

**Coffeyville Community College**

**ENGL-102**  
**COURSE SYLLABUS**  
**FOR**  
**ENGLISH COMPOSITION II**

**Bethanie Frank**  
**Instructor**  
(on-line)

**COURSE NUMBER:** ENGL-102 **COURSE TITLE:** English Composition II

**CREDIT HOURS:** 3

**INSTRUCTOR:** Bethanie Frank

**PHONE:** (620) 251-7700 ext. 2188

**PREREQUISITE(S):** English Composition I with grade of C or above

**REQUIRED TEXT  
AND MATERIALS:**

Hacker, Diana. *A Writer's Reference*. Seventh Edition.  
2009. Bedford/St. Martin's. Boston, MA

Schwab, Jerome. *Changing Society: Readings from the  
Engaged Writer*. 2010. Allyn & Bacon. New  
York.

**COURSE  
DESCRIPTION:**

This course provides practice in needed mechanics and expository writing with emphasis on literary analysis and the research paper.

**EXPECTED LEARNER  
OUTCOMES:**

By the completion of the course, the student will have:

1. Improved his or her ability to read good literature with understanding and appreciation.
2. Mastered the ability to write clearly and effectively on an acceptable college level.
3. Recognized and used several modes of composition which will be of benefit in the pursuit of education and employment.
4. Completed an effective essay that meets the criteria of the assignment sheet.

**LEARNING TASKS  
& ACTIVITIES:**

Please refer to the calendar link on the homepage.

**ASSESSMENT OF  
OUTCOMES:**

At the conclusion of the course, in keeping with the policy established by this college, students will receive a grade of A, B, C, D, E, or I.

The final grade will be based upon the percentage of points earned. 100-90% = A, 89-80% = B, 79-70% = C, 69-60% = D (non-transferable), 59-0% = FAILURE.

All students will be held to the same standards regardless of their sex, race, creed, ethnic origin, disabilities, or primary language.

The incomplete grade (I) will be given under special conditions upon consultation with the instructor. I will consult with the Vice President for Learning before giving any student an I. Any remaining work on the course must be completed within a specified time; usually six (6) weeks from the end of the semester or summer session in which the I grade was earned. The I will become an F if the course is not completed within the specified period of time.

Any assignment handed in late will automatically receive one letter grade lower than it would have had it been turned in on the date due.

**STUDENT  
PLAGIARISM:**

To copy a few words without giving proper credit to the sources, to copy parts of another person's paper, or to in any other way rely on the work of another student or author is to plagiarize material. This is a serious offense.

All written work is to be the student's original composition from the basic development of the idea to the final copy. To cover weaknesses with help from others or through deception only prevents the instructor from helping individuals correct writing weaknesses. The student should make sure that any paper submitted is entirely his or her own, from the basic development of the idea to the final copy.

You will receive an F for any assignment that is plagiarized. I will then lock you out of the class until we can discuss your offense.

**25% COMPLETION  
POLICY:**

By September 27, 2010, you must have the following assignments turned in by their due dates. Should you not have these assignments turned in by their due dates, you can and will be dropped from the class.

Analogy  
MLA Refresher  
Student Debt  
Introduction Forum

Literary Analysis – Rough Draft  
Techno-Flux  
Literary Analysis – Final Copy

**DUE DATES:**

Each assignment which is to receive a letter grade will have a definite due date.

I will mark errors on your work and compliment you on your strong points. I will not correct the errors. I will write what kind of error was made. I will ask questions which I hope will lead you to a discovery of what is wrong. I may direct you to sections in the textbook which will help you. I want you to be actively involved in the revisions; only this way will you learn from your mistakes.

**WITHDRAWING  
FROM A CLASS:**

If you drop a class, you must follow the official withdrawal procedure established by the college. Before dropping a class, discuss your decision with your teacher and coach/advisor. Obtain a drop slip from registrar's office, the advising/recruiting center or your advisor, have your instructor initial the drop slip, and take the drop slip to the registrar's office to have the withdrawal from the class finalized. **If you just quit attending a class and never formally drop, your instructor has to give you an F at the end of the semester.**

**REMEMBER:**

I believe students submit their themes in good faith as representative of their best effort and ability; therefore, students must accept the consequences of their work—good or bad.

**SPECIAL NOTE:**

This syllabus should be used as a guide for the course content and is not intended to be a legal contract. The policies stated are all subject to revision by me on an as needed basis. Of course, you will be informed immediately and completely of any changes made.

## **COMPETENCIES:**

**IMPROVED HIS OR HER ABILITY TO READ GOOD LITERATURE WITH UNDERSTANDING AND APPRECIATION.**

1. Read novels assigned by the instructor. (knowledge)
2. Identify the difference between a book report and a literary analysis. (knowledge)
3. Use information in the literary analysis from published sources. (application)
4. Select the type of literary analysis to be done. (knowledge)

**MASTERED THE ABILITY TO WRITE CLEARLY AND EFFECTIVELY ON AN ACCEPTABLE COLLEGE LEVEL.**

1. Applied a college writing level of grammatical efficiency. (application)
2. Extended personal vocabulary. (comprehension)
3. Constructed writing content that is interesting and appropriate to the writing's subject. (analysis)

**RECOGNIZED AND USED SEVERAL MODES OF COMPOSITION WHICH WILL BE OF BENEFIT IN THE PURSUIT OF EDUCATION AND EMPLOYMENT.**

1. Demonstrated his or her proofreading (revising and editing) skills. (application)
2. Demonstrated that making good use of time is vital in being successful. (application)
3. Demonstrated that doing one's own work is the best way to educate oneself. (application)

**COMPLETED AN EFFECTIVE ESSAY THAT MEETS THE CRITERIA OF THE ASSIGNMENT SHEET.**

1. Written out a clear central idea expressed as a thesis statement. (knowledge)
2. Developed this central idea in a logical manner. (synthesis)
3. Supported generalizations with evidence. (evaluation)
4. Written an adequate and appropriate introduction and conclusion for the essay. (knowledge)
5. Organized paragraphs in a logical manner. (synthesis)
6. Demonstrated understanding of point of view by using the manner specified. (application)
7. Used transitions to unite the paper. (application)
8. Reconstructed (revise and edit) the rough draft carefully so that the final copy will be an example of the student's best work. (synthesis)