



## **Reading and Writing Skills**

Course #: ENGL 098

Credit Hours: 3

Semester: Spring 2022

**Professor:** Dr. Jennifer Wheeler

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**Office:** Mod 8

**Office Hours:** TBA

**Preferred Communication:** Email

**Modality:** Online via Blackboard

### **Required Materials**

Textbook: Fawcett, Susan. *Grassroots with Readings: The Writer's Workbook*. 12<sup>th</sup> Edition.  
Cengage Learning. 2019.

Tools: Notebook and writing instruments

Laptop and Internet Access: Every student is required to own a laptop and have internet access.

Lab Fee: None

### **Mission, Vision, and Philosophy**

*Mission:* Navajo Technical University honors Diné culture and language, while educating for the future.

*Vision:* Navajo Technical University provides an excellent educational experience in a supportive, culturally diverse environment, enabling all community members to grow intellectually, culturally, and economically.

*Philosophy:* Through the teachings of Nitsáhákees (thinking), Nahátá (planning), Íina (implementing), and Siihasin (reflection), students acquire quality education in diverse fields, while preserving cultural values and gaining economic opportunities.

### **Course Description**

This course develops vocabulary and grammar skills in addition to strengthening reading comprehension. The focus is on improving both written and oral communication skills using online resources and individual tutoring. Students will learn to read and understand a variety of diverse texts, and they will draft essays using different rhetorical forms. Successful participation in this course involves completing assignments on time, participation in class activities and lectures, and individual tutoring if necessary.

<b>Course Outcomes</b>	<b>Course Assessments</b>
Students will improve reading comprehension skills.	Students will discuss, summarize, and analyze reading through written assignments or forum postings.
Students will improve vocabulary skills.	Students will be introduced to complex words and take vocabulary quizzes.
Students will improve writing skills.	Students will write 3 essays with 2 or 3 drafts each, evaluated with a rubric.
Students will develop critical thinking and problem-solving skills and understand how the DPE relates to the writing process and composition fundamentals.	Students will complete assigned readings, and answer forum questions related to the DPE and composition fundamentals covered materials and lectures.
Students will improve their knowledge of grammar, usage, and mechanics.	Grammar, usage, and mechanics will be addressed in students' writing and reading assignments.

### **Grading Plan**

Chapter Grammar Assignments

Writing Exercises

Midterm Essay

Final Exam Essay

PowerPoint Presentation

Forum Discussion

The specific scores are detailed in Blackboard, with the total possible points of 1,000.

A = 100-90%

B = 89-80%

C = 79-70%

D = 69-60%

F = 59% or less

### **Grading Policy**

Students must do their own work. Cheating and plagiarism are strictly forbidden. Cheating includes (but is not limited to) plagiarism, submission of work that is not one's own, submission or use of falsified data, unauthorized access to exams or assignments, use of unauthorized material during an exam, or supplying or communicating unauthorized information for assignments or exams.

### **Late Work**

Any late work will automatically result in loss of points equal to one letter percentage grade, for example, if an assignment is 20 points and is submitted late, A work will automatically become 17/20, B work 16/20, C work 15/20, etc. Assignments due before Midterm Exam will not be accepted after Midterm Exam week.

## **Course Schedule**

The course weekly schedule will be posted and updated in Blackboard.

## **Participation**

Students are expected to participate in and meet all class requirements. Points will be given to students who actively participate in class activities including guest speakers, field trips, laboratories, and all other classroom events.

## **Attendance Policy**

Students are expected to log into Blackboard daily and meet all course assignment deadlines on time. Incomplete or missing assignments will necessarily affect the student's grades. Instructors will report excessive and/or unexplained absences to the Counseling Department for investigation and potential intervention. **Instructors may drop students from the class after three (3) absences unless prior arrangements are made with the instructor to make up work and the instructor deems any excuse acceptable.**

## **Study Time Outside of Class for Face-to-Face Courses**

For every credit hour in class, a student is expected to spend two hours outside of class studying course materials.

## **Study Time for Hybrid or Blended Courses**

For a hybrid or blended course of one credit hour, a student is expected to spend three hours per week studying course materials.

## **Study Time for Online Courses**

For an online course of one credit hour, a student is expected to spend four hours per week studying course materials.

## **Academic Integrity**

Integrity (honesty) is expected of every student in all academic work. The guiding principle of academic integrity is that a student's submitted work must be the student's own. Students who engage in academic dishonesty diminish their education and bring discredit to the University community. Avoid situations likely to compromise academic integrity such as: cheating, facilitating academic dishonesty, and plagiarism; modifying academic work to obtain additional credit in the same class unless approved in advance by the instructor, failure to observe rules of academic integrity established by the instructor. The use of another person's ideas or work claimed as your own without acknowledging the original source is known as plagiarism and is prohibited.

## **Diné Philosophy of Education**

The Diné Philosophy of Education (DPE) is incorporated into every class for students to become aware of and to understand the significance of the four Diné philosophical elements, including its affiliation with the four directions, four sacred mountains, the four set of thought processes and so forth: Nitsáhákees, Nahát'á, Íina and Siih Hasin which are essential and relevant to self-identity, respect and wisdom to achieve career goals successfully.

At NTU's Zuni Campus, the A:shiwi Philosophy of Education offers essential elements for helping students develop Indigenous and Western understandings. Yam de bena: dap haydoshna: akkya hon detsemak a:wannikwa da: hon de:tsemak a:ts'umme. *Our language and ceremonies allow our people to maintain strength and knowledge.* A:shiwi core values of hon i:yyułashik'yanna:wa (respect), hon delank'oha:willa:wa (kindness and empathy), hon i:yyayumola:wa (honesty and trustworthiness), and hon kohoł lewuna:wediyahnan, wan hon kela i:tsemanna (think critically) are central to attaining strength and knowledge. They help learners develop positive self-identity, respect, kindness, and critical thinking skills to achieve life goals successfully.

### **Students with Disabilities**

Navajo Technical University is committed to serving all students in a non-discriminatory and accommodating manner. Any student who feels that she or he may need special accommodations should contact the Accommodations Office (<http://www.navajotech.edu/student-services#accomodations-services>) in accordance with the university's Disability Accommodations Policy (see [http://www.navajotech.edu/images/about/policiesDocs/Disability\\_Exhibit-A\\_6-26-2018.pdf](http://www.navajotech.edu/images/about/policiesDocs/Disability_Exhibit-A_6-26-2018.pdf)).

### **Email Address**

Students are required to use NTU's email address for all communications with faculty and staff.

*Note: This course syllabus may be modified as necessary at any time by the professor.*