SYLLABUS

**CODE:** ENGL 122  
**TITLE:** English Composition: Writing and Research

**DIVISION:** English and Reading  
**DEPARTMENT:** English

**COURSE DESCRIPTION:** This course teaches techniques and strategies for conducting research and for writing effectively on a range of subjects. Students learn to write and revise convincing papers using critical thinking skills and information they find to support an assertion or position. Related reasoning and support for papers necessitates inquiry into social ethics and moral situations. Students learn to analyze and process this information using foundational principles of logic, ethical reasoning, and social morals. Students also learn and demonstrate proper documentation style.

**PREREQUISITES:** A grade of “C” or better in English 121.

**CREDITS:** 3  
**LECTURE HOURS:** 3  
**LAB HOURS:**

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**REQUIRED MATERIALS:** Textbooks and supplies to be determined by the instructor.

**COURSE LEARNING OUTCOMES:**

Students will:
- Use writing and research to explore ideas and solve problems.
- Gather, evaluate, and analyze a variety of sources in order to synthesize, cite and present information.
- Navigate reference databases for online access to journals and periodicals.
- Demonstrate an ability to recognize ethical reasoning in source materials and conduct ethical reasoning of their own.
- Write and revise convincing papers using data to support an assertion or position.

(Critical Thinking; Information Literacy; Technological Literacy; Community and Workplace; Communication)

**GRADING STANDARD:**

**Preparing Your Portfolio**

Final grades will reflect the degree and quality of the students’ participation in the course, the progress exhibited in their writing, and the grade they earn on their portfolio. Toward the end of the course, students will choose a minimum of two papers they consider to have the most potential, revise them, and submit them to their instructor in a portfolio which will be graded.
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Evaluation

To receive a passing grade in ENGL 122 students must meet the Course Learning Outcomes as stated on page one of the syllabus and satisfy any other requirements listed on the individual instructor’s addendum.

Grades

A. Excellent. To achieve a grade of “A”, students must exceed the course requirements as described in the Course Learning Outcomes on page one of the syllabus. Students who achieve an “A” must be able to:

- Conduct superior research to explore ideas and solve problems
- Gather, evaluate, and analyze a variety of sources in order to synthesize, cite and present information in an insightful and thought-provoking manner
- Navigate multiple reference databases easily and demonstrate frequent use of online journals and periodicals in their writing
- Demonstrate an exceptional ability to recognize ethical reasoning in source materials and conduct superior ethical reasoning of their own
- Write and revise exceptional papers in a distinctive and credible voice using complexity of argument to support assertions and relevant data to successfully prove position

A-. Commendable. To achieve a grade of “A-”, students must exceed the course requirements and instructor expectations for the “B+” grade.

B+. Very Good. To achieve a grade of “B+”, students must exceed the course requirements and instructor expectations for the “B” grade.

B. Good. To achieve a grade of “B”, students must exceed the course requirements as described in the Course Learning Outcomes on page one of the syllabus. Students who achieve a “B” must be able to:

- Conduct solid research to explore ideas and solve problems
- Gather, evaluate, and analyze a variety of sources in order to synthesize, cite and present information in a coherent manner
- Navigate multiple reference databases and demonstrate use of online journals and periodicals in their writing
- Demonstrate an adequate ability to recognize ethical reasoning in source materials and conduct solid ethical reasoning of their own
- Write and revise strong papers in a coherent voice using solid argument to support assertions and relevant data to prove position

B-. Competent. To achieve a grade of “B-”, students must exceed the course requirements and instructor expectations for the “C+” grade.

C+. Beyond Satisfactory. To achieve a grade of “C+”, students must exceed the course requirements and instructor expectations for the “C” grade.
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C. Satisfactory. To achieve a grade of "C", students must meet the course requirements as described in the Course Learning Outcomes on page one of the syllabus. **Students who achieve a “C” must be able to:**

- Conduct research to explore ideas and solve problems
- Gather, evaluate, and analyze a variety of sources in order to synthesize, cite and present information
- Navigate reference databases for online access to journals and periodicals
- Demonstrate an ability to recognize ethical reasoning in source materials and conduct ethical reasoning of their own
- Write and revise convincing papers using sources to support an assertion or position

D. Marginal. Students who have completed the course but whose work, as evaluated by the instructor, does not meet the "Satisfactory" (C) level, will receive a course grade of "D".

F. Unsatisfactory. Students who fail to meet the course requirements will receive a course grade of "F".

**COURSE CONTENT:**

Students will:

- Develop the skills of finding and evaluating information by doing research.
- Develop the skills of critical thinking through further analysis, evaluation and synthesis of information.
- Assert and effectively support clear and arguable theses.
- Examine ethical issues and opposing viewpoints, analyze their complexity, and conduct an informed investigation of supporting material.
- Engage in ethical scholarship through discussions and exercises on plagiarism and academic discourse.
- Understand the need for ethical conduct in traditional and electronic forums.
- Use proper documentation format.
- Produce revised papers that demonstrate the writer’s growth and skill.

**DEPARTMENT POLICIES:**

**Attending Class:** At all levels and at every stage of a student’s progress, the writing program at Brookdale emphasizes the developmental nature of writing by attention to (1) discovery through regular journal writing, (2) focused, participatory discussion in both large and small group settings, and (3) workshopping for peer reaction and critical analysis.

Writing courses differ from others in that they cannot be completed successfully through textbook study alone and results cannot be assessed by testing. In fact, our approach relies on members of a class being present when that class is in session.
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We believe that learning through writing best occurs when students complete assignments in sequence and submit them on time. We expect students to be present when a class is scheduled to begin, assignment in hand, ready to participate in the day’s work.

Students who have to miss a class because of an emergency must speak to their instructor in time to attend the following class fully prepared and up-to-date.

Individual instructors have specific attendance requirements. It is the student’s responsibility to be aware of them.

Plagiarism: In higher education, nothing is taken more seriously than intellectual honesty.

As a Brookdale student and a member of the community of scholars, students owe it to the College, to their peers, and to themselves to refrain from taking credit for someone else’s intellectual property. Intentionally submitting the work of another in a way that represents it as your own constitutes plagiarism.

In the course we will cover the definition of plagiarism and the ethics of academic dishonesty through examples and readings. Students will gain awareness and develop strategies to avoid plagiarism and other academic ethical dilemmas.

If a student plagiarizes, his/her work may be graded F; he/she may be dismissed from the course with a failing grade; and his/her name may be forwarded to the appropriate college officer, among other sanctions as outlined in the Academic Integrity Code. Multiple infractions will result in absolute failure of the course. The student may also be subject to further sanctions recommended to the Dean of Academic Affairs by the Academic Integrity Committee. A detailed description of student obligations, academic violations, and discipline procedures can be found in the Academic Integrity Code section of the Brookdale Community College Course Catalog.

Behavior: Students must act in a manner befitting a college classroom. Any behavior that interferes with other students’ ability to do their work is not tolerated.

Computers: Computers are used to help facilitate the writing process. Intentional misuse or mistreatment is strictly forbidden.

COLLEGE POLICIES:

For information regarding:
- Brookdale’s Academic Integrity Code
- Student Conduct Code
- Student Grade Appeal Process

Please refer to the STUDENT HANDBOOK AND BCC CATALOG.

NOTIFICATION FOR STUDENTS WITH DISABILITIES:

Brookdale Community College offers reasonable accommodations and/or services to persons with disabilities. Students with disabilities who wish to self-identify must contact the Disabilities Services Office at 732-224-2730 or 732-842-4211 (TTY) provide appropriate documentation of the disability, and request specific accommodations or services. If a student qualifies, reasonable accommodations and/or services, which are appropriate for the college level and are recommended in the documentation, can be approved.
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**ADDITIONAL SUPPORT/LABS:**

**Writing Center**
A Writing Center appointment assures you of individual instruction. Writing Center learning assistants can help you at any stage of the writing process, whether you have just started a draft or you have already finished a draft and are ready to revise. These conferences will help you build on skills you have practiced in class and help you develop new skills to use when revising and proofreading your essays.

You may choose any day or time that is convenient for you, but you will need to make an appointment to meet with a learning assistant.

Location: LAH 118  
Phone: 732-224-2941  
Hours: Monday through Thursday 9:00 AM to 8:00 PM  
       Friday 9:00 AM to 5:00 PM  
       Saturday 10:00 AM to 2:00 PM

Writing Center learning assistants are also available at the Brookdale Branch Campus in Western Monmouth/Freehold and the Higher Education Centers in Eastern Monmouth/Neptune, Northern Monmouth/Hazlet, Long Branch, and Wall.

- Eastern Monmouth/Neptune 732-774-3363  
- Northern Monmouth/Hazlet 732-739-6010  
- Long Branch 732-229-8440  
- Wall 732-280-7090  
- Western Monmouth 732-625-7002

**Making Writing Center Appointments**
Writing students must use TutorTrac to schedule and cancel Writing Center appointments. TutorTrac is the Web-based appointment scheduling, tracking, and reporting software used by the Brookdale Community College Writing Centers (Lincroft, Eastern Monmouth, Northern Monmouth, Long Branch, Wall, and Western Monmouth).

To schedule or cancel a Writing Center appointment, go online using any Internet browser (Explorer must be version 5.5 or higher) and type in the following Web address to go to the TutorTrac login screen: [http://tutortrac.brookdalecc.edu](http://tutortrac.brookdalecc.edu)

Enter User Name: Your first initial followed by your last name (no spaces, all lowercase).

Enter Password: The last 6-digits only of your Brookdale Community College ID number (located on your student ID card and the upper left corner of your class schedule).

Detailed TutorTrac instructions are available in the Writing Centers and on the English Department Web page.

**Computer Access**
Computers are available at the following locations:

The Writing Center (LAH 118)  
Bankier Library