

# ENG 103 Week 11 (11/21 – 11/30) Task List

## CLASS TASK LIST / TO DOs – WEEK 11

Welcome to Week 11

**\*\*Complete each task or activity for our class by the deadlines listed below.**

**\*\*REMEMBER TO PACE YOUR WORK THROUGHOUT THE WEEK.**

(CLICK on  
the **TO DO**  
button to  
mark a task  
as **DONE**)

### • OVERVIEW / COURSE GUIDANCE THIS WEEK



#1) View the [YouTube Video Lecture for an Overview](#) of Week 11 Work.

• THE MAJOR GOAL OF THE WEEK IS TO WORK ON YOUR DRAFT – FINISHING IT AND IMPROVING IT!

**FINISH MILESTONE #3 — OUR 3rd MILESTONE – Preliminary Draft 4 - 6 pages with 7+ Sources and Annotations**



**0% COMPLETED**

#2) Finish and submit [Research Paper Milestone #3: Preliminary Draft and Works Cited Page \(with Annotations\) \(DUE WED. 11/23\)](#)

Goals this week:

[ ] Finish 4 - 5 pages with citations.

[ ] Make sure every body paragraph has at least 2 or 3 SHORT QUOTES AND CITES. (*A body paragraph without any cites does NOT fit a college research paper.*)

[ ] Using Print Preview or a printer if you have access to one, read your draft out loud to yourself. Take notes -- find 3 - 4 sentences to fix.

Please upload your paper to our Submit Page at:

[submit103.lagcconline.com](http://submit103.lagcconline.com)

In Word (or Google Docs), GRADED DUE WED. 11/23 (11:59 pm)

- IMPROVE YOUR DRAFT RIGHT NOW – BEFORE INSTRUCTOR / CLASS FEEDBACK



#3) Work through this step-by-step activity sheet / checklist to improve one or two of your Body Paragraphs:

['Body Paragraph Checkup'](#)

This is also covered in the Lecture – you can use this checklist to make your Body Paragraphs stronger!

- THE 'MAJOR' ONLINE ACTIVITY FOR WEEK 11 IS TO EDIT SOMEONE ELSE'S PAPER (VIRTUALLY) FROM CLASS



TO DO

#4) After Fri. 11/25 (6 pm) – after papers are submitted, a paper will be posted on our List of Personal Research Pages, which are available here:

<https://eng103lagcc.pbworks.com>

-OR-

<https://eng103.lagcconline.com> --> Personal Research Pages (menu option)

Complete this activity ['Major' Online Activity Week #11 - Virtual Peer Editing Exercise](#) on Google Forms in one window while you read and comment on the paper which you downloaded from the above link in another window.

The Video Lecture walks you through this Virtual Peer Editing Exercise. You will read and comment on a paper by another student from class this week checking different parts of the paper.

In Google Forms, GRADED DUE FRI. 12/2 (11:59 pm)

- DISCUSSION BOARD POST -- [forums103.lagcconline.com](http://forums103.lagcconline.com)



#5) Post a 150-word response to the [Discussion Board Forum](#) (Improving Your Research Paper Draft for Milestone #4) for this week.

You should have received an e-mail with your login for the Discussion Boards.

Your User ID is the first letter of your first name plus your last name (or names), up to 12 characters. For example: 'John Smith' = jsmith

Your passcode is the last 4 digits of your CUNY Student ID.

This information has been e-mailed to you at the e-mail address that is on file at CUNYfirst. If you haven't received this e-mail, please e-mail me at [eng103.lagcc@gmail.com](mailto:eng103.lagcc@gmail.com) ASAP so I can send you another copy.

**On our Discussion Boards – GRADED, DUE WED. 11/30 (11:59 pm)**

- **OPTIONAL OFFICE HOURS**

(For extra help) Virtual office hours will usually be offered on Wednesdays from 11:00 am – 12:00 pm on Google Meet, so we'll have two during our 'extended' week.

Here's the link:

<https://meet.google.com/vda-xwty-gjv>

**On Google Meet – WED. 11/23, 11:00 am – 12:00 pm (Optional, not Graded)**

**On Google Meet – WED. 11/30, 11:00 am – 12:00 pm (Optional, not Graded)**