Assignments:
1. Readings in the texts, listed above, and in handouts for class discussion.
2. At-home and in-class writing on the readings and selected topics.
3. Four essays. The research (final) essay will be over a topic in the one of the first three essays.
4. One revision of a graded essay (optional).

The schedule for assignments will be posted on my faculty website and My NWACC. You will also find copies of hand-outs, lecture notes, assignment sheets, peer review checklists and links to mycomplab and mydropbox.

Grades:
- 400 points for four essays (see Essay Explanations and Grading Criteria)
- 75 points for attendance (15 class days worth 5 points each)
- 150 points for completion of reading responses, in-class writings, essay drafts and peer reviews, and quizzes.

TOTAL POSSIBLE POINTS = 625.

Absences: There will be no excused absences (see Late Work section, below, for further discussion of this policy). DO NOT EXPECT TO MAKE A GOOD GRADE IF YOU HAVE MISSED THREE OR MORE CLASSES. Your grade is directly related to your class attendance because not only do you lose five points for each class missed, you also miss that day’s instruction and discussion. If you have missed a class, it is your responsibility to contact me in a timely manner to find out if the next assignment has changed. The quickest way to contact me is by my cell phone (619-9756) or posting a message on My NWACC Connection.

More than five absences will result in an F for the class, unless you have a doctor’s note or can prove extenuating family circumstances.

Finally, students who arrive late or who leave early will be noted, and once the total reaches four of either or both combined, that will count as a full day’s absence. The definition of “late arrival” will be one that occurs after instruction has begun.

Late Work: No work will be accepted late with the exception of essays. To offset this policy, work may be turned in early. Late essays will be accepted, with permission from the instructor, subject to a lowered grade at the instructor’s discretion. Non-submission of any assignment, including essays, equals zero (0) points. Work may be submitted by e-mail or through My NWACC before class if a student knows he or she will be absent.

Inclement Weather: Class cancellations will be announced on most of the local radio stations, or students may call the college’s hot line (479/619-4377).

In the event of class cancellation, you must still e-mail essays due and post reading responses on My NWACC for full credit. Because we only meet 15 times, we will get behind if a class is totally skipped.