Core A: Introduction to Composition | 2023-2024 Syllabus

Tutor Contact Information:
Mrs. Jody Champagne, pepchampagne@gmail.com

Course Description:
Students will focus on learning the fundamentals of writing. They will begin with grammar, sentence structure, and the formation of paragraphs. Students will also be exposed to different types of writing such as persuasive, expository, narrative, and descriptive. A poetry unit will also be included. Although some review of grammar will be included in this course, students should already have a strong foundation beforehand. Literature selections, which complement World Geography, will be analyzed for basic literary elements and worldview.

Course Texts:
I, Juan de Pareja; The Miracle Worker; The Endless Steppe; A Christmas Carol; The Big Wave; The Breadwinner; A Long Walk to Water; Jim Elliot: One Great Purpose; Around the World in Eighty Days; and The Bronze Bow (summer reading)
If buying used books, purchase <u>clean copies free from any previous annotations</u> and the <u>exact version</u> listed on the PEP book list. Compare the ISBN number on your book to the PEP book list to guarantee that you have purchased the correct edition of the text.

Required Class Supplies:
* Loose-leaf, lined paper and preferred writing utensils for notetaking and quizzes
  (Note: all handwritten homework must be completed in either pencil or blue/black ink unless otherwise directed)
* 3 Colored Pencils/Pens (red, blue, and green) and Highlighters (any 4 colors)
* Two-pocket folder, no prongs necessary
* Any organizer for transporting papers to and from PEP
    one possible option: 3-ring binder with 5 tab dividers labeled:
    Homework (or To-Do), Turn-in, Lit Notes, Comp Notes, Graded
    (a 1-inch binder or section of a larger binder shared with another course is sufficient.)
You will also find it helpful to have easy access to a printer, three-hole punch, and stapler.

Student Expectations:

Preparation
- ✓ Arrive on time
- ✓ Complete all assignments before class
- ✓ Print all pages from Weebly before class
- ✓ Bring all materials to class

Participation
- ✓ Engage in discussion/group activities
- ✓ Ask questions
- ✓ Listen when others are speaking
- ✓ Remain attentive; do not distract others
- ✓ Take notes

Evaluation Percentages:
* 45% Composition/Essays
* 45% Literature
    o 30% Homework (reading, study guides) and 15% Quizzes
* 10% Participation/Preparation

Communication Policy
<u>Weekdays before 6pm</u>: Please contact me via email. I encourage all students to email their questions/needs directly to me, and I will copy parents on my responses to the student.
<u>Weekends</u>: Emails sent on Saturday and Sunday will be answered Monday morning.

Turnitin:
Each student must create a Turnitin student account (www.turnitin.com). The Turnitin class ID and enrollment key are found in the course "Welcome" email.

Writing Assignment Requirements:
- This course requires MLA document formatting for all writing assignments. We will discuss MLA formatting in class throughout the year and tutorials will be posted to Weebly.
- Write using the conventions of standard English grammar, syntax, spelling, punctuation, and style.
- Proofread ALL written work. A parent must proofread all work prior to turning it in.
- PEP policies concerning academic cheating and plagiarism will be strictly enforced.

Parent Partnership:
- Organization: Support your student's organization by monitoring his/her course binder. Verify that all homework is complete and all books, documents, and materials are brought to class.
- Homework: Read and review all homework assignments. When required, complete the checklist/rubric and/or sign the homework confirming that the student's work has been reviewed, edited, and corrected.
- Literature: Maintain a dialogue with your student about the literature we are reading by asking open ended questions.
- Compositions: A parent should assist the student in all brainstorming, thesis development, research, outlining, and drafts. **A parent must assist the student in revising and editing all final drafts.** This may take several hours and more than one session so please plan your schedule accordingly.

Late Work Policy:
- Students must submit all assignments on time in order to be prepared for class activities. Therefore, a late assignment will receive a 10% penalty for the first class period late and a 20% penalty for the second class period. After two classes (one week), the assignment will receive a 0. In addition, students waive the privilege of receiving comments on late work.
- Late uploads to Turnitin.com are also subject to the late work policy. An assignment is only considered on time when both the tutor copy and the upload are submitted by the due date. Required submissions to Turnitin are detailed on the Pacing Guide and on assignment sheets.
- Students and parents may check for late or "missing" assignments by accessing the PEP gradebook, newsis.pep1.org, 24 hours after the due date.

Absences
If a student will be absent, the parent must notify BOTH the Site Administrator AND the Tutor.
- **Planned Absences:** If a planned absence is necessary, parents must inform the tutor prior to the absence and make arrangements for the student to make up any classwork, quizzes, tests, etc. At the latest, this work will be due when the student returns to class. If the make-up work is not completed upon return, the Late Work Policy will apply.
- **Unplanned Absences** (e.g. illness, family emergency): The parent and student will work with the tutor to adjust due dates based on the situation.

In all cases, the student must contact a classmate for any missed class notes, overview of the lesson, etc. Also, the parent/student must keep track of assignments due. Do not expect your tutor to remind you of absence-related missing assignments.

Please return by Thursday, August 17, 2023

I have read the Core A: Intro to Comp syllabus and agree to abide by the class policies.

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Print Student Name

_____   _____

Student Signature   Date

_____   _____

Parent Signature   Date