

**Los Angeles Mission College**  
**English 21: English Fundamentals**  
**Spring 2017-ONLINE, Section # 0271**

**Professor**

**Voorhis**      **Email:** mayreimm@lamission.edu      **Twitter:** @ProfessorMMV  
**Class Site:** Canvas      **Campus Website:** www.lamission.edu

**Welcome!** The easiest way to do well in this course is to log-in to class, take notes, ask questions, turn in all assignments, and follow the syllabus very closely. You are encouraged to think critically about our readings and bring new ideas to our discussion. Often, it's your new way of thinking about a story that makes it come alive in a totally different way. Please feel free to email me if you have any questions. Let's have a great semester!

**All email communication regarding this course will be via the LACCD student email system. Check your student email account daily or you will not have the information that you need.**

**Please note, during the week you will receive email/announcements which answer questions that come up during the week and which will give you more specific guidance as to how essays are to be written. As the week evolves, make sure that you incorporate whatever suggestions are made into your final essay. In other words, you may be making revisions right up to the day your essay is due. This is a fluid, dynamic class, and our class discussions are ongoing and relevant.**

**Print out this document and post in a place where you can see it on a daily basis. This is your calendar.**

**Mission Statement:**



Los Angeles Mission College is committed to the success of our students. The College provides accessible, affordable, high quality learning opportunities in a culturally and intellectually supportive environment by:

- Ensuring that students successfully transfer to four-year institutions, prepare for successful careers in the workplace, and improve their basic skills;
- Encouraging students to become critical thinkers and lifelong learners;
- Providing services and programs that improve the lives of the diverse communities we serve.

**Required Texts:**

*Evergreen*, Fawcett (10th Edition)

*MySkillsLab* online code, Pearson Publishing

*The Strange Case of Dr. Jekyll and Mr. Hyde* Norton Critical Edition (978-0-393-97465-2)

**Required Materials:**

Reliable Internet access! (your Internet being on the “fritz” is not a suitable excuse for turning work in late)

Suitable browser; Firefox or Google Chrome are preferred

PDF reader; in addition to being posted in Etudes, handouts will also be available in PDF format

MS Word or Pages (for Macs); I will not accept an assignment in any other format

Skype account; again, it's free! This is how I will conduct face-to-face office hours (a PDF will be available)

College Dictionary

1GB Flashdrive

### **Course Description**

English 21 is a course in reading and writing designed to strengthen the student's basic communication skills, including grammar, spelling, punctuation, and sentence construction. Greatest emphasis is placed on the writing of competent paragraphs and short essays.

### **Course Prerequisites**

Qualification by testing (English Placement Test) and assessment.

### **Student Learning Outcomes**

At the successful completion of this course, you will be able to:	
SLO #1	Produce an essay of at least 250 words, which has a thesis, an introduction, body, and conclusion. Sentences will be diversified.
SLO #2	Differentiate fact from opinion, identify and paraphrase the main ideas and supporting points in a reading meaning by recognizing and interpreting inferences, and predict meaning of vocabulary through contextual reading.

### **Attendance/Drop:**

Since I won't get to meet you face-to-face on the first day of class, I can't drop those students who are "no shows" in order to add additional students. Therefore, in order to "check in" and avoid getting dropped, you must send me the professional email I requested by Wednesday, 2/8 before 11:59pm. There are two posts for you to complete. Failure to do this by the deadline will result in you being dropped from the course. You may then try to re-add the class, but you will be added at the end of the wait list.

The estimated time required per week is 11 hours based on the Carnegie Rule.

During the semester, if you do not show presence on a weekly basis via your postings and submission of your required homework, you will be dropped from this class. One week of "absence" (or in this case non-participation) will result in being dropped from this class just as one week of absence in an on campus class would result in being dropped from the class.

No incompletes will be given for this class.

As far as withdrawals or "W's", it is your responsibility to drop yourself if you need to leave the course for whatever reason. If you need to do so, drop before the last drop date. Check the LAMC schedule of classes for dates. If you do not drop this class officially, you will receive No Credit for this class.

### **Late Work**

An assignment is considered late even one minute past the deadline, so please don't wait until the last minute to try and post or place an assignment in the drop box. Inevitably, this is when the power goes out or the modem decides to reset itself. For each 24-hour time period the assignment is late, 5 points will be deducted. For example, if an essay is 3 days late, 15 points will be deducted. On a 100 point paper, the highest score the student would be able to receive is an 85. Deductions for grammar, style, and format will then be deducted from this new lower score.

All that being said, I understand "life happens". If there is an emergency, please stay in contact with me. I cannot assist you with deadlines if I had no idea there was a situation that needed assistance with. Each emergency will be treated on a case-by-case basis.

Quizzes, the midterm, and the final exam are the three categories that may never be submitted late. If you fail to take a quiz, the midterm, or the final exam at the appointed time, you will receive a zero for it.

### **Availability**

I am always available to take your emails, and I will return them no later than 24 hours, but often much sooner. If you have not received a reply within 24 hours, please resend the email. It's likely that I didn't receive it. Please use the Private Message function through Canvas or my [mayreimm@lamission.edu](mailto:mayreimm@lamission.edu) email address & put your class name, section number, and last name in the subject line. This way I can keep all my classes separate.

Skype, however, will be a bit different. I will be available for face-to-face office hours M/W 1-3p and Fridays from 2-4p. I understand that many of you are working as well as going to school, so please email me if you'd like to Skype outside of these times, and we can make arrangements to do so.

The question board is really where I'd like you to ask the most questions. Have you ever wanted to ask a question, but were too nervous to raise your hand and ask the teacher? I know I was! Please feel free to ask questions on the question board. It's very likely that one of your fellow students knows the answer or can point you in the right direction. I will monitor these twice a week, on Wednesday and Sunday evenings, to correct any blatantly false information or to clear up a question that wasn't sufficiently answered by your peers. Personally, I love the discussions that get started here! Please feel free to talk about additional points you found interesting in the text if they weren't covered in a specific post or lecture. It's often your reading of a passage that brings new light to something I've read ten times, but not seen.

### **Plagiarism:**

Plagiarism is defined as using another person's writing, thoughts, or other material as your own without proper citation. **JUST DON'T.** The first offense will result in a zero on your assignment and the second offense will result in referral to the VP of Student Services with the possibility of disciplinary measures taken. Please make yourself aware of the possible punishments for partaking in this.

### **Student Conduct:**

I believe that everyone makes unique and substantial contributions to a class, so therefore, any degrading comments or slurs regarding another student's post will be grounds for the restriction of posting privileges. You will then be required to submit all posts to me via email. Once allowed back on the board, a second offense will be grounds for removal from the course. This is a learning community, and I hope to keep you from feeling like you're alone out there! Please reach out to your fellow students and myself as we bring this literature back to life. I look forward to speaking with each of you this semester and learning what fantastic insight you'll bring to an old text.

### **Special Accommodations:**

Any student who has a disability and has special needs is to alert me of this by the second week of the semester so that special accommodations can be made.

LAMC students with verified disabilities who are requesting academic accommodations should use the following procedure:

**Step 1:** Obtain documentation of your disability from a licensed professional. You may contact [DSPS](#) to request a *Disability Verification Form*.

**Step 2:** Make an appointment to meet with a DSPS Specialist to review your documentation and discuss reasonable accommodations. To schedule a meeting, please call DSPS at (818) 364-7732.

**Step 3:** Bring your disability documentation to your DSPS appointment. The DSPS office is located in room 1018 of the Instructional Building.

**Step 4:** *Each semester*, reach written accommodation agreement with the DSPS Specialist and your instructor.

**Please complete this process in a timely manner to allow adequate time to provide accommodation.**

### Grading:

This class is credit/no credit, and grades will be assigned according to the policy of the school.

700-1,000pts=Credit; Below 699pts=No Credit

Quizzes (15 @ 3pts)	45
Discussion Posts (15 @ 4pts)	60
Annotation Posts (15 @ 4pts)	60
Essays (#1 @ 30pts, #2 @ 40pts, #3 @ 50pts, #4 @ 80pts)	200
Grammar, Punctuation, & Mechanics Exercises (15 @ 15pts)	225
MySkillsLab Grammar Exercises (15 @ 10pts)	150
Midterm & Final Exam	100
Weekly Writing Practice (15 @ 15pts)	225
Error Logs (3 @ 11pts)	33
Misc. Assignments (Professional Email & Plagiarism Game)	2
<b>Total</b>	<b>1,000</b>

**Students must monitor their Canvas gradebook for discrepancies and contact the professor for adjustments immediately after a grade is posted. Grades and/or missing work will not be discussed after the final exam is due.**

**Brief Overview of Graded Material: (detailed prompts found on Etudes)**

**Quizzes:** multiple choice, fill in the blank, and true/false questions based on textbook & novel material covered each week.

**Annotations:** this will be your chance to comment on significant parts of the novel each week. Please pay careful attention to the requirements outlined on the discussion post.

The rubric for grading is as follows:

<b>Grade</b>	<b>Quality</b>	<b>Relevance</b>	<b>Contribution</b>	<b>Bigger Picture</b>
<b>Excellent 4 points</b>	Appropriate comments; thoughtful, reflective, and respectful of other student's postings	Clear reference to assignment or prior posting being discussed.	Furtheres the discussion with questions or statements that encourage others to respond, including questions about grammar and sentence structure	Clearly references no plot points, but also s and diction of not
<b>Good/Fair 2.5 points</b>	Appropriate comments and responds to other student's postings	Some reference but taken out of context, the reader would not understand	Participates, but does not post anything that encourages others to respond to the posting. Mere observation.	References mostly p points with minim reference to syntax diction
<b>Poor 0-2 points</b>	Responds but with minimum effort or detail (ie. "I agree with the statement")	Posting is attached to the right discussion, but does not clearly reflect the assignment	Less than the required number of postings or minimum word count. Does not further the discussion	Mentions only plot po fails to give reasons/explanations f quotes chosen

**Discussion:** you will be required to post an answer to the discussion question each week before 11:59pm on Fridays. Your post should be between 150-200 words & then respond to two other student's posts before 11:59pm on Sunday. Your responses should be minimum of 50 words. Although the points seem small, they add up and can mean the difference between credit and no credit when it comes to the final grade. No extra credit will be given in this course.

The rubric for grading is as follows:

<b>Grade</b>	<b>Quality</b>	<b>Relevance</b>	<b>Contribution</b>	<b>Bigger Picture</b>
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<b>Excellent 4 points</b>	Appropriate comments; thoughtful, reflective, and respectful of other student's postings	Clear reference to assignment or prior posting being discussed.	Further the discussion with questions or statements that encourage others to respond	Clearly connects the posting to text or reference points from previous readings
<b>Good/Fair 2.5 points</b>	Appropriate comments and responds to other student's postings	Some reference but taken out of context, the reader would not understand	Participates, but does not post anything that encourages others to respond to the posting	Vague or possible connection to reference points from previous readings, activities and discussions
<b>Poor 0-2 points</b>	Responds but with minimum effort or detail (ie. "I agree with the statement")	Posting is attached to the right discussion, but does not clearly reflect the assignment	Less than the required number of postings or minimum word count. Does not further the discussion	Mentions the text, video or previous activity without logical link to topic

**Essays:** you will write four essays over the course of the semester; the page length & point value will vary. Students are expected to thoroughly revise and edit their essay from the initial rough draft.

The rubric for grading is as follows:

Item	A/B 80-100 points	C 70-79 points	D 69 or less points
Content	The content is superior	The content is average	The content is below average; the paper is mostly reading.
Thesis	Your thesis is excellent, and your paper follows the thesis.	Your thesis is average, and your paper somewhat follows the thesis.	Your thesis is below average; your paper does not follow the thesis.
Introduction & Conclusion	Your introduction and conclusion are on point, and the reader can easily follow your line of reasoning from start to finish.	Your introduction or conclusion are on point, and the reader can somewhat follow your line of reasoning from start to finish.	Your introduction and conclusion are not on point, and the reader cannot easily follow your line of reasoning from start to finish.
Support	Your argument relies on evidence from the reading or research rather than on emotion.	Your argument relies on some evidence from the reading or research rather than on emotion.	Your argument relies on emotion rather than on evidence from the reading or research.
Grammar and Punctuation	Your grammar and punctuation were excellent with minimal errors.	Your grammar and punctuation were average with errors that did not get in the way of the meaning of your paper.	Your grammar and punctuation were below average with errors that got in the way of the meaning of your paper.
Transitional Elements	Present and strong throughout	Some missing and/or some inadequate	Missing and/or inadequate
Paper Length	Meets the requirement	Short of the requirement	Does not meet the requirement

[\(Links to an external site.\)](#)



## COLLEGE RESOURCES FOR LAMC

**STUDENTS** (see <http://lamission.edu/de/student-resources>) (Links to an external site.)

**Admissions and Records:** Students can register for classes, request transcripts, file petitions for graduation, and drop classes at this office. For more information call 818-833-3322 or visit: <http://www.lamission.edu/admissions/>

**Assessment Center:** Offers student assessments in English, English-as-a-Second-Language (ESL) and Mathematics. Please contact the Assessment Center at (818) 364-7613 for more information or visit <http://www.lamission.edu/assessment/>

**Bookstore:** For hours of operation, book availability, buybacks, and other information call 818-364-7767 or 7768 or visit <http://eagleslanding.lamission.edu/default.asp>

**Counseling Department:** For appointments and information call 818-364-7655 or visit <http://www.lamission.edu/counseling/>

**Disabled Students Programs and Services (DSP&S):** For appointments, eligibility and information call 818-364- 7732 or visit <http://www.lamission.edu/dsps/>

**Extended Opportunity Programs and Services (EOP&S):** For appointments, eligibility and information call 818-364-7645 or visit <http://www.lamission.edu/eops/>

**Financial Aid:** For information and applications call 818-364-7648 or visit <http://www.lamission.edu/financialaid/>

**Library:** For information on hours, resources, workshops, and other services contact 818-364-7106 or visit <http://www.lamission.edu/library/>

**STEM Office:** For information on free tutoring, resources and academic counseling for STEM (Science, Technology, Engineering, and Technology) students visit: <http://www.lamission.edu/stem>

**Tutoring Services in Learning Center:** Laboratories for Learning, Writing, Math & Science. Walk-in and appointment services offered. Call 818-364-7754 or visit <http://www.lamission.edu/learningcenter/>

**Three Attempt Limit:** A state policy limits students to **three attempts per course**. Receiving a grade or a "W" for a course counts as an attempt, **regardless of when the**

course was taken. Withdrawal by the deadline to avoid a "W" will not count as an attempt.

**Students will be notified ahead of time when and if any changes are made to course requirements or policies.**

A detailed course schedule is available in the Modules section of Canvas

## Assignments Summary:

Date	Details
Wed Feb 8, 2017	<a href="#">Professional Email Assignment</a>
Sat Feb 11, 2017	<a href="#">Annotation: The Victorian Era &amp; Biography of RLS: Post by 2/9, Reply to two by 2/11</a>
Sun Feb 12, 2017	<a href="#">Discussion Post #1: Post by 2/10, Reply to two by 2/12</a> <a href="#">Exercises: Chapter 26</a> <a href="#">Plagiarism Game</a> <a href="#">Quiz #1</a> <a href="#">Week 1</a>
Sat Feb 18, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 2/16, Reply to two by 2/18</a>
Sun Feb 19, 2017	<a href="#">Discussion Post #2: Post by 2/17, Reply to two by 2/19</a> <a href="#">Essay #1</a> <a href="#">Exercises: Chapter 27</a> <a href="#">Week 2</a> <a href="#">Quiz #2</a>

Date	Details
Sat Feb 25, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 2/23, Reply to two by 2/25</a>
Sun Feb 26, 2017	<a href="#">Discussion Post #3: Post by 2/24, Reply to two by 2/26</a> <a href="#">Exercises: Chapter 28</a> <a href="#">Week 3</a> <a href="#">Week 7</a> <a href="#">Quiz #3</a>
Sat Mar 4, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 3/2, Reply to two by 3/4</a>
Sun Mar 5, 2017	<a href="#">Discussion Post #4: Post by 3/3, Reply to two by 3/5</a> <a href="#">Exercises: Chapter 37</a> <a href="#">Week 4</a> <a href="#">Quiz #4</a>
Sat Mar 11, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 3/9, Reply to two by 3/11</a>
Sun Mar 12, 2017	<a href="#">Discussion Post #5: Post by 3/10, Reply to two by 3/12</a> <a href="#">Exercises: Chapter 29</a> <a href="#">Week 5</a> <a href="#">Error Log: Essay #1</a> <a href="#">Quiz #5</a>
Sat Mar 18, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 3/16, Reply to two by 3/18</a>
Sun Mar 19, 2017	<a href="#">Discussion Post #6: Post by 3/17, Reply to two by 3/19</a> <a href="#">Essay #2</a> <a href="#">Exercises: Chapter 30</a>

Date	Details
	<a href="#">Week 6</a>
	<a href="#">Quiz #6</a>
Sat Mar 25, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 3/23, Reply to two by 3/25</a>
	<a href="#">Discussion Post #7: Post by 3/24, Reply to two by 3/26</a>
Sun Mar 26, 2017	<a href="#">Exercises: Chapter 31</a>
	<a href="#">Quiz #7</a>
Sat Apr 1, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 3/30, Reply to two by 4/1</a>
	<a href="#">Discussion Post #8: Post by 3/31, Reply to two by 4/2</a>
	<a href="#">Exercises: Chapter 32</a>
Sun Apr 2, 2017	<a href="#">Week 8</a>
	<a href="#">Error Log: Essay #2</a>
	<a href="#">Midterm Exam</a>
	<a href="#">Quiz #8</a>
Sat Apr 15, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 4/13, Reply to two by 4/15</a>
	<a href="#">Discussion Post #10: Post by 4/14, Reply to two by 4/16</a>
	<a href="#">Essay #3</a>
Sun Apr 16, 2017	<a href="#">Exercises: Chapter 33</a>
	<a href="#">Week 10</a>
	<a href="#">Quiz #10</a>
Sat Apr 22, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 4/20, Reply to two by 4/22</a>
Sun Apr 23, 2017	<a href="#">Discussion Post #11: Post by 4/21, Reply to two by 4/23</a>

<b>Date</b>	<b>Details</b>
	<a href="#">Exercises: Chapter 34</a>
	<a href="#">Week 11</a>
	<a href="#">Quiz #11</a>
Sat Apr 29, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 4/27, Reply to two by 4/29</a>
	<a href="#">Discussion Post #12: Post by 4/28, Reply to two by 4/30</a>
	<a href="#">Essay #4: Nature Brainstorming</a>
Sun Apr 30, 2017	<a href="#">Exercises: Chapter 35</a>
	<a href="#">Week 12</a>
	<a href="#">Quiz #12</a>
Sat May 6, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 5/4, Reply to two by 5/6</a>
	<a href="#">Discussion Post #13: Post by 5/5, Reply to two by 5/7</a>
	<a href="#">Exercises: Chapter 36</a>
Sun May 7, 2017	<a href="#">Week 13</a>
	<a href="#">Quiz #13</a>
Sat May 13, 2017	<a href="#">Annotation: Jekyll &amp; Hyde: Post by 5/11, Reply to two by 5/13</a>
	<a href="#">Discussion Post #14: Post by 5/12, Reply to two by 5/14</a>
	<a href="#">Error Log: Essay #3</a>
	<a href="#">Essay #4: Nurture Brainstorming</a>
Sun May 14, 2017	<a href="#">Exercises: Chapter 38</a>
	<a href="#">Week 14</a>
	<a href="#">Quiz #14</a>

**Date****Details**

Sat May 20, 2017

[Annotation: Jekyll & Hyde: Post by 5/18, Reply to two by 5/20](#)[Discussion Post #15: Post by 5/19, Reply to two by 5/21](#)[Essay #4: Final Complete Essay](#)

Sun May 21, 2017

[Exercises: Chapter 40](#)[Week 15](#)[Quiz #15](#)

Sat May 27, 2017

[Annotation: Jekyll & Hyde: Post by 5/25, Reply to two by 5/27](#)[Discussion Post #16: Post by 5/26, Reply to two by 5/28](#)

Sun May 28, 2017

[Exercises: Chapter 41](#)[Quiz #16](#)[Week 16](#)

Fri Jun 2, 2017

[Final Exam](#)

Prev monthNext monthNovember 2016

## Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30Previous month	31Previous month	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28Today	29	30	1Previous month	2Previous month	3Previous month
4Previous month	5Previous month	6Previous month	7Previous month	8Previous month	9Previous month	10Previous month

**Course assignments are not**