College English

Instructor: Shelley Swift
Website: www.collegeenglishabc.weebly.com
Texts: Various teacher-selected essays
A Lesson Before Dying (Gaines)
Macbeth (Shakespeare)
Cyrano de Bergerac (Rostand)
Triage (Anderson)
The Taming of the Shrew (Shakespeare)
Montana 1948 (Watson)**

Course Objectives:
1. Students will interpret selected pieces of writing focusing on central themes in various historical, political, and social contexts.
2. Students will create various projects/papers.
3. Students will write a personal response to a theme found in one of the novels read throughout the course.
4. Students will write various papers (polished and unpolished) using various styles of writing (expository, opinion, memoir, research).
5. Students will demonstrate a knowledge of grammatically correct sentences and demonstrate the ability to proofread for sentence structure, punctuation, and spelling.
6. Students will continue to expand their academic and working vocabulary through various vocabulary studies.

Grading:
In order to pass this class, you must successfully complete the objectives listed above. You must also have a passing average for your unit tests/projects in literature and non-fiction reading. The following is a breakdown of grading for this class: College/Workforce Readiness (Participation) 10%; Independent Reading 10%; Tests 20%; Projects 20%; Writing 30%; Daily 10%.

Each unit covered will have a variety of assignments for which you will receive points. Obviously, tests, speeches/group presentations and final drafts of papers will have more points than homework, quizzes, and unpolished papers. The points available for any given assignment will depend on the difficulty of the assignments and the time needed to complete them.

All work for this class must be original. You cannot use a paper from another class or from other years. Using someone else's work (a fellow student or the work of another professional writer) is unacceptable. Also, working collaboratively with another classmate to produce a single paper to hand in is not acceptable unless the assignment dictates that kind of work. These situations will be considered academic dishonesty, and you will receive a zero for the assignment which will need to be made up for an E, and you will be referred to the office for further disciplinary actions.

Late penalties will be given for any unexcused late assignments. Unexcused late homework will receive a zero; however, if the work is handed in no more than 24 hours late, it will be worth 50%. Any work handed in after the 24 hour period will receive a “handed in” designation on Infinite Campus, but no points will be given. A zero is given for any incomplete assignments as well; you are given two days for each absence to get all work completed. If you have an extenuating circumstance, it’s best to talk to me about it before the deadline so we can make other arrangements if needed; don’t wait until the due date passes to come to me with an explanation and then expect an extension.
Excused Absences:
If you are absent, you must see me to get any make-up work. You may check on the front table for missed work; I usually place all materials there for you to pick up. Write “absent” on any homework turned in so it is not assumed to be late. Work that was assigned and due before your absence will be due on the day you return. This will also apply to any pre-excused absences. All work will be due upon your return to school. Make arrangements with a classmate to copy any notes you missed during your absence(s). An absence prior to an important test or quiz does not exempt you from the assignment especially if you knew about it before you were gone. If you are absent, it is your responsibility to come to see me to get make-up work; you will have two days to complete it for full credit. All quizzes and tests must be made up within a week of an excused absence. Please see me to schedule a time to do so. Extensions may be granted on a case by case basis.

All papers are due at the beginning of class. If you hand in a paper after class is over, you will receive a late penalty of 10% even if you hand the paper in on the due date. Papers will continue to receive late penalties until they are in. So if you wait to hand in your paper the following day after it’s due, you will have 20% taken off the score, and the penalties keep going up until the paper gets handed in. Computer problems will not be excused, so get your papers written a couple days before they are due to avoid those kinds of issues. Remember the school has several labs and there are computers to check out overnight from the media center. If you are present in school for any length of time on the day an assignment is due, you must submit your work even if you are absent for your class. Failing to do this will result in a 10% reduction of your grade for each day it’s late starting with the due date. Most assignments must also be uploaded to turnitin.com as well as handing in a physical copy. Failure to hand in a physical copy on the due date will result in late penalties even if you submit your paper to the electronic depository. College professors have very strict procedural guidelines you must follow, and this is one of mine.

All speeches and performance based projects are due on your scheduled day. Everyone will sign up in advance for all speeches or skits. You will be expected to go on the day you selected in the order you selected. Students who are excused absent will be expected to perform at the beginning of the next class. If you are not prepared to give your speech/skit on the due date, there will be a 10% reduction in your grade for every day the work is not made up. This will work just like a paper, so the sooner you get this taken care of the fewer points you’ll lose.

College and Workforce Readiness:
Every day you are responsible for yourself and your academic life. College and/or being an employee will also require you to be responsible for yourself and your college/work life. Right now you have 100% in this category, but you will lose points each time you get off track, distract others, do not complete tasks, or lose vigor. All students must be contributing members of this course.

This portion of your grade also includes being to class on time (5 point loss for each tardy) with the proper materials: individual reading book, writing utensils (a pencil and a blue/black pen), classroom text(s), paper for various writing activities, and a folder to keep everything organized. Points will also be subtracted for sleeping during reading time, texting and checking messages, attempting to work on something from another class, excessive bathroom use (2 free passes), talking during reading/test time, or failing to complete your daily reading log. If you need to frequent the restroom for health reasons, please talk to me or have a parent contact me.

Grades:
All points for the trimester will be totaled and divided by the number of points available: I do not curve grades. The grading scale included in your student handbook will be used to determine your final grades. I don’t offer test/paper retakes unless there is an extenuating circumstance. I am not big into extra credit either. Occasionally, I will toss out an extra credit opportunity, but that’s rare.
**Tardies:**
It is important to come to class on time and with the proper materials to do your work. Coming late or unprepared interrupts the flow of the class and slows us down. Therefore, I expect you to be here with all of your personal/professional business completed which includes having all the proper materials—paper, pens, pencils, planner, personal reading book and class text(s)—and all water bottles, bathroom business, and social networking completed. If you need to leave class for any of these reasons, you will take a tardy and have 5 points deducted from your college and workforce readiness grade.

**Basic Rules of Operation:**

**Be prepared to treat yourself and others with respect.** This includes personal and school property. Keep your materials in your area, refrain from writing on the desks, and clean up any messes you make. This also means listening when others are talking and waiting until the class is over (which may go past the bell on rare occasions) before leaving. Please, no hovering at the door or sprouting outside of it.

**Be prepared for class.** This means coming equipped with the appropriate writing tools, paper/notebooks, folders, books and homework. If you are missing materials, you will take a tardy and lose 5 points off of your college and workforce readiness grade in order to retrieve the required items.

**Be responsible.** Take care of your own personal business before coming to class—bathroom business and social and/or family business. Take ownership for your own mistakes and shortcomings, and be up front and honest.

**Be respectful of the rules of the school.** We have a clearly stated policy that cell phones are to be used only during lunch and/or passing times. My class is not passing time. There may be times when I allow you to use them for informational purposes. Otherwise, please keep them out of sight and off during class time. This is also applicable to the use of other devices you may wish to employ for listening to music or watching videos.

**Help:**
I am available before and after school if you need extra help or have questions. I can also be contacted at school at 987-2986 or via email at sswift@lowellschools.com. I usually hang out around my room during passing time, so if you have a quick question you need answered, stop on down, and I will do my best to help you on the spot.

**denotes book used for final exam**