



**Welcome to ITV - The Week-End College!**  
**You are enrolled in:**

**English 101 (7956)**  
**(UC: CSU) 3 Units**

*College Reading and Composition I*

This is the first freshman composition course that meets requirements for the BA at four-year colleges and universities. This course develops proficiency in critical reading and writing through the application of the principles of rhetoric and the techniques of critical thinking. Students will write expository essays based on college-level readings. Emphasis is placed on the research paper.

The Weekend College classes combine video lessons and online activities with weekend class meetings. You should complete all three components to successfully pass the class. The course requirements are in the online syllabus. If you have questions contact your instructor via email or by telephone during their office hours listed above.

**Instructor**  
**Kathleen M. Dawson, M.A.**  
 (818) 364-7600, ext. 7159  
 kathdawson@aol.com

**Office Hours**  
 Tuesdays, 1:00 PM – 8:00 PM

**Getting Started**

Even though you do not meet with your instructor until the first weekend after the semester begins, your class begins on October 27, 2008. Follow the checklist below to get started in your class now.

**1. Choose a Campus**

Select the campus to attend your weekend class and make note of its time and location.

**2. Buy Your Books**

The back of this page lists the required and recommend books for your course. Buy your books as soon as possible so that you can get started on your assigned readings. Textbooks can be purchased at City, Southwest, Mission, Valley, and Pierce Colleges or from most online bookstores.

**3. Log In**

The class website opens **Oct. 27**, log in and read your course syllabus. It will list all assignments and quizzes times and due dates. You can find log-in instructions on the last page of this letter.

**4. Email Your Instructor**

Once you have logged in, email your instructor and let her know that you have successfully logged in to the class website.

**5. Plan Your Schedule**

Weekend College courses are fast paced—covering a lot of material in a short period of time. At a minimum, you can expect to spend 10 to 12 hours per week completing the assignments. Schedule time in advance for reading the textbooks, watching the video episodes, and completing the online assignments. If you plan to watch or record the videos on the educational cable channel LA 36, also note those times and set your Tivo or DVD recorder in advance. You can find the broadcast schedules on the back of this page.

**Classroom Location Schedule**

Attend class at any one of the four campuses: L.A. City, L.A. Pierce, Southwest or L.A. Valley College. The instructor teaches at all four locations.

<b>Day</b>	<b>Campus</b>	<b>Time</b>	<b>Location</b>
Saturday	L.A. City College	9:00 A.M. – 12 Noon	DaVinci Hall, Rm. 304
	Southwest College	1:30 P.M. – 4:30 P.M.	Lecture Lab., Rm. 105
Sunday	L.A. Pierce College	9:00 A.M. – 12 Noon	Business Bldg., Rm. 3201
	L.A. Valley College	1:30 P.M. – 4:30 P.M.	Foreign Language Bldg., Rm. 102

Attendance at the class meetings is expected.  
 If you fail to attend, you may be dropped from class

# Fall 2008 CALENDAR

October 27 – December 20, 2008

## Important Dates and Deadlines

Last Day to Add classes by STEP or Online .....	Oct. 26
Semester Begins .....	Oct. 27
Last Day to Drop or Change Classes .....	Nov. 1
<i>(without Incurring Fees)</i>	
Cablecasts Begin on Cable Channel LA 36 .....	Nov. 3
Last Day to ADD by FAX or in-person.....	Nov. 7
Last Day to Drop Classes Without a "W".....	Nov. 12
<i>(no refund)</i>	
Last Day to File for Credit/No Credit .....	Nov. 19
Last Day to Drop with a "W" .....	Dec. 7
<i>(After this date a grade must be issued)</i>	

## Class Meeting Schedule

Class Meeting .....	Nov. 1 & 2
Class Meeting .....	Nov. 8 & 9
Class Meeting .....	Nov. 15 & 16
<b>Midterms Exams.....</b>	<b>Nov. 22 &amp; 23</b>
<b>No Class Meeting.....</b>	<b>Nov. 29 &amp; 30</b>
Class Meeting .....	Dec. 6 & 7
Class Meeting Saturday.....	Dec. 13
<b>Final Exam Sunday .....</b>	<b>Dec. 14</b>
<b>Final Exam Saturday .....</b>	<b>Dec. 20</b>

***A photo ID is required to take exams.***

## Textbooks

### Required:

- Title: The Composition of Everyday Life – A Guide to Writing
- Author: Mauk and Metz
- Edition: 2/E, 2007
- Publisher: Thomson Wadsworth
- ISBN: 978-1-4130-1849-3

### Recommended:

- Title: Student Course Guide for the *The Writer's Circle*
- Author: Martin, Diane
- Edition: 2/E, 2008
- Publisher: Thomson Wadsworth
- ISBN: 978-1-4130-3396-0



Textbooks are available in the college libraries. Most libraries have the texts on Reserve, (two hour use, in the library) some libraries have copies in the General Collection. Individual Library Policies apply and they may be different at each campus. Generally, students must have a valid student ID *for the campus they intend to use*, to check out or use library materials. For example, to check out books from Pierce College Library students must have a valid Pierce College Student ID. Students who enrolled only in ITV classes may obtain a Mission College ID through the Admissions Office at Mission College.

## Video

### ***The Writer's Circle***

#### *Four Ways to Watch the Videos*

1. Watch the lessons on the Los Angeles Educational Channel, LA 36. The broadcast schedule is:  
**Mondays, Nov. 3 – Dec. 15 @ 10:00 AM – 11:00 AM**
2. Purchase a complete set of the DVD's from the L.A. Pierce College Bookstore:  
**www.piercebookstore.com or 818-347-0313**
3. Available in Broadband at: [www.lamission.edu/ITV](http://www.lamission.edu/ITV)
4. Watch the video lessons in the Learning Resource Centers at any of the LACCD Colleges. You must bring your fee receipt to view the videos.

Dear Students:

Welcome to the Fall Session B of English 101, beginning 27 October 2008. I hope you'll enjoy this course and at the end of it will be able to say that you have learned all the valuable skills that English 101 is designed to teach. These skills will be useful to you throughout your academic years and beyond--in your professional and personal life--long after English 101 is over.

What can you expect from the course? Well, you'll learn how to:

- read challenging college-level material, all of it developing your critical thinking skills and ability to analyze, interpret, explain, and evaluate the persuasiveness of arguments;
- write academic essays for which you devise writing strategies, then draft, revise, edit, and proof-read your work
- research a topic using electronic and other resources at Mission College's library--all without leaving your home computer--learning Modern Language Association citation and documentation format;
- respond critically and productively to the work of others in peer groups in class and on the website.

The DVDs for the course, "The Writer's Circle," will guide you through the process of writing by demonstrating rhetorical modes, showing you how to distinguish different styles of English and telling you how to use them in appropriate contexts. In each DVD segment, you'll see guest speakers who have years of research, writing, and teaching experience discussing approaches to writing, and you'll see students like you who face writing situations that are common in college. So you can tell that English 101 will be a special course for you. It's special course for me, too, as I observe your reactions to and hear your thoughts about the important contemporary issues we discuss in classes and on the class website.

Now how can we accomplish all this learning in eight short weeks? Well, we have a superb format established in the textbooks and DVDs combined, and I am here to help, too. Of course, there will be plenty of hard work, but the reward at the end will be worth all the time and effort you devote to the course.

Your success in English 101 is my interest, and to help you to succeed, I encourage you to recognize that the course will make demands on your time. Plan your time wisely before you begin. I'll help with time management, if you like. Buy your books and the DVDs now so you're ready to begin on 27 October 2008. Set aside sufficient time to complete your readings and to view the videos. Don't miss classes; be present each time the class meets so that you won't fall behind.

Here's what to do next: make sure you have the right textbooks, in the right editions. Central to the course are:

- **The Composition of Everyday Life: A Guide to Writing**, 2<sup>nd</sup> ed. (This textbook should be available at online bookstores at a better price).
- "The Writer's Circle" DVD series (the complete series is available at Pierce College bookstore and it is not expensive).

I recommend buying:

- **The Student Course Guide for the Writer's Circle**, a textbook for use with **The Composition of Everyday Life**. (This is an excellent textbook, designed for use with the DVDs for the course, as well as the main text, making a complete course package
- A paperback dictionary in a recent edition for use in class.

Once you have read this letter, log in to Etudes-NG and send me a message in the Messages section on the class website to let me know that you are finding your way around and are ready to begin. Week 1, the first week of the course, begins on 27 Oct and ends on 2 Nov. 2008. There is a Preliminary Assignment on the class website in Assignments; there is also a discussion question in Discussions, so please complete these before our first class session.

You can attend classes at any location and I look forward to meeting you 1/2 Nov. 2008. Until then, see you online ☺



K. Dawson, M.A.  
Instructor

# Online Class Website

## Step 1. Where do I go to log on to this course?

- Go to <http://etudes-ng.fhda.edu/portal>
- Bookmark this page!
- Enter your user ID

## Step 2. What is my User ID?

In lowercase letters and with no spaces:

- use the first 2 letters of your first name
- *and* the first 2 letters of your last name
- *and* the last 5-digits of your student ID #

Example: Donna Smith:

Student ID #: 88 455 6789

User ID:

My User ID is: \_\_\_\_\_

## Step 3. What is my Password?

Using four numbers together with no spaces:

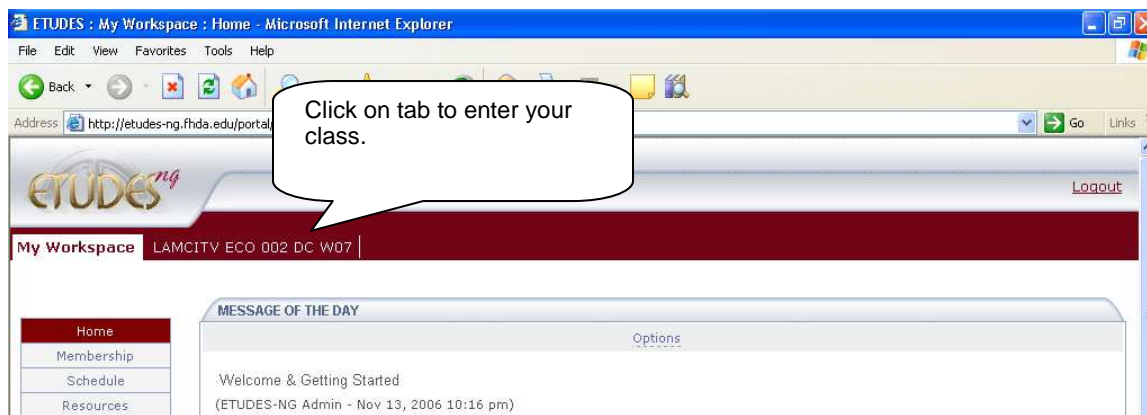
- use two numbers for your birth month
- *and* use two numbers for the birth day

Example: if your birth date was January 3

Password:

My Password is: \_\_\_\_\_

Once you have logged in you will see two sections on the top left of the page, My Workspace and on the right, your class website. Your class website begins with LAMCITYV. Click on the tab to enter the course. See the example below:



***E-mail your instructor once you have successfully logged in to the course website.***

NOTE TO AOL USERS: Launch either an Internet Explorer or a Netscape browser after you connect using AOL and minimize the AOL Browser. DO NOT USE THE AOL BROWSER.

## Add/Drop Classes & Check Grades

Forms for adding/dropping a class or requesting an official transcript can be found at [www.lamission.edu/itv](http://www.lamission.edu/itv). These forms can be faxed to (818) 833-3598 or brought in to our office.

To Add/Drop a class and check Official Grades online, visit [www.laccd.edu](http://www.laccd.edu).

To Add/Drop classes through the Student Telephone Enrollment Process (STEP):

1. Call (213) 689-8888 or (310) 605-0505 or (323) 226-1999 or (818) 988-2222
2. Press 0 for ITV/The Weekend College
3. Follow the instructions to complete your request

## We're here to Help

If you need technical assistance logging in to your course, contact ITV Technical Support at (818) 833-3596 or send an email to [mckennpg@lamission.edu](mailto:mckennpg@lamission.edu). Be sure to include:

- Your full name
- Course title and instructor
- Student ID
- Your phone and e-mail address
- Date enrolled