

Developmental Communications 34 — Fall 2013

Course Information and Requirements

0195 8:55-10:20 MW # 0196 10:35-12:00 MW # 0197 10:35-12:00 TTh > room CAI 228

Instructor: Prof. Curt Riesberg **Visiting Hours:** MW 1:00-2:00, 4:00-5:00, Tu 1:00-2:30
Email: riesbecd@lamission.edu Office for Visting: **INST 33** *or by appointment*
Phone: (818) 364-7847 **Web Page:** www.lamission.edu/~riesbecd

Course Description and Objectives: This course advances **reading comprehension skills** such as building vocabulary attack skills, finding main ideas and supporting details, making inferences, generalizing, and summarizing. Students will prepare for further college-level coursework by refining reading, study, and collaborative work skills. We will take condensed notes, attack vocabulary through word parts, annotate texts, formulate questions, manage time, and constructively collaborate on teams.

Student Learning Outcomes: Upon successful completion of this course, a student will be able to:

1. apply strategies for learning and using new vocabulary.
2. analyze paragraphs and longer passages to identify main ideas, major and minor supporting details, and patterns of organization.
3. apply study and reading strategies to improve academic performance.
4. evaluate various writings to differentiate between facts and opinions and to identify reasoning errors

I. Materials: Required:

- Groundwork for College Reading, by Langan*
- Groundwork for a Better Vocabulary, by Johnson*
- Paperback *American Heritage Dictionary 4th (or 5th) Edition*
- Vocabulary bluebook and Reading Lab bluebook/journal
- One pack of full-size, and one pack of short-size Scantron sheets
- Notebook paper
- Black and/or blue pens
- #2 pencils
- Email address that you have registered with Admissions & Records Office

Suggested:

- 3-ring binder, preferably with the zip-around feature
- Weekly Planner
- Supplies pouch for the binder
- Small flat pencil sharpener
- Mini-stapler
- Paperclips
- Flat bottle of White Out
- Flat 3-hole puncher for in binder
- Post-it notes (a couple different sizes)
- Pocket dividers for the binder
- USB memory stick to save things from computers
- Highlighter pens (yellow is best)
- Red and/or green ballpoint pens
- 3 x 5 Notecards (great for studying vocab. and reviewing chapters)
- White printer paper
- Flat thin *Dictionary* that fits in the binder
- Hardcover big version *American Heritage Dictionary* for at home
- If you don't have a computer and printer at home... save up and get one.
- DSL, cable, or 4G high speed internet access to go along with your computer

What NOT to buy:

- **New car** (if you “must” get a car, get a used one like a Honda Civic or Toyota Corolla), or new car bling like a fancy stereo subwoofer boomer (very annoying, btw) or fancy rims
- yet another new cell phone
- more DVD movies, music CDs and a hundred more downloads, more Video Games
- expanded satellite TV service (you won’t have much time for TV anyway)
- more jewelry/tats/piercings, more shoes unless you really truly need a pair, more fancy clothes
- gym memberships (there’s an excellent gym on campus)
- drinks for all your friends at the bar and/or non-medicinal drugs
- fancy coffee everyday, bottled water and vending machine sodas, fast food or other restaurant meals (learn to cook and make sandwiches, get a small thermos for hot coffee, buy a refillable water bottle)

... you get the picture... **you need money for textbooks, tuition, and other college expenses!!!** \$\$\$\$\$\$

II. Homework Assignments

- A. One hour per week independent **Reading Lab** assignments is **required**
- B. Read and **annotate** all materials and **complete all exercises** and written work **before** due.
- C. Whatever else the Professor decides is pertinent.

III. Attendance

Attendance and doing **ALL the homework** are the biggest predictors of success in college classes, according to research, and this class is no exception. You might not always want to come to class, you are very busy, and you might not find everything we do to be super exciting at the moment... on the other hand:

- you will definitely learn skills that will help you **succeed in college and in the job market**
 - you will definitely learn to read college texts better (and other materials)
 - you will expand your vocabulary (and impress your profs, friends, and family)
 - you just might enjoy reading more as you get better at it and improve your skills
 - you will pick up interesting examples and previews of materials from a variety of different subjects like History, Sciences, Politics, Psychology, etc.
 - you will meet some new people and maybe even make a friend or two
 - you will learn to work together (**collaborate**) more effectively with diverse groups
 - your speaking and writing skills will improve
 - your general life **skills** will **improve** **as you practice** the techniques from class
 - you might even find an interest in a career or major that you hadn’t thought of before
 - you might get some laughs and have some fun
-
- NOTE: College policy allows that you may be dropped/excluded from the class after four absences; it is your responsibility to call or **email** me before class if you cannot attend class that day, but calling still doesn’t excuse the absence. **You are responsible for everything that occurred during your absence, and absences do not mean you can hand in the due work or take the test later!**
 - NOTE: **Not showing up on the first day of class will result in your being Excluded/Dropped.**

It is up to you to contact me and also to contact at least one classmate for missed material and class notes.

Quote of the semester: “**College is an exercise in stepping up.**”

RULES NOTE: Arriving at class late, leaving early, and walking outside (except for urgent restroom use) during class are unacceptable behaviors that distract others. **Cell phones**, laptops, etc. **must** be **turned off** during class; **cell phone use and texting are serious violations of academic decorum** and users will be removed from the class and counted as UNEXCUSED ABSENCE(s) and may lead to Exclusion.

Let me repeat: **Cell phones, texting, and laptops/pads are NOT ALLOWED in class. Cell calls NOT allowed in Lab and/or Library either.** If you have a real problem with this rule, **then drop this class right now**, please.

(and btw, please **turn OFF** your cell phone at movies, concerts, etc.... thank you for not being rude.)

IV. Grading

- In-class participation, attendance, and completion of homework assignments including weekly Reading Lab work with RL Journal and Vocabulary Journal will be considered during grading.
- There will be a quizzes throughout the semester. A **quiz can occur at any time**, so be ready.**
- ****note:** *Any quiz or test can also asses material from previous chapters, lectures, classroom activities or any and all other types of assignments; therefore, it is students' responsibility to constantly be reviewing all material covered.*
- There will be a "Midterm" Comprehensive Test covering the material presented during the first part of the session. The Final will cover the material presented during the second half of the session and some selected material from the first half.
- **To pass the course, you must earn at least 70% (seventy percent) of the possible points.**
- **NOTE:** *Failure to take the Midterm or Final or failure to submit a Short Story Report will result in NO CREDIT even if you get all other possible points. Same goes for Reading Lab (if you choose not to do it, you will get NC). These are required to pass.*

Points:

- Reading Lab and Journal– **NOTE: Lab hours cannot be made up if not completed when they are due.**
- Quizzes... note: no coming the next session and saying "Can I make up the quiz?" No, you can't.
- Planning and Rough Draft of Short Story Report--- and Final Draft Short Story Report--
 - Midterm Exam-- *Comprehensive* through the first half or so of class
- Annotations** of text and Completion of Exercises-- also, ongoing Review Questions (2x5RQs)
- Final Exam-- *Comprehensive* - covers the entire semester
- Vocabulary- and **Vocab. Journal: 7 entries per week (100 total)** with definitions and example sentences
- Student Services Assignment and Presentation
- Other Assignments as assigned by professor

-NOTE: there is no such thing as "extra credit"... so you must get the points and credit by completing the given assignments and quizzes and tests, etc.. Repeat: NO "extra" credit.

E. Basis of Grading: Credit/No Credit (you need 70% of total points to pass with Credit)

V. Important Dates

DROP Dates (16-week classes)

Drop class without receiving a "W" on your record > September 8

Drop class **with** receiving a "W" (**counts as one attempt**) > November 17

NOTE: *Limit is now three attempts to take a class, including substandard grades and Ws.*

HOLIDAYS (College CLOSED)

Labor Day – September 2

Veterans' Day – November 11

Thanksgiving – November 28 – December 1

VI. **Some important notes:**

- If you stop attending a class (or you wish to drop a class), **you must drop the class yourself.** Failure to do so may result in a grade of NO PASS in this class.
- Please make sure that the email address on file with the college is accurate; if you change your address, please update your email address by using the Student Portal.
- Please keep graded papers such as quizzes and tests filed in a safe place. You should keep them at least until final grades have been posted.
- *If you are a student with a **disability** and require classroom accommodations, please see me immediately to discuss arrangements. The sooner I am aware that you are eligible for accommodations, and the sooner **you bring me the official documentation**, the more quickly I can provide them. If you have not done so already, you must contact the Disabled Students Programs & Services Office in Instructional Building 1018. Phone (818) 364-7732/TTD (818) 364-7861 and bring me official documentation stating the accommodations that are needed.*

NOTES TO SELF: ...

CLASSMATE CONTACT LIST: Classmates to contact if absent or want “study group friends”:

Name _____ **Phone** _____ **Email** _____

Some Student Services and Resource Programs available to L.A. Mission College students:

About the Learning Center...

*For some help on your assignments, visit **The Learning Center**, on the first floor of the Library/Learning Resource Center (LRC). Tutors will assist w.: writing, math, reading, research, and homework assignments.*

*In the **Academic Success Center**, Writing and Reading specialists will help you to succeed. In the Writing Lab, they can assist you in developing writing assignments, lab reports, book reports, essays, and research papers.*

*The Reading Lab offers **free** use of exercise programs to improve your reading skills using **Reading Plus**, an interactive software that provides an individualized learning experience. **This online program can also be accessed from home or any high-speed internet connection.** Make a Learning Center appointment to learn how.*

*The Learning Center is **FREE** for Mission students. Call 818-364-7754 to make AN APPOINTMENT or visit the Information Desk. Visit the Learning Center early and use the **FREE** assistance all semester.*

AND, esp. for DC I other Grammar students, there are interactive computer programs to help you with your grammar and sentence-writing. Access programs: <http://www.lamission.edu/learningcenter/devcomlinks.aspx>

OTHER COLLEGE RESOURCES FOR STUDENTS

Admissions and Records: Students register for classes, request transcripts, file petitions for graduation, and drop classes. For more info call 818-833-3322 visit: <http://www.lamission.edu/admissions/>

Assessment Center: Offers student assessments in English, English-as-a-Second-Language (ESL) and Mathematics. Contact (818) 364-7613 for more information, or visit <http://www.lamission.edu/assessment/>

Bookstore: For hours of operation, book availability, buybacks, and other information call 818-364-7767 or 7768 or visit <http://eagleslanding.lamission.edu/default.asp>

Counseling Office: For appointments and information call 818-364-7655 <http://www.lamission.edu/counseling/>

Disabled Students Programs and Services (DSP&S): For appointments, eligibility and info call 818-364-7732 or visit <http://www.lamission.edu/dsps/>

Extended Opportunity Programs and Services (EOPS): For appointments, eligibility and info call 818-364-7645 or visit <http://www.lamission.edu/eops/>

Financial Aid: For information and applications call 818-364-7648. Visit: <http://www.lamission.edu/financialaid/>

Library: Hours, resources, workshops, etc. contact 818-364-7106 or visit <http://www.lamission.edu/library/>

Tutoring Services in Learning Center: Labs for general Learning, **Reading**, Writing, **Math**, and **Science**. Walk-in and appointments offered. Call 818-364-7754 or visit www.lamission.edu/learningcenter/

Associated Students Organization (ASO) offers a variety of clubs, events, and services.

Health Center: low-cost medical assistance for students. On campus. (818) 362-6182

Child Development Center: for teaching and learning. (818) 364-7865

Veterans Affairs: services and community. (818) 364-7864

Instructional Television (ITV): alternative combination classroom+video courses (818) 833-3594

Honors/Transfer Alliance Program: partnerships with universities (818) 364-7683

4. **poster:** create a display poster to "advertise" your assigned Service. We'll display it on campus.
5. **brochure:** create a brochure on ONE piece of notebook paper, can be front and back, that contains the necessary reference information for other students to know in order to know about and access the Service
 - you will make enough copies for everybody in the class, plus one extra for the Prof.
6. **practice your presentation:** you will be limited to seven minutes, so keep it tight
 - there will also be a question/answer period, so EVERYBODY in your group must be prepared to answer questions about the Service... so you must make sure everybody is ready, and not just one or two members of the team. I can ask specific people in the group to answer questions, for example.
7. **presentation:** your team will educate the class about your Service...

DUE: Week 3