ENGLISH 1101

SYLLABUS

DR. BONNIE RONSON
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207 ADM BUILDING
bronson@hccfl.edu

Office: 7am-8am  (YBOR 217) Monday and Wednesday
10:45am-12:15am ( FAC 207) Monday and Wednesday
6:00pm -8:30 pm online  Monday and Wednesday

TEXT: Grammar is a Destination
Frankenstein is read online for free at
http://www.gutenberg.org/

Course description and objectives: Enc 1101 offers instruction in the expository skills of English composition. The course will focus on prewriting, organization, and style as well as a review of grammar. College level reading and writing skills required.

Goals: Students will be able to construct an essay utilizing the five paragraph format. Students will use advanced writing techniques to establish unity and coherence, and to create parallel structures, and to apply advanced mechanics.

Students suspected of cheating/plagiarism will receive an "F" on the assignment in question. A second offense of plagiarism will result in an "F" for the course.

There will be no extra-credit assignments.

Make copies of all assignments before you turn them in.

Writing assignments are graded according to department and CLAST standards. 100-90=A, 89-80=B, 79-70=C, 69-60=D, 59-0=F

Attendance is required and is assigned points toward your grade.

Late assignments will not be accepted.

All assignments must be submitted to Smarthinking or to any campus tutorial center and e-structor’s response attached to the assignment when student submits to Dr. Ronson for a grade.
Assignments not submitted to Smarthinking or to the tutorial center will not be accepted.

Assignments may not be rewritten for a higher grade.
There are no extra credit assignments.

Assignment submissions:
1. All assignments must be typed and MLA format.
2. All assignments must have a reference page that includes the story or novel.
3. All assignments must contain the student's name, author's name, and title of author's work.
4. Assignments may not be rewritten for a higher grade.
5. There are no extra credit assignments.
6. Essays may be submitted to safe assign by your instructor. Evidence of plagiarism will result in an F on the assignment and possibly the course.

Make copies and/or save written assignments before turning them in.
REQUEST FOR ACCOMMODATION: Any student whose disability falls within the American Disabilities Act (ADA) and requires accommodations should contact the Office of Services for Students with Disabilities. The Dale Mabry office is located in the Student Service Building Room 204 (DSTU 204). You may also reach the office by phone at (813) 259-6035 or (813) 253-7035 (TTD). Requests for accommodations must be submitted to the instructor within the first two weeks of the beginning of the course.

The best way to ensure expedient accommodations in this course is to deliver your accommodation memo to the instructor the first day of the course. This document may be scanned and emailed to the instructor though the course email or at mzucal@hccfl.edu. The document may also be faxed to the instructor as well. Please contact the instructor for the fax number. For more information please see the Office of Services for Students with Disabilities web site at: http://www.hccfl.edu/ssem/student-services/disability-services.aspx

CLASSROOM POLICY

1. You are expected to conduct yourself in a mature, courteous and mutually respectful manner. Disruptive behavior will not be tolerated. Respect for peers, instructors, and college staff must be observed at all times.
2. You are expected to follow the Student Code of Conduct and the guidelines set forth in the College’s Acceptable Use Policy.
3. Students are responsible for the material presented within the course.
4. All cell phones and computers must be put away during class. Cell phone use during class is prohibited. Computer use during class is prohibited. Infractions will result in a class absence.
5. Once the exam begins, all cell phones and computers and all other personal material must be removed from the top of the desk. You may not leave to get water or use the restroom or answer your cell phone once the exam begins. Infractions will result in a zero on the exam.
6. Students who arrive past 5 minutes late to class or who leave before class is dismissed will be counted as absent.

ACADEMIC DISHONESTY

Submitting another student’s work/assignment(s) for yours is unacceptable and a violation of the Student Code of Conduct. Such incidents may be referred to the Dean of Student Services for disciplinary action.

Any student who submits an assignment from another current or past student will receive a grade of F for the course. In cases where the student submits the work of a currently enrolled student, that student will also receive a grade of F for the course. To avoid this be sure to secure your files and do not share your work with others.

PLAGIARISM

As this an academic environment, the act of plagiarism will not be tolerated. Follow the simple guidelines:
1. If you use content from a web site in an assignment, include the citation/source for the content by citing and including the web address.
2. The act of copying/cutting and pasting web-based text or any other electronic based media without appropriate citation will be an act of plagiarism.
3. Any acts of plagiarism will result in a grade of zero for the assignment.
4. A second offense of plagiarism during the course will result in a grade of %60F%60 for the entire course and may be referred to the Dean of Student Services for disciplinary action.

SmarThinking

SmarThinking is a 24/7 online tutoring service to students at Hillsborough Community College providing online tutoring and increased access to quality learning tools. Students at the College only have a limited amount of time afforded to them through this service, so please use it judiciously. To login to SmarThinking go to: http://smarthinking.hccfl.edu. You will use your HawkNet user id and password to access the tutoring.