

**Course Prefix/Number/Title:**

ASC 88: Composition Lab

**Number of Credits:**

1 Semester Credit

**Course Description:**

This course provides supplemental and developmental instruction for students taking ENGL 110 College Composition I and is taken during the same semester as ENGL 110.

**Pre-/Co-requisites:**

ENGL 110 (co-requisite)

**Course Objectives:**

Students will identify and evaluate the thesis and supporting details in other's writing. Students will use writing and revising strategies to produce short essays. Students will identify important concepts in reading and discuss them.

**Instructor:**

Katy Allers

**Office:**

Minot State University Campus – Dakota College at Bottineau Office Administration Building, Room 160 or Minot State University Campus – Hartnett Hall Room 150 (for drop in questions or concerns)

**Office Hours:**

Tuesdays and Thursdays: 10:00 a.m. - 12:00 p.m.  
Or by appointment

**Phone:**

701-858-3170 office  
701-509-1916 cell

**Email:**

katy.allers@ndus.edu

**Lecture/Lab Schedule:**

Mondays 12:00 p.m. - 12:50 p.m.  
Old Main, Room 102

**Textbook(s):**

No textbook is required for this class

**Course Requirements:**

- Short assignments to check reading/writing skills
- Short assignments to support necessary skills for ENGL 110

**Tentative Course Outline and Tentative Due Dates (Subject to Change at Instructor's Discretion):**

**Week 1: Monday, August 30**

Introduction to ASC 88. In-class activities on proper email etiquette and analyzing audience

**Week 2: Monday, September 6**

Labor Day – No class

**Week 3: Monday, September 13**

Introduction to the Writing Process

Prewriting Activity for Reflection Paper 1

Tutorial on setting up a Microsoft Word document in MLA style

**Week 4: Monday September 20**

Assessment Day – No Class

**Week 5: Monday September 27:**

Reflection Paper 1 Peer Review Draft and Activity

Revised Instructor Draft of Reflection Paper 1 due by Noon on Friday, October 1

**Week 6: Monday, October 4**

Prewriting Activity for Reflection Paper 2

In-class work on varying sentence structure and word choice

**Week 7: Monday October 11**

In-Class Workshop on Writing for English 110 or Another Course

**Week 8: Monday, October 18**

Revising and Editing Workshop: Expanding Content; Avoiding Sentence Fragments, Comma Splices, and Run-Ons; Implementing Semicolons

**Week 9: Monday, October 25**

Finishing Touches on Reflection Paper 1; Introduce Reflection Paper 2

Final Instructor Draft of Reflection Paper 1 Due by Noon on Friday, October 29

**Week 10: Monday, November 1**

Prewriting Exercise; Reflection Paper 2 Peer Review Draft and Activity

Revised Instructor Draft of Reflection Paper 2 Due by Noon on Friday, October 15.

**Week 11: Monday, November 8**

In-Class Workshop on Writing for English 110 or Another Course

**Week 12: Monday, November 15**

Revising and Editing: Hyphens, En Dashes, and Em Dashes; Avoiding "Dashing Prose"

**Week 13, Monday, November 22**

Finishing Touches on Reflection Paper 2

Final Instructor Draft of Reflection Paper 2 Due by Noon on Friday, November

**Week 14, Monday, November 29**

In-Class Workshop on Writing for English 110 or Another Course

**Week 15, Monday, December 6**

Peer Review Draft and Activity for Reflection Paper 3  
Revised Instructor Draft of Reflection Paper 3 Due by Noon on Friday, December 10.

**Finals Week**

*No Class Meeting*

**General Education Competency/Learning Outcome(s) OR CTE Competency/Department Learning Outcome(s):**

Competency/Goal 4: Communicates effectively

Learning Outcome 1: Write effectively

- Performance Indicator 1: Uses the stages of the writing process to develop, organize, and present ideas in writing
- Performance Indicator 2: Recognizes the demands and possible strategies of a writing task, based on topic, purpose, context, and audience.
- Performance Indicator 3: Demonstrates competent writing that includes a clear, original thesis or claim, appropriate evidence and support, a logical structure, and a style of language that serves the writer's purpose and audience.
- Performance Indicator 4: Uses Edited Standard Written English in spelling, grammar, punctuation, and syntax, and presents written work in a style and format consistent with the demands of an academic setting.

Learning Outcome 2: Reads at a level that allows participation in collegiate studies and chosen careers

- Performance Indicator 1: Understands the structure and organization of written work
- Performance Indicator 2: Recognizes an author's thesis and forms of support
- Performance Indicator 3: Evaluates the effectiveness and validity of an author's style, organization, support, evidence, and presentation.
- Performance Indicator 4: Recognizes the connection style and language have to an author's topic, audience, context, and purpose
- Performance Indicator 5: Synthesizes information and ideas from multiple sources

Learning Outcome 3: Integrates information sources effectively

- Performance Indicator 1: Finds a variety of information resources

- Performance Indicator 2: Evaluates the relevance and reliability of sources
- Performance Indicator 3: Uses information resources ethically and honestly, preserving the meaning of the source and documenting the use of the source in the style appropriate for the student's discipline or field
- Performance Indicator 4: Synthesizes information effectively in the student's own text

Learning Outcome 4: Collaborates with others

- Performance Indicator 1: Participates in class discussions and in any group projects and activities
- Performance Indicator 2: Participates in class discussions, peer editing, and group activities or projects, responding productively and respectfully to the work and ideas of others and considering the ideas and suggestions of others.

Relationship to Campus Focus:

Students will read and discuss model essays and online articles related to nature, technology, and beyond.

Classroom Policies:

Success in this lab will not only affect your grade for this course, but your success in ENGL 110. Therefore, attendance will be required. There are several in-class assignments in which students receive points that cannot be made up unless the student's absence is excused. If you know ahead of time that you will be absent, please reach out to me as soon as possible, so we can make arrangements. If you do miss a class period, it is your responsibility to follow information on Blackboard, contact me, or a classmate to get caught up. More than two (2) unexcused absences will significantly affect your final grade.

Tardies: You are expected to be in class on time and multiple tardies will significantly affect your final grade. I will begin class with announcements, important information, and to answer questions about assignments, so missing the first few minutes may cause you to miss out on chances for your success in the course. Late Work Policy Rough drafts and minor assignments that are turned in late may not be reviewed. Late final drafts will be docked five points per day. If you know you are going to be gone ahead of time, it is your responsibility to make arrangements and turn in drafts early.

Grading Policy and Scale: Your course grade will be determined as follows:

- 100 – 90 = A
- 89 – 80 = B
- 79 – 70 = C
- 69 – 60 = D
- 59 – 0 = F

All graded work is percentage based. Some assignments are completion based, which means they will either receive 100% (complete) or a zero (incomplete).

Student Email Policy:

Dakota College at 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 Integrity:

According to the DCB Student Handbook, 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. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

#### Disabilities or Special Needs:

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

#### Title IX:

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.