



Professor:
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Course Syllabus

WRIT 0100 – Developmental Writing Lab

Catalog Description:

Practice of fundamental writing skills such as an idea generation, organization, style, utilization of standard English, and revision. Offered primarily for students who must be in continuous remediation. Will not meet graduation requirements. (1-0-1).

Prerequisites: None

Semester Credit Hours: 1

Lecture Hours per Week: 0

Lab Hours per Week: 1

Contact Hours per Semester: 16

Course Subject/Catalog Number: WRIT0100

Course Title: Developmental Writing Lab

Course Goals

The goal of this course is to increase academic proficiency in written expression to fit a variety of academic and professional needs.

Course Objectives

1. To compose a variety of texts that demonstrate clear focus.*
2. To compose texts that are logically developed.*
3. To develop well organized paragraphs that cohesively sit in a body of text written to an appropriate audience.*
4. To use appropriate language, structure, syntax, and format to accomplish the author's purpose.*
5. To use correct editing marks and procedures to increase alignment between concept and application of text.

Performance and Learning Objectives

After studying the material presented in labs, the student should be able to complete all learning and performance objectives with an average of 70% competency in all assignments, tests, and assessments.

1. Determine effective approaches, forms, and theoretical techniques that demonstrate understanding of the writer's purpose and audience.*
2. Generate ideas and gather information relevant to the topic and purpose, keeping careful records of outside resources.*
3. Evaluate relevance, quality, sufficiency, and depth of preliminary ideas and information, organize material generated, and formulate thesis.*
4. Recognize the importance of revision as the key to effective writing. *
5. Edit writing for proper voice, tense, and syntax, assuring that it conforms to standard English, when appropriate.*

(* Denotes alignment with College Readiness Standards.)

Textbook

None required.

Other Materials

1. Access to computer
2. WebCT (Provided by Panola College)
3. Notebook
4. Basic Calculator
5. Other materials as assigned by the instructor.

Computer System Requirements

Web Browser

Microsoft® Internet Explorer 6.0 or higher, or Netscape Communicator 7.1 or higher.

Operating System

Microsoft® Windows® 98 Second Edition, Windows Millennium (ME), Windows 2000 Professional with SP4, Windows XP Professional, Windows XP Home Edition, Vista, Mac OS 9.2X, Mac OS10.1.4, Mac OS 10.2

Internet Connection

56k Modem or higher

Software

Web Browser such as Microsoft® Internet Explorer 6.0 or higher, or Netscape Communicator 7.1 or higher. Access to Microsoft Office XP (word, Excel, Access, PowerPoint)

Disability Considerations (ADA and 504)

As mandated by Section 504 of the Rehabilitation Act and rights protected under ADA, students with disabilities may not be discriminated against and are afforded equal access to services offered by the College. If you have a disability, you are not required to disclose the disability to your professor; however, if you wish to gain services or modifications, you must see Teresa Washington and provide proper documentation. As the Disability Support Service Coordinator, you can reach Teresa through email, at twashington@panola.edu, by telephone at 903-693-1123, or in her office in the Miller Administration Building.

Withdrawing from a course

It is the responsibility of the student to withdraw or drop a course. A student interested in doing so should consult the Academic Calendar to determine the last day to drop. Be advised that according to legislation, students in the state of Texas will only be allowed to drop 6 courses over the tenure of their academic endeavors. So think carefully before withdrawing or dropping. However, if you do not drop your course and you stop attending, you will likely receive an F for the course.

Technical Skill Requirements

To be successful in this course, students should be able to

- 1) Use a web browser
- 2) Access and use WebCT
- 3) Access and use Microsoft Office or appropriate word processor
- 4) Use email for communication
- 5) Attach and send documents as email attachments
- 6) Download and install appropriate plug-ins as determined by system needs.

Classroom Etiquette

Students are expected to be respectful of the beliefs of others. This includes sensitivity to cultural, familial, language, and manifestations of dress indicative of a global community. Further, students are expected to maintain standard classroom decorum which includes taking turns in speaking, not talking out,

attacking other students or faculty either physically, verbally, or emotionally. All language and comments should be appropriate for a community college classroom. Virtual etiquette will not deviate from that required in face to face instruction.

Methods of Evaluation

Assignments		
6 at 10 points a piece		
1 at 20 points		
		80 points
Online Attendance		
25 points for the semester		
		25 points
Journal		
50 points for the semester		
		50 points
Final Exam		
50 points		
		<u>50 points</u>
		205 points

$$\text{Semester Average} = \frac{\text{total points}}{205 \text{ points}} \times 100\% = \text{Grade}$$

A =90%-100%	184.5-205 points
B =80%-89%	164-184.4 points
C =70%-79%	143.5-163.9 points
D =60%-69%	123-143.4 points
F = below 59%	less than 122.9 points

Or Pass the MATH Section of the TSI assessment test during the semester and receive a grade equal to your score on the assessment.

Academic Dishonesty

Academic Dishonesty will not be tolerated at any level. Academic Dishonesty is defined as the act of or an attempt to pass off someone's work as your own. It also includes resubmitting work that you submitted in a previous course. Likewise, sharing answers with others, or bringing in unapproved outside resources into an exam is considered a breach of academic honesty. Additionally, the use of cell phones to send, receive, or retrieve any material related to assignments or assessments in the course during the class is also considered a breach.

Should a professor find a student in the act of being dishonest, the student will be subject to an automatic zero for the assignment. Repeated attempts or acts of dishonesty may result in the dismissal from the course with a grade of F attributed.

Distance Learning Support Services

The following resources are available at the designated locations on the Panola College campus to assist students taking Internet courses:

Ann Morris amorris@panola.edu
Associate Dean of Distance
Education
Gullette Building, Panola Campus
903-693-2014

Patti Rushing prushing@panola.edu
Secretary, VCT Coordinator
Gullette Building, Panola Campus
903-693-2013

Cristie Ferguson cferguson@panola.edu
Distance Learning Librarian
M. P. Baker Library, Panola Campus
903-693-2091

For more information, go to <http://www.panola.edu/distance.htm>.