

English 103: Critical Thinking, Reading, and Writing

Welcome to English 103! ☺

Professor Nadia Elahi

Los Angeles City College-SPRING 2016

Tuesdays and Thursdays, 9:00 am – 10:25 am, Section #0473, Room JH219

Office: JH301-G **Office Hours:** M/W: 9-10:30 am; T/Th: 8-9 am; Tuesdays only 12-12:30

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“Go confidently into the direction of your dreams! Live the life you always imagined.”—Thoreau

Course Description:

Course Description: Students develop logical, argumentative and analytical thinking through the examination of written and other types of cultural texts by writing research papers.

Prerequisite: Grade “C” or above in English 101. **You will be asked to show proof of eligibility during the 1st week of classes.**

Course Goals and Objectives:

1. Analyze and critically evaluate college-level material from a variety of sources, including fiction, theoretical non-fiction film, video, etc.; distinguish between the use of inductive and deductive reasoning; draw sound inferences from data given in a variety of forms; identify common formal and informal fallacies of language and thought; analyze the structure and weaknesses in arguments in critical readings; analyze, synthesize and evaluate ideas and ideologies found in a variety of works
2. Write a number of extended essays employing such writing strategies as analysis, synthesis and summary, and emphasize such writing tasks as causal analysis, argumentation, persuasion, evaluation, refutation, interpretation, comparison/contrast and definition
3. Conduct substantial revision of essays and research papers, and achieve greater understanding of advanced techniques of revision and rewriting
4. Conduct research using a variety of sources to support opinion, theories, and interpretations and to explicate literary and other cultural texts in terms of their social, political, historical, religious, aesthetic, or critical cultural context
5. Demonstrate continued development in writing conventionally correct and stylistically sophisticated college-level prose
6. Demonstrate continued development in writing Standard English Prose

Student Learning Outcomes:

1. The student’s essay writing will be free of major grammar/usage errors, follow MLA guidelines, be logically organized, and be focused on a single unifying idea.
2. The student will demonstrate critical thinking practices such as: use of qualified generalizations, syllogistic reasoning, analysis, inference, evaluation, and synthesis.

Required Texts and Materials:

Texts: *A World of Ideas* 9th ed. (Jacobus), *Between the World and Me* (Coates) and *Rules for Writers* 7th ed. (Hacker/Sommers), **Materials:** Two large green or blue books for in class essays, any college standard English dictionary, notebook or binder with loose leaf paper, pens or pencils, stapler, and a flash drive to SAVE ALL WORK. There are copies of *A World of Ideas* ON RESERVE (2 hour use) in the library—you must utilize those if you’re unable to purchase your own copy or if your book hasn’t arrived in time for the 1st homework assignment.

Course Requirements:

- ✚ **Papers:** There will be a total of 5 major essays: 3 out of class essays, 2 in class essays (using a green/blue book); one of the in class essays counts as the midterm, the second counts as the final exam, and one of the out of class essays counts as the term paper. All out of class essays must be typed, double-spaced, using Times New Roman or Arial with a 12 point font, and a 1-inch margin all the way around—MLA format. Essays must be stapled (before class) and turned in on the due date. Throughout the semester, Assignment Sheets for each essay will be uploaded to Etudes with specific instructions and guidelines to follow. Students are responsible to download and retrieve those assignments when announced. If an Essay is NOT turned in on the due date, the essay may be accepted the next class day only, BUT with a **10 point deduction; however, this does not include the in class essays, which may not be made up if absent, and it does not apply to the term paper either.** Also, each student will be responsible for presenting an oral presentation of his/her term paper. More details TBA. **The final exam is set for Thursday, June 2nd, between 9:30 am-11:30 am; mark your calendars!**
- ✚ **Etudes:** Each student is expected to use Etudes. I use Etudes to upload all essay assignments and handouts and to send out announcements to the class. Aside from the first week of classes, all handouts and other documents will be uploaded to Etudes, and all students will be responsible for downloading and retrieving those documents. There may also be class discussion questions I will post where everyone must contribute to the thread of discussion; this counts toward your class participation grade. You must also make sure your current email address is synced with Etudes as I periodically send messages to the class via Etudes.
- ✚ **Writing Center (JH318):** Tutoring is available for students enrolled in any one of our English or ESL courses: for help in drafting essays, reading assigned texts, grammar and usage, and formatting your drafts. Please be sure that you provide a written assignment or set of directions from your English class, so that the staff can effectively help you. Each 103 student is also advised to enroll in **English 108**, the Writing Center. It is a .5 credit course upon completion of 15 hours which the student sets for him/herself. Students will need to **log in and log out** each time they visit the Writing Center. **Tutoring 001** is also available and does not provide credit but is for students who do not want to enroll in English 108. You must **log in and log out** of Tutoring 001 each time you visit the Writing Center and complete a tutoring slip.
- ✚ **Peer Review Groups:** Each student must bring in 3 copies of his/her rough draft for the out of class essay and term paper. Peer groups are essential to the writing and revision process. This is an in class activity and participation is mandatory. Of the 3 copies, one is presented to the instructor and the other 2 are peer reviewed by classmates in groups of 3. Peer Review Editing Sheets will be supplied to each group on the rough draft due date.
- ✚ **Homework/Class Work:** **Class work:** includes in-class writing & activities/class participation and discussion. Basically, class work is anything that happens during 9:00 am-10:25 am. **Any work missed during class time cannot be made up. Reading and other types of quizzes will be announced as well as unannounced—there are no make ups for being absent or late to class and missing a quiz.** Each student is expected to contribute to class discussion—aside from volunteering, you will be called upon at times—so be prepared. **Homework:** Homework assignments are listed on the Schedule of Assignments (page 6 of the syllabus), but will be announced toward the end of each class IF there are any changes. Otherwise, follow the calendar of assignments. Make sure you do the correct homework questions/page numbers—**credit will not be given for doing the wrong assignment. ALL homework assignments will be typed (in Arial or Times New Roman fonts) in the MLA manuscript format and collected for grading. I will not accept handwritten work.** Some of the homework assignments come from questions

after assigned readings (*A World of Ideas* or *Between the World and Me*), and some of the homework assignments will be to write a “Difficulty Paper.” More information on Difficulty Papers will be uploaded to Etudes. All homework assignments should be answered in complete sentences. Textual support from the homework readings must be implemented into your responses and cited accordingly using MLA documentation. Also, concrete examples of your own could be used to illustrate your point. Difficulty Papers will need to be at least 2 pages long while questions assigned from readings will depend on the question(s) being asked. Usually, a well-developed paragraph or two is sufficient. **Credit is not just given for doing the work.** You will be evaluated on content and grammar/mechanics. Some questions have more than one question to it—all parts of the question should be answered. Be sure to number and title the homework with the corresponding title of the work and question number. Homework is due at the start of each class session as we will use them for group/class discussion before I collect them toward the end of class. **Late homework is NOT accepted. If you are absent, you do have the opportunity to email your work in an attachment (PDF or M-Word doc.) BEFORE the end of class (10:25 am); this includes essay assignments as well but NOT the Term Paper. Do not send blank emails with just attachments—please explain what you are emailing me and sign your emails, including your class and course number.**

✚ **Note Taking:** You must take notes in class from the lectures or copy the material from the PowerPoints. Handwritten notes are the best way to retain information and learn more efficiently. I do not post all lectures on Etudes; I mainly use Etudes for assignments I create in a PDF format or for online discussions. You should constantly be taking notes and actively be participating in class.

✚ **Annotations:** There will be 5 random checks on annotations—meaning, outside of class time, you should be actively taking notes, writing in the margins of the homework readings OR be keeping a journal, and I will then randomly check during the semester—5 times. **I will be checking for the previous night’s homework ONLY.** Each annotation check is worth 5 points and is recorded with your Homework/Class work grade. This is a simple requirement, but since the checks are random, you should always be annotating. Annotating is a crucial skill to becoming a strong critical thinker and reader, and it also helps you understand the homework readings better as well as to contribute to class discussions.

✚ **Attendance and Classroom Policy:** Points will be deducted from your Attendance and Participation grade for unexcused absences and for not volunteering/actively participating in class wide discussion, so it is **imperative** that you attend each session and participate. **5 points will be deducted for every unexcused absence.** Students who fail to be present on the first day of class may be dropped from the course. If you miss more than 4 classes before the dropped date, you may be dropped from the course and will receive a “W”. Students with an excessive amount of absences, even after the dropped date, tend not to pass the class. Your presence in the classroom is key to succeeding in my class. The last day to drop a class with a “W” is May 8th. **Excused absences will only be allowed with a doctor’s note (and other case by case situations that can be documented) which must include the class date of your absence.** Tardiness will not be tolerated in this class. If you are not in class when I call roll—you are late. Please do not drop your things off and run to the restroom/step out of the room as you may miss roll call. **I call roll promptly at the start of class. 3 tardies will be counted as an absence—no exceptions.** If you arrive after I’ve taken roll, it is your **responsibility** to tell me after class or you may be marked absent. **Also, if you leave class early for any reason, you will be marked tardy.**



✚ Classroom Etiquette:

- There will be no eating in class (class potluck and days I bring candy are the only exceptions). You may drink sodas/coffee/water, but please discard waste in trash bins when you leave the classroom.
- No outside guests or pets allowed during class time.
- Use my office hours to discuss an issue with a grade. These matters are confidential and will not be discussed in class.
- Please **turn off/silence** (not vibrate) all electronic devices—no texting, no emailing, and no ear phones. Hide your phones—not in your lap or on your desk, please. ☺ **If you are caught using your phone, you will receive a warning; the second time, you will be dismissed from the entire class and receive no credit for work missed.** Laptops or tablets may be used but only for note taking. If I see the abuse of laptop/tablet usage in class—in other words—if you’re NOT taking notes, then you will be asked to refrain from using the laptop/tablet again. With that said, there may be times during class where we may use devices such as smart phones for in class activities—but until that time, phones should be out of sight.
- Please avoid too much walking in and out of class; please do not leave class to take phone calls, and please do not begin packing up until class is dismissed. Class is only an hour and twenty-five minutes.
- We are all here to learn—so, no bullying, abusive behavior, misogynistic, homophobic, or racist language. We will be discussing issues that you may not agree with or find someone else’s views to be contrary to yours. This is fine, and respectful discussion will always be appreciated. However, anyone resorting to any sort of negative behavior will be removed from the class. No individual among us has the right to interfere with anyone else’s learning environment. **Be the kind of student you would respect.**

✚ **Netiquette:** When you email me (or any other professor or employer, for that matter), be aware of your audience; write in a professional manner. This means opening the email with an appropriate salutation (such as, “Dear Professor Elahi”), writing in complete sentences, paying attention to rules of grammar, punctuation, spelling, etc., avoiding slang and text abbreviations, proofreading and spellchecking, and ending with an appropriate closing (such as, “Sincerely,” or “Thanks,”). Also, homework emailed should be in an attachment and please explain in the email what you are attaching and sign the email—do not send blank emails with attachments expecting me to know why/what you are emailing. Thank you. ☺

✚ **Office Hours:** My office is located in JH301-G. If you need to speak with me outside of class, you can come in on the following days/times: **M/W: 9-10:30 am; T/Th: 8-9 am; Tuesdays only 12-12:30 pm.** If these times are not accommodating for you, I may be available at a different time, just email me, and we can work something out; however, I do not hold office hours on Fridays.

✚ **YOU** are required to be responsible for any work or notes you miss when you are absent or tardy. Please do not email me with “What did I miss in class today?” Therefore, you should exchange numbers/email addresses with at least 2 fellow classmates:

1. _____

2. _____

Breakdown of Grades:

3 essays (2 out of class essays/in class essay) = **300 points total**

Homework and Class work which is averaged out of **100 points** and includes the following:

- Attendance, discussion and class participation—all at 50 points (-5 points for each unexcused absence, and -15 by the end of the semester if you haven't volunteered in class discussion at least 3 times—this doesn't count me calling on you—just showing up each day is not enough.
- Various reading and writing assignments from the homework, including Etudes discussion questions (points vary for each assignment from 5-25 points)
- 5 Random Annotation Checks at 5 points each.
- Rough Drafts (2 out of class essays) at 20 points each—must be present—do not email or leave in my mailbox if absent—these are in class activities.
- Term Paper Rough Draft at 25 points—must be present—do not email or leave in my mailbox if absent—it's an in class activity.
- Quizzes (announced and unannounced) at 5-30 points each
- Various class work assignments throughout each class session (points vary between 5-10 points)
- Term Paper Proposal at 25 points—must be present—do not email or leave in my mailbox if absent—it's an in class activity as you receive feedback in class for this assignment.
- Annotated Bibliography (for the term paper) at 25 points.
- Oral Presentation (for the term paper) at 25 points.

Term Paper (counts as the 3rd out of class essay) = **150 points**

Final Exam = **150 points**

Total=700 points

700-630 = A

489-420 = D

629-560 = B

419-0 = F

559-490 = C

Grading Scale: Students must receive at least 70% or better to pass the course. The grading scale is as follows: 100-90=A; 89-80=B; 79-70=C; 69-60=D, 59-below=F

***Extra credit is not offered.

Academic Dishonesty:

Violations of Academic Integrity include, but are not limited to, the following actions: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for the purpose of enhancing one's grade. Cheating and plagiarizing will earn you an automatic **F** for the assignment and could be grounds to fail the entire course. If you need help, visit the Writing Center (JH 318).

Office of Special Services:

Any student who feels she/he may need an academic accommodation based on the impact of a disability should contact the Office of Special Services (OSS) at 323-953-4000, ext. 2270 or visit their office in room SSV 100.

Important Information and Dates :

The deadline to drop without a "W" is Sunday, February 21, 2016. If you must drop a course, drop before the specified deadline for dropping a class without a grade of "W." Dropping *after* February 21st will

result in a “W” on your transcript. Effective since July 1, 2012 students now have just 3 attempts to pass a class. If a student gets a “W” or grade of “D”, “F”, “I”, or “NP” in a class, that will count as an attempt. *A student’s past record of course attempts district wide will also be considered.* Therefore, before February 21st, you should carefully consider if you can reasonably manage this course with the other factors in your life (e.g. work, family, course load). **If you think you will not be able to complete this course with a C or better, drop by Sunday, February 21st.** If you have any questions, please don’t hesitate to talk to me. You may also see a counselor in the Counseling Center in AD 108.

Note the following Dates:

Last day to add a class: February 19th

Last day to drop a class with a full refund and without a “W” on record: February 21st

Last day to drop a class with a “W” on record: May 8th

Final Exam day: June 2nd between 9:30 am-11:30 am



If you need help paying for books and other college expenses,
call the Financial Aid Office at
(323) 953-4000 extension 2010,
or see them at Student Services Village room 117
<http://www.lacitycollege.edu/stusvcs/finaid/>



ENGLISH 103

SPRING 2016 Schedule of Assignments

****This week by week schedule of class may be subject to change****

KEY: WI= *A World of Ideas*; BWM= *Between the World and Me*; HW=Homework; DP=Difficulty
Paper; TBD=To Be Determined
Always Annotate!!!

➤ **Week 1:**

TU 2/9: Class Introduction: Syllabus, Ice breaker games.

HW: Review the syllabus, buy books and materials and come prepared for the Diagnostic Essay (paper and pen).

TH 2/11: Diagnostic Essay

HW: Finish Part 1 of the Letter assignment; Read in WI, intro pages 1-50.

➤ **Week 2:**

TU 2/16: Part 1 of the Letter Assignment due; quiz on homework reading (pgs 1-50) & class discussion from HW; Intro to Part 1: “Democracy”. 1st Out of Class Essay Assignment Sheet uploaded to Etudes—or on its way.

HW: Read pgs.143-160 and 177-192 in WI, and write a DP for each reading (Becker and Bhutto).

TH 2/18: Review HW reading and questions. Intro to Part 2: “Government.”

HW: 203-233 in WI, and write a DP for each reading (Tzu and Machiavelli); **Part 2 of the Letter Assignment: emails due Friday, 2/19 by 12:00 pm.**

➤ **Week 3:**

TU 2/23: Review HW readings/discussion using DP assignment.

HW: Read in WI pages 259-276 and write a DP for each reading (Jefferson and Cady Stanton).

TH 2/25: Review HW readings/discussion using DP assignment; review MLA, bring *Rules for Writers*.
HW: Bring 3 copies of the 1st Out of Class Essay Rough Draft—do not email or leave in mailbox if absent—it's an in class activity.

➤ **Week 4:**

TU 3/1: Peer Review—must have 3 copies of your essay rough draft)—do not email or leave in mailbox if absent—it's an in class activity.

HW: Read in *WI* pages 301-324 and write a DP for the reading (Thoreau); continue revising rough draft/visit the Writing Center—final draft due in a week: 3/8

TH 3/3: Review HW reading/class discussion using the DP assignment.

HW: Revise rough draft for the final draft.

➤ **Week 5:**

TU 3/8: 1st Out of Class Essay Due; discuss the next essay assignment (in class essay set for the mid-term).

HW: Read pages 327-340 in *WI* and answer question #2 on page 340 under Critical Writing.

TH 3/10: Review HW reading and question.

HW: Read in *WI* pages 375-392, answer question #3 under Critical Reading on page 393.

➤ **Week 6:**

TU 3/15: Review HW reading and questions/Introduction to Ta-Nehisi Coates' *BWM*

HW: Read in *BWM* pages 5-39 and write a DP for that section, along with defining assigned Vocabulary words.

TH 3/17: Review HW reading from Coates/class discussion using the DP assignment; possible in class reading from *BWM*. 2nd out of class essay assignment sheet uploaded to Etudes or on its way soon.

HW: Read in *BWM* pages bottom of 39-top of 71 and write a DP for that section, along with defining assigned Vocab. Words.

➤ **Week 7:**

TU 3/22: Review HW reading/DP assignment from Coates. Term Paper information uploaded to Etudes—*****we will go over in class the requirements today*****.

HW: Read in *WI* (Part 4: "Wealth and Poverty"), pgs. 513-529 (Reich's essay), answer questions #3, 4, & 6 under Critical Reading on pg. 529.

TH 3/24: Review HW reading/questions; review for the mid-term (in class essay).

HW: Bring large blue or green book and copy of *WI* for mid-term/in class essay.

➤ **Week 8 (Mid-Term):**

TU 3/29: In Class Essay—must have large green or blue book and copy of *WI*

HW: Read in *WI* pages 453-476 and write a DP for the reading (Marx) and read in *BWM* pages 75-top of 99 and write a DP for the section, along with defining vocabulary words assigned.

TH 3/31: Cesar Chavez Day—School Closed.

HW: see HW above—finish all by 4/12 and enjoy Spring Break! ☺

SPRING BREAK WEEK 4/1-4/8

TU 4/5: Spring Break—School Closed ☺

TH 4/7: Spring Break—School Closed ☺

➤ **Week 9:**

TU 4/12: Review HW readings/discussion using DP assignments.

HW: Finish term paper proposals.

TH 4/14: Term Paper Proposals Due—class will meet in library (Room # 329).

HW: Read in *WI* (Part 5: "Education"), pgs. 605-616, answer questions #1,3,&5 under Critical Reading on pg. 616; review requirements for 2nd out of class essay rough draft.

- **Week 10:**
 TU 4/19: Review HW questions; review requirements for Annotated Bibliography.
 HW: Bring 3 copies of the 2nd Out of Class Essay rough draft—do not email or leave in mailbox if absent—it's an in class activity.
 TH 4/21: **Peer Review—Must have 3 copies of the 2nd Out of Class Essay Rough Draft—do not email or leave in mailbox—in class activity.**
 HW: Finish Annotated Bibliography for the term paper; keep revising the 2nd out of class essay.
- **Week 11:**
 TU 4/26: **Annotated Bibliography (for term paper) due.**
 HW: Revise the 2nd out of class essay for final draft.
 TH 4/28: **2nd Out of Class Essay Due;** in class reading/discussion from *BWM*/MLA review (possible quiz—MLA).
 HW: Read in *BWM*, pages 99-132 and write a DP for that section, along with defining possible vocabulary words assigned.
- **Week 12:**
 TU 5/3: Review HW reading/discussion using DP assignment; review requirements for oral presentations and go over concerns for the Term Paper.
 HW: Read in *WI* ("Gender and Culture") pages 689-721, answer question #3 on page 704 under Critical Reading and 1,5,&7 under Critical Reading on pg. 721-22.
 TH 5/5: Review HW readings/questions; discuss term paper rough draft reminders.
 HW: Bring 3 copies of the Term Paper Rough Draft—do not email or leave in mailbox if absent—it's an in class activity.
- **Week 13:**
 TU 5/10: **Peer Review—must have 3 copies of the Term Paper rough draft—do not email or leave in mailbox if absent—in class activity.**
 HW: Read and finish in *BWM* pages 133-152 and write a DP for the last section, along with defining possible vocabulary words assigned.
 TH 5/12: Final discussion on HW reading/assignment from Coates.
 HW: Bring all term paper books/materials and questions/concerns for professor.
- **Week 14:**
 TU 5/17: Term paper work day—we may meet in the library—bring all materials (questions and concerns to ask) to work on in class; final exam (in class essay) information will be announced/uploaded to Etudes.
 HW: Revise Term Paper Draft and prepare oral presentations
 TH 5/19: **Term Papers and Oral Presentations due;**
 HW: Read in *WI*, pgs. 725-735, answer questions #2 & #3 under Critical Reading on pg. 735-736 and also read in *WI*, pgs. 739-758, answer questions 5&6 under Critical Reading on pg. 758.
- **Week 15:**
 TU 5/24: **Finish Oral Presentations if needed;** discuss HW reading/questions
 HW: Bring potluck item.
 TU 5/26: Final Exam Review and Class Potluck! ☺
 HW: Bring blue/green book for final exam.
- **Week 16 Finals Week (5/31-6/6:**
 TH 6/2: **FINAL EXAM: 9:30 am-11:30 am (note the time difference)**
 HW: The Semester is over! Enjoy the summer! ☺

