Course Description: A writing-intensive lab course designed to prepare the student for college writing readiness. Prerequisite is English 0371/0370.

Text, References and Supplies:
Writing packet from the bookstore
a dictionary or access to www.dictionary.com

Student Learning Outcomes:
Upon successful completion of the course, the student should demonstrate the following:

1. Demonstrate improvement in the use of basic grammar and mechanics.
2. Demonstrate understanding of and improved use of rules of standard English usage, standard paragraphing, use of title, and MLA college heading.
3. Demonstrate sense of sentence structure and sentence combining.
4. Demonstrate ability to structure a paragraph.
5. Demonstrate ability to write a multi-paragraph essay with clear introduction, body, and conclusion.
6. Demonstrate ability to use attention-getter, discuss issues, and provide organizational thesis statement in the introduction.

Course Goals and Objectives:
Upon completion of this course, students will know how to:
1. organize ideas into paragraphs
2. write an organizational thesis statement
3. develop a well-organized 5-paragraph argumentation essay
4. develop an English 1301 style argumentation essay

Attendance Policy:
Writing Communications 0280 is a structured lab class. The class has a specific day and time when it meets. Please be aware that unexcused absences may result in students being dropped not only from this class but from all their classes. Attendance is taken. Thirty-two hours should be spent on English lab assignments.

All students enrolled in a structured lab must attend class during class time. Students may come into the lab any other time to work on assignments. However, extra time spent in the lab does not take the place of class time attendance. A student who is more than 10 minutes late will not be counted present.

Evaluation of Students:
Students cannot pass 0280 without completing their minimum 32 hours. However, completed hours alone will not constitute a pass. The grades are as follows: A – C is passing; anything below 70 is an F.

**Assignment Overview:**
- Lab hours (minimum of 32): 10%
- Grammar Work: 15%
- Essay 1 and revisions: 5%
- Essay 3 (revision of Essay 2): 10%
- Essay 4 and revisions: 15%
- Essay 5 and revisions: 20%
- Departmental Test: 20% (Failure to take this test will result in an F in the course)
- Notebook: 5%

**Plagiarism:**
(the use of work not your own or the use of work with proper documentation) will mean an automatic F for the plagiarized assignment and could result in further disciplinary action. There is no need to use any outside research material for these essays. All the information needed should come from what you already know about the subject. You are wasting your time in this class if someone else writes your papers for you.

**Late Work:**
Papers are due on the due date. Papers turned in after the due dates are considered late. Five points will be deducted unless the absence is excused. If you know in advance that you will be absence, arrange to hand in your assignment ahead of time.

**Instructor Information:**
- Name:
- Office Phone:
- Writing Lab Location: 232 LRC
- Division Secretary: Lula Lee, Allison Fine Arts, Room 141
- Division Telephone: 685-4624

**Note:**
Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor’s availability at a specific time.

Be prepared to take developmental classes as often as you need to succeed!

Please learn your course and section number ASAP. Please thoroughly read your course syllabus and any other documents given to you this semester. **You are responsible** for the instructions and content. If you do not understand something, ask about it.