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Composition I

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Collin College

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Collin College Course Syllabus

Fall 2018

COURSE INFORMATION

Course Number: ENGL 1301

Course Title: Composition I

Course Description: Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Lab required.

Course Credit Hours: 3

Lecture Hours: 3

Lab Hour: 1

Pre-Requisite: Meet TSI college-readiness standard for Reading and Writing; or equivalent

Student Learning Outcomes:

- **State-mandated Outcomes:** Upon successful completion of this course, students will:
 1. Demonstrate knowledge of individual and collaborative writing processes.
 2. Develop ideas with appropriate support and attribution.
 3. Write in a style appropriate to audience and purpose.
 4. Read, reflect, and respond critically to a variety of texts.
 5. Use Edited American English in academic essays.
- **Additional Collin Outcome:** Upon successful completion of this course, students should be able to do the following:
 1. Demonstrate personal responsibility through the ethical use of intellectual property.

Withdrawal Policy: “See the current *Collin Registration Guide* for more information. Last day to withdraw with a “W” is **Oct 19th, 2018**.

Collin College Academic Policies: “See the current *Collin Student Handbook*.”

Americans with Disabilities Act Statement: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student’s responsibility to contact the ACCESS office, SCC-D140/PRC-144 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

Accommodations at Collin College for Equal Support Services (ACCESS) 5.2 :

Specialized services and academic accommodations are available for students with a documented disability. The law requires that students must self identify to the ACCESS Office and provide required

current documentation to that department. Only documentation from a licensed professional (psychologist, diagnostician, or physician) is acceptable. The report must be current; on official letterhead; include the name and title of the person completing the report; their telephone number, address, and signature; the specific diagnosis; current functional limitations related to the educational setting; and the projected duration of the condition. Students seeking accommodations should contact the ACCESS Office at least one (1) month before the services are needed. Services are available for students at all campus locations.

It is the student’s responsibility to pick up their accommodations letter each semester to receive requested accommodations. Students should contact their ACCESS advisor immediately if they are having difficulty in their classes or having problems with their requested accommodations. Students must schedule special testing arrangements with ACCESS at least 2-5 days in advance, due to limited space. Students must take exams on campus for which they are enrolled. Assistive technology and software are available on each campus for students with disabilities. Please contact the ACCESS Office for more information.

INSTRUCTOR/CLASS INFORMATION

Instructor’s Name: Ms. Amy Widman

Office Number: Room 1203, PHS

Office Hours: By appointment only

Phone Number: (469) 219-2180 ext. 80211

Email: awidman@collin.edu (you *must* use this email to contact me, not Prosper)

Class Information:

Section Number	Meeting Times	Meeting Locations
PR5	A Day: Period 2	PHS, 1203
PR6	A Day: Period 3	PHS, 1203
PR7	A Day: Period 4	PHS, 1203

Course Resources: *Access to technology, google drive*

Recommended Reading: *Norton Field Guide to Writing with Readings and Handbook 3rd edition*

Supplies: USB Drive, Notebook

Method of Evaluation: **To pass this course, students must meet ALL course requirements.**

Grading Written Assignments: The following scale is used to evaluate the contents of each essay:

Content: 30%

Development:	30%
Organization:	20%
Format:	10%
Grammar:	10%

*You will receive a copy of the rubric. Please refer to it for any questions you may have about the grading breakdown.

Your final semester grade will be determined by the following:

Grading System:

Major grades (Essays)	60%
<i>These will be assessed on the rubric listed above in the gradebook, and will equal to 60% total</i>	
Daily grades (Drafting, Quizzes, Participation)	20%
Lab units	15%
Final exam:	5%

Grading System:

A	= 100.0 – 90.0
B	= 89.9 – 80.0
C	= 79.9 – 70.0
D	= 69.9 – 60.0
F	= 59.9 – 0

Class Policies:

Writing Assignments:

Students will create a total of 15-20 polished pages of text (approx. 4-5 major writing projects). If a student fails to attend a scheduled conference over a paper assignment, **10 points will be deducted** from the final essay grade. In order to receive credit and have a rewrite option, **all essay assignments and revisions must be submitted to Turnitin.com by 9:00 AM on the due date, and a paper copy must be submitted at the beginning of class on the due date. All assignments are due at the beginning of class on the due date unless otherwise specified.**

The work you turn in must be your own and specifically written for this class.

In the event of Plagiarism, the penalty can vary from correcting MLA documentation, to starting completely over with a new topic, to receiving a zero for the entire assignment. The instructor will determine the penalty. In addition, the event may be reported to the Dean of Students' Office. **Be sure that all work you turn in for a grade is your own work and created for the purpose of this class.**

In the event of scholastic dishonesty, the penalty can vary from starting over with a completely new topic to receiving a zero for the entire assignment. The instructor will determine the penalty. In addition, the event may be reported to the Dean of Students' Office. **Be sure that all work you turn in for a grade is your own work and created for the purpose of this class.**

*You may revise one of your essays ONE TIME to improve the grade with the permission of the instructor. Only papers turned in on time in accordance with the above policy may be re-written; you may not complete a re-write on a paper that you did not turn in or turned in late. On rewrites, you may receive up to half of the points you originally failed to receive on the final grade, so the additional

points earned on the re-grade will be earned at 50%, up to half of the points you originally failed to receive. For a revision to be accepted, the revised paper must be submitted on time, and the original must accompany it. You must also have attended a writing conference with the instructor prior to the due date. Late revisions will not be accepted. In order to set up a rewrite, the student must contact the instructor within 2 (two) class days of the essay being returned to setup a rewrite conference. Requests for a re-write will not be considered after 2 (two) class days have passed. At the rewrite conference, the student and instructor will negotiate a due date for the rewrite.

Late Work Policy:

I do not accept late work. If you are absent on the day that an essay assignment is due, you are still responsible for turning it in on Turnitin.com by 9:00AM. If you experience difficulties turning in your paper, you must attempt to contact me BEFORE the deadline. When contacting me via email about issues turning in your paper, please attach a copy of the paper. This way I will have the paper on-time and can assist with turning it in.

If you are absent on the day a quiz is given, you will have one calendar week to take the quiz. After one calendar week, a zero (0) will be placed in the gradebook, and there will be no further opportunities to make up the assessment. This policy ONLY applies to in-class quizzes. It DOES NOT apply to essays or any assigned homework with a due date, regardless of your absence in the class either when the work was assigned or due.

*If you do e-mail me a question or paper, I will ALWAYS respond; however, you must use your Cougar e-mail for any communication with the instructor. If I have not responded to your e-mail, than I did not receive it. It is your responsibility to see that I receive your work in a timely fashion. I must approve any work that you e-mail to me. Additionally, all communication for this course must come from the student via the student's Collin email address. By federal law I am not allowed to respond to emails about your coursework from your parents.

In the event of bad weather and/or school closings, refer to Canvas for assignments.

Lab Component:

In addition to essay assignments, you will be required to **complete lab projects**. These projects will be technology/research based. **Labs have due dates and will not be accepted late.** Each lab project is multi-layered and worth approximately 4 units for a total of 16 units. The lab component of this course weighs as 15% of your total course grade.

The lab component is an integral part of this writing course. Over the course of the semester, you will need to complete a combination of typical selections. This lab work is not the same as regular daily coursework that you must complete to stay on track in the class; it is instead designed to be additional writing-focused activities, which will help improve your writing throughout the term. During the semester, you will need to track and provide evidence of completing these lab requirements outside of class. Each lab assignment will have a specific due date. Some of the types of labs you will be expected to complete may be: Conferences with the professor, trips to the writing center for individual tutoring sessions, library tutorials, annotating or abstracting articles, RAP sessions with librarians, and more.

Exemplary performance of these labs can substantially enhance your final course grade or non-performance can substantially reduce your course grade.

Writing conferences may be used to satisfy Lab Requirements only if they are completed during the revision process of an essay. Writing conferences completed as part of a re-write will not count toward your lab component grade. You must complete two writing conferences during the revision process throughout the semester in order to complete the lab component portion of your grade.

Student Conduct:

All students are expected to participate in class and in small group discussions, and all students are expected to **behave in a mature and respectful manner**. Disruptive behavior will not be tolerated. Any student who disrupts the class or who interferes with classroom instruction or discussion will be asked to leave the class and will not receive credit for attendance. It is very important that you bring your supplies to class each time we meet. The textbook is a requirement for this course. Bring the textbook, writing materials, and a means of saving your computer work each time we meet. If you do not have your materials, you cannot participate fully in class; therefore, you will not receive class credit any time you fail to bring the necessary supplies.

This class takes place in a computer classroom, which has definite advantages, so you will not need to bring your own laptops. However, the computer classroom also has a downside in that some students are more focused on surfing the Net than they are on the lesson being presented. At all times, when I am giving instructions, when we are discussing assignments, when you are supposed to be working on a class assignment, and when a fellow classmate is asking a question or giving a presentation, you are to show courtesy and attentiveness. Also, after class begins, do not access websites that do not pertain to your research/work in this class. Failure to comply with these instructions will result in your receiving points off your grades and/or your being requested to leave the classroom and not getting credit for attendance.

Religious Holidays:

In accordance with Section 51.911 of the Texas Education Code, Collin will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time. **Students are required to file a written request with each professor within the first few days of the semester to qualify for an excused absence. A copy of the state rules and procedures regarding holy days, and the form of notification of absence from each class under this provision, are available from the Admissions and Records Office.** Students who plan to observe religious holidays which will require absences from class should consult the current Collin College Student Handbook, section on Religious Holidays, for the correct process to follow. It is mandatory that this procedure be followed in detail.

Scholastic Dishonesty 7-2.2: Every member of the Collin College community is expected to maintain the highest standards of academic integrity. Collin College may initiate disciplinary proceedings against a student accused of scholastic dishonesty. While specific examples are listed below, this is not an exhaustive list and scholastic dishonesty may encompass other conduct, including any conduct through electronic or computerized means. Scholastic dishonesty shall involve, but is not limited to, one or more of the following acts:

General Scholastic Dishonesty includes, but is not limited to, statements, acts, or omissions related to applications for enrollment, credit or class work, research, and/or the award of a degree; falsifying academic records; using annotated texts or teacher's editions; using information about exams posted on the Internet or in any electronic medium; leaving a test site without authority; failing to secure test materials; and/or submitting work that is not one's own. All work submitted for credit is expected to be the student's own work. Students are expected to record honestly and accurately the results of all their

research. Falsification of research results includes misrepresentations, distortions, or omissions in data or reports on research.

Plagiarism is the use of an author's words or ideas as if they were one's own without giving credit to the source, including, but not limited to, failure to acknowledge a direct quotation. In the presentation of all papers and other written work, students must distinguish their own ideas and knowledge from information derived from other sources. The term "source" includes not only published primary and secondary materials, but all information and opinions gained directly from other people. Whenever ideas or facts are derived from a source, the source must be indicated by the student.

Cheating is the willful giving or receiving of information in an unauthorized manner during an examination; collaborating with another student during an examination without authority; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance, unauthorized copying computer or Internet files, using someone else's work for assignments as if it were one's own; submitting or resubmitting an assignment (in whole or in part) for more than one (1) class or institution without permission from the professor(s); or any other dishonest means of attempting to fulfill the requirements of a course.

Collusion is intentionally or unintentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, failing to secure academic work; providing a paper or project to another student; providing an inappropriate level of assistance or unauthorized collaboration; communicating answers to a classmate about an examination or any other course assignment; removing tests or answer sheets from a test site, and allowing a classmate to copy answers.

In cases where an incident report has been filed for an alleged violation of scholastic dishonesty, the faculty member is requested to delay posting a grade for the academic work in question until the case is final. Students found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty or penalties from the Dean of Student Development Office. The student may also receive an academic penalty in the course where the scholastic dishonesty took place. The faculty member will determine the appropriate academic penalty.

See the current *Collin Student Handbook* for additional information.

Tentative Course Calendar:

***Please note that this schedule is subject to change.** Please refer to the monthly calendars that you receive for more specifics on assignments and due dates. Regular attendance is necessary--it is recommended that you exchange phone numbers with another student in the event that you must be absent. **ABSENCE IS NOT AN EXCUSE FOR FAILURE TO BE PREPARED FOR EVERY CLASS.**

Week 1 (Aug 13-17): Introduction to English 1301, Syllabus, Writing Assessment, Plagiarism Policy, Introduction to the Rhetorical Situation, Discussion of Target Audience and Appeals. Introduce Grammar and Vocab, **Begin Cause-Effect**

Week 2: (Aug. 20- Aug 24): Read article packet: "Military Combat Open for Women," "Flint Michigan Water Crisis," Grammar and Vocab Quiz, Read article packet: "Tom Brady Appeal Denied,"

Week 3: (Aug 27-Aug 31): Read article packet: "American Flag Raised in Cuba," Assign Essay #1: Cause-Effect Essay, Grammar and Vocab Quiz

Week 4: (Sept.3-7): Outline for Essay #1 due, 1st Draft of Essay due, Peer editing, Grammar and Vocab Quiz

Week 5: (Sept. 10-14): Final Draft of Essay #1 due, **Intro Rhetorical Analysis**, Watch/Read Shane Koyczan's "This Is My Voice", "Niagara Movement Speech," "Atlanta Compromise Speech," Rhetorical Analysis, Grammar and Vocab Quiz

Week 6: (Sept. 17-21): Assign Essay 2, Topic creation, Outline for Essay #2 due, begin Drafting, "Turkeys in the Kitchen," "Excerpt from Practical Housekeeping," Grammar and Vocab Quiz

Week 7: (Sept 24-28): Peer Editing, Drafts 1&2 due, Grammar and Vocab Quiz

Week 8: (Oct. 1-5): Essay #2 due, **Introduction to Compare/Contrast**, "Turkeys in the Kitchen," "Excerpt from Practical Housekeeping," Grammar and Vocab Quiz

Week 9: (Oct. 8-12): "Niagara Movement Speech," "Atlanta Compromise," Outline due, Drafting, Grammar and Vocab Quiz

Week 10: (Oct. 15-19): "This is my Voice," Assign Essay 3, outline due. **Last day to Withdraw October 19**

Week 11: (Oct. 24-26): 1st Draft due, 2nd Draft due, Final draft due

Week 12: (Oct. 29- Nov. 2): Intro to Literary Analysis, "Chrysanthemums"

Week 13: (Nov. 5-09): "A Rose for Emily," "Sonny's Blues," "A Clemency of the Court," "Mending Wall"

Week 14 (Nov. 12-16): Assign **Essay #4: Literary Response**, Topic Creation

Week 15: (Nov. 19-23): **Prosper/Collin Thanksgiving Break**

Week 16: (Nov 26-Nov 30): 1st Draft due, 2nd Draft due

Week 17: (Dec.3-7): Final Draft Due, Final Exam Review

Week 18: (Dec.10-14): Collin Finals Week

Week 18: (Dec.17-21): PHS Finals Week