COURSE TITLE: Research Writing
COURSE NUMBER: ENC 1133

COURSE DESCRIPTION:
This course is designed to increase proficiency in effective methods of library research and in writing the documented essay. ENC 1133 fulfilled 2,000 words of the Gordon Rule writing requirement. 1 semester hour credit. [A]

PREREQUISITES:
Grades of “C” or higher in ENC 1101 and ENC 1102

NAME OF INSTRUCTOR: Richard Hinson

DATE OF LATEST REVISION: 2006-2007

REQUIRED TEXTBOOKS:

GRADING POLICIES:
The standing of a student in each course is expressed by one of the following letters and corresponding grading system:
A – 100 – 93
B – 92 – 83
C – 82 – 70
D – 69 – 60
F – 59 or less

Library Research Paper: 100%

Late papers will be penalized one letter grade if handed in within a week and after that will not be accepted.

See your First Day Handout for individual instructor practices.

The Chipola Catalog provides specific information regarding other outcomes from the grading system. A student’s Grade Point Average is derived from the grading system/quality point scale.
DISCIPLINE SPECIFIC HUMANITIES COMPETENCIES / LEARNING OUTCOMES:

ENC 1133 is a General Education core course in Area 5—Humanities

The purpose of the fine and performing arts in the core curriculum is to expand student knowledge of the human condition and human cultures, especially in relation to behaviors, ideas and values expressed in works in the performing arts: music performance, music history and theory; theatre performance and theatre history; the visual arts and purpose of art. Through study of disciplines such as literature, philosophy and the visual and performing arts, students will engage in critical analysis, form aesthetic judgments, and develop an appreciation of the fine and performing arts and humanities as fundamental in the stature and survival of any society. Students should have experiences in both the arts and humanities.

H-1 Demonstrate awareness of the scope and variety of works in the arts and humanities.

H-2 Understand a variety of works in the arts and humanities as expressions of individual and human values within an historical and social context.

H-3 Respond critically to works in the humanities and fine and performing arts.

H-4 Engage in the creative process or interpretive performance and comprehend the physical and intellectual demands required of the author or visual or performing artist.

H-5 Articulate an informed personal reaction to works in the fine and performing arts and humanities.

H-6 Develop an appreciation for the aesthetic principles that guide or govern the humanities and fine and performing arts.

STUDENT LEARNING OUTCOMES/OBJECTIVES FOR ENC 1133:

See chart, last page

MEANS OF ACCOMPLISHING OUTCOMES:

The student will

1. write a concise argument thesis statement.
2. generate a workable outline.
3. correctly document borrowed material.
4. research a given topic.
5. correctly compose a Works Cited page.
6. write an argumentative, documented essay of 2,000 words on the assigned topic using the MLA format.
7. read all material assigned, both in the text and in the research packet.
8. search for material in the library and electronic sources suitable to the given topic.
9. attend class regularly.
10. turn in all assignments on time for assessing progress.
Assignment Specifics:
1. The documented essay must be 2,000 words on the assigned topic.
2. The documented essay must be developed by argumentation. The essay should include the title page, outline page, essay, and works cited page.
3. All articles used in the documented essay must be marked (as instructed in class) and included in a packet for the instructor. Only those articles distributed by the teacher in the packet are acceptable.
4. At least five articles should be cited in the essay. All necessary bibliographical information must be provided for each article. The student is responsible for utilizing correct format on the works cited page. Use the MLA style manual.

Plagiarism is academic dishonesty and may be defined as submitting another’s work as the student’s own. It includes failure to use quotation marks or other conventional marking around material quoted from any printed or electronic source. Plagiarism shall also include paraphrasing a specific source without indicating accurately what the source is. Plagiarism shall further include downloading an essay or letting another person compose or rewrite a student’s written assignment. **Plagiarism will result in a zero (0) for the assignment.**

**LIBRARY AND ON-LINE REFERENCE MATERIALS:**
The library is a comprehensive, learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. In addition to print media, online catalogs and resources can be accessed through [www.lincweb.org](http://www.lincweb.org) and [www.netlibrary.com](http://www.netlibrary.com). Library hours are posted each semester at the building entrance.

Chipola’s website is located at [www.chipola.edu](http://www.chipola.edu)

**See your First Day Handout for individual instructor recommendations and resources.**

**TECHNOLOGY RESOURCES:**
The Information Technology Center, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance.

**ASSIGNMENT SCHEDULE:**

**Week 1**
Give out syllabus and go over requirements for course
Assigned reading chapters 1 and 2
Assign Topic

**Week 2**
Select, copy, and bring articles on assigned topic. Be sure all bibliography information is printed on the article.

**Week 3**
Distribute packet for controlled documented essay
Assigned reading chapters 3 and 4
Week 4
Assigned reading chapters 6 and 7

Week 5
Workshop on completing Works Cited page including all packet articles
Assigned reading chapter 14

Week 6
Assigned reading chapters 8 and 9
Lecture on documentation

Weeks 7, 8, and 9
Assigned reading chapters 10, 11, 12, and 13
Show/discuss sample papers
Workshop on outlining and paragraphing
Rough drafts due

Week 10
Rough drafts returned
Workshop on specific questions
Conferences as needed

Week 11
Workshop for final drafts

Week 12
Final drafts due in packets along with all sources used

Weeks 13 -16
Return papers
Individual Conferences

See your First Day Handout for individual instructor assignment schedule.

ATTENDANCE AND WITHDRAWAL POLICIES:
Regular attendance is expected of all students. Each student is accountable to the instructor for all class absences. There are three acceptable excuses for absences: (1) severe illness, (2) death in the immediate family, and (3) official college activity (approved by Student Services). Any questionable excuse shall be verified by the office of Student Services when requested by the instructor.

When any absence occurs, it is the responsibility of the student to contact the instructor as soon as possible and make arrangements about making up work. Work must be made up within one week following the absence or within the time specified by the instructor in case of extended absence. A ten-point penalty is assessed for late work. Except as noted above, make-up work will not be permitted after the one-week deadline, and the instructor will record a grade of “0” for each assignment not submitted.
Tardiness to class is disruptive to learning and is unacceptable. If the student is tardy, the student shall see his/her instructor at the end of the class period, and the instructor will determine if the tardiness is excusable. Excessive tardiness may be counted as absences at the discretion of the instructor.

**WITHDRAWAL POLICY**

A student may withdraw from a course prior to the deadline for withdrawing which is listed in the college catalog and the college class schedule. A student who has missed too many classes or who is making unsatisfactory progress in the course can withdraw and receive a “W” mark for the course. It is the student’s responsibility to obtain the necessary request form from the Registrar’s Office for withdrawing from a class, to obtain signatures for completing it, and to turn it in to the Registrar’s Office before the deadline. It is advisable to check later to ensure that the withdrawal has been processed.

NOTE: In 1997, the Florida Legislature passed House Bill 1545 which requires that students who have enrolled more than two times in the same college credit course must pay tuition fees at 100% of the full cost of instruction. The full cost of instruction is the same as the non-resident tuition fee. All Florida community colleges and state universities are required to begin “counting” attempts beginning in the Fall term 1997. An “attempt” is any course which remains on the student’s class schedule past the published drop/add date for any academic term. When a student withdraws from a course, the withdrawal counts as an attempt. A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt, a student cannot withdraw; he must receive a grade.** No additional attempts will be allowed without prior approval from the Admissions Committee; approvals may be granted for extenuating circumstances only.

**MAKE-UP POLICY:**

See Attendance policy (above).

**ACADEMIC HONOR CODE POLICY:**

Students are expected to uphold the Academic Honor Code. Chipola College’s Honor Code is based on the premise that each student has the responsibility to
1) uphold the highest standards of academic honesty in his/her own work;
2) refuse to tolerate academic dishonesty in the college community; and
3) foster a high sense of honor and social responsibility on the part of students.

Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

**STUDENTS WITH DISABILITIES POLICY:**

Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola’s goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment.
Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.

**LINKING COURSE, DISCIPLINE, AND GENERAL EDUCATION COMPETENCIES**

<table>
<thead>
<tr>
<th>STUDENT LEARNING OUTCOMES FOR ENC 1133</th>
<th>DISCIPLINE-SPECIFIC GENERAL EDUCATION COMPETENCIES</th>
<th>GENERAL EDUCATION CORE COMPETENCIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>The student will learn the following:</td>
<td></td>
<td></td>
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<tr>
<td>Formulate an argumentative thesis.</td>
<td>H-3 C-1, 4</td>
<td>H, C</td>
</tr>
<tr>
<td>Develop the thesis by providing adequate support from the literature.</td>
<td>H-3 C-1, 4, 5, 7 SS-5, 11</td>
<td>H, C, SS</td>
</tr>
<tr>
<td>Develop the thesis by arranging the ideas and supporting details in a logical pattern appropriate to the purpose and focus.</td>
<td>H-3 C-1, 5</td>
<td>H, C</td>
</tr>
<tr>
<td>Develop the thesis by writing coherent prose and providing effective transitional devices that clearly reflect the organizational pattern and relationships of parts.</td>
<td>H-3 C-1, 5</td>
<td>H, C</td>
</tr>
<tr>
<td>Observe the conventions of the Modern Language Association style by correctly using direct quotations and paraphrase.</td>
<td>C-5</td>
<td>C</td>
</tr>
<tr>
<td>Observe the conventions of the Modern Language Association by avoiding plagiarism.</td>
<td>C-5</td>
<td>C</td>
</tr>
<tr>
<td>Observe the conventions of the Modern Language Association by correctly creating a works cited page.</td>
<td>C-5</td>
<td>C</td>
</tr>
<tr>
<td>Employ electronic resources for research.</td>
<td>C-5, 8 T-1, 2, 3</td>
<td>C, T</td>
</tr>
<tr>
<td>Employ technology to create essays.</td>
<td>C-8 T-1, 2, 3</td>
<td>C, T</td>
</tr>
<tr>
<td>Employ conventional outline format.</td>
<td>C-1, 2, 8 T-1, 2</td>
<td>C, T</td>
</tr>
<tr>
<td>Observe the conventions of Standard American English.</td>
<td>C-2</td>
<td>C</td>
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