Office hours are every Tuesday and Thursday from 9-11am via Zoom. Specific information will be emailed to you the first day of Spring Quarter. In addition, I will be communicating via email and Canvas several times a week. All homework and essay assignments can be found on Canvas under Assignments. If you have any questions or concerns, please just email me. I will be at my computer for faster response most mornings, but please feel free to contact me any time. I will ALWAYS respond within 24 hours. Remember, I am here to help you succeed.

Required Text: Patterns for College Writing (14th ed.) editors Kirszner and Mandell The Refugees by Viet Thanh Nguyen
The Samurai's Garden by Gail Tsukiyama

<u>Student Learning Outcome:</u> 1: Practice writing as a multi-step process including planning and revising with attention to varying purposes, audiences, and rhetorical strategies. 2. Read and analyze rhetorically and culturally diverse narrative and expository texts from a variety of perspectives.

<u>Reading Assignments:</u> There will be several readings a week followed by homework assignments and response writing. All specifications will be emailed weekly.

<u>Writing Assignments:</u> There will be four typed out-of-class essays required. Typed format will be demonstrated in a handout given before each essay following the 2016 MLA (Modern Language Association) format. See *Patterns for College Writing* pages 737-758 and Purdue Owl on the internet for additional MLA clarification.

<u>Revisions:</u> The last week of class (the week of Finals), you may select one essay to rewrite for a higher grade (for example, to boost a *B* grade up to an *A* grade).

<u>Late Papers/Missed Assignments:</u> You will not be allowed to make up any homework or essay unless you have discussed this with me by email. Also, any student who misses three homework assignments in a row without contacting me will be dropped.

## **Grading Procedure:**

16 homework assignments (25 points each)	400
4 out-of-class essays (150 points each)	<u>600</u>
	*Total points possible 1000

**Grades:** 1000-970=A+ (4.0), 969-930=A (4.0), 929-900=A- (3.7); 899-870=B+ (3.3), 869-830=B (3.0), 829-800=B- (2.7); 799-770=C+ (2.3), 769-730=C (2.0), \*there is no C-729-670=D+ (1.3), 669-630=D (1.0), 629-600=D- (0.7); below 600=F (0.0).

\*Tutoring is provided by the Writing and Reading Center (WRC) using Zoom: plus, Smarthinking via MyPortal is available. Also, check out "Grammarly," a free app that proofreads for grammar, spelling, and punctuation errors.