

Instructor: Rita Beeman
Class Time: Online - D2L
Location: Online D2L
Office: BW221
Email: rita.beeman@msutexas.edu
Office hours: Tu 11:00 AM - 12:20 PM
We 9:00AM - 10:50 AM
12:00 PM - 12:30
Th 11:00 AM - 12:20 PM
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ENGL 0043-XRi: Survey English Literature I

Syllabus

Text:

- Ingraham, Lauren and Jeanne Law Bohannon. "The Writer's Loop: A Guide to College Writing for Midwestern State University". Bedford/St. Martins. 2020.

Required Additional Materials

Access to Internet and a Word Processing program

In addition to the textbooks, you need the following supplies: a college-appropriate dictionary,

Although this course takes place in the digital space online, you may wish to print and keep your materials in a folder that is reserved only for materials related to this course. You may print out any materials for the course in the campus computer labs. Although some people prefer functioning entirely in the paper-free digital space, some people find a printed copy of important materials easier to absorb and understand.

Course Goals:

The course ties in with 1143 and provides instruction and practice in analyzing and evaluating textual information and in composing clear and logical texts. The course is required of those students who have not met TSI readiness standards in reading, writing, or both. This class has strict guidelines- make sure you understand what is required for this course. Course changes in syllabus, procedure, assignments and schedule may be made at my discretion as I see as needed.

Course Assignments:

You will receive detailed assignment instructions in D2L.

- 25% Homework/Classwork/Participation
- 40% Writing Assignments/Reading Assignments
- 25% Quizzes
- 10% Final Exams

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Final Exam:

Time window to be determined.

Grading Policy: This class will not use the plus/minus grading system for *final grades*. The following numerical equivalents for final grades are used: You must earn a final grade of C/70 or better to pass this course in 1143. According to MSU Catalog 2012-2014 page 77, an A indicates excellent work, a B indicates good work, a C indicates satisfactory work, a D indicates passing work (but you will repeat as a C is required), and an F indicates failing work. This 0043 helps you build skills to pass 1143.

A = 100-90%;

B = 89-80%;

C = 79-70%;

D = 69-60%;

F = 59-0

Midterm Grades: In order to help students keep track of their progress toward course objectives, a Midterm Progress Report through each student's Navigate account will be provided by the instructor. Midterm grades will not be reported on the students' transcripts; nor will they be calculated in the cumulative GPA. Students earning below a C at the midway point should make an appointment with the instructor 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. All formal papers will be uploaded into the D2L Dropbox folder and/or Achieve.

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.

Each writing assignment includes prewriting or brainstorming, outlining, drafting, and revising. Rough drafts must be submitted with revisions. Also note that a concept central in “The Writer’s Loop” is the principle of recursive writing, which is a process of prewriting, and then several steps of revision to refine and improve our work as writers.

All work must be submitted via D2L in the designated Dropbox folder, discussion board, or group folder. Do not send work to me via email or bring a printed version for submission to my office.. If you need assistance completing any assigned task, please email me to set up an appointment. Although I have a designated set of office hours, I will be happy to set up an appointment outside of those hours to accommodate students. I will be happy to speak with you via Skype, Zoom, on the phone, or in person.

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.

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:

Location	Hours
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Clark Student Center	24 hours (Mon-Sun)
Dillard 146	Mon-Thurs 6:00 am – 7:00 pm
Moffett Library	Mon-Thurs 8:00 am – 10:00 pm; Fri. 8-5; Sat: 10pm-6 pm; Sun: 2:00 pm-10 pm
Legacy Hall	24 hours (Mon-Sun)

Late Assignment Policy: Late assignments, defined as work not submitted by the designated date and time posted in the D2L Dropbox/Submission folder, will be accepted, but they will lose 10% of the final grade. Additionally, no late work will be accepted more than 48 hours after the original deadline. If you are unable to come to class on the day an assignment is due, you should still upload it into the D2L Dropbox folder on time to avoid late paper deductions.

Academic Dishonesty: Plagiarism is the use of someone else’s thoughts, words, ideas, or lines of argument in your own work without appropriate documentation (a parenthetical citation at the end and a listing on the Works Cited page) whether you use that material in a quote, paraphrase, or summary. All formal papers will run through the Turnitin for an originality report. At the very least, plagiarism will result in an F on the assignment; at worst, the consequence will be an F in the course. Offenders will be reported to the Chair of the Department of English, Humanities, and Philosophy and/or the Director of Student Conduct.

AI Use: The use of AI is highly discouraged in this class. Turnitin does have an AI detector, but it is not 100% accurate, and thus leaves room for “reasonable doubt.” Therefore, if you do use AI, you must state at the end of your response how you used it. If Turnitin indicates that your response is 100% AI-generated, I will ask you about it, especially if it happens more than once. Note that AI will not be able to provide a personal take on the readings or quote from them, as required for your responses.

Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Support Services in Room 168 of the Clark Student Center, 940-397-4140

Contacting Your Instructor: Email is the best way to contact me: rita.beeman@msutexas.edu. Phone, Skype, or Office visits available for additional hours on request. I attempt to check email at least once daily. However, response may be slower on weekends or holidays, so please plan accordingly. I will only be able to check voice mails when I am in the office.

Attendance Policy: It is important that you attend all classes. Since this class is conducted online, you will need to check in to the course page each week day to see if there are announcements related to assignments or your performance in the course. Please note that all professors can see the record of online activity of each student as they interact with the course materials in D2L.

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. Writing tutors are available. Remember that students don't need an appointment to utilize these services.

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.

Writing Proficiency Requirement: All students seeking a Bachelor's degree from Midwestern State University must satisfy a writing proficiency requirement once they have 1) completed 6 hours of Communication Core and 2) earned 60 hours. Students may meet this requirement by passing the Writing Proficiency Exam, passing two Writing Intensive Courses, or passing English 2113. If you have any questions about the exam, visit the Writing Proficiency Office website at <https://msutexas.edu/academics/wpr/> or call 397-4131.

Campus Carry Statement: Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage at MSU Texas's [Campus Carry page](#).

WARNINGS AND OTHER INFORMATION

You will need to check D2L daily. If you fail to do this, I cannot communicate with you. Your MSU email is what I use to talk to you. If you are not available after two attempts, I will stop reaching out to you. Many tools are available in D2L and Achieve for you to use on your own if you need additional help with certain concepts. The Content tab will contain many handouts with helpful or crucial information, as well as hyperlinks to videos that help to broaden our understanding of the concepts we are discussing. Follow at your own pace, but please be mindful of deadlines.

If you complete all your assignments, you will most likely pass this course. This is intended to be a supplement to 1143, but will hopefully help you to establish a stronger footing with your composition of papers that are appropriate for an academic setting. You must focus on assigned tasks and work hard, but in this class, progress will be readily evident, and I hope each of you will have a great sense of achievement by the end of the semester. Remember that for the quizzes which may be re-taken, you can take them until you make 100%. Please be sure to make the most of that opportunity, because repeating a quiz on difficult information will help to cement the concepts for you. Once you have grasped a concept, it will never again be so difficult as it was to reach that high point in the first place, and you can build to greater heights on that firm foundation.