

State College of Florida, Manatee-Sarasota
Department of Language & Literature

ENC 1101 – WRITTEN COMMUNICATION I

SPRING 2023

CRN: 20796
Day and Time: 100% ONLINE, JAN. 9 to AUG. 29
Credit hours: 3
Instructor: Dr. Jackie Smith
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Telephone: 941.752.5480
Office: 9-130
Office hours: On campus or via Microsoft Teams in Canvas
M/W 11am to noon; T/R 8:30-9:30am, and F 11am-noon (MS Teams);
and by appointment

REQUIRED TEXTS

- *The Norton Field Guide to Writing with Readings* by Bullock et al., 6th edition
 - ISBN: 9780393884074, (paperback)
- Orwell, George. *Animal Farm*.
 - ISBN: 9780451526342
- *Purdue University's Online Writing Lab (OWL)*: <https://owl.english.purdue.edu/owl/>
- Assigned selections from *Writing Spaces: An Open Textbook Project*:
<http://writingspaces.org/>
- Other reading selections, posted electronically on Canvas

Additional Materials:

- Electronic media on which to save your work
- Access to word processing software (MS Word, available for free for students at SCF)
- A SCF email account

COURSE DESCRIPTION

(A.A.) Prerequisite: ENC 0020 or 0025C and REA 0002 or 0017 or appropriate score on English and Reading placement tests. This course meets Area I of the A.A./A.S. general education requirements and the Gordon Rule requirements. This course encompasses grammar and diction review, composition, expository writing, work with both primary and multiple source themes, instruction in the use of the library and writing the research paper and practice in oral communication.

GORDON RULE

This course meets the Florida State Board of Education Rule Number 6A-10.30. In accordance with this rule, students will complete six semester hours of English and six semester hours of additional coursework in which the student must demonstrate college-level writing skills. SCF requires a minimum of 6,000 words in each of these Gordon Rule courses. A grade of C or better is required for credit in Gordon Rule classes.

ENC 1101 encompasses grammar and diction reviews, composition, expository writing, work in primary and multiple source themes, instruction in the use of the library and writing the research paper and practice in oral communication. Overall emphasis is on grammar and composition. In all, the course is designed to teach students basic rhetorical concepts and to introduce them to research methodology. Upon completion of this course, students will be able to compose well-developed essays, construct logical arguments through writing, and complete research projects. They further will be introduced to basic rhetorical modes.

STUDENT LEARNING OUTCOMES: Course assignments and activities are designed around these objectives.

1. Fulfill writing requirements as mandated by SBE 6A-10.30, also known as the Gordon Rule.
2. Draft, edit, and produce well-organized, multi-paragraph essays with grammar, style, and tone appropriate for the college level.
3. Conduct research using valid resources including print, database, and web-based sources.
4. Write a multi-paragraph, thesis-driven, properly documented research essay while avoiding plagiarism by using an approved documentation style.
5. Effectively apply the skills necessary for in-class, timed writing assignments.
6. Effectively deliver a presentation.
7. Apply effective interpersonal communication skills by participating in collaborative projects, research, and peer review.
8. Apply current information literacy skills through the professional use of email, online forums, and other forms of technology.
9. Apply college-level analytical and evaluative reading skills to course assignments.

CANVAS USE

The class syllabus is posted in Canvas, an online course management system. In this class, Canvas will be used for online discussions, additional readings, assignment submissions, and general course announcements. This means that your grade will come from your participation in online work. Your participation in CANVAS is determined by your completion of work in the class. CANVAS will contain all essential information about the course—an electronic copy of the syllabus, a course schedule of readings, due dates, and assignments; you will be able to post questions and comments related to a particular week's readings, explore web sites and multimedia that can further your understanding of the material covered in class, and develop a network with your classmates. CANVAS will also be our main method of communication, so it is vital that you interact with the program on a regular basis.

If concerns arise with Canvas, please contact the help desk and include their reply in your email to me.

Canvas SUPPORT

For technical issues with Canvas, contact Canvas technical support by clicking the question mark icon in the lower left-hand corner of the Canvas window and choosing "Report a Problem" or "Chat with Canvas Support." Also, Canvas support can be contacted via phone at 844-920-2764 (please put this number in your phone).

For technical issues with My SCF, contact SCF technical support by calling (number) or emailing helprequest@scf.edu.

TURNITIN

State College of Florida has an account with an automated plagiarism detection service which allows student assignments to be checked for plagiarism. I reserve the right to ask students to submit their assignments to Turnitin through Canvas. Assignments are compared automatically with a database of journal articles, web articles, and previously submitted papers. The instructor receives a report showing exactly how a student's paper was plagiarized.

Pursuant to the provisions of the Family Educational Rights and Privacy Act (FERPA), students are requested to maintain confidentiality as a way to keep their personal contact information (i.e. name, address, telephone) from being disclosed to vendors or other outside agencies. By your submission, you are also agreeing to release your original work for review for academic purposes to Turnitin.

COURSEWORK & WEIGHTS

- ❖ **Two** essay projects, including (unless otherwise specified):
 - Planning (includes rough draft, peer editing)----- 20pts.
 - Final version -----250pts.
 - **Essay projects are worth a total of 250 points each.**

- ❖ Required weekly reader responses Discussion Questions-----160pts.
 - **Worth a total of 160 points (10 points each entry)**
 - Each original entry must be at least 250 words in length.
 - Each classmate response must be at least 100 words in length.
 - ***Students must respond to one original prompt and to at least one classmate in each thread during each week of class in which a response is posted (8 out 16 weeks).***
 - ***Reading quizzes or other homework assignments may substitute for weekly responses, as needed.***

- ❖ Quizzes, misc. writing -----200pts.
 - **Worth a total of 200 points**
 - One quiz will be on the syllabus; the last quiz will be cumulative and will cover various writing, researching, and citation concepts. The remaining quizzes will assess your understanding of reading assignments (mainly from the textbook).

- ❖ Presentation
 - Presentation slides, notes, Works Cited page -----100 pts.

All final drafts must be submitted/uploaded into Canvas as either a MS Word document (.doc or .docx) or a pdf file ONLY. Any work that is submitted in an unreadable file will not receive credit. All essays should strictly adhere to MLA (8th or 9th edition) guidelines.

The specific criteria for the categories will be explained for each project, distributed via Canvas. Also, rubrics for each essay assignment, the discussion questions, and the presentation are available on Canvas.

Revision: Current writing theory and practice advocates a process approach to writing in which revision of writing over multiple drafts is a major component. In each of the major paper assignments, you will complete subsequent drafts. After the completion of an individual draft, you will receive revision assignments that you must follow and complete on time in order to earn full credit for your work. Know that failure to significantly revise between drafts and/or complete all the drafts for an assignment is grounds for failure for the paper.

ASSIGNMENT DESCRIPTIONS

Reading response discussion questions (DQs): You will post electronically via Canvas a series of responses (8 original and 8 classmate responses total) to the assigned readings for the class. Generally, original responses will be due by 11:59 p.m. EST on THURSDAYS, during the week for which the readings are assigned. Reading responses should be prepared using a word-processing program and then copied and pasted onto the discussion board provided online via Canvas. Each original entry should contain approximately 250 words, and you will need to post at least one response to a classmate's post, per weekly discussion thread, that is at least 100 words long. The classmate responses are due by 11:59pm EST on the SUNDAY during the week for which the readings are assigned. Please note that the readings and your responses to them are a MAJOR component of the course, especially since we will not be able to meet for "face to face" discussions. ***Once the discussion week concludes, the thread will no longer allow any further participation regardless of the reason for the late submission.***

What you should discuss in your entries: Anything you found interesting, puzzling, intriguing, annoying, confusing, exciting, troubling, thought-provoking, etc., about the content of the selections you have just read, as well as thoughts about the writing style and/or contexts of the selections you have read. Comments making connections between reading selections on the reading list for this course and/or linking these readings to reading you have done elsewhere are also welcome.

What you should NOT discuss in your entries: Whether you liked the selection or not, whether you were bored or not, and other irrelevant and/or unsupportable claims based purely on individual preferences. The DQs will be important to me because it will indicate the care with which you have done the reading, which is an essential part of this course. The writing style for the entries can be relatively informal (first person and contractions are acceptable), but I still expect clarity, coherent organization, and correct grammar, spelling, punctuation, and mechanics.

Papers: You will write two formal, scholarly, and well-organized analytical essays, in which you make and support, with evidence from your own reading of the primary text(s). Frequent brief **quotations** and complete and correct **MLA-style (8th or 9th edition) citation** are **required**. In some cases, you will be responsible for developing your own topic, but you are strongly encouraged to **clear your topic with the professor** before you proceed with each paper. Your essays must have complete and correct MLA-style formatting and documentation, with correct grammar, usage, punctuation, mechanics, and spelling. Final drafts will be submitted electronically on Canvas. (Note: It is possible to find a summary of MLA guidelines online at <http://owl.english.purdue.edu/owl/resource/557/15/>.)

Research presentation: This is a mandatory project in which you will research and report on a topic relevant to propaganda images, directly relating to your assigned readings and class discussion. You will report your findings as a PowerPoint or Prezi presentation to the class in the form of a file upload into the Canvas course shell. You will: choose a propaganda image (poster, meme) that interests you; research that image/historical background, using at least three reliable sources (you may use our textbook as a research source but only **in addition** to the three required sources); upload your presentation that reflects your findings on the date that the presentation is due. *Your presentation should have at least 12 slides. You will lose points if your presentation has fewer than the required slides length.*

GRADING

Rounding: Please remember that the grade that you earn in Canvas will remain your final grade for the course. I round numbers in the following way: for example, if you earn a 89.4%, you will receive a B for the course; if you earn a 89.5%, you will receive an A in the course (see chart below). *Grades are not changed due to student requests; the grade that you earn is the grade that you will receive for the course.*

Final draft-essays	50%
Planning-essays	4%
Quizzes	20%
Presentation	10%
Discussion questions	<u>16%</u>
	100%

At the end of the term all points in the course will be added up and grades will be distributed as follows: 90-100% = A, 80-89% = B, 70-79% = C, 60-69% = D, 59% and below = F.

Student grades can be located in Canvas.

GENERAL POLICIES

A. State College of Florida, Manatee-Sarasota does not discriminate on the basis of sex (including pregnancy), race, religion, age, national origin/ethnicity, color, marital status, disability, genetic information and sexual orientation in any of its educational programs, services or activities, including admission and employment. Direct inquiries regarding nondiscrimination policies to: Equity Officer, 941-752-5323, PO Box 1849, Bradenton, FL 34206. [Human Resources Equal Opportunity website](#)

B. State College of Florida, in accordance with the Americans with Disabilities Act, will provide classroom and academic accommodations to students with documented disabilities. Students must submit application and documentation to the Disability Resource Center (DRC). Once registered, the Memorandum of Accommodations containing all approved accommodations, important information, and links to forms and processes will be emailed to instructors. Students and instructors are encouraged to work collaboratively throughout the semester to facilitate appropriate use of accommodations.

DRC Contact Information: Email: drc@scf.edu Phone: 941-752-5295

DRC Website: [Disability Resource Center website](#)

C. Fire Alarm Instructions: At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated. See Emergency Evacuation Procedures.

D. Religious Observances: Students who expect to be absent due to religious observances must provide their instructor with advance notification, in writing, of the purpose and anticipated length of any absence by the end of the second week of classes. At that time, the instructor and student will agree upon a reasonable time and method to make up any work or tests missed.

E. Department Chair information: If the student encounters a problem in the course, s/he should work with the professor to resolve it. If the student needs help and the professor is unable to help or is unavailable, contact Dr. Courtney Ruffner, Chair (Language and Literature) by email: ruffnec@scf.edu

NO SHOW POLICY

Students who do not drop a course that they have never attended will be reported as a No-Show by the course instructor during the No-Show period and will be dropped **permanently** from the course. This drop may have financial aid implications for the student who is dropped.

For an online course, such as this one, it is necessary to complete the required assignment that is linked to attendance during the first week of class (the syllabus quiz). See Canvas for specifics regarding this assignment.

LATE WORK

Late work will be penalized in this way: the work will receive one grade off (10%) for each day (24-hour period) that an essay/quiz is late. Even if you do not understand an assignment, it is important that you complete it on time.

Extensions for late work are **ONLY** granted when the circumstances are unavoidable, directly relate to the due date of the assignment, and are documented by an official source (i.e. a hospital or physician). Please note that extensions **will not** be granted for discussion questions or rough drafts/peer editing exercises for any reason.

Regardless of the reason, late work will not be accepted for a grade if it is turned in later than seven (7) days after it originally was due or if it is turned in after the last day of the semester before final exam week (i.e. Apr. 29).

Students must submit discussion board postings during the time frame indicated in the assignment rubric. **Discussion board submissions, as well as the rough draft/peer editing discussion board submissions, will not be accepted for credit after the deadline for any reason.**

INCOMPLETE POLICY

Incompletes are granted only by the direction of the instructor. To be considered for an incomplete, the student needs to have completed and passed more than 50% of the assignments/points for the coursework and have documentation of an event that prohibited the student from completing the course. Students must initiate the incomplete process **BEFORE** the last day of regular classes (Apr. 29).

WITHDRAWAL POLICIES

Students should consult the College Catalog for a complete listing of withdrawal policies. A withdrawal is a change in the student's course schedule where one or more courses are withdrawn before the end of the term. Withdrawn courses appear on the student's transcript as a "W" and are classified as attempts. No refunds are permitted for withdrawn courses.

Withdrawing from a course(s) - Course withdrawal is defined as withdrawal from one or more classes for a term but not complete withdrawal from the college. **Failure to completely process a drop form or drop a class online may result in the student being assigned a grade of "F".**

Financial Aid Impact:

Withdrawing from one or more courses during the semester, without complete withdrawal from the college, may have an impact on both the amount of aid received for the semester and a student's academic eligibility to continue receiving financial aid for future enrollment. Students should contact the Office of Financial Aid for further information regarding the impact of withdrawing from one or more courses.

Faculty Withdrawal:

Before the course withdrawal deadline and upon approval of the Department Chair, Assistant Dean, or other appropriate academic administrator, a faculty member may withdraw a student when the student has stopped attending or engaging in the class for an extended period of time as defined in the course syllabus, and has not formally withdrawn from the course, resulting in their inability to successfully pass the class.

If a student's absences, tardiness, or misconduct is causing disruption, the faculty member may file a code of conduct violation with the Dean of Students. The Dean of Students will work with the faculty member and the appropriate academic administrator before determining if a withdraw is appropriate.

In the event of an approved faculty withdrawal, a grade of W will be recorded. The grade is recorded on the student's permanent academic record. Fees are applied for all courses accordingly and are counted as attempted courses.

FORMAT OF ESSAYS

All papers to be turned in for a grade must be typed and organized according to MLA guidelines (8th or 9th edition). Choose a 12pt. font in Times New Roman. Substantial points will be deducted from papers that do not strictly adhere to formatting guidelines.

GRAMMAR MECHANICS

I expect that you will take it upon yourself to use the list of resources listed under Required Texts and Resources if you are having difficulty with some aspect of grammar. If you find that you need help beyond what those resources offer, please see me so that we can make arrangements for you to get additional help. Do not depend on your peers to edit your work. At this point in your writing careers, there should be no excuses for making the same

grammatical errors over and over again in your writing. Of course, the SCF Writing Center offers help with grammar, mechanics, and other writing issues. Please don't hesitate to schedule an appointment with a writing tutor if you are able to come to any of the SCF campuses: <https://www.scf.edu/StudentServices/AcademicResourceCenter/default.asp>

You can also use Smarthinking Online Tutoring (available via Canvas) for help.

ACADEMIC INTEGRITY POLICY

Plagiarism is the use of ideas, facts, opinions, illustrative material, data, direct or indirect wording of another scholar and/or writer—professional or student—without giving proper credit. **Expulsion, suspension, or any lesser penalty may be imposed for plagiarism.**

All forms of academic dishonesty are prohibited at State College of Florida: Manatee. Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing of false information, forgery, alteration or misuses of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.

All work submitted by students is expected to be the result of the students' individual thoughts, research and self-expression. Whenever a student uses ideas, wording, or organization from another source, the source shall be appropriately acknowledged, following MLA guidelines for documentation.

The use of paid tutoring/proofreading services is *strictly prohibited* in this course and is considered to be a serious violation of the academic integrity policy. For assistance with the writing process, instead visit the SCF Writing Center at the ARC:

<http://www.scf.edu/StudentServices/AcademicResourceCenter/>

Plagiarism: Anything you write for this course is your intellectual property. Any information you use to support your ideas, whether you quote that information directly, paraphrase it indirectly or summarize to emphasize or support your own ideas is the intellectual property of your source. This means that any outside information you use DOES NOT belong to you; if you use outside sources, you must show credit by citing the sources in your essay and on a separate works cited sheet. Failure to do so constitutes plagiarism. Not familiarizing yourself with the documentation or the characteristics of plagiarized material for this course does not excuse plagiarism. Whether intentional or unintentional, plagiarism will result in an automatic 0 on the plagiarized work and an F for the course. Further, please avoid **self-plagiarism**, essentially submitting previously turned in essays.

Please note that if you are suspected of plagiarism, a report will be filed with the Associate Dean of Arts, Letters, and Humanities.

REGULAR AND SUBSTANTIVE INTERACTION FOR ONLINE COURSES

The U.S. Department of Education has issued updated rules on distance education. The updated rules state regular and substantive instructor/student interaction in online courses should take place on a predictable and scheduled basis and in a substantive manner that engages students through teaching, learning, and assessment as well as in at least two of the following activities: providing direct instruction such as via synchronous virtual instruction; assessing or providing substantive and timely feedback on a student's coursework; providing information or responding to questions about the content or competency; or other approved substantive instructional activities.

COPYRIGHT

The unauthorized copying, sharing, or distribution of copyrighted material is prohibited. It is a violation of the Copyright Act, Academic Ethics, and the Code of Student Conduct. Students who violate copyright are subject to discipline.

EMAIL

Students are required to communicate with their instructor using their official SCF email address. Please exercise basic professional etiquette in your correspondence, including a respectful salutation (*I prefer being addressed as Professor or Dr.*), clear and specific content, Standard American English, and full identification of which class you are enrolled and to which assignment you are referring.

STANDARDS OF CONDUCT

Students are expected to abide by all *SCF Student Handbook* guidelines.

TECHNOLOGY REQUIREMENTS

In addition to the minimum requirements to access Canvas, this course also requires that students have reliable access to the Internet, be able to upload and download documents from the Internet (i.e. MS Word documents or pdf files), be able to compose essays in MS Word, and be able to view supplementary materials online, using sites such as YouTube or TedEd.

Office hours are being held digitally, using MS Teams (see Canvas for a link). To meet with me using MS Teams, you will need a microphone and webcam on your computer. You will also need speakers to hear the audio portion of our conversation.

Assignments for this course will only be accepted via Canvas, and none will be accepted via email for any reason.

Furthermore, it is the **student's responsibility** to ensure that the proper file (.doc, .docx, or .pdf) has been uploaded into Canvas in a timely manner. Please note that Canvas will not accept any further submissions after the due date once a submission has been made; if you have uploaded the wrong file and discover this fact after the due date, the original submission will remain and be graded since no further submissions will be accepted after the due date. **There will be no exceptions to this policy.**

COMPUTER PROBLEMS

Please note that computer issues are not considered a legitimate reason for an assignment to be excused as late. If something goes wrong with your computer, you need to take the initiative to find another computer to use. If your Internet goes down, use another computer. If your computer breaks, use another computer. If your computer gets a virus, use another computer. In other words, be resourceful and find a way to complete the assignments on time. Remember that you have access to the Internet, computers, and printers at SCF.

TECHNICAL SUPPORT INFORMATION:

The course syllabus must include information on technical support for any course which requires the use of technology, including both software and hardware. The language below is suggested but may be modified by instructors to better fit their course.

Technical Support Information	<p><i>For technical issues with Canvas, contact Canvas technical support by clicking the question mark icon in the lower left-hand corner of the Canvas window and choosing "Report a Problem" or "Chat with Canvas Support." Also, Canvas support can be contacted via phone at 844-920-2764.</i></p> <p><i>For technical issues with My SCF, contact SCF technical support by calling (number) or emailing helprequest@scf.edu.</i></p> <p><i>For technical issues with the publisher site, contact their technical support by...</i></p> <p><i>(Instructors: Please add information on how to contact tech support for publisher courses, if applicable.)</i></p>
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COVID-19

Like all institutions of higher education, SCF has been impacted by COVID-19. In response, SCF considers the current recommendations of the Centers for Disease Control (CDC), Department of Health (DOH), Florida Department of Education (FLDOE), Florida College System (FCS), local and state officials. The latest SCF plan and protocols can be found linked from the College's Coronavirus website listed below. The website includes useful information for students regarding precautions, operations, monitoring, and instruction.

<https://www.scf.edu/Administration/PublicSafety/Coronavirus.asp>

THE PUBLIC NATURE OF CLASS WRITING AND DISCUSSIONS

Students are encouraged to employ critical thinking and to rely on data and verifiable sources to interrogate all assigned readings and subject matter in this course as a way of determining whether they agree with their classmates and/or their instructor. No lesson is intended to espouse, promote, advance, inculcate, or compel a particular feeling, perception, viewpoint or belief.

Please consider every piece of writing you do for this class to be public property. Part of becoming a good writer is learning to appreciate the ideas and criticisms of others, and in this course our purpose is to come together as a writing community. Remember that you will often be expected to share your writing with others, so avoid writing about things that you may not be prepared to subject to public scrutiny, or things you feel so strongly about that you are unwilling to listen to perspectives other than your own. This does not mean that you are not entitled to an opinion but that you adopt positions responsibly, contemplating the possible effect on others.

All writing for this class must be written for this class: To pass this class all major writing assignments must be completed, and all writing for this class must be written for this class. Reusing a paper that you wrote for another class, or back in high school, constitutes academic dishonesty and may result in a "zero" for the assignment.

TENTATIVE SCHEDULE: please note that assignments and dates may change at the discretion of the instructor. Prior notice will be given.

Week of:	Overview/Assignments:	Readings-more selections TBA in Canvas
1 Jan. 9	Syllabus, course overview Syllabus quiz (required for first day attendance) DQ 1 Icebreaker activity Diagnostic essay (required)	Chs. 5 (Purpose), 6 (Audience), and 10 (Literacy Narrative)
2 Jan. 16	Discussion Orwell, <i>Animal Farm</i> DQ 2 (<i>Animal Farm</i>) Scholarly article summary assigned	Douglass, "On Learning to Read" (online); Amy Tan, "Mother Tongue" (pp.719); <i>Animal Farm</i> (TBA)
3 Jan. 23	Discussion of comparison/contrast essay structure Quiz 2 on <i>Animal Farm</i>	Chs. 39 (Comparing and Contrasting), Ch. 30 (Drafting), <i>Animal Farm</i> (TBA), and Anne Lamott essay (online)
4 Jan. 30	MLA discussion Quiz 3 (in-text citations) DQ 3	Chs. 31 (Assessing Your Writing), Ch. 32 (Getting Response and Revising). Chs. 52 and 53 (Documentation and MLA) <i>Animal Farm</i> (finish)
5 Feb. 6	MLA discussion (cont.) DQ 4 (library "scavenger hunt")	Ch. 3 (Summarizing), Ch. 47 (Finding Sources), and "Googlepedia" (online)
6 Feb. 13	MLA discussion (cont.) Discussion of peer editing process Quiz 4 (Works Cited page) Scholarly article summary-peer editing (DRAFT DUE BY THURSDAY, PEER FEEDBACK DUE BY SUNDAY)	Chs. 47 and 48 (Sources) "Annoying Ways People Use Sources" (online)
7 Feb. 20	MLA discussion DQ 5 Scholarly article summary-final draft due	Chs. 50 and 51 (Incorporating Sources and Avoiding Plagiarism)
8 Feb. 27	Quiz 5 Propaganda poster presentation assigned "Best 5" essay assigned (final essay) SPRING BREAK-MAR. 6 to 10; no classes	Chs. 52 and 53 (Documentation and MLA)

9 Mar. 13	Discussion of argument/purpose for writing Discussion of presentations/tips Quiz 6	Chs. 57 and 59 (Presentations), Ch. 2 (Reading in Academic Contexts), and Ch. 13 (Argument)
10 Mar. 20	DQ 6	Ch. 45 (Taking Essay Exams)
11 Mar. 27	Discussion of timed writing DQ 7 (timed writing exercise) Upload presentation for student perusal (ungraded) Propaganda poster analysis presentation due (SUNDAY)	
12 Apr. 3	DQ 8 "Best 5" essay-peer review (DRAFT DUE BY THURSDAY, PEER FEEDBACK DUE BY SUNDAY)	Ch. 16 (Evaluations)
13 Apr. 10	Research/documentation Discuss argument "Best 5" essay final draft due (Sunday) VETERAN'S DAY-Friday, NOV. 11 (COLLEGE CLOSED)	Ch. 13 (Argument-review)
14 Apr. 17	Professional writing overview Quiz 7	
15 Apr. 24	Professional writing overview Last day of regular classes: Saturday, Apr. 29 Cumulative FINAL QUIZ IN CANVAS (due on Saturday, Apr. 29)	