

Clarendon College
SYLLABUS for ENGL 2333
World Literature II
Fall 2011 3 semester hours



INSTRUCTOR: Melissa McCoy

OFFICE: Room 110, Phone: 806-874-4830 (direct line). The best way to catch me is to e-mail me at: melissa.mccoy@clarendoncollege.edu. I check email and WebCT at least once a day.

OFFICE HOURS: MW 1:00-2:00 P.M., TR 8:00-9:30 A.M., 11:00 A.M.-12:00 P.M., 1:00-2:30 P.M.

My schedule is posted on our Clarendon College Web site under Faculty & Staff/Directory.

CALENDAR OF IMPORTANT DATES:

Classes Begin -- Late Registration Begins	Wednesday, August 31 st
Last Day to Register and/or Add/Drop	Tuesday, September 9 th
12th Class Day	Friday, September 10 th
Last Day to Drop with a "W"	Friday, November 18 th
Pre-Registration for Spring 2012	Monday, November 14 th
Thanksgiving holiday	Wed-Sun November 23 rd -25 th
Final Exams	December 12 th -15 th
Final grades due at 10:00 a.m.	Friday, December 16 th

Required Instructional Materials:

Textbook:

Simon, Peter, ed. The Norton Anthology of World Masterpieces: Shorter Second Edition, Volume II. New York: Norton 2009

I don't require but HIGHLY SUGGEST the MLA Handbook for Writers of Research Papers and a recent collegiate dictionary.

Other Relevant Materials:

Notebook, 3 ring-binder for journals and notes, pens, loose-leaf paper, pencils, access to a computer and word-processing software (Microsoft Office must be used for all papers turned into me online as it is the only software I have.)

Student Requirements:

The student should attend class every day, having read the assigned text, and be prepared to contribute to the class discussion. Failure to read the assignments before class and participate in class discussion may result in a 0 for daily grades which will heavily affect the overall grade for this class.

The student should display a willingness to learn about new cultures and ideas. The student should also display courtesy at ALL times for the opinions of others.

Methods of Instruction:

Instruction in this class will be comprised of a combination of lectures, readings, journal work, class discussions, tests, and an analytical paper to be written in MLA format.

Statement of Purpose:

The goal of this course is to learn about the masterpieces of World Literature from 1650 through the present. This course partially satisfies the requirements for the Associate degree at Clarendon College and is designed to transfer to a senior college or university.

Course Objectives:

- To enhance love of reading.
- To improve critical reading, writing, and thinking skills.

- To explore and discuss the literature from neoclassicism to modern, to develop active reading techniques for enhanced comprehension, and to develop critical thinking skills by writing essay responses on each test, journal work, and an analytical paper on selected readings.

Grading Policies

Test 1: 5%

Test 2: 10%

Test 3 (Final): 15%

Analytical Paper: 30%

Daily work, including journals and quizzes: 30%

Group Presentation: 5%

Class Participation and Decorum: 5%

The final semester grades will be figured as set in the current catalog:

90 to 100 = A 80 to 89 = B 70 to 79 = C 60 to 69 = D Below 59 = F

A student's final grade will be made available through the Student Portal at Clarendon College's website.

Classroom Policies:

Academic Dishonesty

School Policy: "Failure to comply with lawful direction of a classroom instructor is a disruption for all students enrolled in the class. Cheating violations include, but are not limited to: (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (4) entering an office or building to obtain unfair advantage; (5) taking an examination for another person; (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (7) altering grade records; (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise; (9) Plagiarism. Plagiarism is the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person without proper credit (more about in the following paragraphs).

Disciplinary actions for cheating in a course are at the discretion of the individual instructor. The instructor of that course will file a report with the Dean of Students when a student is caught cheating in the course, whether it be a workforce or academic course. The report shall include the course, instructor, student's name, and the type of cheating involved. Students who are reported as cheating to the Dean of Students more than once shall be disciplined by the Dean. The Dean will notify all involved parties within fourteen days of any action taken."

PLAGIARISM: Read the following explanations carefully and be sure that you understand them.

1. **Word-for-word plagiarism:** The student quotes his or her source without using quotation marks. Even if the student cites the source, he or she is still plagiarizing because proper quotation procedures were not used. A general rule of thumb is that if you borrow MORE THAN TWO WORDS IN A ROW, you must use quotation marks!
2. **Paraphrased plagiarism:** The student uses a source and with the exception of changing a few words or phrases essentially quotes the original. Even if the source is properly cited, the writing is still plagiarized because the student has used the author's style, vocabulary, and content and claimed it as his or her own.
3. **Improper citations:** If a student uses someone's information other than his or her own, the source of the material must be properly cited. Failure to do so is plagiarism.
4. **Improper use of ideas:** Ideas are as equally protected as words. If the student uses someone's ideas, but expresses them in his or her words, the student plagiarizes if he or she does not cite the source of the idea.
5. **Internet use:** Copying and pasting from the Internet is plagiarism. Purchasing papers from a paper mill is plagiarism.
6. **Student sharing:** While students are certainly free to work together and study together, an assignment that calls for individual work must reflect the student's personal effort. If a student borrows or copies another

student's work, that is plagiarism. If a student has another student write a paper, that is plagiarism. If two students collaborate on an individual assignment and turn in the same work, that is plagiarism.

Plagiarism is a serious academic offense. It involves legal issues about improper use of materials that do not belong to the student. Plagiarism is also unethical. A student must do his or her own work; otherwise, the learning process is compromised. Plagiarism is unfair to fellow students who take the time and make the effort to do their own work. Essentially, plagiarism is cheating and will not be tolerated.

My Policy: Anyone who is dishonest in any way (including the following examples), or who plagiarizes on an assignment, will receive a zero for that assignment, with no opportunity to make up the zero. You WILL receive a grade of F in the course for more than one violation. It doesn't matter if the second offense is a major writing assignment or something as simple as an extra credit assignment. In addition, **this instructor reserves the right to give the student an F for the class if there is any one cheating violation which she perceives as a deliberate, not accidental, infraction.** Included in any discussion of plagiarism must be a discussion of the dangers of unintentional and intentional plagiarism in research. Intentional plagiarism has been discussed in depth in this syllabus. Incidents of unintentional plagiarism are often the result of carelessness dealing with the use of quotation marks, in-text citations, and incorrect paraphrasing. These situations are addressed and corrected through classroom instruction and rough draft consultation between student and instructor.

In addition to the above, I invoke my own requirements:

You are guilty of cheating on an assignment by letting someone else complete part or all of your work by

- using unauthorized electronic devices for in-class assignments or tests
- using someone else's electronic files
- letting someone else use your electronic files**

**** It is your responsibility to protect your electronically saved files. If someone else turns in an assignment as if it were that student's work but it is work that you completed, I will have to assume that you allowed it to happen, and both of you will suffer the same consequences.** Therefore, make sure your saved files are kept in a place where others cannot copy them. DON'T SHARE DISKS!!!

It is also unacceptable if you use work that you have turned in for another instructor *if you don't get my permission first.* ALWAYS ASK!

TURN-IT-IN

- Students are responsible for ensuring that their work is consistent with Clarendon College's expectations about academic integrity. In this course you will submit your paper using an online tool, Turnitin.com, to confirm that you have used sources accurately in your papers. In order to submit your paper to Turnitin.com, you will be provided a class id and enrollment password at the appropriate time by your instructor.
- Step-by-step instructions and videos about how to use Turnitin.com to submit papers are available at Clarendon College's website. Additional information about the Turnitin.com plagiarism prevention tool is available at <http://turnitin.com>

Students wishing to appeal a disciplinary decision involving academic integrity or acts of academic dishonesty may do so through the Student Appeals and Grievance Procedure.

American with Disabilities Act Statement:

Clarendon College provides reasonable accommodations for persons with temporary or permanent disabilities. Should you require special accommodations, notify the Office of Student Services (806-874-3571 or 800-687-9737). We will work with you to make whatever accommodations we need to make.

Withdrawal from College:

When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long

semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

Attendance

It is essential to a student's success in my class and college in general that they attend each and every class. Please remember that a large portion of your grade is based on material or discussions that you must be in class for! Each class is vital to the continuation of your understanding and your chances of ultimately passing

Homework

I do not accept late work. Please begin working on your paper early enough in the semester to allow plenty of time for revision and quality work. This is simply not negotiable. If you are going to be gone on a school sponsored activity, it is your responsibility to get your work in early. It needs to be turned in before you leave or you will receive a zero on it. This includes tests. If you are going to be gone, you must take any scheduled tests early!

The attached calendar tells you what author and work we will be studying on that day. It is the student's responsibility to have read the assigned work before that class day, see what assignments or tests are due, and make arrangements with me to get work in on time.

Lateness

Students are expected to arrive in the classroom and be ready for instruction before class starts. It shows a lack of courtesy to your instructor and classmates to walk in late. All students who arrive fifteen minutes or more late for class, or who leaves early from class without the Instructor's prior permission, will be marked as absent for that class. Late arrival will only be considered if a valid note and explanation is provided, e.g. severe weather or severe personal circumstances. Always be punctual!

No Distractions

Students are expected to bring relevant materials to each class, including writing paper, pens or pencils, and ALL relevant textbooks and handouts for that specific class. Any students who repeatedly fail to bring the correct materials may face an absent mark, immediate evacuation from class, or a grade deduction. Students are not expected to talk to each other when the Instructor is lecturing, or when the class begins. Any idle conversation may result in an absent mark, an immediate evacuation from class, or a possible grade deduction. All cell phones MUST be turned off before entering the classroom. Students should NOT possess any IPODS, or similar music equipment. Students should never sleep during class time: this may again result in instant dismissal, absentee mark, or grade deduction. All students are expected to be courteous and involved in their course at all times. The instructor has the right to ask any student, at any time, to leave the classroom for disruptive behavior or to accompany him or her to the dean's office to discuss the student's behavior.

ANALYTICAL PAPER ASSIGNMENT: I will give you a detailed assignment sheet. We will discuss this assignment at length in class. Be thinking as you are reading the assignments about what you might be interested in researching and writing about. You will need to consult at least 10 sources, and you will need to cite at least 5. No .coms! These are not reliable or authoritative academic sources. We will try to work in a day to go to the library to see the wonderful resources they have there.

AFTER REVIEWING THIS SYLLABUS, YOU MUST SIGN THE ENGLISH DEPARTMENT CLASS CONTRACT. FAILURE TO DO SO MAY RESULT IN THE INSTRUCTOR ASKING YOU TO DROP THIS CLASS. WE MUST AGREE ON THESE STANDARDS TO SUCCESSFULLY WORK TOGETHER. I PROMISE THAT THE REWARDS FROM FOLLOWING A STANDARD OF EXCELLENCE AND INTEGRITY WILL YIELD RESULTS FOR LIFE...NOT JUST FOR THIS CLASS.