

## English 203 Tentative Schedule

### Professor Lalla

This is a tentative schedule and will be modified within the first two weeks. You will be notified of schedule changes through Announcements. I also reserve the right to make changes to this schedule any time during this semester to ensure that objectives are being met.

DATE	UNITS	INSTRUCTOR SAYS	TEXTBOOK READINGS*	DISCUSSIONS	DEADLINES
1. Jan 17 – Jan 19	Getting started	Welcome video Navigation video About Review Weeks Submitting & Reviewing Assignments			
2. Jan 20 – Jan 26	Getting started	Live Webinar – Jan 28 8 pm MST via virtual meeting room: <a href="http://nmsu.na5.acrobat.com/lalla">http://nmsu.na5.acrobat.com/lalla</a>			Jan 26 -Introductions -Pretest -Take the pledge -How I like to learn -Check assumptions -Am I ready? -What does online mean to me? -Student Profile Survey -Syllabus Quiz
3. Jan 27 – Feb 2	Getting to know your reader	About Readers Audio	Read Chapter 1	Disc#1: Readers	
4. Feb 3 – Feb 9	I want the job	Job Audio	Read Ch. 16: Finding the right job	Disc#2: Resume	
5. Feb 10 – Feb 16	I want the job			Disc#3: Cover letter	
6. Feb 17 – Feb 23	Review Week			Disc#4: Submit & Review resume and cover letter drafts	Feb 23 Submit drafts in discussion area and assignment box.
7. Feb 24 – March 2	What am I complaining about	Complaints Audio	Read Ch 8 & 9	Disc #5: Tone and letter	

8. March 3 – 9	Review Week			Disc#6: Submit and Review complaint letter/Rubric	March 9 -Submit Final Resume and Letter -Complete Survey (extra credit)
9. March 10 – 16	I have an idea: Part I	Ideas Audio, Live webinar	Read Ch. 6 & 11, 2 & 3	Disc#7: Research, formal reports	March 16 -Email Memo with Idea -Submit final complaint letter
10. March 17 – 23	Presentation is everything	Presentation & Audio	Read Ch 14 & 15	Disc#8: Presentation	
March 24 – 30	Spring Break	Spring Break	Spring Break	Spring Break	Spring Break
11. March 31 – Apr 6	Review Week			Disc#9: Group work	March 31 (Sunday) - Submit presentation for feedback
<b>Get into Groups</b>					
12. Apr 7– Apr 13	I have an idea: Part II			Disc#10 Group work	
13. Apr 14 – Apr 20	I have an idea: Part II	Wiki with all presentations		Choose one presentation	April 14 (Sunday) -Submit final presentations
14. Apr 21 – Apr 27					
15. Apr 28 – May 4	I have an idea: Part II				May 4 -Final group report due -Survey due (extra credit) -Peer review due
16. May 5 – May 10	Wrap it Up	Wrap up Audio, Wiki with all group reports		Group reports available	May 8 -Final Exam Paper -Course Evaluation

Grades due May 14

\*Chapters from Brusaw, A. and Oliu, W. Other reading resources are available in the modules.