

Julie Sartwell

sartwelljulie@fhda.edu

Office: Forum 2H

Office Phone: 864-5784

Office Hours: M&W 12:30-1:20

& by appt.

Suzanne Helfman

helfmansuzanne@fhda.edu

Office: F31G

Office Phone: 864-8201

Office Hours: TBA

<http://faculty.deanza.edu/helfmansuzanne/>

Texts and materials:

Required:

- *LART 100 and EWRT 100B Reader and Materials*. Chow, Helfman, Hubbard, Sartwell, editors. (Buy the voucher for this text and the bookstore and then go to the print center to pick it up.)
- *Balzac and the Little Chinese Seamstress* by Dai Sijie (available at the bookstore)
- A binder with dividers to keep all papers, notes, handouts, as well as outlines and drafts of essays.
- A Good Paperback Dictionary (your choice).

Description and requirements:

LART 100 is designed to help you develop the abilities necessary for college-level reading and essay writing. As you strengthen your reading and writing skills in this class, you will increase your likelihood of success in all your other classes.

Course Objectives:

- Learn to read and analyze a variety of college-level texts
- Use schema to read and comprehend
- Demonstrate vocabulary growth
- Analyze fiction and nonfiction
- Apply pre-reading and annotation strategies
- Develop topics and ideas for essays
- Write and support thesis statements
- Organize ideas in essays
- Identify and practice writing for different audiences and purposes
- Develop a foundation for handling many writing and reading tasks
- Practice writing and reading as a multi-step processes
- Compose organized, developed essays that increase in complexity

- Learn and practice a variety of sentence structures to improve sentence complexity and style
- Proofread for recurrent usage and sentence-level errors

To achieve these goals and objectives you can expect to:

- Complete 5 essay assignments (includes 2 in-class essays and a final reflective essay)
- Complete a response essay for the novel
- Complete vocabulary and other reading assignments
- Post on-line most weeks in response to the readings
- Write several short paragraphs, numerous pre-writing exercises, and various writing skills exercises
- Read and discuss a number of essays, short articles, and a novel
- Discuss your work with classmates in peer-review sessions
- Participate actively in group discussions and presentations
- Submit a final portfolio of selected assignments and a reflective essay
- Stay up-to-date on reading and assignments

You must also enroll in the EWRT 101 lab and READ 101 or LART 170.

ATTENDANCE:

You are required to attend class every day. If you must miss any class, please call or email to let us know. **If you miss as many as FIVE classes (for both classes combined) for any reason, you will have missed too much instruction and we may drop you.**

We will count excessive tardiness as an absence. Quizzes, in-class assignments, and peer-review sessions cannot be made up. If you do miss a class, it is your responsibility to obtain any handout or assignment we gave out in class and to come to the next session fully prepared.

GRADES:

This is a pass/no pass class. In order to pass the class you must get 70% of possible points for each class and pass the writing portfolio.

Writing

Essays	100 points each, except Essay #1, which is 50 points
Homework	50 points
Participation/attendance	20 points

Reading

Homework and quizzes	50 points
Vocabulary	20 points (each)
Posting online	05 points (each)
Response for the novel	50 points
Class presentation	20 points
Participation/attendance	20 points

Before you can submit the final portfolio for the WRITING class, you have to have earned 70% or more in the class. The portfolio needs to include one in-class essay, one analytical essay, and a third essay reflecting on your growth as a writer this quarter. The reflective essay will also need to be submitted for the reading class. Your portfolio will be evaluated by a team of English department readers who will determine if the writing demonstrates that you are ready for EWRT 1A.

PAPER FORMAT:

Type all take-home essays and other assignments, double-spaced on one side of the page. Please staple your pages together.

LATE PAPERS:

Papers should be handed in at the beginning of class on the day they are due. We will, however, accept ONE assignment up to a week late if you make an arrangement with us. The portfolio cannot be submitted late.

PLAGIARISM:

Any time you use writing or ideas that are not your own in an essay, you must cite your source. We will be going over how to do this in class, and we'll be happy to answer any questions about the hows and whys. Using others' words or ideas in part or whole without acknowledgment is plagiarism, will certainly result in a failing essay and could result in failing the course. And, while it's always fine to seek help with your writing and reading in the Writing and Reading Center or from us, it is not acceptable to have anyone else correct your errors for you. If you receive a NO PASS on an essay due to plagiarism, you will *not* be able to rewrite it. Repeated plagiarism will result in failing the course. We take these issues very seriously and fully expect that you will not copy other people's work and pretend it is your own, have someone else write your essays for you, nor will you have someone else correct your writing errors for you. If you feel stuck, or need help at anytime, please come talk to me.

Cell Phones and other Technological Devices:

Please turn off and put away cell phones and other technological devices once class begins. You will be given ONE warning if such items are being used in class. If a cell phone goes off in class or you are using such items, it will equal one absence. If the behavior continues, you will be asked to leave the class, which will result in another absence, and if the behavior continues, you will be asked to take the class another quarter.

Academic/personal Counselor: Vicky Moreno , (408) 864-8659, morenovicky@fhda.edu

Vicky Moreno's OFFICE HOURS:

Writing and Reading Center: ATC 308 (drop-in)

Tutoring Center: L47 (weekly)