



South Portland, ME 04106
Department of English

Introduction to Literature (online): ENGL 115 (3 credits)

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Office: Preble 105

Office Hours: Zoom by appointment

Course Description:

This course introduces the student to the literary genres of poetry, drama, and fiction. It emphasizes literature as a reflection of culture. This includes the discussion of literary terms, close textual reading, and historical backgrounds. This course is required for the SMCC associate degree student and is a prerequisite for intermediate courses on the university level. It is also designated as a writing-intensive (W) course. Prerequisite: Successful completion of ENGL 100

Course Objectives:

By successfully completing this course, students will be able to accomplish the following:

Content Objectives:

1. Utilize literary terminology in discussion and analysis.
2. Infer meaning from a variety of layered texts.
3. Identify complex patterns in texts and make relevant connection between texts and ideas.

4. Extract and utilize concrete and abstract literary concepts.
5. Defend thesis claims through close reading and discussion.
6. Demonstrate and apply a cultural vocabulary, allusions that span texts and media from literary to popular culture.
7. Identify and recognize issues of an evolving literary canon.

Writing Objectives:

1. Exhibit learning skills and conduct appropriate to a college-level student.
2. Write effectively with a specific purpose and to a specific audience, using appropriate strategies for varying contexts.
3. Organize essays using thesis statements, logical and academic formats and standard English conventions.
4. Write rough, exploratory drafts of papers and practice revision methods to achieve polished final drafts.
5. Locate and evaluate legitimate research sources, electronic, print, and other.
6. Show ability to use proper MLA documentation and an awareness of plagiarism issues.
7. Use writing as a critical thinking tool for learning.

Required Materials:

There is no textbook for this course. Students must have reliable access to the Internet to obtain readings from our Brightspace course.

Attendance:

If a student does not post to the discussion board or contact me, the grade will be affected:

1+ Week Silence: Grade drops one full letter.

2+ Week Silence: If you don't contact me, you may be withdrawn from class.

There are no excused absences; students are either posting or not, so keep in touch.

Definition of a Week: Our weeks run from Monday to Friday. I'd suggest you not try to go too far ahead. I may revise the class as we go (This is very rare, and if I do it I try to keep changes to a minimum). I suggest you don't treat this class as an independent study and work too far ahead.

Submitting Assignments and Contacting Me: My SMCC email address is mbove@smccme.edu. Please send assignments to me through the course submission tool. Submit essay drafts as .pdf or .docx files. I check the course mail and my SMCC email at least once every day in the morning and do my best to respond right away. I will respond to assignments with feedback and a grade within one week of the due date. If you don't hear from me for some reason by that time, it means I didn't receive your assignment, so email me.

Late Work: Late essays are subject to a full letter grade reduction. Late weekly postings will not be accepted for credit.

Email and Posting Etiquette:

MUSTS:

- Keep your audience in mind for all e-mail.
- Subject Lines: Use a descriptive subject line. Specific subject line requirements vary by professor, but always include your name and the class you're in. Blank subject lines or those with one word topics like "Hello" are often unhelpful.
- Your Name: Include your full name, either in the subject line or in the message. If you're not using your SMCC e-mail account, be sure your e-mail address is professional.
- Word Choice: Avoid abbreviations, slang, obscenities, overly familiar language. E-mails to professors are not text messages. Check spelling, and use complete sentences with normal capitalization. ALL CAPITALS is yelling. No capitals is too informal: it's I, not i, United States, not united states. Please use standard fonts and colors.

DO:

- Length: For general inquiries, keep it short. State the question or problem, being as specific as possible. Include the text of any prior e-mail conversations on this topic.
- Attachments: If your professor accepts attachments, keep them as small as possible. If the file is too large, the professor may not be able to download it. Also be sure that any software you use is compatible with the one used by the college.
- Sending Isn't Receiving: Check your e-mail before asking your professor if your message was received.

DON'T

- Topics: Don't ask your professor to join on-line groups, forward chain letters or jokes, become a friend on Facebook, etc. Keep it professional. E-mail is not private; be careful of the information you include.
- Response Time: Don't send numerous e-mails over a short time and expect a quicker reply, particularly if it is non-business hours (example: Saturday at 2 a.m.). Your professor probably will not be available when college is not in session: over summer break, between semesters, etc.
- High Priority: Submitting routine assignments does not qualify as an urgent message.
- Tone: E-mail has no body language, voice inflection, etc., so be very careful when trying to make a joke. It may not come across.
- Personal Attacks: Personal attacks on other students or the instructor are never acceptable and will cause you to be subject to disciplinary action.
- Review all e-mail before sending for accuracy, tone, and professionalism.

Grading / Assignments:

Two elements will determine your overall course grade:

Weekly Posts: 40%

Portfolio: 60% (three essays at 20% apiece)

Weekly Posts:

You'll make three posts per week to the discussion board-- two in response to any two questions I ask, and one in response to a classmate. **All posts must be made by Friday at 7 pm of each week, but part of your grade for the posts will be determined by the timing of your posts, which means that last-minute posts made all at once on Fridays will result in a reduction.** At the end of each week, I'll post your score for the postings in "my grades". If the deadline passes without a post from you, the posts will not be counted for a grade.

Because of the nature of this online class, your participation in the Discussion Board is essential for your understanding of the course material and the success of yourself and others in the class. Participation means reading all posted messages and replying, either by responding to another's message or posting your own message. Please do not create a new subject thread if you are replying to an existing topic.

Shoot for 250 to 400 words per response to my questions; the length of your response to a classmate is up to you, but do note that I'll be reading for detail and engagement. One or two sentence responses seldom reflect real engagement.

I expect students' weekly discussion posts to reflect the academic rigor required for the class. Carefully craft each post, be specific and thorough, and proofread. Everything you write will be evaluated not just for content but also for grammar/clarity/mechanics. Cite specific examples from the text when appropriate. This course requires academic commitment and dedication-- the reading load is significant and the writing load is quite heavy, so be sure to keep this in mind as we get started. Expectations in this class are high.

Scoring for the postings is based on a 100 point scale for content, clarity, timing, and number of posts made. You can see the specific grading criteria in each week's discussion board.

Essay Drafts and Portfolio:

You will write three essays in this class. One for each genre we cover (poetry, drama, short fiction). Each of the essays you write for this course will be due at the end of the semester in your portfolio. Still, you will have scheduled due dates for each draft prior to then, on which you'll submit your draft and receive comments and an "as-is" grade from me. Late work is subject to a grade reduction on the Portfolio: one-third of a "notch" (e.g., from a B+ to a B) for each day it is late.

Essays must be submitted using the submission upload tool. Please submit essays in .pdf or .doc formats only.

College Policies:

End-of-Course Evaluation

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

For Classes with any Face- to -Face Component

While the syllabus represents current plans, there may be changes during the semester in response to the on-going Covid-19 pandemic. Depending on the progression of the virus, it is possible that the College may have to suspend face-to-face instruction for part of the semester. If we must stop face to face instruction anytime during the semester, your instructor will contact you via your SMCC email or the Brightspace course homepage to discuss next steps for the course.

ADA Statement

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call (207) 741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

The Learning Commons:

The library, tutoring and writing centers, and reference/research assistance (typically located on the second floor of South Portland's Campus Center and in the Midcoast's LL Bean Learning Commons and Health Science Center) will be fully available online during the **fall 2021** semester. Here you can find free academic support through individually scheduled and drop in, online tutoring. You can also find information literacy/

research librarians, and professional academic strategy/planning mentoring online. While the physical space of the Learning Commons will be available at this time, we can also work with you to set up zoom classrooms for small group study. Services are offered by appointment or as drop-in assistance. To access services:

- Visit My Learning in My Maine Guide or
- Select the “tutoring needed or need help?” button if it appears inside your Brightspace course.

Whether On Site or Online, students have consistently reported that the Learning Commons is a friendly, risk-free, and helpful place to seek academic support. It has also been shown that those who make use of the Learning Commons do better in a course than those who do not. We strongly encourage you to take advantage of this valuable and enjoyable resource.

SMCC Pay-for-Print Policy

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College’s pay-for-print system monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you’ve finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to helpdesk@smccme.edu.

Refunds

Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student’s account.

Add-Drop Policy

Students who drop a course during the one-week “add/drop” period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

Withdrawal Policy

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the Fall and Spring semesters and the second through ninth week of twelve-week Summer courses. This period is pro-rated for shorter-length courses, usually 75 percent of course meeting times; please check with the Registration Office. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Registration Office. This process must be completed either in person or by using SMCC e-mail accounts.

Plagiarism Statement

If an instructor suspects that a student has knowingly committed a violation defined in the Maine Community College System Policy on Student Grade Appeals and Academic Misconduct, the instructor has the authority to review the alleged misconduct and determine the grade that the student should receive for the assignment and the course. The instructor may assign a failing grade for the assignment or course and may require the student to complete additional work for the course. The instructor may consult with the department chair and/or the College’s chief academic officer prior to making such decisions. If a student seeks to challenge an instructor’s determination, the student should submit a grade appeal. Grade appeal forms are available in the Advising Office on the South Portland Campus or in the administrative offices in the Learning Commons on the Midcoast Campus. An instructor may also refer the matter to the College’s disciplinary officer for review under the procedures of the MCCS Student Code of Conduct.

