

ASC 87- College Writing Prep Syllabus

Spring 2019 MWF 9-9:50 & 1-1:50

Instructor: Melissa Remick (218)760-7778 melissa.remick@ndus.edu

Office Hours: Any day after 2pm and any time by appointment

Course Description:

A basic writing course which teaches elements of the essay and prepares students for ENGL 110- College Composition.

Course Objectives:

Students will learn to assimilate techniques for beginning an essay, organizing paragraphs and writing sentences that will enable students to write clearly and economically in writing situations likely to be encountered in college level writing.

Students will learn to understand and practice revision techniques to recognize and correct non-Standard English that might work against a student achieving success in workplace or academic communication situations.

Course Requirements:

Students will read weekly assignments(linked in Blackboard) and other materials, will complete assignments on readings, and will write/revise paragraphs and essays on assigned topics. If you miss 6 classes, you will lose 1 letter grade; miss 9 classes, lose 2 letter grades; miss 10 or more classes, you will fail the class. This is not because I am a mean teacher. If you are not in class and not participating, you will not be earning points and you will not be learning important information. The lack of points from a lack of attendance will lower your grade.

A student's final grade is based on total points received from the following:

- Five Essays
- In Class Assignments & Quizzes
- Exams

Late Work:

Students in college are required to hand in assignments when they are due. If you contact me ahead of the assigned due date you may be able to receive an extension of one class period. You must contact me at least 24 hours prior to the assignments due date. Late work will not be accepted without prior approval.

Grade Scale: 90-100%-A 80-89%-B 70-79%-C 60-69%-D Below 60%-F

General Education Goals/Objectives:

Goal 4: Demonstrates effective communication

VCSU Ability and Skill Level: This course meets the following ability and skill level: Communication Ability (Writing Skill Levels 1 and 2).

Relationship to Campus Theme: Students will participate in writing assignments that relate to the campus theme: *Nature, Technology and Beyond*

Classroom Policies:

Please refrain from doing anything that might be disruptive and disturb other students or the instructor. This academic environment is an open and harassment free zone. Participation within the classroom is highly encouraged and is an integral part of the higher education experience. Ask questions-comment on discussions, etc.

Student Email Policy:

Dakota College Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Academic Standards:

Students are expected to practice the highest standards of ethics, honesty, and integrity in all of their academic work. Any form of academic dishonesty (e.g. plagiarism, cheating, and misrepresentation) will result in disciplinary action. Possible disciplinary actions may include failure for part or all of the course, as well as suspension from the university.

Accommodation & Accessibility Notice:

All students are welcome in class and I would encourage students who need special accommodations in this course to contact me as soon as possible regarding special needs or accommodations. Or you may get a hold of Disability Support Services at the Student Academic Services office located in the lower level of Vangstad. Telephone number (701)845-7304 or 1-800-532-8641. Or by accessing their web page at academic.services@vcsu.edu

Other Available Resources:

I am willing to work with any student on any assignment. If you are unclear about an assignment, have questions, or need help getting it all together feel free to give me a call or email me. The Learning Center is also a great resource for additional help. We will also be spending some time in the library so you can become familiar with the resources there as well.