

# Dual-Credit English 1 H

# ENGL 1010 English Composition I

Mrs. Leick

CENTRAL COMMUNITY COLLEGE

## INSTRUCTOR

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Mrs. Leick

Email: [maxine.leick@lexschools.org](mailto:maxine.leick@lexschools.org)

Office Phone: (308) 324-4691 Ext. 2101

Office Location: Lexington High School  
7:45 AM to 3:45 PM M-F

Class Times: 3rd period (9:43 to 10:28 AM); 6th period (1:02 to 1:47 PM)

Lexington High School email: [maxine.leick@lexschools.org](mailto:maxine.leick@lexschools.org)

## COURSE INFORMATION

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English Composition I offers instructional practice in the techniques of effective writing. The process of planning, writing, revising, and editing essays for particular audiences, purposes and research-related skills are also emphasized. Contact Hours: Class- 45 Practical Lab- 0 Clinical- 0 Internship- 0 Homework Expectations: For each hour of classroom time, typically you can expect two hours of homework per week.

Credits: 3

Total Hours: 45

Pre/Corequisites:

- Prerequisite: ENGL 0970-Reading & Writing Essentials II or appropriate test score

## CLASS INFORMATION

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Term: Fall      Year: 2025      Start Date: 8/13/2025      End Date: 12/19/2025

## TEXTBOOKS

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As part of CCC's Raider Ready Textbook and Course Materials program, courses include a per credit hour bookstore charge. This fee covers required course materials and is included in your billing statement, ensuring you have everything you need from day one.

Visit the [Raider Ready page](#) for more information. Click on "Are You Raider Ready?" to access the online portal and see your course materials information.

The textbook for this class is supplied for you online.

## SUPPLIES

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- You will need internet access for this course, since papers will be submitted on-line.
- You will be using Microsoft Word to submit your assignments. If you do not have Microsoft Office, there is a link to Office 365 on the WebCentral homepage. This is free because you are a student at CCC.

## GRADING INFORMATION

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98-100	A+
90-97	A
87-89	B+
80-86	B
77-79	C+
70-76	C
67-69	D+
60-66	D
≤59	F

You should plan to spend at least three to six hours (or more) a week outside of class. This is a college-credit writing course, and writing and research take time. You must complete the required assignments as they occur in the course. Course work should be completed weekly and on a regular basis. If you are not able to commit that amount of time to the course, you should reconsider taking this class! If you must have a certain grade for financial aid and/or scholarship reasons, it is **your** responsibility to make sure that you have achieved that grade before the end of the semester.

Make sure your computer, internet availability and connection, as well as any other technology are working correctly. Computers do break and internet does fail; however, don't wait until the last minute to communicate that you are having computer or internet issues! Send me an email as soon as it happens with approximate details. If you contact me after a due date or minutes before the paper is due saying you have had computer issues, you will not be guaranteed an extension or full credit for your assignment.

The majority of assignments in this course are formal essays and other short writing assignments. Using the correct formatting and assignment guidelines is crucial for the course.

In addition to various tests throughout the semester, students will be required to take a semester final exam.

**Classroom Attendance:** Class attendance is crucial. Failure to attend class can negatively affect your financial aid and future educational opportunities.

**Reading Questions and Responses:** All assignments count toward your grade. They are geared to help you become more comfortable writing and to develop essential skills used in writing. Assignments for the course may include vocabulary words, free-writing, essays, research writing and/or responses to assigned readings.

**Essays:** Essays will be of varying length. Each essay must include your name, class and date. All essays will be submitted automatically to Turnitin, a software that checks for plagiarism. Turnitin assignments must be submitted by the due date.

**Research Essay:** You will write one research essay. This essay will be: 4-5 pages of text with one (1) Works Cited page in length. It must use accurate MLA formatting and include your name, class, date, and page numbers.

**Late Work:** All work is due on the due date at the specified time. Assignments build on skills practiced in the previous assignment. Please communicate with me if an emergency happens, and you can not complete the work on time. An example of an emergency is the death of a parent, grandparent, or sibling; a pet's death, however upsetting, does not necessarily count as an emergency. I will decide on any time extensions on an individual basis.

Scores on assignments turned in the same day but after the appointed collection time has passed will be dropped 10 percentage points.

Assignments one (1) day late will receive a 75%.

Assignments two (2) days late will be scored 50%.

Those three days late will be 0%.

Students absent for school activities do not receive extra days to turn work in. The assignments are due before student leaves or the first day the student returns to class.

### Assignment Weights

Tests, writing assignments and projects: 45% of grade.

Quizzes and major assignments: 30% of grade.

Daily work and homework assignments: 15% of grade.

Notebooks/binders, notecards, outlines, organizational tools: 10% of grade.

## DEADLINES

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All essays have deadlines throughout the semester. Please check the Calendar in Moodle for all due dates.

## PLAGIARISM

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Plagiarism is considered an academic integrity issue and is not acceptable. Cite any direct quotes, indirect quotes, or ideas obtained from another source including your own writing written in a different class. If plagiarism is proven, the student will receive a zero for the assignment. Remember, however, receiving a zero on one assignment may cause you to fail the class depending on what your grade is. Other consequences, such as failing the course or being dropped from the course are at the discretion of the instructor, the Dean of General Education, the Associate Dean of Student Services, the Dean of Instructional Services. Please see the Student Handbook for additional information.

## COMMUNICATION

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Communication is critical to your success in this course!

In all communication, the **student** leads the process. It is up to the **student** to advocate for himself/herself. Ideally, students should come see me in school in person. I am available before 7:45 a.m and typically, I am in the building after school until at least 4:00 p.m.

You may email me on my school account. When writing emails, please be polite and compose the email as if you are writing a supervisor at work. Always write in full sentences (this is not text messaging!), and do not use shorthand or abbreviations. Avoid the use of ALL CAPITAL LETTERS in postings and emails – that comes across as shouting and is difficult to read.

Students may contact me by email at any time; however, understand that I do not usually check my school email on weekends or on weekdays before 7:45 a.m. or after 5:00 p.m.

## SUCCESSFULLY COMPLETING THE COURSE

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College courses require discipline and a lot of time, both in class and outside of class. It is **your** responsibility to see that you meet the deadlines imposed. There is a great deal of reading and writing required. Much of your success in the course depends on your ability to read and follow instructions. It is also helpful if you can use the Internet to take quizzes and tests to assist you in your research and writing.

## COURSE COMPETENCIES

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### 1. Apply the writing process. (NTI-S1) (NTI-S8)

#### Criteria

Performance will meet expectations when the student:

- writes a thesis with a clear assertion/opinion. (NTI-S2)
- illustrates a method of prewriting to focus a topic.
- applies an organizational technique and explains the rationale for the organization.
- creates multiple drafts of the essay.
- revises for word choice, sentence structure, organization to meet the needs of the audience. (NTI-S7) (NTI-S4)
- revises work to clarify the purpose. (NTI-S7)

#### Learning Objectives

- Create a defensible thesis
- Use an appropriate invention strategy
- Use an appropriate organizational strategy
- Create drafts.
- Revise for audience and purpose
- Edit draft to eliminate errors in mechanics, usage, and grammar.

### 2. Compose Personal Writing. (NTI-S5) (NTI-S3)

#### Criteria

Performance will meet expectations when the student:

- identifies appropriate personal experiences and/or events.
- reflects on the significance of a personal experience/event
- utilizes descriptive examples to illustrate the significance of the personal experience/event

#### Learning Objectives

- Explore different techniques of reflecting on a personal experience/event.
- Examine how to describe a personal experience/event with explicit detail.

### 3. Compose Informative Writing. (NTI-S5) (NTI-S3)

#### Criteria

Performance will meet expectations when the student:

- establishes the central issue in the introduction.
- explains the relevance of the information to the central issue.
- utilizes specific examples, expert opinion/testimony, and relevant facts/statistics from credible sources. (NTI-S3)

### Learning Objectives

- Explain a topic
- Interpret information
- Use concrete details and relevant facts

## 4. Compose Persuasive Writing. (NTI-S5) (NTI-S3)

### Criteria

Performance will meet expectations when the student:

- chooses an arguable topic.
- writes a strong thesis stating a clear position. (NTI-S2)
- addresses and refutes opposing views.
- avoids logical fallacies.
- presents credible evidence that supports the thesis position. (NTI-S3)

### Learning Objectives

- Articulate a strong persuasive claim
- Use logical reasoning
- Defend claim against an opposing viewpoint

## 5. Apply Critical Thinking Skills.

### Criteria

Performance will meet expectations when the student:

- diagnoses a problem.
- evaluates multiple perspectives of the problem.
- proposes a solution to the identified problem.

### Learning Objectives

- Support claims with evidence and reasoning
- Evaluate the merit of arguments

## 6. Implement Research Skills.

### Criteria

Performance will meet expectations when the student:

- conducts an effective search strategy resulting in credible sources. (NTI-S11)
- evaluates each source for currency, credibility, authority, accuracy, and relevance. (NTI-S9)
- utilizes accurate summaries, paraphrases, and quotations. (NTI-S13)
- avoid plagiarizing source information. (NTI-S10) (NTI-S13)
- cites source information consistently using MLA (APA or recommended) style. (NTI-S10)
- utilizes tech tools to access needed information effectively and efficiently. (NTI-S11)

### Learning Objectives

- Utilize effective search strategy
- Evaluate reliability of sources
- Incorporate ethically outside sources

- Use a recognized citation format

7. Evaluate student, peer, and professional writing. (NTI-S6) (NTI-S12)

Criteria

Performance will meet expectations when the student:

- analyzes professional writing.
- provides feedback on peer writing.
- analyzes model essays.

Learning Objectives

- Explore professional writing.
- Assess model essays.
- Conduct peer writing workshops.

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## CCC-AMERICANS WITH DISABILITIES ACT

If you have a disability or want to know if you qualify for accommodations as defined by the Americans with Disabilities Act, you are invited to contact the campus [Director of Disability Services](#). You are not required to disclose or reveal information about your disability to anyone at any time, however, in order to receive accommodations in college, you must make those needs known and request services from the Disability Services office on one of the three CCC campuses. Inquiries concerning the application of the laws and regulations cited above may be directed to CCC's 504 Coordinator at Central Community College, P.O. Box 1027, Columbus, NE 68802-4903; 402-562-1284 , or to the Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.

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## CCC-ARCHIVING OF STUDENT WORK

To protect the original work of students from plagiarism and to uphold the high academic standards and integrity of CCC, any written assignment in this course may be submitted to an internet based plagiarism detection service such as [Turnitin.com](#) by the student or the instructor. All submitted written assignments will be archived and may be referenced for the purpose of detecting plagiarism.

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## CCC-ATTENDANCE--ONLINE, FACE-TO-FACE, HYBRID

Central Community College faculty record attendance in courses- including online courses. Class attendance and participation contribute significantly to student academic success. Commonly, students who attend class get more out of their college investment through increased learning, stronger relationships with instructors and classmates, earning higher grades, achieving increased passing rates in courses, which leads to completion of academic, and ultimately, career goals. Attendance in an online course may include timely participation in discussions, submitting assignments, activities, projects, etc. (i.e. completing assignments by their deadline). Students should regularly participate in weekly course activities as led by your instructor to ensure meeting attendance requirements. Failure to consistently attend class(es) - even online class(es) - may jeopardize your financial aid.

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## CCC-COURSE MEETING TIME AND LOCATION

Course meeting time and location may be found in **WebCentral** through My Services, Services for Students, Academic Planning, Student Planning, Go to Plan & Schedule, Timeline tab or use this quick link:

[Student Planning Timeline Tab](#) > Sign In, if applicable > Navigate to Term > Click on Course Name

## CCC-EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

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Central Community College does not discriminate on the basis of race, religion, national origin, gender, age, disability, marital status, or military veteran status as is defined by law in employment, admission, scholarship and financial aid programs or operation of its educational programs and activities as prescribed by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Executive Order 11246 as amended, sections 503 and 504 of the Rehabilitation Act of 1973, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, the Age Discrimination Acts of 1974 and 1975, and other federal and state laws and regulations.

Central Community College offers career and technical education programs for all students regardless of race, color, national origin, age, religion, marital status, including those with limited English proficiency, sex or disability. For a complete list of programs, go to [www.cccneb.edu/programs](http://www.cccneb.edu/programs). Educational programs are offered at but not limited to the following locations: Columbus Campus, Grand Island Campus, Hastings Campus, Holdrege Center, Kearney Center, Lexington Center and Ord Learning Center.

## CCC-EXPECTATIONS FOR ACADEMIC INTEGRITY

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Central Community College believes successful students are independent critical thinkers who possess the work ethic and skills necessary to make a positive difference in their professions and communities. In order to maximize student and community success, CCC is devoted to maintaining an honest academic environment and upholding integrity as a core value. All individuals across all course modalities are expected to practice academic integrity, which encompasses the fundamental values of honesty, trust, respect, fairness, and responsibility. In the case of alleged violations of academic integrity, Central Community College strives for fair resolution.

### **Instances of Academic Dishonesty:**

Behaviors that violate the fundamental values of academic integrity at Central Community College may include but are not limited to the following:

- Plagiarism - direct copying or paraphrasing without citation someone else's work (i.e. writing, images, video or audio)
- Cheating - engaging in any behavior intended to achieve an unfair advantage for self or another in any academic exercise (i.e. unauthorized collaboration or unauthorized use of resources or data in a study)
- Fabricating Information - inventing or falsifying information (i.e. making up resources and/or citations, falsifying academic records)
- Facilitating Academic Dishonesty - soliciting, furnishing, or offering to furnish unauthorized exams, quizzes, or academic materials; participating in academic sabotage

Read the [Expectations for Academic Integrity](#) in its entirety.

## CCC-GENERAL INFORMATION

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All college policies and procedures identified in the student handbook will be adhered to for the course. College policies and procedures include, but are not limited to, conditions for dropping or withdrawing from a class, student academic honesty, etc. A copy of the student handbook is available upon request from the Student Services office on each campus or you may utilize this link to the [Student Handbook](#).

## CCC-PREGNANCY RIGHTS AND RESPONSIBILITIES

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Title IX makes it illegal to discriminate on the basis of pregnancy and related conditions. Pregnant students are encouraged to register with Disability Services to accommodate their pregnancy, any complications, and time away from ;

school for labor and delivery. You may not anticipate any academic needs associated with your pregnancy, however, your needs may change as your pregnancy progresses. CCC also offers support to students who are becoming parents through adoption and/or foster care placement. Disability Services provides accommodations, supports students, and communicates plans with faculty. To request accommodations and support, please contact the [Disability Services Director](#) on your campus or email [pregnancy@cccneb.edu](mailto:pregnancy@cccneb.edu). For additional information related to pregnancy rights and responsibilities, please visit [Pregnant and Parenting](#). Additional questions or concerns can be directed to CCC's Title IX Coordinator at [titleixcoordinator@cccneb.edu](mailto:titleixcoordinator@cccneb.edu).

## CCC-STUDENT POLICIES AND PROCEDURES

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All student policies and procedures and services can be found on the Central Community College website:

Central Community College>Student Life>[Student Policies and Procedures](#).

All student services may be found on the Central Community College website:

Central Community College>Student Life>[Student Services](#)

## CCC-TECHNOLOGY USAGE GUIDELINES

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In order to support the activities for this course, Central Community College provides access to computers for students. The College established Technology Use Policy and Procedure documentation. This information can be found in the [Technology Usage Policy](#).

## CCC-TITLE IX

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Members of the Central Community College community, guests and visitors have the right to be free from all forms of gender and sex-based discrimination, examples of which can include acts of sexual violence, sexual harassment, domestic violence, dating violence, and stalking. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. Any member of the community, guest or visitor who believes that the policy on Equal Opportunity, Harassment and Nondiscrimination has been violated should contact the Title IX Coordinator at 402-562-1284 or [TitleIXCoordinator@cccneb.edu](mailto:TitleIXCoordinator@cccneb.edu). Students should understand that in cases of gender and sex based discrimination, no College employee, including members of the faculty, can guarantee confidentiality. For more information about CCC's policy please reference CCC's [Student and Employee Sexual Misconduct Resource Guide](#). For confidential counseling services, CCC counselors are available for free to all currently enrolled students. To schedule an appointment or to receive additional information contact 402-562-1244 or email [counselingservices@cccneb.edu](mailto:counselingservices@cccneb.edu).