LIT 2000 Introduction to Literature
Syllabus Template

Your course instructor will provide you with an extended version of this course syllabus.

Course Information
Course Title: Introduction to Literature
Course ID: LIT 2000
CRN:
Course Description: (The course description can be found below)
Term and Year:
Course Modality: F2F or Web

Instructor Information
Name:
Department: Humanities
Campus:
Office Hours: (Office hours are posted by all faculty)
Phone Number:
Email:
Communication Policy: (All communication is through established protocols)

Required Textbook, Supplemental Materials, and Technology
Mays, Kelly J. *The Norton Introduction to Literature*. Portable 13th ed., Norton, 2020.
Supplemental Materials:
   MLA Handbook PDF (located in the course content)
   Technology, Technological Skill Requirements, and Acceptable File Formats (see page 4)

South Florida State College Humanities Policies
Attendance Policy: This is a 3-credit hour course. Normally, a 3-credit hour course would meet multiple days each week (during a sixteen-week term) for a total of 3 hours per week or 48 hours per term. In this class, which is delivered fully online, you will engage in structured online activities. It is important that you complete the required check-in activity, or you will be withdrawn from the course. You are responsible for checking the Course Schedule included with this Syllabus frequently to assure you complete the required online activities by their due dates. The Course Schedule section of this Syllabus includes all of the deadlines and due dates regarding all assignments. The syllabus is the bottom line authority for due dates. If you do not complete the required check-in activities, then you will be marked as a "No Show" and be withdrawn from the course.

Course Description:
Designed to develop your ability to read literature critically and to improve your ability to write effectively. Emphasis is on style; exposure to various literary genres; and planning, writing, and documenting short research papers and critical essays. Prerequisite: Successful completion of ENC 1101 with a grade of C or better. Gordon Rule: requires college-level writing in multiple assignments.

Instructor Communication Policy
All communication with the instructor is very important. You may contact me via email (TBA) or phone call during my posted office hours. I will reply to emails and phone calls within two business days. Emails sent on Fridays, Saturdays and Sundays may not be answered until Monday. Please note that complex questions may require lengthy, complex answers, and I may instruct you to call me or meet with me via Zoom. You may leave voicemails as well, and I will return your calls within two business days.

When you send an email to me, you should include the title of the course in which you are enrolled, the course reference number (CRN), which is located at the top of the syllabus, and the specific assignment to which you are referencing. In addition, include a topic in the subject area of email. Do not reply to a previous email or group email with a new topic or question. Use your best professional writing in your emails and provide me with a phone number to contact you if you would like me to call you. In addition, if you have a question about your grade on any assignment, you must call me. I do not discuss assignment grades in emails. Finally, while the assignments in this class close at 11:30 p.m. on their due dates, I am not online at that time. You should plan to email me questions or call me during my posted office hours.

Course Outcomes
Students will be able to accomplish the following:
1. express your interpretive thoughts on a piece of literature, both orally and in writing; and
2. recognize and explain how genre has an impact on literature, both as a defining template and a mold to be broken.

College-Wide Student Learning Outcomes
This course supports the following College-wide Student Learning Outcomes (SLO-CoWs):
1. Students will demonstrate the ability to communicate (read, write, speak, and listen) effectively.
2. Students will demonstrate the ability to reflect, analyze, synthesize and apply knowledge.
3. Students will demonstrate the ability to find, evaluate, organize, and use information.
4. Prepare students to participate actively as informed and responsible citizens in social, cultural, global and environmental matters

Technology, Technological Skill Requirements, and Acceptable File Formats
Students will need access to a computer with high-speed Internet, audio and video capability. Use of Microsoft Office Suite 2007 or newer is required. Students who use a Mac do so at their own discretion, and all students must purchase the appropriate software to be compatible with PCs and the Brightspace course management system. Students should also have a USB key/flash drive for storage of all submitted work. All students need knowledge of file management, email, attachments, word processing, and Internet search processes. Each student is required to be self-motivated and be current on reading assignments and course activities to maximize the overall learning experience as well as function in the online environments. The Brightspace course management system represents the primary source of interactions with the instructor and fellow classmates. Therefore, students are required to complete assignments in a timely and consistent manner in this online environment. Assignment due dates and times are firm and are not subject to negotiation. Students must use the Brightspace email system to communicate with the SFSC community. All of this is available on the SFSC campus by accessing the computer labs in the library.

In addition, any problems that students may have with their own computer systems are not the responsibility of SFSC or the instructor. This class is a Brightspace course; this means that all

assignments are Brightspace/Internet based and require regular interface with these environments. It is the student's responsibility to be prepared and capable of functioning in these technological environments. As such, claims that assignments could not be completed on time because of computer problems, Internet access issues, etc. will not be relevant.

The only instances that assignment deadlines may be extended is if there are Brightspace system-wide problems, weather issues, or other systemic problems. Alerts of this nature will be sent to students via Blackboard Connect. Nevertheless, students are responsible for the working function of their own computers, printers, and internet services and for getting their assignments completed and submitted ON TIME and in the appropriate format.

Grading Policy and Late Work:

All evaluated written assignments for this class will be kept by the student. Students should keep their original copies of written work that they submit for grading. Work will not be accepted for grade credit after the last day of regular classes for the semester. Students who do not obtain at least a grade of "C" will receive no college credit for this course. Student grades will be recorded on Brightspace; as such, it is students' responsibility to keep track of their grades. This course used weighted grades. This video explains how weighted grades work: https://www.youtube.com/watch?v=1WJT-ckF6PU&t=387s

All work submitted for evaluation must be a finished product. In other words, it must be free of errors, including spelling, structural, and grammatical. Because writing is a recursive process--one which includes much revision--the student should expect to write several drafts of each paper before it is ready for final evaluation. All written work must be submitted in a timely manner. Because this is a writing-intensive course, your instructor will need much time to grade written work. However, your instructor will have your written work graded and returned to you within two weeks.

Late work, including late submission, resubmissions, or corrected files, is not accepted. Exclusions to this policy include students who have registered a documented illness, injury, or personal hardship with the dean of student services, who will contact the instructor.

Grading:

Critical Literary Analysis Paper:	25%
Critical Literary Analysis Paper Writing Tasks	15%
Quizzes:	15%
Online Homework Assignments:	20%
Exams:	25%

(Grading policies may vary according to the instructor)

Critical Literary Analysis Paper:

This paper is based on the student's understanding and research of literature and include synthesis, analysis, and evaluation of various genres of literature. This paper must be typed, double-spaced, using MLA format. Times New Roman or Arial 12-point font must be used for papers. In addition, papers should have the proper MLA. These papers must be between 1,000 and 1,200 words, typed, double-spaced, using MLA format (heading, margins, and double-spacing). Topics will be selected from a list provided by the instructor. Other topics may be approved by the instructor. This paper must include a minimum of ONE primary source and two (2) secondary sources, parenthetical citations, and a works cited page. Papers that are not submitted will receive a grade of "0." Because this paper will often require much structural and grammatical revision, it is imperative that you work consistently on this paper. All papers must be turned in on time; no late papers will be accepted. Files that are

submitted late, incorrect files, files that do not adhere to MLA formatting (spacing, margins, and heading, and files that cannot be opened will be issued a grade of "0." of the course.

Critical Literary Analysis Paper Writing Tasks Items:
The purpose of these assignments is to help you prepare for your critical literary analysis paper. They include topic and thesis development, annotated works cited pages, a formal outline, and research notes. Files that are submitted late, incorrect files, files that do not adhere to MLA formatting (spacing, margins, and heading0 and files that cannot be opened will be issued a grade of "0."

Quizzes:
Online quizzes will be given. These quizzes cannot be made up once the due date has passed. Material for quizzes comes from the assigned reading selections.

Online Homework

Online Discussion Board Assignments:
Periodic questions for discussion will be presented in class or posted onto the College's Panther Central Brightspace site under this course. Please note that discussion boards are graded forum in which students will write their responses to literary questions and provide appropriate feedback to posting by classmates.

Short Response Discussion Questions:
Short answer questions also fall into the homework category. These questions will be taken and answered using the course the textbook or specific Brightspace content. While these questions will not be marked for grammatical and mechanical errors, you should use your best writing. In addition, you should attempt to answer each question thoroughly using specific examples from the text. These assignments will be uploaded to dropboxes. Files that are submitted late, incorrect files, files that do not adhere to MLA formatting (spacing, margins, and heading0 and files that cannot be opened will be issued a grade of "0."

WebQuests:
The purpose of these assignments is to familiarize students with the literary works and influences of various authors. Students must complete these assignments using the MLA format that is found in the sample. Students should use their best writing to complete these assignments. Files that are submitted late, incorrect files, files that do not adhere to MLA formatting (spacing, margins, and heading0 and files that cannot be opened will be issued a grade of "0."

Definitions Assignments:
For each literary genre studied (short fiction, poetry, and drama), you will complete a definitions and example exercise. These exercises will help you to study for the course exams. Files that are submitted late, incorrect files, files that do not adhere to MLA formatting (spacing, margins, and heading0 and files that cannot be opened will be issued a grade of "0."

Exams
Periodic exams will be given. These exams will contain multiple choice items, and you will be given one attempt to take these exams. Once an exam closes, it will not be reopened. You will have almost four days to take the exam. Please note that exams cannot be taken early.
(Course assignments may vary by instructor).