



ENGL 1302 – English Composition II – HYB

Course Syllabus: Second Eight-Week Fall 2025

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Julie Ratliff

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday
	8:00-9:30	8:00-9:30 1:30-3:00	8:00-9:30	8:00-9:30	9:00-11:30
	And by Appointment				

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

3 credit hours.

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

Prerequisite(s): ENGL 1301 or its equivalent.

Student Learning Outcomes:

Upon successful completion of this course, students will be able to:

1. Demonstrate knowledge of individual and collaborative research processes.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

Evaluation/Grading Policy:

Participation/Attendance	100 pts.	900 and above	A
Five Papers (100 ea, including research paper)	500 pts.	800-899	B
Presentation (100 pts)	100 pts.	700-799	C
Blackboard Assignments	300 pts.	600-699	D
Total	1000 pts	Below	F

Grades will be returned to the student as follows:

- Blackboard assignments within twenty-four to forty-eight hours of the due date.
- Papers and Presentations within one week of due date.
- Quizzes and Participation grades will usually be updated within one week, but the final total with any extra credit will be entered by finals period.

Required Instructional Materials:

Everyone's An Author (inclusive)

Additional Readings online**Optional Instructional Materials:**

Publisher: Norton's

ISBN Number: ISBN 978-0-393-91201-2

A Flash Drive and WEPA card

Minimum Technology Requirements:

The class requires access to a computer with access to Blackboard and Word (Note: all computers available in the LRC are sufficiently equipped to complete class assignments if you do not have access to one at home.) Additionally, there are computer kiosks available in the SUB and LRC from which you can check out one of a limited number of laptops for personal use.

Required Computer Literacy Skills:

Basic Word Processing and Email skills

Course Structure and Overview:

This is an eight-week ENGL 1302 hybrid class, which means half of the work is to be done for the face-to-face class and half through online Blackboard assignments.

The class is focused on hands-on writing activities and the process that it takes to achieve them. Long formal lectures are rare; writing sessions and discussions are not. Through class time and the Blackboard assignments, students will learn to compose, research, draft, and revise five formal papers, including a formal research paper and presentation. In class meetings will be reserved for lecture, discussion, writing activities, and practice as well as presentations. In class participation is an essential element in this course. Each student will be expected to participate in all activities which occur in class. These activities are designed to sharpen skills and provide tools for use in this and other classes. Participation in these activities directly affects the student's grade at the end of the semester. Out of class, students are expected to complete all the readings (chapters, online readings, or handouts), finalize all papers, and complete all Blackboard assignments by deadline.

YOU CANNOT PASS THIS COURSE WITHOUT COMPLETING THE ONLINE ASSIGNMENTS!

And

YOU CANNOT PASS THIS COURSE WITHOUT COMPLETING THE RESEARCH PAPER!

Assignments

Participation: This part of the course is primarily done through attendance, discussion, and completion of class activities.

Papers: In class, we will be following the writing process from brainstorming to drafting to peer to reviewing to revision for five papers. Four of those papers will be turned in (with all drafts included) for 100 points each. The final paper will be a "research" project, which will also be created through the writing process, but in addition to the paper and its drafts, you will also be required to make a formal in-class presentation of results you discovered during the process. That paper, like the others, will be worth 100 points. The presentation will also be worth 100 points each.

Please Note:

YOU CANNOT PASS THIS COURSE WITH OUT COMPLETING THE RESEARCH PAPER!

Presentation: As a result of the research project connected to the final paper of the semester, you will be expected to give the class a presentation of your findings. This is NOT reading the paper that you composed; it is highlighting the aspects of the research from which you believe your audience will learn the most. It is worth 100 points.

Weekly Blackboard:

The primary “weekly assignment” will be the assignments **required on Blackboard**, which **MUST BE COMPLETED** during the week of the assignment but may be revised during the remainder of the course. The vast majority of these assignments will be related to learning the steps of research.

Communications:

EMAIL (preferred contact): Check your **NTCC** email **EVERYDAY**. Email is the official form of communication used here at NTCC, and if you do not check it regularly, you will miss important deadline information. Most emailed questions to the instructor will be responded to within 24 hours, but usually within a few hours during normal waking hours.

TEXT MESSAGING (903-270-4528): I do not usually give my private phone number to students, but these are not usual times. I respect your privacy. Please respect mine. If you must text me, please identify yourself in the text and try to stay **within normal business hours**.

PHONE: The phone number at the top of the syllabus is to my campus office. I will only access and return messages to that number during my stated office hours.

Institutional/Course Policy:

Preparation: While you are in college, it is your job as a student to come to class **ON TIME** prepared for the work of the day. That means make sure you have read the assignment **BEFORE** class; have your assignments finished and **IN HAND**, and **NEVER** walk in a classroom without the textbook, blank paper for notes or activities, and a **WORKING** writing utensil.

Think of them—the textbook, the paper, the pen—as the tools of your trade while you are in school.

Attendance: Attendance is expected. We only meet for eight weeks, and it is easy to get behind if you miss. All missed days will impact your participation grade.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

Statement Regarding the Use of AI Technology

Absent a clear statement from a course instructor, use of or consultation with generative AI shall be treated analogously to assistance from another person (collusion). In particular, using generative AI tools to substantially complete an assignment or exam is not permitted. Students should acknowledge the use of generative AI and default to disclosing such assistance when in doubt. Students who are unsure of policies regarding generative AI tools are encouraged to ask their instructors for clarification. (Adapted from the Stanford University Office of Community Standards, 31 August 2023)

For this class: if you use AI-generated material, the assignment will not be accepted as fulfilling the assignment requirements and will earn a failing grade in the grade book. If you do your own original work for every assignment, you will not have a problem with Academic Honesty issues.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (Note: Your instructor reserves the right to make adjustments to this timeline at any point in the term): You should have read everything scheduled **before** class starts. Things in Bold are important assignment dates.

Week 1 (October 20): A) Introductions /Writing Sample

B) Writing Sample Discussion / Review 1301

Blackboard Activity: Review 1301 (Chapters 1-7) (Due by Noon Sunday)

Week 2 (October 27): A) Research Paper Brainstorm, Chap. 21

B) Fiction Introduction, "The Story of an Hour" (Bb) & "The Lottery" (Bb)

Writing Sample Revision Due by Noon on Friday.

Blackboard Activity: Preliminary Research (Chapters 22-23) (Due by Noon Sunday)

Week 3 (November 3): A) "Popular Mechanics" (Bb) & "A Rose for Emily" (Bb)

B) Organizing Fiction Paper / Preliminary Research Work, & Annotated Bibliographies

Blackboard Activity: Research Plan (Chapters 24-25) (Due by Noon Sunday)

Week 4 (November 10): A) **Peer Review of Fiction Paper** / Dramatic Introduction & *Hamlet*, Act I (Bb)

B) *Hamlet*, Act II-V (Bb) / Film

Fiction Paper Due by Noon on Friday

Blackboard Activity: Annotated Bibliography 1 & 2 (Chapter 26) (Due by Noon Sunday)

Week 5 (November 17): A) Film

B) Organizing Drama Paper / Poetry Introduction

Blackboard Activity: Annotated Bibliography 3 & 4 (Chapter 26) (Due by Noon Sunday)

Week 6 (November 24): A) Poetry Selections / **Drama Paper Peer Review**

B) **Thanksgiving--NoClass**

Drama Paper Due by Noon on Friday

Blackboard Activity: Annotated Bibliography 5 & Outline (Due by Noon Sunday)

Week 7 (December 1): A) Organizing Poetry Paper / Research Work

B) **Peer Review Poetry Paper** / Research Work

Poetry Paper Due by Noon on Friday

Blackboard Activity: Evaluation

Week 8 (December 8 / Finals): A) **Presentations**

B) **Presentations/In-Class Writing**

Research Paper due by Noon on Friday

Fiction Paper Assignment

Choose one of the stories we read for class about which to write a cohesive essay.

Choose a literary term to discuss in connection with the work.

Create an analytical thesis on the significance of the literary term to the work under consideration. Write an essay in which you use the work as supporting evidence to explain your thesis. Be sure to use the appropriate literary terms and their definitions to relay your conclusions to the audience.

The paper must be a minimum of 1000 words and use specific supporting evidence from at least one of the works from the short story unit.

You may NOT re-use the Alligator River Story.

Drama Paper Assignment

Choose one or more 'modern' adaptations of *Hamlet*.

Using *Hamlet* and at least one or more adaptations of the play, write an essay in which you explain to an uninformed reader what the drama was about and why it is relevant to a modern audience. Be sure to use the appropriate literary/poetic terms when discussing the drama.

If you choose to compare the drama to the something outside class materials, please provide proper documentation and explanations of that work.

The paper must be a minimum of 1000 words and use specific supporting evidence.

Poetry Paper Assignment

Choose one of the packet poems.

Decide which literary terms are necessary in order to understand the poem.

Create an analytical thesis about the poem and create an essay in which you explain to an uninformed reader what the poem means and which literary/poetic techniques were used to relay that meaning to you. Be sure to define terms and use specific supporting evidence from the poem(s) in question.

If you choose to compare the poem to the writer's life, make sure you have supporting evidence for how you know that poet's life. And, if you use such support, make sure you document it appropriately.

The paper must be a minimum of 1000 words and use specific supporting evidence.

Research Paper Assignment

To fulfill the Texas State Requirements for 1302, you must complete a fully documented research paper. For our purposes, you will write an essay that is 2500-5000 words (approx. 7-10 pages) with at least FIVE independent sources used and documented appropriately in MLA handbook styles.

For your topic: Examine and explain how a "text" changed the world.

To do the research project, you will need to complete all the Blackboard Weekly assignments as well as draft your final paper and present your findings during the last week of class.

Please Note:

You may **NOT** use **Wikipedia** as a source.

You may **NOT** use AI for the paper or any Blackboard Assignments.

The required **Five** sources must be **SEPARATE** sources; they may not be pages from the same website.

Formal papers must be in third person.

You must follow proper MLA documentation formatting for both the Annotated Bibliography and the Paper. If you have questions, see Chapter 30 in your book.

Also NOTE:

YOU CANNOT PASS ENGL 1302 IF YOU DO NOT COMPLETE THE RESEARCH PAPER.