

## Dakota College at Bottineau Course Syllabus

**Course Prefix/Number/Title:** ASC 087 College Writing Prep

**Number of credits:** 3

**Course Description:** A precollege writing course that prepares students for College Composition 110. Provides instruction in writing error-free sentences, solid paragraphs and well-organized essays.

**Pre-/Co-requisites:** None

**Course Objectives:** Review and provide instruction in basic sentence skills and structure, essay development (including organization, formatting, and content), and reading comprehension and discussion. Upon successful completion of ASC 087 (C or above), students should have the skills necessary to enter into English Composition I.

**Instructor:** Katie Rages

**Office:** NSC 107

**Office Hours:** 7:30-4:00 M-F, or by appointment

**Phone:** 701-228-5470

**Email:** [katie.rages@dakotacollege.edu](mailto:katie.rages@dakotacollege.edu)

**Lecture/Lab Schedule:** 10-10:50 MWF, Arntzen I

**Textbook(s):** Langan, John. *College Writing Skills with Readings*. 7<sup>th</sup> or 8<sup>th</sup> Ed. McGraw-Hill (available at bookstore)

**Course Requirements:** Regular attendance and completion of in-class assignments, homework (mostly short writing assignments) and essays. Students will need the textbook, regular access to a computer, and an email address which they check daily.

### **Tentative Course Outline:**

- Week 1: Basic sentence structure (subjects/verbs)
- Week 2: Basic sentence structure (fragments/run-ons, punctuation)
- Week 3: Basic sentence structure (subject/verb agreement)
- Week 4: Sentence skills (verb tenses)
- Week 5: Sentence skills (word choice, editing)
- Week 6: Sentence skills (editing, clauses)
- Week 7: Midterm writing assignment
- Week 8: Paragraphs and organization (kinds of sentences)
- Week 9: Paragraphs and organization (writing strong paragraphs, paraphrasing)
- Week 10: Paragraphs and organization (intros/conclusions/body, quoting and paraphrasing)
- Week 11: Paragraphs and organization (structuring kinds of essays, quoting and paraphrasing)

Week 12: Essay development (kinds of essays, outlines)  
Week 13: Essay development (research papers/sources, works cited)  
Week 14: Essay development (MLA formatting, note cards)  
Week 15: Essay development (editing and formatting)  
Week 16: Final Essay due (this will be gradually completed over 3-4 weeks)

**General Education Goals/Objectives:** N/A (though it would be Communicate Effectively and Think Critically)

**Relationship to Campus Theme:** We will be using technology every day, not only in conducting a distance learning course on three campuses simultaneously, but by making use of the DCB online campus (Moodle) and participating in the Pearson MyFoundationsLab pilot project with NDUS. We will also focus on using software to properly format and submit college essays, and using library resources to conduct research.

**Classroom Policies:** Students will not be able to makeup in-class daily assignments, which count towards their participation grade, unless they have made previous arrangements with the instructor. Late homework and writing assignments will be penalized 10% for every day they are late. Students may redo any written assignment for a better grade, but will still receive their original late penalty (if applicable).

**Academic Integrity:** From the DCB Student Handbook (<http://www.dakotacollege.edu/pdf/studenthandbook.pdf>):

*Students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred.*

I take plagiarism very seriously, and it will not be tolerated. There are a multitude of resources available to assist you with this class if you feel you are struggling. If you resort to cheating you will not only fail the assignment, you will, depending on the severity of the infraction, most likely fail the course as well.

**First instance of plagiarism: 0% on the assignment with mandatory rewrite for 50% credit**

**Second instance of plagiarism: 0% on the assignment with no rewrite**

**Third instance: Automatic F in the class (recommendation to drop)**

Examples of plagiarism include, but are not limited to:

- Copying an essay from the internet (this includes any sentences or paragraphs from work written by someone else)
- Working with another student on an assignment without informing me (you are always welcome to brainstorm ideas together or edit one another's work, but each student needs to turn in work that is uniquely his or her own)
- Turning in an essay written by a friend, classmate, or any person other than yourself

**Disabilities and Special Needs:** See the instructor. Every effort will be made to accommodate disabilities and special needs.