR. May 8 th	Last Day of Class! Folders Due	Folders Due
16	Finals begin May 12 th !	Be prepared for your essay finals. There is no Final in 1143.	Bless you all!