

COMPOSITION II: SUMMER 2021  
DR. HAROLD WILLIAM HALBERT

ENG102OCS Online



Montgomery County  
Community College

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**COURSE DESCRIPTION:** ENG 102 focuses on writing the college-level research paper and develops each student's mastery of communication, information literacy, and analytic skills with emphasis placed on research and documentation methods. Students use writing, reading, listening, and observations skills to understand, organize, receive, and convey information. Using research gleaned from diverse sources, students employ logic, reasoning, and analysis to craft effective essays.

**PREREQUISITE:** Students must have successfully completed or tested out of REA 017 or REA 018, ESL 011 or ENG 011.

**LEARNING OUTCOMES:** Upon successful completion of this course, the student will be able to:

1. Address a question using an appropriate research strategy
2. Compose a coherent thesis that addresses an audience and purpose appropriate to the writing task
3. Locate and critically evaluate information from written, oral, graphic, mass media, and scholarly sources
4. Access and use information ethically and legally, employing the appropriate format and documentation
5. Integrate research into an argument
6. Draw reasonable conclusions based on research
7. Write well-edited essays that show substantial attention to organization and grammar

To address these skills goals, I have designed the course around a specific theme: horror and the monstrous in art.

**COURSE CONTENT** My courses are designed to deal with adult issues often centering around controversial cultural and historical conflicts. At times, the class readings, lectures, and discussions may question ideas or beliefs that individual students hold dear. In addition, the language used in the course may range from highly technical jargon to the vernacular, including profanity. Students who wish to avoid such a classroom environment should seek another section of the course.

**TEXTBOOK AND REQUIRED MATERIALS:**

- *A Pocket Style Manual, 2016 MLA Update Edition* by Hacker, Diana; Sommers, Nancy, 7<sup>th</sup> Edition (ISBN: 9781319083526)
- *I Am Legend*--Richard Matheson (ISBN- 9780765357151)

- *Dr. Jekyll and Mr. Hyde*--Robert Louis Stevenson (Dover ISBN- 9780486266886)
- Downloaded Course Readings (provided by instructor via Blackboard in Course Materials)
- Book-Tab Post-Its.
- Online Access
- Pen and paper for each class

**COURSE REQUIREMENTS:** English 102 will be one of the most challenging courses of your academic career because it moves quickly, requires a wide range of academic skills, and demands more time than the average course. We will complete four major essay cycles consisting of content readings, skills readings, prewriting, drafting, peer revisions, and final drafts. A breakdown of the assignments and relative point values is as follows:

- Major Research Paper 300 Points
- Final drafts of major papers 200 points
- MS Word Formatting Assignment 21 points
- Scholarly Article Analysis 20 points
- Peer Reviews 5 points
- Individual drafts of papers 5 points if completed -5 if not
- Required emails and posts 1 point if completed -5 if not  
(unless otherwise indicated on Daily Assignments)
- Reading reactions 5 points (unless otherwise  
indicated on Daily Assignments)
- Responses to reading reactions & formal responses 3 points
- Conference attendance 5 points for attending
- Paper Topic Responses 5 points
- Research Logs 10 points
- Online Resources Activity 15 points
- Personal Introductions 5 points

Your grade is calculated by adding the total points earned and then dividing them by the total points possible. That average will then be plugged into the college's grading scale.

### Transcript/Entry

Numerical Grade	Corresponding letter grade	Percent Equivalent
4.0	A	93.6-100%
3.7	A-	89.5-93.5%
3.3	B+	87.5-89.4%
3.0	B	83.5-87.5%
2.7	B-	79.5-83.4%
2.3	C+	77.5-79.4

2.0	C	69.5-77.4%
1.3	D	63.5-69.4%
0.0	F	0-63.4%

Be advised that ***you must complete all major papers in order to pass the course.*** Even if your paper is too late to be accepted under the late work policies, it must be completed by the end of the semester. If it is not, then you will automatically fail for the course, regardless of what your point total is.

**MAJOR PAPER REWRITE OPTION** In order to allow students to benefit from the three-step writing process and to turn in the best possible work for evaluation, students will be permitted to revise one of the first two papers in the course for an entirely new grade provided the assignment/essay was handed in on time and without plagiarism. Late or plagiarized papers are ineligible for revision.

Note: Just turning in a revision does not guarantee you will receive a higher grade. In the event that the revised draft grade is actually lower than the original assignment, you will receive the higher of the two grades; however, a higher revision grade always replaces the original grade, so if you are prepared to work hard, your grade will most likely benefit. See the class web page for more information on the major paper rewrite. Please see the class web page's assignments section for more explicit details on the [Major Paper Rewrite Option](#).

**COLLEGE POLICIES:** All College policies must be followed and are a binding part of this syllabus. Details on the Student Code of Conduct can be found at <https://www.mc3.edu/about-mccc/policies-and-procedures/student-code-of-conduct>.

**PLAGIARISM AND ACADEMIC DISHONESTY:** Plagiarism constitutes a serious breach of academic honesty and will not be tolerated. Unless I deem an act of plagiarism or cheating an honest mistake, I routinely assign students an "F" in the course for any act of academic dishonesty without the option of [withdrawing from the course](#). Especially egregious acts will receive an "FX" with an additional notation of academic misconduct on the student's transcript. Please note that submitting work from another class as original work for this course constitutes academic dishonesty. For a full discussion of the Academic Honesty policies, please see <https://www.mc3.edu/about-mccc/policies-and-procedures/student-academic-code-of-ethics>. All students in my English courses will submit their papers to TurnItIn.com, a tool that checks your papers against other sources. You will have a chance to see your report and revise it before the final draft is due, should you choose.

**SERVICES FOR STUDENTS WITH DISABILITIES:** Montgomery County Community College (MCCC) welcomes qualified students with disabilities and endorses the principles of nondiscrimination and reasonable accommodation as described in Section 504 of the Rehabilitation Act of 1973 (504) and the Americans with Disabilities Act of 1990 (ADA). To see if you are eligible for services and reasonable accommodations in

this course please review the policy on the Disabilities web site at <https://www.mc3.edu/about-mccc/policies-and-procedures/students-with-disabilities>.

**ATTENDANCE POLICY:** Since this course is online, attendance is a tricky subject. The course is not self-paced: tasks are due almost every day. Not logging in for weeks is unacceptable, and you will lose points by not doing the work assigned for that day. We also have three required conferences that will be held online. You are responsible for scheduling them (see the handouts section of the class web page for details) and being on time for your conference. If you do that, you will get 5 points for each conference. For every conference you miss, you will receive -5 points.

**CLASS CANCELLATION:** In the event that I have to cancel a class, I will email the class and post a message on Blackboard (assuming I have power at home to access the Internet). If the College closes, the class is automatically canceled. If you haven't signed up for MCCC's texting service, you should.

**WITHDRAWAL POLICY, INCOMPLETES, AND AUDITS:** Should you wish to withdraw from the course, if you do not formally withdraw, you will receive an F for the course even if you stop attending. Applications for an "Incomplete" will only be entertained in cases of documented medical emergencies or military call-ups. Audits will not be permitted unless you start the course as an audit student and can convince me that you are willing to do all that work for no grade. Students may withdraw without my signature between May 25<sup>th</sup> and June 10<sup>th</sup> by following the instructions at <https://mymccc.mc3.edu/allcampusresources/studentaffairs/srr/Pages/withdraw.aspx>. Students can withdraw with my signature between June 11<sup>th</sup> and June 17<sup>th</sup>, but **my general practice is to not sign any withdrawal requests unless you have a documented emergency**. Students seeking my signature will need to complete the [Withdrawal Permission Form](#). After the 17<sup>th</sup> you will need to appeal to the Office of Academic Affairs and plead extraordinary circumstances.

**TURNING IN MAJOR PAPERS** When the final draft of a major paper is due, you will need to do the following:

- Submit a copy to the dropbox on Blackboard for the paper. ***This file is what will actually be graded, so make sure it is the final version and not a prior draft.***
- Post a copy to the discussion board in the "Final Draft" forum.

I will give extensive feedback on the first paper, minimal markings on the second paper, and comments-by-request on the final paper.

**LATE WORK** All work is due at the beginning of class on the day listed for the syllabus unless otherwise noted. I hate late work from students: it complicates my ability to grade or simply keep track of your work. More importantly, it devalues the efforts of your classmates who work very hard to meet their deadlines. To discourage late work, I have the following policy:

- Final drafts of papers lose 25 points (out of the possible 200 points) for each 24-hour period they are late. This penalty includes Saturdays and Sundays. The final paper will not be accepted late.
- Other late assignments have a 24-hour period to be submitted. They will be graded, and that grade will be divided by 2 and entered into the grade spreadsheet.

Late work will kill your grade, so don't do it. If you know ahead of time that you will not be able to complete a task, contact me for an extension. I reserve the right to make an exception to the late policy in the case of an extreme (and documentable) emergency, but that almost never happens.

**TUTORIAL SERVICES:** Tutorial Services, located on the lower floor of College Hall in Room 180, has computers that students may use. In addition, help from professional tutors on papers for English and other courses is available on a walk-in basis. Use of the Tutorial Services is strongly encouraged: I've run centers like this, used centers like this, and I believe they are a valuable resource for both struggling and gifted writers because they provide a pair of professional eyes to review a paper and give writers the kind of feedback we all want. Contact them at 215-641-6452 or log into the portal and find us online at <https://mymccc.mc3.edu/allcampusresources/academicaffairs/lal/Pages/TutorialServices.aspx>.

**CLASSROOM POLICIES:** As adults, students and the instructor should know to do the following in class:

- Be prepared for class with work completed and required materials available.
- Refrain from non-class related conversations once class has started.
- Keep cell phones and pagers in "silent" mode and refrain from answering them or using them to send text messages. Should a student expect an important call (because of family emergencies or issues of similar magnitude), please make the instructor aware of that possibility before class.
- Inform the professor if you will be recording the class.
- Treat each other with mutual respect: while we can challenge each other's ideas in class, personalized attacks or use of inappropriate language directed at another member of the class community is unacceptable.
- Ask for help if you need it.
- Make the most of this course. It will help in the future.

**FINAL WORD:** I enjoy teaching composition courses: I believe they can be the most empowering classes a person can take in college because the skills you learn can help you in virtually every part of your life. I took this job to help people discover their potential: as long as you are willing to do the work, I will do everything in my power to help you not only pass the course, but to be the best writer you can be.

**DAILY ASSIGNMENTS:**

Monday, May 17, 2021

- First Day of Class.

Tuesday, May 18, 2021

- **No Class:** Dr. Halbert will be running a Primary Election Polling Station for the day. Use this time to read ahead in the novel.
- Read the entire "Welcome: Start Here" section of the class web page.
- Read and mark "How to Really Read This Book" (Course Materials)
- Start reading and marking *The Strange Case of Dr. Jekyll and Mr. Hyde* (A digital copy of the first book edition is in the course materials if your physical copy is unavailable). My suggestion is to read until you reach the chapter titled "The Incident at the Window." You do not need to read the introduction if your edition has one).
- Complete Personal Introduction.
- Submit completed contract to the "Contract" Dropbox.
- Submit completed contact information spreadsheet to "Contact Info" Dropbox.

Wednesday, May 19, 2021

- Finish reading and marking *The Strange Case of Dr. Jekyll and Mr. Hyde*. Note this includes "Chapter 10: Henry Jekyll's Full Statement of the Case." You do not need to read any commentaries that may be in your edition.
- Read "Paper #1: *The Strange Case of Dr. Jekyll and Mr. Hyde*" topic in the Assignments section.
- Post a potential paper topic and any questions about the paper topic in the "Paper #1: Questions about Topic" forum.
- Last day to add a course without faculty signature.

Thursday, May 20, 2021

- Scholarly Article Analysis Project Due. See Assignments for details. A copy of the required article, "Twins, Twinship, and Robert Louis Stevenson's *Strange Case of Dr. Jekyll and Mr. Hyde*" can be found in the "Course Materials" section of the class Blackboard Site. Put a copy in the dropbox for "Scholarly Analysis."
- Read and mark pages 109-124 in *A Pocket Style Manual* ("Using Sources to inform...", all of "Avoiding Plagiarism," all of "Integrating sources," and all of "Integrating literary quotations." Place a tab on the following items: "unacceptable borrowing," "ellipsis mark," "brackets," "long quotations," and "signal phrases."
- Read the online handout "Integrating Quotes into a Paper (MLA Style)" on the class web page. This may help with the Scholarly Article Analysis Project.

Monday, May 24, 2021

- Draft 1 of Paper #1 is due by 10 AM. Post a copy in the "Jekyll/Hyde Draft 1" forum by the start of class.. See Assignments section for paper topic and handouts for instructions on how to post. Make sure you copy and paste AND attach the file.

- In-class Peer Reviews: review instructions in the Assignments section. Read two people's papers and complete a peer review for each. Post a copy of the review (both as a copy and paste AND attachment) as a quote to each paper by 11:49 PM.
- Sign up for required one-on-one conferences. See handout for scheduling instructions.
- Last day to drop the course before withdraw period starts.

Tuesday, May 25, 2021

- No Class: Required conferences are available for today. See handouts for scheduling instructions.
- Draft 2 of Paper #1 is due before the start of your conference.. Post a copy in the "Jekyll/Hyde Draft 2 (Conferences)" forum. Make sure you copy and paste AND attach the file.
- [Withdraw](#) period without faculty signature starts.

Wednesday, May 26, 2021

- No Class: Required conferences are available for today. See handouts for scheduling instructions.
- Read and mark Chapters 1-12 of *I Am Legend*.
- Draft 2 of Paper #1 is due before the start of your conference.. Post a copy in the "Jekyll/Hyde Draft 2 (Conferences)" forum. Make sure you copy and paste AND attach the file.

Thursday, May 27, 2021

- Final Draft of Paper #1 Due by 10AM. See Checklist for Paper #1. Post a copy of the paper in the "Jekyll/Hyde Final Draft" forum. Make sure you copy and paste AND attach the file.
- Post an additional copy of the paper to the Dropbox for Paper #1.

Monday, May 31, 2021

- **No Class:** Memorial Day
- You may want to watch *28 Days Later* over the holiday weekend. [You can stream it from one of the linked options.](#)

Tuesday, June 1, 2021

- Finish reading and marking *I Am Legend* (chapters 12-21). Note: most copies of the novel end around page 179. The rest of the book is made up of short stories. You do NOT need to read them.
- Watch and take notes on *28 Days Later*. . [You can stream it from one of the linked options.](#)

Wednesday, June 2, 2021

- Read and mark "It's Alive, I'm Afraid" from *The Monster Show*, available in Course Materials.

Thursday, June 3, 2021

- Read and mark *The Horror Film* (Chapter 9: "Slashers and Postslashers"), available in Course Materials
- We will complete the open-book "Using Online Resources Activity" described in the Handouts section in class today, but you may want to review the expectations.

Monday, June 7, 2021

- Read and mark "Monster Culture (Seven Theses)" available in Course Materials. **WARNING:** this essay is very, very difficult.
- Formal Response to "Monster Culture (Seven Theses)" due. See specific instructions that are different from a normal reading reaction in the handouts section.
- Read "Paper #2: Monster Theory" Paper Topic.
- Post a potential paper topic and any questions about the paper topic in the "Paper #2: Topic Response" forum. See Assignments for instructions.

Tuesday, June 8, 2021

- Post 1<sup>st</sup> Draft of Paper #2 Due by 10 AM in the "Paper #2 Draft 1" forum.
- In-class Peer Reviews: review instructions in the Assignments section. Read two people's papers and complete a peer review for each. We will start in class. Post a copy of the review (both as a copy and paste AND attachment) as a quote to each paper by 11:49 PM.
- Sign up for a required conference if you have not already done so.

Wednesday, June 9, 2021

- **No Class:** Required conferences are available for today. See handouts for scheduling instructions.
- Post 2<sup>nd</sup> Draft of Paper #2: Due by 10 AM in the Paper #2: Draft 2 (Conference ) forum.

Thursday, June 10, 2021

- **No Class:** Required conferences are available for today. See handouts for scheduling instructions.
- Post 2<sup>nd</sup> Draft of Paper #2: Due by 10 AM in the Paper #2: Draft 2 (Conference ) forum.
- [Withdrawal](#) without faculty signature period ends.

Friday, June 11, 2021

- **No class:** we do not meet on Fridays.
- [Withdrawal](#) with faculty signature period starts.

Monday, June 14, 2021

- Paper #2 Final Draft Due. Post to the discussion board and to the dropbox. See checklist for details.
- Read "Library Research Overview" in the Handouts section of the class web site.

- Library Orientation
- Start library research for your topic.

Tuesday, June 15, 2021

- Post first "Research Log" in the "Research Log 1" forum of the discussion board. Make sure your subject line clearly identifies your topic so that others who are interested in your topic can see what you found. See Assignments for "Research Log" instructions.
- Continue library research into your topic. You should be logged into the Virtual Classroom while you do your research.

Wednesday, June 16, 2021

- Post second "Research Log" in the "Research Log 2" forum of the discussion board. Make sure your subject line clearly identifies your topic so that others who are interested in your topic can see what you found. See Assignments for "Research Log" instructions.
- Continue library research into your topic. You should be logged into the Virtual Classroom while you do your research.

Thursday, June 17, 2021

- 2-minute presentations are today. Absences today will result in a 10-point zero on your presentation.
- [Withdrawal](#) without faculty signature period ends.

Friday, June 18, 2021

- Excused [Withdrawal](#) period begins and runs through the end of the semester.

Monday, June 21, 2021

- Post 1<sup>st</sup> Draft of Research Paper by 10 AM in the "Research Paper Draft 1" forum.
- We will do peer reviews today.

Tuesday, June 22, 2021

- **No Class:** today is a conference day.
- Post 2<sup>nd</sup> Draft of Research Paper prior to the start of your conference in the "Research Paper Draft 2 (Conferences)" forum.

Wednesday, June 23, 2021

- **No Class:** today is a conference day.
- Post 2<sup>nd</sup> Draft of Research Paper prior to the start of your conference in the "Research Paper Draft 2 (Conferences)" forum.

Thursday, June 24, 2021

- Post 3<sup>rd</sup> Draft of Research Paper by the start of class. This copy should be a complete paper, including a full works cited.
- We will have peer review today.

Monday, June 28, 2021

- Last Day of Class
- Final Draft of Research Paper Due by 10AM. Submit to the dropbox and discussion board. See checklist for details.
- Complete Paper 3: Self-Assessment by answering the survey in the “Paper 3: Self-Assessment” dropbox
- by 11:49 PM. We will start this task in class.
- Complete Course Commentary by answering the survey in the “Course Commentary” dropbox by 11:49 PM. We will start this task in class.
- Optional Major Paper Rewrite of Paper #1 is due by 11:49 PM. Submit to the “Major Paper Rewrite” dropbox.
- Please note that there will be no extensions on projects past class time given the short period to finalize grades.

Tuesday, June 29, 2021

- NO CLASS. The class is over.
- Faculty must submit final grades by 11:59 PM tonight.