**ENGL0300 – INTRODUCTION TO CRITICAL READING AND WRITING**



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| **Class Number and Section**: 0300-003**Class Location**: ARCH 329**Meeting Time**: MWF 9-9:20 | **Instructor Name**: Mr. Sean Farrell**Office**: Carlisle Hall 417**Office Hours**: TBD**Email**: sean.farrell2@uta.edu**Office Phone**: 817-272-2692**Faculty Profile**: <https://mentis.uta.edu/explore/profile/sean-farrell> |

**Course Description**

English 0300 is a reading and writing course designed to enhance critical reading skills and academic essay writing.

**Learning Outcomes**

*Reading outcomes: To successfully complete this course, students should be able to:*

1. Determine the meaning of words and phrases in context.
2. Understand the main idea and supporting details in reading passages.
3. Identify the writer’s purpose, point of view, and intended meaning.
4. Analyze the relationship among ideas in written material.
5. Use critical reasoning skills to evaluate reading passages.
6. Apply study skills to reading assignments.

*Writing Outcomes: To successfully complete this course, students should be able to:*

1. Write an adequately formed essay that communicates a message to a specific audience.
2. Have a clear focus and purpose in writing.
3. Develop supporting details for main points in writing.
4. Write an essay that adequately organizes and sequences material within the essay and within paragraphs.
5. Write acceptable English sentences although they may contain minor errors in sentence structure, usage, and word choice.
6. Observe standard mechanical conventions such as spelling and punctuation.

**Required Texts/Materials**

There is no required textbook for this course. Course materials will be uploaded to Blackboard.

**Evaluation**

In this course, students may earn a P, Z, or F.

Students will earn a P in this course if they have completed assignments with an average of 70 (700) or above. A P grade will allow students to go on to first year composition (English 1301). If students pass this course, they do not have to retake the entrance examination.

Students will earn a Z in this course if they have completed assignments with an average of 69 (690) or below. Students earning a Z in English 0300 will be required to retake the course. However, a Z is preferable to an F on a transcript.

Students will earn an F in this course if they do not attend class regularly, do not participate, AND/OR do not complete assigned work. Students earning an F in English 0300 will be required to retake the course.

Students with a grade of Z or F may retake the entrance exam, and if they pass, they have completed their entrance requirement. In this case, they do not have to retake 0300. If they do not pass the retake or if they choose not to retake the test, they will need to retake the course.

Students may “test-out” of the course at any time by retaking and passing the entrance exam. It is the student’s responsibility to show passing score reports to the instructor in order to receive a “P” in the course and thus “test-out”.

**Grade Breakdown**

Reading Quizzes 330 (4 x 60 points each) (1 x 90 points)

Essays 330 (3 x 70 points each) (1 x 120 points)

Summary Responses 200 (4 x 50 points each)

In Class Writing Essay 120

Participation 20

**Total 1,000**

To calculate your grade on a given assignment, simply divide the top number by the bottom number. For example, if you receive a 56/60 on a Reading Quiz, your grade is 93% (A).

**Description of Assignments**

*Reading Quizzes*: For these assignments, you will be assigned readings and be required to answer questions about the content.

*Summary Responses*: For these assignments, you will write a one-page summary and thoughtful response to the assigned reading.

*Essays*: There are four essays in ENG 0300. They are Narrative, Compare/Contrast, Cause/Effect and Argument. More information on these essays will be given when they are assigned.

*Writing Test*: For this assignment, you will respond to a writing prompt given to you in class.

*Peer Reviews*: Each essay will include mandatory peer review workshops. You will be required to turn in all peer review materials with the final paper in order to receive full credit. You will lose ten points from your final draft for every peer review you are missing. It is very important that you participate in peer review, as you will not be able to make up these points.

*Class Participation*: I will grade you on daily class participation, which includes coming to class prepared, making thoughtful contributions in response to the readings, asking and answering questions, and presenting a general attitude of interest in the course content.

**Attendance**

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, **I will take attendance, but will not factor attendance into the grade**.

However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

**Late Work**

In general, late work is not accepted. This is true regardless of the reason for its lateness. **Assignments must be submitted onto Blackboard by the due date**. The only exception is in the case of University-excused absences.

**Turning in Work**

Essay drafts must be turned in both online and in class. This means you must submit an electronic copy on Blackboard for me to grade, and bring a hard copy to class for peer review. Essays turned in on Blackboard are always due one half-hour before the beginning of class.

If you turn in your essay one place but not the other (e.g., online but not in class), you will not be penalized the first time. I will make a note of it, however, and subsequent times this occurs you will lose ten points off the grade of the final draft.

**Tardiness**

It is vitally important that you arrive in class on time. If you are late, you may miss crucial information. Therefore, tardiness may result in a loss of participation points (see below). In addition, on Peer Review days, you will not be permitted to participate if you arrive after Peer Review pairs have been assigned. There will be no exceptions.

**Expectations for Out-of-Class Study**

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 7-10 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**Late Enrollment Policy**

Though I realize that sometimes enrolling in a course after the start date is unavoidable, please be advised that you will be held responsible for the class periods that you have missed even if you were not enrolled in the course. I will not allow you to make up attendance, missed opportunities for participation points, or any other assignments that occurred before you enrolled.

**Participation Policy**

Improvement in writing is a complex process that requires a great deal of practice. Successful college students come to class and participate regularly. Excused absences include official university activities, military service, and/or religious holidays. Students must inform the instructor in writing at least one week in advance of an excused absence. I will not supply what you miss by email or phone. It is your responsibility to conference with a peer to get this material or make an appointment to see me in person.

I have developed the following policy for this course: Students are given 20 participation points at the beginning of the semester but may lose up to (5) points daily if they fail to participate in class. Participation includes being in class on time, having all necessary materials, and being thoughtfully engaged in activities and discussions.

**Classroom Etiquette**

Class sessions are short and require your full attention. All cell phones, pagers, iPods, MP3 players, laptops, and other electronic devices should be turned off and put away when entering the classroom unless the instructor asks you to use them for a class activity or writing workshop; all earpieces should be removed. Store newspapers, crosswords, magazines, bulky bags, and other distractions so that you can concentrate on the readings and discussions each day. Students are expected to participate respectfully in class, listen to other class members, and to comment appropriately. I also expect consideration and courtesy from students. Professors are to be addressed appropriately and communicated with professionally.

According to Student Conduct and Discipline, "students are prohibited from engaging in or attempting to engage in conduct, either alone or in concert with others, that is intended to obstruct, disrupt, or interfere with, or that in fact obstructs, disrupts, or interferes with any instructional, educational, research, administrative, or public performance or other activity authorized to be conducted in or on a University facility. Obstruction or disruption includes, but is not limited to, any act that interrupts, modifies, or damages utility service or equipment, communication service or equipment, or computer equipment, software, or networks” (UTA Handbook or Operating Procedures, Ch. 2, Sec. 2-202). Students who do not respect the guidelines listed above or who disrupt other students’ learning may be asked to leave class and/or referred to the Office of Student Conduct.

**Classroom Visitors**

Only students officially enrolled in this section are allowed to attend class meetings. Students may not bring guests (children, spouses, friends, family) to class unless an academic request has been submitted and approved well in advance of the proposed class visit.

**Grade Grievances**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. You can find more information about grade grievances here: <http://catalog.uta.edu/academicregulations/grades/#undergraduatetext>.

**Drop Policy**

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships ([http://wweb.uta.edu/aao/fao/)](http://wweb.uta.edu/aao/fao/%29).

**0300 Drop Policy**

Students who are in the course in order to satisfy TSI requirements cannot drop the course unless TSI requirements have been satisfied. Students may withdraw from all their courses and from the university, but they cannot drop English 0300 without meeting TSI requirements and still stay at UTA. If students wish to test out of the course, they can do so by retaking an approved test and receiving a passing grade on it. It is the student’s responsibility to show passing score reports to the instructor in order to receive a “P” in the course and thus “test-out”.

**Disability Accommodations**

UTArlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability.

Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD).Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: **The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

Counseling and Psychological Services (CAPS) is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives. Visit their website at [www.uta.edu/caps/](http://www.uta.edu/caps/) or call 817-272-3671.

**Non-Discrimination Policy**

*The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit*[*uta.edu/eos*](http://www.uta.edu/hr/eos/index.php)*.*

**Title IX Policy**

The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C%3A%5CUsers%5Channabas%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5C697W32M3%5Cjmhood%40uta.edu).

**Academic Integrity:**

Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>.

**Paper Reuse Policy**

You are not allowed, under any circumstances, to reuse papers from prior classes in this course. Reusing papers does not demonstrate any advance in knowledge or skill, and so would not be helpful for you either in terms of your learning this semester, or for me in terms of assessing this learning. If you feel your situation constitutes a clear or significant exception to this rule, you must discuss this with me prior to the due date of the first draft.

**Electronic Communication**

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**Campus Carry**

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**Student Feedback Survey**

At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week**

For semester-long courses**,** a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures**

Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located down the hall to the right or left. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**Student Support Services**

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include [tutoring](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), developmental education, [advising and mentoring](http://www.uta.edu/universitycollege/resources/advising.php), personal counseling, and [federally funded programs](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php). For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

**University Tutorial & Supplemental Instruction** (Ransom Hall 205) offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one [tutoring](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php) sessions, [Start Strong](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/start-strong.php) Freshman tutoring program, and [Supplemental Instruction](http://www.uta.edu/universitycollege/current/academic-support/learning-center/si/index.php). Office hours are Monday-Friday 8:00am-5:00pm. For more information visit [www.uta.edu/utsi](http://www.uta.edu/utsi) or call 817-272-2617.

**The IDEAS Center (**2nd Floor of Central Library) offers **FREE** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

**The English Writing Center (411LIBR)**: The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at https://uta.mywconline.com. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. <http://library.uta.edu/academic-plaza>

**Conferences and Questions**

I have three regularly scheduled office hours each week. These times are reserved for students to drop by or to make an appointment to discuss course assignments, grades, or other class-related concerns. I will be happy to make other appointment times for you if your class schedule conflicts with regular conference times or if I am not available on certain days. If you receive a grade on an assignment or quiz about which you have questions, please wait twenty-four hours before discussing it with me. This gives you time to process the assignment comments and to think about how your course work meets the requirements set forth for each assignment. I do not discuss individual student issues in the classroom before, during or after class.

**Emergency Phone Numbers**: In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381

**Course Schedule**

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| --- | --- | --- | --- | --- |
| Wk | Day | Classwork | Print and Bring to Class | Write/Complete |
| 1 | NO CLASS |
| 8/22 | Introduction to Class; Blackboard Overview |  |  |
| 8/24 | MLA Formatting; Writing Narratives (with student essay example)MLA Formatting Example | Television Changed My Family Forever | Diagnostic Paragraph |
| 2 | 8/27 | Work on Narrative EssaysCHOMP CHOMP – five exercises |  |  |
| 8/29 | Work on Narrative Essays |  |  |
| 8/31 |  | Narrative PR 1 | Draft 1 of Narrative Essay |
| 3 | 9/3 | Labor Day holiday – no class |
| 9/5 | Continue Work on Narrative EssaysCHOMP CHOMP – five exercises |  |  |
| 9/7 |  | Narrative PR 2 | Draft 2 of Narrative Essay |
| 4 | 9/10 | Analyzing the Text/Reading Quiz Prep | Old Before Her Time |  |
| 9/12 | Reading Quiz 1 (Rowing the Bus) |  | Final Draft of Narrative Essay |
| 9/14 | Writing Summary ResponseBegin Work on Summary Response 1 | Television Changed My Family Forever |  |
| 5 | 9/17 | Writing Compare/Contrast (with student essay example)The Four/Five Paragraph ModelThesis; Claim Statements; Topic Sentences; Transition WordsUsing TSIS Templates for Introductions | Inside the Mindsets | Summary Response 1 |
| 9/19 | Work on Compare/Contrast EssaysCHOMP CHOMP – five exercises |  |  |
| 9/21 |  | Compare/Contrast PR 1 | Draft 1 of Compare/Contrast Essay |
| 6 | 9/24 | Continue Work on Compare/Contrast EssaysCHOMP CHOMP – five exercises |  |  |
| 9/26 |  | Compare/Contrast PR 2 | Draft 2 of Compare/Contrast Essay |
| 9/28 | Begin Work on Summary Response 2 | Inside the Mindsets | Final Draft Compare/Contrast Due |
| 7 | 10/1 | Reading Quiz 2 (What We Can Learn from Japan’s Prisons) |  | Summary Response 2 |
| 10/3 | Writing Cause/Effect (with student essay example)Using TSIS Templates for Meta-Commentary | Students in Shock |  |
| 10/5 | Work on Cause/Effect EssaysCHOMP CHOMP – five exercises |  |  |
| 8 | 10/8 |  | Cause/Effect PR 1 | Draft 1 Cause/Effect |
| 10/10 | Continue Work on Cause/Effect EssaysCHOMP CHOMP – five exercises |  |  |
| 10/12 |  | Cause/Effect PR 2 | Draft 2 Cause/Effect |
| 9 | 10/15 | Begin Work on Summary Response 3 | Students in Shock | Final Draft Cause/Effect |
| 10/17 | Reading Quiz 3 (Urge to Conform) |  | Summary Response 3 |
| 10/19 | Using TSIS Templates for Quotes | Legalize Drugs – Not on Your Life |  |
| 10 | 10/22 | Work on Argument EssaysCHOMP CHOMP – five exercises |  |  |
| 10/24 | MLA Works Cited Page; Finding/Citing SourcesPurdue OwlIn-text citations |  |  |
| 10/26 | Continue Work on Argument EssaysCHOMP CHOMP – five exercises |  |  |
| 11 | 10/29 |  | Argument PR 1 | Draft 1 Argument Due |
| 10/31 | Continue Work on Argument Essays – logical fallacies |  |  |
| 11/2 | Continue Work on Argument Essays – addressing naysayers (TSIS Templates) |  |  |
| 12 | 11/5 |  | Argument PR 2 | Draft 2 Argument Due |
| 11/7 | Reading Quiz 4 (Let’s Really Reform Our Schools) |  |  |
| 11/9 | Begin Work on Analysis Summary Response 4 | How About Low Cost Drugs for Addicts | Final Draft Argument |
| 13 | 11/12 | Work on SR4 |  |  |
| 11/14 | Final Reading Quiz (Madison AVE) |  | Summary Response 4 |
| 11/16 | Essay Rewrite Work |  |  |
| 14 | 11/19 | Re-writes due; early dismissal |  |  |
| 11/21 | NO CLASS – THANKSGIVING HOLIDY |
| 11/23 |
| 15 | 11/26 | Capitalism: A Love Affair – Summary Response Extra Credit |  |  |
| 11/28 | Capitalism: A Love Affair – Summary Response Extra Credit |  |  |
| 11/30 | Capitalism: A Love Affair – Summary Response Extra Credit |  |  |
| 16 | 12/3 | Writing Test PreparationWriting Test |  |  |
| 12/5 | No Class |
| 12/7 |
| 17 |  |  |