



## English 1102 Syllabus Supplement

### A. Policy Statements

**Required Prerequisite:** A minimum grade of C is required in ENGL 1101 (or its equivalent) before a student may take English 1102.

**30-Hour Rule:** In accordance with Board of Regents policy, students must complete ENGL 1101 and ENGL 1102 before earning thirty hours of course credit.

**Withdrawal Policies:** Students may withdraw from the course and earn a grade of “W” up to and including the midterm date (Wednesday, October 14, 2015 for full-session fall classes). After midterm, students who withdraw will receive a grade of “WF.” A WF is calculated in the GPA as an “F.” Instructors may assign “W” grades for students with excessive absences (beyond the number of absences permitted by the instructor’s stated attendance policy). Students may withdraw from a maximum of five courses throughout their enrollment at Middle Georgia State. Beyond the five-course limit, withdrawals result in “F” grades.

**Exit Requirements:** All students must complete ENGL 1102 with a grade of A, B, or C to receive Area A credit and proceed to 2000-level English survey courses.

**Regents Exemption:** Students who complete both ENGL 1101 and ENGL 1102 with grades of A, B, or C have fulfilled the University System of Georgia Regents Reading and Writing Requirements.

**MGA Academic Misconduct Statement:** As a Middle Georgia State University student and as a student in this class, you are responsible for reading, understanding, and abiding by the MGA Student Code of Conduct. The Student Code of Conduct is included in the MGA Student Handbook and is available online at [http://www.mga.edu/student-affairs/docs/MGA\\_Student\\_Handbook.pdf](http://www.mga.edu/student-affairs/docs/MGA_Student_Handbook.pdf).

**MGA Policy on Disability Accommodations:** Students seeking academic accommodations for a special need must contact the Middle Georgia State University Office of Disability Services in Macon at (478) 471-2985 or in Cochran at (478) 934-3023. Students may also visit the Disability Services Office in room 266 of the Student Life Center on the Macon campus or in Sanford Hall on the Cochran campus.

**“Technical Policy” (re: plagiarism detection):** a plagiarism prevention service is used in evaluation of written work submitted for this course. As directed by the instructor, students are expected to submit or have their assignments submitted through the service in order to meet requirements for this course. The papers may be retained by the service for the sole purpose of checking for plagiarized content in future student submissions.

**End of Course Evaluations:** Student evaluations of faculty are administered online in Brightspace (D2L) at the end of each term/session for all courses with five or more students. All responses are anonymous and completion of evaluations is voluntary.

**The Writing Center:** Individual writing assistance is available for any MGA student in The Writing Center. Please visit any of our locations: Cochran Campus, Russell Hall 309; Dublin Campus, Dublin Building, Room 224; or Macon Campus, The Education Building 226.

## **B. Student Learning Outcomes:**

Upon successful completion of ENGL 1102, students will be able to:

- demonstrate a collegiate competency to read critically and communicate ideas in well-developed written forms (MGA General Education Learning Goal A1 [Communications]),
- read and respond to various texts for purposes of interpretation, analysis, synthesis, evaluation, and judgment,
- have a working knowledge of literary terms and understand the effect of narrative, dramatic, and poetic conventions upon meanings,
- use recursive processes that include collecting information, focusing, ordering, drafting, revising, and editing,
- demonstrate the techniques and skills of research, integration of source material, and documentation,
- use conventions of writing mechanics, usage, and style to communicate effectively for the given audience, purpose, and format

(guidelines recommended by the Board of Regents Advisory Committee on English).

## **C. Definition of Plagiarism:**

The following definition of plagiarism expands upon the Student Code's description of plagiarism and has been adopted as standard by the English Department. For further explanation and illustrations, refer to the English Department's "Plagiarism Definition," available online at <http://www.mga.edu/liberal-arts/english>.

1. It is plagiarism to copy another's words directly and present them as your own without quotation marks and direct indication of whose words you are copying. All significant phrases, clauses, and passages copied from another source require quotation marks and proper acknowledgment, down to the page number(s) of printed texts.
2. It is plagiarism to paraphrase another writer's work by altering some words but communicating the same essential point(s) made by the original author without proper acknowledgment. Though quotation marks are not needed with paraphrasing, you must still acknowledge the original source directly.
3. Plagiarism includes presenting someone else's ideas or factual discoveries as your own. If you follow another person's general outline or approach to a topic, presenting another's original thinking or specific conclusions as your own, you must cite the source even if your work is in your own words entirely. When you present another's statistics, definitions, or statements of fact in your own work, you must also cite the source.
4. Plagiarism includes allowing someone else to prepare work that you present as your own.
5. Plagiarism applies in other media besides traditional written texts, including, but not limited to, oral presentations, graphs, charts, diagrams, artwork, video and audio compositions, and other electronic media such as web pages, PowerPoint presentations, and online discussion postings.