

Online Course Policies English 101 and 120—Spring 2020

1. Virtual Class Meetings: On Mondays, Wednesdays, and Fridays, I'll post a Discussion Board prompt in Blackboard. You will be required to respond to the prompt on that day for your "attendance." You'll also need to respond to another student's post. I'll also post a journal assignment in the "Homework" tab with this title: "Class Meeting (date)". For example, on Monday, March 16, you'll find a journal assignment titled "Class Meeting March 16." The Journal posts and Discussion Board responses will both be due on that day.

2. Homework Assignments: Will be the same as they've been all semester—Blackboard announcements and Journal assignments posted in the "Homework" tab.

3. Writing Project Three Drafting: We will use the group function in Blackboard for submission of the drafts of WP 3. I'll establish groups of 3-4.

4. Conferences: The sheer number of composition students makes video conferences tricky. I'll probably offer some comments on the drafts. I'll also encourage you to email me with questions about your drafts at this point.

5. Writing Project Three Submission: You'll submit the final version of Writing Project Three (Paper and Annotated Bibliography) through the Assignment Function on Blackboard.

Tech Problems and Other Concerns:

With more students and faculty using Blackboard across campus, it may very well crash or have other assorted hiccups. If this happens, don't worry! You won't lose points if Blackboard is down. If you're having trouble with technology, don't worry! Just communicate with me and I can be flexible with due dates and submission methods for assignments. The key word here is "communicate," as I can't help you if I don't know that there's a problem.

Instructor Contact:

If you're having problems with your school email, you may use another email account. Just be sure to identify who you are if you contact me with a personal email.

Additionally, if campus email has a problem you may use this email to contact me:

[http://jsaphara.com/sapharas-college-courses-online/
jason.sapharacomp@gmail.com](http://jsaphara.com/sapharas-college-courses-online/jason.sapharacomp@gmail.com)

Above are the alternate email and the URL for the Contingency Course

Communication and Perseverance:

The most challenging aspect of the remainder of the course will be the self-motivation that's required to complete work without me encouraging you in class meetings. Remember to check Blackboard frequently, check your email frequently, and contact me with any questions. If you send me an email and I don't respond within 24 hours try the alternate email address.