

English 101
Ms. Voyles
Fall 2023
Course Syllabus

This English 101 class is a college course following the curriculum and course specifications of Parkland Community College. Therefore, students begin their college transcript with this class. Furthermore, students will experience a level of discourse and work load of a college composition class.

Course Overview:

ENG 101, College Composition I, focuses on essay writing with emphasis on the writing process, purpose and audience, critical analysis, focus, organization, development, clarity, and coherence.

Purposes of this Course:

Improving writing is obviously the purpose of this course, but that is a complicated affair, not easily reduced to a set of course objectives. Good writing is writing that fully conveys one's intelligence, organizational skills, imagination, sensitivity, moral character, sense of humor, and ear for language, among other aspects. These are not easily taught; however, students can reasonably expect to improve their writing if they apply themselves to doing so.

Instructor Email

dvoyles@cusd301.org

Instructor Website

<http://msvoylesenglish.weebly.com>

Course Materials:

1. Charged Chromebook / Computer
2. A notebook and folder OR a binder with loose leaf paper
3. Writing utensils

Grades:

A = 100 – 90 B = 89 – 80 C = 79 – 70 D = 69 – 60 F = 59 – 0

Course Work:

- ✓ 5-6 Essays
- ✓ Written Responses
- ✓ Reading Assignments
- ✓ Possible Quizzes
- ✓ Class Participation
- ✓ Final Exam Essay (no exemptions)

English 101

Ms. Voyles

Fall 2023

Course Expectations

- Work Ethic & Time Management
 - Complete all assignments by the deadline
 - Active participation in class discussions
- Maturity & Respect
 - Critical thinking – beyond the surface level
 - Rationally and thoroughly evaluating ideas and concepts through authentic research and reading
 - Maturity and professionalism in handling difficult and/or sensitive topics
 - No inappropriate or demeaning comments about others or their ideas
- Responsibility
 - Attend class
 - Missing class means missing key instructional time
 - Make arrangements for missed assignments or notes when absent
 - Any assignments (including essays) must be turned in before the pre-arranged absence. Assignments turned in after the pre-arranged absence are late.
 - For *pre-arranged absences*, arrangements must be BEFORE the absence (preferably several days in advance).
- Communication
 - This course will have the same communication expectations of a college course. Thus, communication with the instructor must be made by the student, not the parent.

Course Policies

- All written assignments are to be typed and adhere to the MLA essay format.
- All written assignments are to be submitted online (Google Classroom or Turnitin) by the specified time.
- All assignments that are not specified to be submitted online are due at the beginning of the class period.
- Revision history must be available for all typed assignments and will be reviewed. Be certain that you are using your school email account for all English 101 assignments.
- If a student is absent when a written assignment is due, the assignment is still due! It must be submitted online by the specified deadline.
- An assignment will be late if it is not submitted by the time deadline. If you are experiencing internet or submission issues, you need to email me ASAP. You need to let me know about issues before the deadline – not after it has passed.
- Late assignments receive a 50 % deduction.
- Cheating and plagiarism on assignments is a serious matter. Please see the attached Academic Honesty Contract for a more thorough explanation.

English 101
Ms. Voyles
Fall 2023
Academic Honesty Contract

According to the Tuscola CUSD #301 District Handbook and Parkland Community College's Student Policy and Procedures:

Academic Honesty can be broadly defined as performing academic work without cheating, fabrication, plagiarism, or unauthorized collaboration. Definitions include, but are not limited to:

- a. *Cheating*: Using or attempting to use unauthorized materials, information, or study aids in any academic activity. Submitting as one's own work term papers, homework, and examinations that are not one's own work or for which a student received unauthorized help. Copying the work of another, or allowing another to copy one's own work, without proper acknowledgment.
- b. *Fabrication*: Falsifying or inventing any information or citation in an academic activity.
- c. *Plagiarism*: External information borrowed and directly quoted must be indicated by use of quotation marks, and any changes, omissions, or addition to the direct quotation must be shown in bracket, and the source documented. All cited external information that has been paraphrased and summarized must also be documented.
- d. *Unauthorized Collaboration*: Work submitted to fulfill an assignment not specifically identified as a group activity must be substantially the work of the author. Instructors should provide guidelines to students to maintain the academic integrity of these collaborative activities.

You should be aware that you have committed academic dishonesty when you:

- Do not properly acknowledge / cite / document a source of information
- Use phrases, quotes, or ideas that are not your own
- Paraphrase the work of another even though you may have changed the wording or syntax
- Submit an assignment purchased from an essay service
- Submit an assignment generated in part or in whole by an Artificial Intelligence service
- Submit an assignment written by another person even though he or she may have given you permission to use it
- Submit an assignment that was created by a group even though the assignment was individual work

Potential Consequences of a Violation of Academic Honesty

- Notification of incident to parents, principal, and applicable advisors & coaches
- Teacher / student conference
- Additional assignments to reeducate the nature and negative consequences of academic dishonesty
- Resubmission of the assignment for a reduced grade
- Failing grade for that assignment
- Failure of the course

English 101

Ms. Voyles

Fall 2023

- - - - - PLEASE RETURN TO MS. VOYLES - - - - -

Student Understanding and Acknowledgement

I understand this is a college course with a college workload.

I understand that I will be held to college expectations and standards.

I understand and agree to abide by the English 101 course policies.

I understand that communication with the instructor must be made by the student, not the parent, in a similar fashion to college courses.

I am aware of the serious nature of academic dishonesty and its consequences.

I will not use or submit someone else's work without accurate acknowledgement.

I will not misrepresent work I have not done or someone else's work as my own.

Student Name: _____

Student Signature: _____

Date _____

Parent/Guardian Understanding and Acknowledgement

I understand this is a college course with a college workload.

I understand my student will be held to college expectations and standards.

I understand and agree to abide by the English 101 course policies.

I understand that communication with the instructor must be made by the student, not the parent, in a similar fashion to college courses.

I am aware of the serious nature of academic dishonesty and its consequences.

I am aware that my student has agreed to not use or submit someone else's work without accurate acknowledgement or not misrepresent work he/she has not done or someone else's work as his/her own.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____