

ENG 103 Week 12 (11/30 – 12/12) Task List

CLASS TASK LIST / TO DOs – WEEK 12

Welcome to Week 12

We're finishing up the course this week!

- **A REVISED VERSION OF RESEARCH PAPER DRAFT (MILESTONE #4) IS DUE ON MON. 12/12 (11:59 pm).**

Please submit this assignment by this important deadline.

- **TO LET YOU CONCENTRATE ON THE RESEARCH PAPER DRAFT, YOU HAVE AN EXTRA DAY FOR THE COURSE REFLECTION / DISCUSSION BOARD POST FOR WEEK 12. THIS IS DUE ON WED. 12/14 (11:59 pm).**

- **WED. 12/14 (NOON) IS THE FINAL DEADLINE FOR ALL LATE WORK FOR THE COURSE.**

The most important work for Week 12 is to finish up your Revised Version of your Research Paper (Milestone #4) and submit it by MON. 12/12 (11:59 pm).

****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

TO DO

#1) View the [YouTube Video Lecture for an Overview](#) of Week 12 Work.

- **THE MAJOR GOAL OF THE WEEK IS TO FINISH YOUR REVISED DRAFT – IT IS DUE ON MON. 12/12 (11:59 pm)**

#2) Finish and submit [Research Paper Milestone #4: Final Draft -- DUE MON. 12/12 \(11:59 pm\)](#)

Please upload your paper to our Submit page at:

submit103.lagcconline.com

In Word (or Google Docs), GRADED DUE MON. 12/12 (11:59 pm)

• IMPROVE YOUR DRAFT



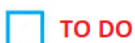
#3) Work through this step-by-step checklist to improve your drafts before the 12/12 deadline:

[Top 10 Hints for Revising Your Drafts](#)

This checklist is covered in the Video Lecture – you can use it to improve your papers along with instructor feedback (and virtual peer editing feedback from Week 11 -- if someone completed that asg. with your paper).

• THE 'MAJOR' ONLINE ACTIVITY IS TO WRITE A 'COURSE REFLECTION' ON THE DISCUSSION BOARD

****PLEASE NOTE THE TARGET WORD COUNT FOR THIS POST IS 300 WORDS, not 150 words!*



#4) Post a **300-word+** response to the [Discussion Board Forum](#) (Sharing Your Final Research Paper) for this week.

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

On our Discussion Boards – GRADED, DUE WED. 12/14 (noon)

• 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 one during our last 'extended' week.

Here's the link:

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

These sessions are 'public' to our class and will let you communicate in 'real time,' mostly for questions. If you have specific questions, you can participate then, or if you want help more privately, please just send an e-mail to eng103.lagcc@gmail.com at any time.

You will receive an e-mail reminder each week for this virtual office hour. This is NOT a required 'class session,' but an extra chance for help beyond the 'asynchronous' materials we have for our course each week, just like in-person office hours.

On Google Meet – WED. 12/7, 11:00 am – 12:00 pm (Optional, not Graded)