



**CENTRAL TEXAS COLLEGE  
SYLLABUS FOR DIRW 0313  
INTEGRATED READING AND WRITING**

**Semester Hours Credit: 3**

**INSTRUCTOR:** Terry Sanders

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## **I. INTRODUCTION**

Developmental Integrated Reading and Writing (DIRW) is a fundamental English language course designed to aid the student in acquiring the basic skills needed for college level reading and writing. This is accomplished through developmental education interventions that combine to effectively and efficiently prepare students to advance into college credit courses. Emphasis will be placed on reading comprehension, which focuses on literal, critical, and affective understanding of a variety of texts; and essay development, which focuses on structure, style, and usage. Students will also gain an appreciation of rhetorical situations by focusing on a writer's awareness and application of purpose, audience and tone.

Upon successful completion of Developmental Integrated Reading and Writing (DIRW 0313), students will obtain the necessary prerequisites to enter English Composition (ENGL 1301).

## **II. LEARNING OUTCOMES:**

Upon successful completion of this Developmental Integrated Reading and Writing course, students will be able to:

- A. Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying length. (F1) (F7) (F9) (F12)
- B. Comprehend and use vocabulary effectively in oral communication, reading, and writing. (F2) (F6) (F11)
- C. Identify and analyze the audience, purpose, and message of a variety of texts. (F5) (F8) (F10)
- D. Describe and apply insights gained from reading and writing a variety of texts. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)

- E. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)
- F. Determine and use effective approaches and rhetorical strategies for given reading and writing situations. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)
- G. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)
- H. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)
- I. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)
- J. Recognize and apply the conventions of Standard English in reading and writing. (F1) (F2) (F5) (F6) (F7) (F8) (F9) (F10) (F11) (F12)

### III. INSTRUCTIONAL MATERIALS/RESOURCES

The materials that you will need to purchase for this semester are listed at the following URL address: <http://www.ctcd.edu/books>

Henry, D.J. *The Effective Reader/Writer*. 1<sup>st</sup> ed. Pearson Custom, 2016. Print.

ISBN 9781323287859

### IV. COURSE REQUIREMENTS

- A. Prompt and regular attendance is required in the classroom. Students may be dropped from class for excessive absences. Further information regarding the attendance policy is available in the current college catalog.  
**Any student entering the classroom after class begins or leaving before class ends disrupts the educational process. For this reason, instructors may choose to lower a student's grade for being tardy and/or leaving early an excessive number of times.**
- B. Attendance is mandatory. There are no excused or unexcused absences. A student may be dropped from class for excessive absences. Student should not have more than four absences in a sixteen week course or more than three absences in a ten week course.
- C. Text assignments will be given to be completed both inside and outside of class.
- D. All written assignments must be turned in on time to receive credit.
- E. A student must be present for all examinations and quizzes.

## **V. EXAMINATIONS AND ASSIGNMENTS:**

To assist in determining a student's progress in this class, a number of assignments, quizzes, and tests will be administered throughout the semester. The types of assignments, quizzes, and tests you will have this semester and the policies concerning these examinations and assignments are as follows:

- A. At the beginning of the course, a student will be required to complete diagnostic test(s) to determine the student's starting level.
- B. Participation and Daily grades will be given and may include but are not limited to the following: quizzes over assigned readings, written responses to assigned readings, grammar exercises, vocabulary exercises, textbook assignments, and class discussion.
- C. The course will consist of writing five essays. The essays will incorporate a variety of composition genres: informative writing, evaluative writing, persuasive writing/argument, and personal experience/narrative writing. Citations must follow MLA guidelines. Written work must be submitted using a standard 12 point font, double spaced, with 1" margins, and an upper left heading with student's name, instructor's name, course title, and date. Essays will be written in class. An outline/brainstorming must accompany every essay submitted.
- D. Students will be required to complete two objective examinations. One examination will be given at midterm and the other as a final examination. These objective examinations are both multiple choice. Both of the objective examinations will also have an essay portion.
- E. If the student is absent from class, it is his or her responsibility to contact his or her classmate/instructor to determine missed instruction. Each student must make appropriate arrangements to acquire assignments, announcements, lecture notes, and other pertinent information missed. Students should use their resources to catch up on any missed lectures.

## **VI. SEMESTER GRADE COMPUTATIONS**

To receive a passing grade of "A," "B," or "C" in this course, each student must do the following:

- A. The student must earn a weighted average of 70% or above derived from the following:
  - 1. Five Essays (5 x 8%) – 40 %
  - 2. Midterm Exam (Objective / Essay) – 15%
  - 3. Participation/Daily Assignments – 25%
  - 4. Final Examination (Objective / Essay) – 20%

Final grades will follow the grade designation for developmental courses below:

"A" - Weighted average of 90%

"B" - Weighted average of 80%

"C" - Weighted average of 70%

"N" - Below 70% - Needs to raise performance to an acceptable level

"X(N)" - Performance unacceptable due to poor attendance or no final examination "W" - Withdrawal from course (initiated by student)

Students will be able to receive their grades through:

The CTC WebAdvisor (Online) System allows students to obtain their grades online. Instructions for using the WebAdvisor (online) Registration/Grades by computer are listed in the schedule bulletin.

*Grades will not be posted.*

## **VII. NOTES AND ADDITIONAL INSTRUCTIONS**

### **A. Withdrawal from Course:**

It is the student's responsibility to officially withdraw from a class if circumstances prevent attendance. Any student who desires to, or must officially withdraw from a course after the first scheduled class meeting must file an Application for Withdrawal or Application for Refund. The withdrawal form must be signed by the student.

An Application for Withdrawal will be accepted at any time prior to Friday of the 12th week of classes during the 16 week fall and spring semesters. The deadline for sessions of other lengths is as follows:

8 week session      Friday of the 6<sup>th</sup> week

The equivalent date (75% of the semester) will be used for sessions of other lengths. The specific last day to withdraw is published each semester in the Schedule Bulletin. Students who officially withdraw will receive the grade of "W" provided their attendance and academic performance are satisfactory at the time of official withdrawal. Students must file a withdrawal application with the college before they may be considered for withdrawal.

A student may not withdraw from a class for which the instructor has previously issued the student a grade of "X(N)" for non-attendance.

Guidance and Counseling: Before withdrawing from any developmental course, the student should seek the advice of Guidance and Counseling so that the student does not initiate an action that would inadvertently have a negative repercussion on his/her enrollment or Financial Aid.

**B. Administrative Withdrawal from Course:** An administrative withdrawal may be initiated when the student fails to meet college attendance requirements by accumulating five (5) absences in a sixteen week semester and four (4) absences for a ten week semester for any reason. The instructor will assign the appropriate grade on the Administrative Withdrawal Form for submission to the registrar.

**C. Cellular Phones and Pagers:** Cellular phones and pagers must be turned off while the student is in the classroom.

D. American's With Disabilities Act (ADA): Disability support Services provides services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Review the website at [www.ctcd.edu/disability-support](http://www.ctcd.edu/disability-support) for further information. Reasonable accommodations will be given in accordance with the federal and state laws through the DSS office.

E. Scholastic Honesty: All students are required and expected to maintain the highest standards of scholastic honesty in the preparation of all coursework and during examinations. The following are considered examples of scholastic dishonesty:

**Plagiarism** - The taking of passages from the writing of others without giving proper credit to the sources.

**Collusion** - Using another's work as one's own, or working together with another person in the preparation of work, unless such joint preparation is specifically approved in advance by the instructor.

**Cheating** - Giving or receiving information on examinations.

Students guilty of scholastic dishonesty will be administratively dropped from the course with a grade of "F" and subject to disciplinary action, which may include suspension and expulsion.

F. Civility: Individuals are expected to be cognizant of what a constructive educational experience is and respectful of those participating in a learning environment. Failure to do so can result in disciplinary action up to and including expulsion.

G. Office Hours: You can email your instructor at [terry.sanders@ctcd.edu](mailto:terry.sanders@ctcd.edu) or speak with your instructor if you find yourself having difficulties with this course.

H. Flexibility: The class schedule is tentative. The instructor reserves the right to adjust the syllabus as necessary.

I. Library: [www.ctcd.edu](http://www.ctcd.edu) Click on LIBRARY under the ACADEMICS tab.

J. Student Course Evaluation: Access the evaluation link: [http://ctcd1.ctcd.edu/hb2504/evals/tx\\_crs\\_eval\\_form\\_2014.cfm](http://ctcd1.ctcd.edu/hb2504/evals/tx_crs_eval_form_2014.cfm) or navigate to the evaluation on the CTC website using the following steps by visiting [www.ctcd.edu](http://www.ctcd.edu)

- Hover over the "Students" tab; select "Current CTC Students".
- In the "Resources" box on the bottom right, select "Student Tools".
- Select *Submit Course Evaluations* from the menu.
- Select "I would like to complete an evaluation for a Classroom (lecture/face-to-face) course".