

Betty Carroll
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 Tuesdays and Thursdays:
 Open office 1:00-3:00 pm
 Wednesdays: Open office 10-12 am
(Other hours by appointment only)

Intermediate Composition & Grammar: ENGL 2113-X18

Final Exam: There is a mandatory proctored two-part final at the semester's end (a grammar exam and an essay exam which you will take at the same time – check the dates and time slots).

FYI: See example essays in D2L under **Writing Assignment Descriptions**.

2023 Weekly Assignment Schedule

<p>Week One Monday, August 28th</p>	<p>Read in D2L > Content > Introduction to the course:</p> <ul style="list-style-type: none"> – Syllabus – Assignment schedule (this document) – Grade worksheet. Open, review, and save to your computer. You can update this grade sheet after receiving each graded assignment. This process allows you to “know your highest possible grade” throughout the semester. <u>I do not use grade book in D2L. See next page.</u> <p>Review in D2L/Brightspace > Content – the criteria guidance is there. If you cannot find it, ask me. Many students do not read the format and requirements for their assignments. They often type an assignment “their way” and it does not meet requirements. If you fail to meet said requirements, your paper will not be graded. W1-W3 can be re-done up to a 70 if failed for learning purposes. W4-W5 cannot.</p> <ul style="list-style-type: none"> – Quiz reviews and practice resources
	<p>Complete: see below</p> <ul style="list-style-type: none"> – Introduce yourself on the discussion board; send me an email with your address, phone number, and final date request please. – Grammar Pre-test by Sunday, September 3rd by 11:00pm (Your score will not be included in your final grade, but it helps me see the needs of focus and counts against you if you fail to take them.) Please respond to my emails promptly. Get familiar with D2L.
	<p>If you have problems, call and set up a tutorial.</p>

<p>Week Two Monday, September 4th</p>	<p>Read in D2L > Content > Writing assignments:</p> <ul style="list-style-type: none"> - W1, W2, W3 assignment descriptions - Look over the W1 template (either the Word or PDF file). The W1 assignment is due next week. Ask if you have questions. Do not procrastinate. Read in LBH. - Ch 21 Parts of Speech - Ch 22 The Sentence - Part 1 Ch 1-6 The Writing Process <p>Complete:</p> <ul style="list-style-type: none"> - Quiz 1 Subject/Verb Identification* Due September 10th by 11 p.m. - W1 Thesis Statement and 2 Topic Sentences Thur., Sept. 7th by 11 p.m. Remember WRITINGS are due on Thursdays – QUIZZES are due on Sundays. I would highlight due dates for reminders or put them in your phone.
<p>Week Three Monday, September 11th</p>	<p>Read:</p> <ul style="list-style-type: none"> - Ch 23 Phrases and Subordinate Clauses - Ch 35 Sentence Fragments - Ch 11 Academic Writing <p>Complete:</p> <ul style="list-style-type: none"> - Quiz 2 Phrases/Clauses/Fragments. Due Sept. 17th by 11 p.m.
<p>Week Four Monday, September 18th</p>	<p>Read: - Ch 36 Comma Splices and Fused Sentences</p> <ul style="list-style-type: none"> - Ch 24 Sentence Types - Ch 12 Writing Arguments <p>Review:</p> <ul style="list-style-type: none"> - Ch 56 MLA Documentation and Format - Ch 57 APA Documentation and Format <p>Complete:</p> <ul style="list-style-type: none"> - W2 Two Body Paragraphs from W1, Thurs., Sept. 21st by 11p.m. - Quiz 3 Comma Splices and Fused Sent. Due Sept. 24th by 11pm.
<p>Week Five Monday, September 25th</p>	<p>Read:</p> <ul style="list-style-type: none"> - Ch 25 Verb Forms - Ch 29 Agreement of Subject and Verb - Ch 7 Paragraphs <p>Complete:</p> <ul style="list-style-type: none"> - Quiz 4 Subject/Verb Agreement* Due by October 1st by 11 p.m.
<p>Week Six Monday, October 2nd</p>	<p>Read in D2L > Content > Writing assignments:</p> <ul style="list-style-type: none"> - Writing and formatting your essay - Essay grading guidelines (see next page) <p>Read in LBH:</p> <ul style="list-style-type: none"> - Ch 30 Pronoun Case (see next page)

	<ul style="list-style-type: none"> - Ch 31 Agreement of Pronoun and Antecedent (continued next page) - Ch 32 Reference of Pronoun and Antecedent
	Complete: Quiz 5 Pronoun Agreement Due Sunday, Oct. 8th by 11 p.m.
Week Seven Monday, October 9th	<p>Review:</p> <ul style="list-style-type: none"> - Ch 30 Pronoun Case - Ch 5 Revising - Ch 7 Paragraphs (especially introductions and conclusions)
	<p>Complete:</p> <ul style="list-style-type: none"> - Quiz 6 Pronoun Case. Due Oct. 15th by 11 p.m. W3 Full Essay (Intro, Body, Conclusion) from W2, Thurs., Oct. 12th by 11pm
Week Eight Monday, October 16th	<p>Read:</p> <ul style="list-style-type: none"> - Ch 39 The Comma - Ch 56 MLA or Ch 57 APA
	<p>Complete:</p> <ul style="list-style-type: none"> - Quiz 7 Commas. Due by October 22nd by 11 p.m.
Week Nine Monday, October 23 rd	<p>Read:</p> <ul style="list-style-type: none"> - Ch 40 The Semicolon - Ch 41 The Colon - Ch 52 Finding Sources - Ch 53 Working with Sources – Drop date is Monday, Oct. 30th by 4 - W4 Full Essay (Intro, Body, Conclusion), Thurs., Oct. 26th by 11 p.m
Week Ten Monday, October 30 th Last day to drop!	<p>Complete:</p> <ul style="list-style-type: none"> - Quiz 8 Colons and Semicolons. Due by Oct. 29th by 11 p.m. - Happy Halloween!
Week Eleven Monday, March 27 th *Last day to drop With a “W” by 4 pm today!!!	<p>Read:</p> <ul style="list-style-type: none"> - Part 6 Spelling and Mechanics - Ch 16 Parallelism - Ch 54 Avoiding Plagiarism
	<p>Complete</p> <ul style="list-style-type: none"> - Quiz 9 Parallelism. Due Nov. 5th by 11 p.m.
Week Eleven Monday, Nov. 6th	<p>Read: - Ch 42 The Apostrophe - Ch 43 Quotation Marks</p>
	<p>Complete: Quiz 10 Apostrophes. Due by Nov. 12th 11 p.m. – LAST ONE! Will re-open for studying and reviewing after all grades are recorded.</p> <ul style="list-style-type: none"> - W5 Full essay (Intro, Body, Conclusion) due by Nov. 16th by 11 p.m.!

<p>Week Twelve Monday, Nov. 13th</p>	<p>Review: Ch 18 Appropriate and Exact Words</p> <ul style="list-style-type: none"> - Ch 20 Conciseness - Also Questions Answered and Quizzes will be re-posted for study when everyone has completed them all. They will re-open for study and review only. - Work on W5! – W5 due Nov. 16th by 11 pm.
<p>Week Thirteen Monday, Nov. 20th</p> <p>Quiz Reviews; Ask questions!</p>	<p>Review: Ch 5 Revising</p> <ul style="list-style-type: none"> - Ch 12 Writing Arguments - Questions Answered: Check Quizzes for study. Writings Discussed. Tutorials available. <p>It is up to you to ask for help in your weak areas – so set time aside to do so if you feel the need for further clarification or tutoring. Review writings. Ask for help if you need to do so. Set up tutorials! Finals: Study quizzes, pre-test, and review essays! Prepare! 22nd thru 26th Thanksgiving! Have a blessed one!!!</p> <p>20th thru the 30th is for studying and preparing! Do it!!!</p>
<p>Week Fourteen Monday, Nov. 27th</p> <p>Review Writings</p>	<p>Review and answer questions re: writings if you need to do so continue until you take your exams. Finals Date: Monday, Dec. 4th thru Thursday, Dec. 7th Each day ends at 11 pm. You have a grammar final and an essay final. It requires a total of 3 hours to do both. You must use the program of Respondus/Lockdown/Webcam. Chromebooks will not work. Make concessions if you need to do so. Find a computer somewhere!</p> <p>Again - Finals: Study quizzes, pre-test, and review essays! Prepare! Our finals begin Dec. 4th thru Dec. 7th ending at 11 pm each day!</p> <p>Other finals for other classes begin Saturday, Dec. 9th, so check your other classes.</p> <p style="text-align: center;">Happy Graduation to Graduates!</p>
<p>Week Fifteen Monday, Dec. 4th</p> <p>FINALS!!!</p> <p>Other finals Dec. 9th!</p>	<p>Finals begin Dec. 4th for this class and go thru Dec. 7th ! Each day ends at 11 pm. Allow yourself three hours total for both. You have a grammar final (1 hour) and an essay final (2 hours). Finals will be graded and grades will be posted in D2L via email as soon as possible. Drop by 4 p.m. was on Oct. 30th; Drops after the date will result in an "F."</p>