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**Eng 102 MW Spring 2011
Section 51590 @ 2:00**



The class meets in [LC 355](#) from 2:00 to 3:15

If you discover any problems with links, please [contact me](#).

Be sure to read the following document in its entirety because as a member of this class, you are responsible for fulfilling the objectives and understanding the policies I have established. _

Important Student Resources:

[SCC Home Page](#)

[MySCC](#) (great resource!)

[MyMaricopa: Student Information Syste](#)

[Helpyourself desk](#)

[Help with Google e-mail and Apps](#)

INSTRUCTOR: [ROBERT MUGFORD](#)
OFFICE: [LC 352](#)
OFFICE PHONE: 480-423-6463
OFFICE HOURS: MWF 11:30 to 12:30 T-TH 10:30 to 11:30
FAX: 480-423-6469
E-MAIL: ishmail.mugford@sccmail.maricopa.edu

Transferring Files:

If you do not already have one, I suggest you invest in a [flash drive](#) this semester to better aid you in transferring files between home and campus, although each one of you as an enrolled student, has free server space to which you may upload files from home.

To SCC's Library



Click Here to chat with a librarian.

Info. for [Enrolling](#) in Turnitin

If you do not want to read the entire course outline, click on one of the following:

No required texts!	Contrast of Sources Essays
Evaluative Research Paper	Short Story Short Stories for Two Page Analysis
Links to Research	Final Exams
Links to Internet	Final Grade

Department Policy

[Plagiarism](#)

[More on Plagiarism](#)

Need help with your writing?

[References I](#) [References II](#)

Need help with your Works Cited and documentation?

[David Warlick's Citation Machine](#)

[Easybib](#)

[Bibme](#)

[Rapidcite](#)

[Guide from Diane Hacker](#)

[Knightcite](#)

Need a place to type your essays?

[SCC's Writing Center](#)

COURSE DEFINITION:

The primary emphasis in this English 102 class is on the writing of three properly documented research papers (using the 2009 guidelines established by the [Modern Language Association](#)). In order of submission, they are as follows: a [contrast of sources](#) report (min. 4 pages), an [analytical/argumentative essay](#) (min. 6 pages), and an analytical essay which examines at least one of three elements in one [short story](#) (min. 2 pages). For the completion of these essays, though I do encourage you to be recursive in thinking through a problem, the course mainly follows a linear pattern: topic selection, central idea formulation, doing research, taking various kinds of notes, outlining, writing at least one preliminary draft, and typing an "acceptable" final draft. I will define "acceptable" well in advance of each assignment's due date, and my requirements, for the most part, are in accordance with those outlined by the Scottsdale Community College English Department. This course is required for graduation from SCC; you must receive a "C" or better in order to pass ENG 102.

Prerequisite: ENG 101 with a grade of "C" or better.

ATTENDANCE POLICY: (Please read carefully)

Obviously, you will get much more out of the class if you are always in the room listening and asking questions about the assignments, which make up eighty percent of your grade for the course. As a veteran teacher, I can honestly say that most students who are excessively absent often fail because they do not fulfill assignments' objectives and/or fail quizzes, do not submit homework, etc. All college level courses require student responsibility;

mine is no different. You may initiate your own withdrawal prior to and including **Mar. 4** After this date, the instructor has the option of completing the withdrawal procedure only until **Apr. 22** After this date, the Admissions department will usually not allow me to submit the grade of W (Withdrawal), even for the final grade rosters on which are recorded students' grades for a course. The above attendance policy does not apply to students who are absent because they are participating in authorized college functions or who have an excuse that would register a "five" on my (0 to 5) credibility scale: e.g., your having to go to Sweden on the day a paper is due to accept the Nobel Prize for finding the cure for Student Procrastination would register a "four."

No classes on Presidents' Day, Feb 21 or during Spring Break, Mar. 14-20

ON BEING LATE TO CLASS:

Because you have enrolled for this class, you have established a 16 week commitment to be in the classroom at the designated start time, and I expect you to honor it. In my 120 years of teaching, I have found the consistently late student to be quite disrespectful to the instructor and to his or her classmates. Sure, sometimes the god Tardynisis may prevent us from being on time; however, if you must be late, please be courteous to everyone in the room: enter quietly (through a back door, if there is one) and proceed to your desk, all the while trying not to show everyone the sheet-wrinkle imprints on your face.

RECESSION RELIEF:

You will **not** be required to purchase a textbook for either section of this class. I have been teaching the course for such a long time that I have accumulated enough supplementary materials to share with you this semester. In addition, I will have you go to some web sites that have very specific information, with examples, to help you with the materials I teach. For the research section, one very useful site will be

<http://owl.english.purdue.edu/owl/resource/747/1/>

For the short story section I will either provide you a handout or will give you a website at which you can download and read the story.

If you do want to buy a book to use as a research reference tool, I have published a list of bookstores where you can often purchase/rent textbooks at very low prices, depending upon their edition. It's @

<http://oldwww.scottsdalecc.edu/mugford/bookstores.htm>

Suggested Additional Budget Items:

You should also purchase as soon as possible

1. at least one package of 4x6 index cards (preferably unlined) on which you may record both your bibliographic/Works Cited entries and the various types of notes you will take for use in the first two essays.

2. a **10x13** manila envelope in which you will submit your "note cards," bib. cards, first draft(s), copies/printouts of sources used; for the four page report and the six page evaluative essay, this is a requirement. For a great majority of the short story analysis essays, it will not be.

Special [Plagiarism Deterrent Budget Item](#) (for copies, allow for at least ten cents per page) Although you will probably use either index cards or note sheets (or both) as your primary notetaking method, I still require that you submit in your envelope (primarily for the four page report and the six page evaluation) a xeroxed copy/printout of any page (book, magazine, newspaper, web site etc.) from which you borrow information (facts, opinions, statistics, etc.) to cite in your papers; on the copy or printout only, each cited passage must be "highlighted" and a number placed next to it that corresponds to its position in the sequence of citations in your essay. (I will explain this procedure in class). You will also submit both entire research essays to [Turnitin.com](#)

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Links to Research Related Sites: [SCC Library](#)

[All Data Bases A-Z SCC Library](#)

[Links to Arizona Libraries](#)

[Rio Salado's OWL](#)

[The English Server](#)

[The Internet Public Library](#)

[Writing Centers Online](#)

[Links to Writing Center Handouts](#)

Links to Internet Searching

Click to get>> [Tips for searching the web](#)

[Google](#) [Yahoo](#) [Excite](#) [InternetSleuth](#) [Profusion](#) [Planetsearch](#)

[WhatUseek](#) [Lycos](#) [GoTo](#) [Infoseek](#) [Dogpile](#) [Teoma](#)

[Altavista](#) [Webcrawler](#) [HotBot](#) [A2Z](#) [Ixquick](#)

[NorthernLight](#) [Inference](#) [Thunderstone](#) [Kartoo](#)

[AskJeeves](#) [TheBigHub](#) [Alltheweb](#) [Snap](#) [Goodsearch](#)

[Blingo](#) [Bing](#)

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EVALUATIVE RESEARCH PAPERS:

Click [here](#) to read an essay on

"Monitoring Our Health"

Click [here](#) to read an essay on

"Stem Cell Research"

Click [here](#) to read an essay on

"Ensuing Disaster in Iraq"

[David Warlick's Citation Machine](#)

[Rapidcite](#)

[Easybib](#)

[Bibme](#)

[Guide from Diane Hacker](#)

[Knightcite](#)

Click [here](#) for advice from CSU about writing an argumentative essay.

Need help with [refutation?](#)

For approximately nine weeks, in addition to writing a four page Contrast of Sources documented essay (see below), you will write an "acceptable" six page (minimum) **argumentative** documented paper as partial fulfillment of the objectives required by SCC's English Department/Eng 102 Committee.

The grade on this assignment will constitute 35% of the course grade.

Major Objectives:

By approximately the tenth week, I hope you will have developed the skills necessary to research and compose a well organized research paper (minimum 6 full pages) on a **pre-approved** topic of your choice.

To help effect this goal, I ask you to participate in the following:

1. Research methods/Topic Selection I will spend the second class period discussing acceptable topic for both of your essays this semester, using several of the SCC library data bases as suggestions.

For Monday, Jan. 24:

Please read: [Choosing a Topic](#) @ Purdue's OWL

Please read: [Genre and Research Paper](#) @ Purdue's OWL

Please read: [Conducting Research](#) @ Purdue's OWL

Link to [SCC's Library](#)

Ideas for Choosing a topic

[Duke University](#)

[Purdue University](#)

[University of California at Santa Cruz](#)

[Santa Ana College](#)

Plan vs Hell--[PowerPoint](#)

At the SCC Library page, to find argumentative topics try

[Opposing Viewpoints Resource Center](#)

[CQ Researcher](#)

[All Data Bases A-Z](#)

or

[UCF's Writing Center](#)

[TCC's Writing Center](#)

[St Ambrose University](#)

[SDSU](#)

[Pro-Con.org](#) (New!)

Browse other media:

[The New York Times](#)

[The Washington Post](#)

[NPR's Home Page](#)

[NPR's Morning Edition](#)

[NPR's All Things Considered](#)

[NPR's Diane Rhem Show](#)

[PBS's News Hour with Jim Lehrer](#)

More specifications/requirements (thesis, etc) continued on Jan. 26 and 31

2. Critical analysis of various sources: [Link](#) to checking source reliability [More](#) on source reliability [CARS Test](#) of Reliability

During the period between Feb 2 and Feb 7:

Please read: [Writing the thesis](#) @ Purdue's OWL

Please read: [Argument Essay Structure](#) @ Purdue's OWL

Click [here](#) for a PowerPoint presentation that will help you get a clear perspective on what constitutes an effective thesis for the six page essay.

Click [here](#) for a PowerPoint presentation that will help you differentiate between the thesis for the six page essay and the reportorial main idea for the four page essay.

- a. topic narrowing
- b. exploratory reading [Link](#) to checking source reliability [More](#) on source reliability
- c. tentative **thesis statement (opinion) and prospectus** (paragraph of intent) formulated and presented to me during an individual conference scheduled for Feb. 2 and 7 ([download the conference times list](#))

Download my former student's [prospectus](#) on contrasting evolutionary theories [Link](#) to the same prospectus

If this conference is missed because you have been authorized by the college, a doctor, a dentist, etc., to be elsewhere, it can be rescheduled; however, an unjustified absence may result in your having to do additional work.

- d. establishing a preliminary Works Cited list

3. Logical assimilation of research materials:

Before the class on Feb 16,

Please read: [Avoiding Plagiarism](#) @ Purdue's OWL

Please read: [Quoting, Summarizing](#) @ Purdue's OWL

Please read: [Paraphrasing](#) @ Purdue's OWL

- a. [plagiarism](#) defined/exemplified
- b. purposeful reading and taking notes
- c. [What to acknowledge](#)

Required: Note taking exercise: Due Feb 16

Click [here](#) to download the note taking PowerPoint

Click [here](#) for Indiana University's page on plagiarism.

Click [here](#) for Purdue University's OWL's page on plagiarism.

4. MLA Style: Listing Sources and Using in-text citations

Before the class on the Feb 23:

Please read: [MLA Style Guide](#) @ Purdue's OWL:

click on books, periodicals, electronic sources, etc

- a. [MLA-2009](#) Style Works Cited forms (*MLA Handbook, 7th Ed.*)
- b. [MLA](#) In-Text Documentation forms

Required: If necessary, A Works Cited exercise Due Feb 23

Links to help with Works Cited page and Documentation

[David Warlick's Citation Machine](#)

[Easybib](#)

[Bibme](#)

[Rapidcite](#)

[Guide from Diane Hacker](#)

[Knightcite](#)

[How to format a Works Cited page](#) according to MLA requirements

5. Constructing an outline:

[Outline Basics](#)

Before the class on Mar 1:

Please read: [Outlining](#) @ Purdue's OWL:

Click [here](#) for the in-class PowerPoint Presentation
that highlights important [MLA](#) outlining conventions

- a. use of notecards
- b. formulation of working outline
- d. selection of outline type
- c. use of formal conventions

Required: faulty outline exercise (handout) Due: Mar 3

Outline/Notecard Conferences

[Download](#) the conference times list

You will meet individually with me to discuss your working (rough) outline and notecards on **Mar 8 and 10**. You will be required to bring a typed copy of your working outline, **with the (revised?) thesis at the top**. Attendance at the conference is **mandatory**.

Spring Break: Mar. 14 to Mar. 20

6. Composing and Revising:

- a. plagiarism review
- b. writing the rough draft
- c. managing quotations
- d. writing the final draft/revising
- e. overview of requirements
- f. proofreading exercise(handout)

For the Mar 21 class

Please read: [Rebuttal Sections](#)

Additional Required Reading: at least one sample evaluative paper(s); see [students' online essays](#); have the paper(s) also read by Mar 21

Click [here](#) for advice from CSU about writing an argumentative essay.
Need help with [refutation?](#)

Links to help with Works Cited page and Documentation

[David Warlick's Citation Machine](#)

[Easybib](#)

[Bibme](#)

[Rapidcite](#)

[Guide from Diane Hacker](#)

[Knightcite](#)

[How to format a Works Cited page](#)

Question and answer class on Wed. Mar. 23

SIX PAGE PAPER DUE: Monday, Mar. 28

Click [here](#) to download the Standards of Acceptability handout

Click [here](#) to download the Checklist handout

**You must submit this entire essay to Turnitin.com,
but obviously not the printouts, etc.**

[Turnitin.com](#)

Prior to submitting the project outlined above, you will write and submit a Contrast of Sources essay:

1. This assignment (**minimum length--four full pages**, about 900 words), is a **report** presenting the **pros and cons** of one controversial topic, which may be incorporated into the longer paper above, and will allow students to practice the following:

- a. selecting a subject/narrowing to topic
- b. planning research strategies
- c. taking notes
- d. constructing an outline
- e. using in-text documentation
- f. composing a rough draft
- g. revising
- h. composing a final draft
- i. proofreading
- j. submitting printout materials appropriately

Rationale:

This assignment is very important because it allows me to acquire a focus on your strengths and weaknesses, thus enabling me to offer more concrete suggestions about your writing, before the eight page paper is submitted. Because of its diagnostic significance (refer to a through i above), **if you do not submit the assignment, I will withdraw you from the class.** The paper is worth 15% of the course grade.

Required Reading: Read online or download one of the following:

- [Sample Essay # 1 . . . Stem Cell Research](#)
- [Sample Essay # 2 . . . Invading Iraq](#)
- [Sample Essay # 3 . . . Democratic Republic of Iraq](#)

- [David Warlick's Citation Machine](#)
- [Rapidcite](#)
- [Easybib](#)
- [Bibme](#)
- [Guide from Diane Hacker](#)
- [Knightcite](#)

[How to format a Works Cited page](#)

Looking for information for your four page report?

- [Opposing Viewpoints Resource Center](#)
- [Issues and Controversies](#)
- [CQ Researcher](#)

Also required during the nine or ten week period:

2. Your being assiduous and eschewing procrastination!

Question and answer class on Monday, Feb 22

Contrast of Sources Essay Due: Wed, Feb 28

You must submit this entire essay to Turnitin.com,

but obviously not the printouts, etc.

Click [here](#) to download the Standards of Acceptability handout

Click [here](#) to download the Checklist handout

[TURNITIN.COM](http://turnitin.com)

(see [late paper policy](#) below)

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SHORT STORY SECTION:

During the remainder of the semester, approximately six weeks, you will be introduced to the elements of fiction listed below and supplementary information during class presentations, discussions, or by reading selected short stories and literary criticism.

Click [here](#) to download the assignments for the remaining classes.

"Selected" **required** readings about the following:
(approx. Mar. 30 to Apr. 27)

1. "Reading the Story"
2. "Plot"
3. "Character"
4. "Theme"

You may be quizzed on some of the required readings; not all of the quizzes are announced, so please carefully read each assignment before coming to class. I have also scheduled a few extra credit "intellectual exercises" which have you briefly analyze at least one of the elements of fiction under discussion at the time. One of these you may revise and expand for the following:

I require [one critical analysis essay](#) during this literature unit: you will write a documented, evaluative expository essay to explain your understanding of at least one of three major elements of fiction in a short story of your choice; minimum length, two full pages. I will present more detailed specifications in class, along with supplementary handouts.

The paper is worth 15% of the final grade.

(Apr. 22 is the last day you may withdraw from a class at SCC with an instructor's signature)

If all goes well, I will return the research papers during the 3rd week of April, and you may schedule an appointment with me to discuss your essay grade, where you stand in the class, and what you may have to do to either better or lower your grade.

Suggested stories you might want to analyze in your two page essay:

["The Chrysanthemums"](#)

["Hills Like White Elephants"](#)

["A Clean, Well-Lighted Place"](#)

["The Swimmer"](#)

["The Black Cat"](#)

["The Cask of Amontillado"](#)

["The Masque Of the Red Death"](#)

["The Fall of the House of Usher"](#)

["The Tell-Tale Heart"](#)

["The Lottery"](#)

["To Build a Fire"](#)

["Roman Fever"](#)

["Paul's Case"](#)

["Eveline"](#)
["The Rocking Horse Winner"](#)
["A Rose for Emily"](#)
["Barn Burning"](#)
["The Five-Forty-Eight"](#)
["My Life with the Wave"](#)
["Good Country People"](#)
["The Boarded Window"](#)
["The Sniper"](#)

Question and answer class on Monday, Apr. 25

[Short Story Essay](#) Due: Wed. Apr. 27

You must submit this entire essay to Turnitin.com

[TURNITIN.COM](#)

(see [late paper policy](#) below)

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FINAL EXAMS:

Download SCC's [Final Exam schedule](#)
(You'll Need [Acrobat Reader](#))

You will be required to take a **two part final exam**. The first part (multiple choice) will cover important information taken from the required readings from the Research section. I will provide a review on **Apr. 27**

Exam date: Mon. May 2 (during regular class time)

The second will have you write an in-class essay (2 pages) in which you analyze either character or theme after selecting and reading one short story. I will conduct a review for this one also (**Wed. May 4**), at which I will present a brief plot summary for the approx. 12-16 short stories I will bring to the exam.

Exam date: Mon. May 9 from 1:30 to 3:20

LATE PAPER POLICY: Please read this carefully!

Please make an effort to submit your essays on time because I consider a paper "late" if it, as well as the envelope with the required materials, is submitted any time after 3:15 on the due date; the highest grade this submission can receive is a B. If it is turned in the next day, the highest grade it can get is a C. After this time, I will not accept any essay, as the highest grade it could receive would be a D, i.e., failing.

Turnitin is set up to accept late essays.

Concisely put, you have only the day it is due and the next day to submit any major essay. Also, if you do not submit a late paper to me personally, you must have either the essay or the envelope stamped with the time and date of submission (most often by an English Department secretary in [LC 305](#)).

FINAL GRADE FOR COURSE:

- Contrast of Sources Paper..... 15%
- Research Paper..... 35%
- Literature paper..... 15%
- Two Final Exams..... 20%
- Attendance, level of commitment, homework, quizzes, etc..... 15%

Grading

Passing grades: 4 = A or A-; 3.8 = B+;
3.5 = B; 3 = B-; 2.8 = C+; 2.5 = C; 2 = C-

Passing Challenged: 1.8 = D+; 1.5 = D; 1 = D-; 0 = F

Very Important!!

"Passing the class" means you have earned a C or better after I have graded all of the required essays and both parts of the finals; you must submit all major assignments. If you fail one of the two research papers I will, after an office consultation, usually allow you to rewrite it for a passing grade. In brief, you must submit all essays. I have set up [Turnitin.com](https://www.turnitin.com) to accommodate late essays. See [late paper policy](#) above.

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Other policies:

Regarding Students with disabilities:

It is a college policy to provide reasonable accommodations to students with disabilities. If you would like to request accommodations due to a physical, mental, or learning disability, please contact the Disability Resources & Services office, SC-144, 480-423-6517.

Regarding Audio-Visual Cellular Communication Devices:

Though I realize many of you will suffer from withdrawal symptoms--your phone hand begins to shake terribly and your phone ear twitches from lack of tactile stimulation--the English Department policy is **Cell Phones Off (CPO)** while in class:

"Texting is Vexing"

Turnitin Enrollment

During the first week, you must enroll in this class @ [Turnitin.com](https://www.turnitin.com)

The enrollment ID number for the 2:00 class is 2578893

The password is writenow

Process for new users:

Go to <http://www.turnitin.com> Under the e-mail box at the top of the screen, click on "create an account."

Then @ the next screen, click on "student," which is under "Create a New Account."

@ the next screen, click on "student." This will bring you to the site at which you fill in the

Class ID information (see above), User Information, and Password and Security Information,

before you go to the bottom and click the button next to "I am at least 13" and finally "I agree---create a profile."

Be sure to write down the password and secret question you answered.

Remember, the password is case sensitive and **must include a number** as part of the 6-12 characters.

Already enrolled:

If you are already enrolled in the [Turnitin](https://www.turnitin.com) system, you will be have to use

the password you initially selected; once you do this, you can then enroll in my class.

If you have forgotten the password and/or the answer to the secret question, you can request

a new one by clicking on the appropriate link.

The Heart to Heart Program

Heart to Heart is a student-run program designed to assist fellow students who are struggling financially as they try to stay in school. The program is for students who don't have the funds to buy a meal while on campus. This does not include students who simply forgot lunch money for the day, but those who don't have a means of purchasing a meal while on campus. Students

will receive meals through the SCC cafeteria.

If you know of someone in need of the program's assistance, please send him or her to the Counseling Office where a counselor will assess the need and set up assistance.

If you want to help fund the program, please give funds through the WL-E-J Office or Cashiering, or put your donation into the donation box at the cafeteria and in the WL-E-J Office.

SCC has implemented a Pay for Print* for students.

Each student will receive 250 prints per semester free of charge

Each time a student prints it will be deducted from their student account

After the initial 250 prints are used, the cost per print is 10 cents for B/W

Additional prints can be purchased from the Cashiers' Office
Cashiers Office hours: M-Th 8:00am -7:00pm, Friday 8:00am- 5:00pm

The prints are only available when the student is currently registered.

The prints are non-transferable from one semester to the next semester

Purchased prints are non-refundable and non-transferable

*A print is a one sided page, black and white, and 8 1/2" x 11"

G-Mail Help

Login

• Browse to my.maricopa.edu and click on GoogleApps@Maricopa.

This link will bring students to a **dedicated**, Maricopa only, login interface for Maricopa email addresses. Even though the site is provided in conjunction with GoogleApps technology, Maricopa students will not be able to log into their GoogleApps email account via the standard Google email website [www.gmail.com].

First time access - will require a "checked" acceptance of the "Google Terms of Service"; ongoing acceptance is understood by clicking "Log In". Additional information is available on the [LOGIN](#) page.

Help With Email

• For immediate assistance, please see the "**HELP WITH EMAIL**" section found on the [LOGIN](#) page. This section provides an overview to Gmail, information on available tools (Apps), Frequently Asked Questions, among a multitude of other tips and resources.

• Google also has available an extensive support site which include:

• Google Apps services - <http://google.com/support/a/users/?hl=en>

• Google Help Centers - <http://google.com/support/>

• Gmail tips and tricks - <http://www.google.com/mail/help/tips.html>

• Additional supplemental information for SCC students is also available via the [technology](#) page.

• The SCC Help Desk is also available by phone (480-423- **6274**, option #3) or e-mail (helpdesk.its@sccmail.maricopa.edu).

Note: GoogleApps@Maricopa follows a self-service support model; therefore, live technical support will be **limited**.

Maricopa Help Desk

Note: This 24-hour support line is ONLY for MEID username/password support, Blackboard support and/or my.marcopa.edu support.
E-mail and GoogleApps support is not available!

--[if !supportLists]->• <!--[endif]-->1- **888-994-4433** or 480-423-**6274**, option #1.

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Questions or Comments

[E-Mail Me](#)