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Composition I

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Collin College

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**COLLIN COLLEGE
COURSE SYLLABUS**

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

Prerequisite: 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. (Teamwork, Communication Skills)
 2. Develop ideas with appropriate support and attribution. (Communication Skills)
 3. Write in a style appropriate to audience and purpose. (Communication Skills)
 4. Read, reflect, and respond critically to a variety of texts. (Critical Thinking)
 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. (Personal Responsibility)

Withdrawal Policy: See the current *Collin Registration Guide* for last day to withdraw.

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 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

<p>Instructor Office Email Office Hours</p>	<p>Dr. Lisa Jackson Prosper High School, Room 1234 LGJackson@prosper-isd.net By appointment</p>
<p>Texts</p>	<p>Hacker, Diana and Nancy Somers. <i>A Writer's Reference</i>, 9th edition. New York: Bedford/St. Martin's, 2017. ISBN 978-1319057442.</p> <p>Various handouts. (<i>All of these handouts are available on your Collin College Canvas account; you must log in to that account to access these handouts.</i>)</p>
<p>Withdrawal Policy</p>	<p>See the current Collin College Withdrawal Policy for the last day to withdraw, which is October 19, 2018.</p>
<p>Your Semester Grade</p>	<p>The course assignments allow you to demonstrate your mastery of various writing techniques. The assignments increase in complexity and difficulty as the semester progresses. I expect the quality of your work to improve with each assignment.</p> <ul style="list-style-type: none"> ● 10% Grammar Exercises, Participation, and In-class Writing Workshops ● 10% Grammar Presentation ● 20% Writing Style & MLA Citations Exam ● 20% Paper #1 ● 20% Paper #2 ● 20% Paper #3 <p>Check Canvas for a copy of my paper grading rubric.</p>
<p>Grammar Exercises</p>	<p>To become a good writer, you must master a wide range of grammar, spelling, usage, and punctuation rules. You will learn about and practice these rules by completing daily Grammar Exercises. Additionally, you must come to class prepared to take notes, to participate in class discussions, to take reading quizzes, and to participate in in-class writing exercises.</p>

	<p>You will find copies of the Grammar Exercises on Canvas. Finish the Grammar Exercises before class; we will go over each exercise during class. You will receive a completion grade for these exercises—a 100 if you do them, a 0 if you don't.</p> <p>Grammar Exercises are due at the beginning of class. If you must miss class, you must still turn in any assigned Grammar Exercises as scheduled. I do not accept late work for any reason. You must keep up with the due dates for Grammar Exercises.</p>
<p>Participation</p>	<p>A small, yet significant portion of your grade will depend upon your participation in class discussions, as well as my estimation of your progress in the course.</p> <p>Pay attention. Take notes. Ask questions.</p> <p>Think of our classroom as your workplace and conduct yourself with the same professionalism with which you would treat a job. Arrive on time, prepared to work. Actively demonstrate that you understand professional behavior.</p> <p>Keep in mind that I assess your participation each class day, which impacts my willingness to help you in terms of letters of recommendation and other future professional support.</p>
<p>In-class Writing Workshops</p>	<p>We will spend a significant amount of class time working on course assignments. Good students use this time to complete group and individual projects, and they benefit from working with the instructor on their assignments. Use this time wisely.</p> <p>In-class Writing Workshop days count towards the lab component of this course. I will give you specific instructions about how to prepare for these workshops.</p>
<p>Grammar Presentation</p>	<p>As you work towards entering college, you need to develop and sharpen your collaboration skills. Therefore, you will complete the Grammar Presentation assignment as members of a group. Your attendance at group meetings, whether the group meets inside or outside of class, impacts your grade for this course.</p> <p>Show proper respect and courtesy to your group by arriving promptly for class—especially on the day your group assignment is due.</p> <p>If you miss more than one group meeting—whether your group meets inside or outside of class—the highest grade you can receive</p>

	<p>on a group assignment is 75% of the group's grade. This includes in-class writing workshop days.</p> <p>Students who miss class on the day a group project is due will make a zero for the assignment. Additional deductions as outlined in your group's statement of work may also apply.</p> <p>Keep in mind that I assess your participation as a group member each day you and your group work in class. I reserve the right to give a zero on group assignments to students who cannot perform as members of a group.</p>
<p>Rewrite Policy</p>	<p>If you score lower than an 85 on one of the papers for this class, you may revise one paper one time to improve the grade. To qualify for this privilege</p> <ul style="list-style-type: none"> • You must set up and attend a conference with me within a week of the date I have returned the graded first draft to you. • You must have turned in the original paper on time. • You must <i>substantially</i> improve the original paper. • You must turn in both the revised and the original paper so that I may compare your work. • You must turn in the rewrite on the mutually agreed upon due date. <p>You may receive up to half of the points you missed on the first draft of your paper. For example, if you made a 65 on the first draft, you <i>could</i> earn up to 17.5 points on the rewrite.</p> <p>Rewriting the paper does not guarantee a better grade on the revision.</p>
<p>Open Door Policy</p>	<p>I welcome and encourage you to visit me whenever you wish to discuss a paper or an issue as it relates to this class. If you need to contact me outside of class, email me at LGJackson@prosper.isd-net.</p> <p>Please put your first and last name and the course number in your email. I try to read my email frequently and will send you a prompt reply.</p> <p>The Family Educational Rights and Privacy Act of 1974 (FERPA) mandates that I cannot respond to parent emails about your work in this course.</p>
<p>Absence Policy</p>	<p>I both expect and demand regular and punctual attendance. Good students attend class. That says it all. You will be counted</p>

	<p>absent if you are more than ten minutes late for class. Although I will take attendance daily, you are responsible for keeping up with the number of absences you incur.</p> <p>If you are ill, please stay at home; send me an email at LGJackson@prosper.isd-net to notify me that you will miss class.</p> <p>Whether you are in class or not, you remain responsible for all assignments made and policies announced each day. If you must miss class, you must still turn in any work that is due – as scheduled. I do not accept late work for any reason.</p>
<p>Classroom Correspondence Via Collin College's Canvas Portal</p>	<p>Occasionally I may need to communicate with you and your classmates. Check your Collin College Canvas account frequently to view announcements and other correspondence from me.</p> <p>I use Collin College's Canvas portal to post copies of the course syllabus, assignment sheets, daily Grammar Exercises, course materials, and miscellaneous announcements.</p> <p>You should consider exchanging email addresses or other contact information with one of your classmates so that you may contact them to get notes or assignments you may have missed.</p>
<p>Computer Etiquette</p>	<p>While we will be using the computers in the classroom to complete both homework assignments and papers, I expect you to use good computer etiquette during class time.</p> <p>Turn off your monitor during class unless I direct you to do otherwise.</p> <p>Do not hack, surf the net, send/read personal emails, or complete work for other courses during class time. Students who use the computers during class for anything unrelated to this course will receive a zero for class participation for the semester.</p>
<p>Format Requirements</p>	<p>As you prepare your assignments, make sure you</p> <ul style="list-style-type: none"> ● Make the assignment look neat and visually appealing. ● Proofread carefully so the assignment is free from spelling, grammatical, and typographical errors. ● Staple printed assignments once in the upper left-hand corner. <p>This is not a suggestion—it is a mandate! Use spell check. Proofread. Do not hand write anything on your papers. Any assignment not prepared specifically according to instructions in format, organization, and/or style will receive an "F."</p>

<p>Submitting Assignments via TurnItIn.com</p>	<p>You will turn in all of your papers on TurnItIn.com, which checks for plagiarism. I will give you specific instructions for uploading your papers to this website when the time comes.</p>
<p>Plagiarism and Other Forms of Academic Dishonesty</p>	<p>Your work for this class must be completely original; you may not submit work you have done for any other class.</p> <p>“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 or patchwriting. In the preparation of all papers and other written work, students must distinguish their own ideas and knowledge from information derived from other sources. The term ‘sources’ includes not only published primary and secondary materials, but also 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.</p> <p>A student found responsible for a scholastic dishonesty offense(s) will receive an appropriate disciplinary penalty or penalties from the Dean of Students 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, which may range from a grade of zero (0) on the assignment to failing the course.” (Collin College Student Handbook, page 81)</p>
<p>Classroom Civility</p>	<p>I expect you to conduct yourself as adults who practice the utmost civility to the instructor and to your fellow classmates.</p> <p>Do not read or send texts during class. Do not work on assignments for other courses or conduct personal business during class. Students who do so will automatically receive a zero in class participation for the semester.</p> <p>As colleagues engaged in mutual inquiry about a common goal—becoming more effective writers—we shall extend to one another professional courtesies such as:</p> <ul style="list-style-type: none"> ● Attending all meetings and arriving on time ● Preparing work by the date expected ● Respecting and learning from differences of opinion and experience ● Accepting responsibility to help the group and individuals within the class to achieve their goals

	<p>Failure to extend these courtesies will affect my evaluation of your work.</p> <p>Any behavior that I deem as uncivil and/or inappropriate in any way will result in an “F” in the course and/or your permanent dismissal from the classroom. I reserve the right to pursue further action within the context of Collin College guidelines. For more information on the college’s policies on student conduct, go to: Collin College Student Handbook.</p>
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	Schedule of Readings and Assignments
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Week 1	
August 15	<p>What We’ll Do in Class:</p> <ul style="list-style-type: none"> ● Syllabus, texts ● Introduction to course
2	<p>What We’ll Do in Class:</p> <ul style="list-style-type: none"> ● Analyzing Your Audience
3	<p>What We’ll Do in Class:</p> <ul style="list-style-type: none"> ● Giving an Effective Grammar Presentation ● Building Effective Teams ● Developing a Statement of Work and a Style Sheet
4	<p>What We’ll Do in Class:</p> <ul style="list-style-type: none"> ● Improving Your Writing Style ● Using Active Voice ● Understanding Faulty Predication <p>What’s Due:</p> <ul style="list-style-type: none"> ● Improving Your Writing Style Exercises (<i>We will go over this assignment in class</i>)
5	<p>What We’ll Do in Class:</p> <ul style="list-style-type: none"> ● Using Reader-Focused Language ● Maintaining Parallel Construction <p>What’s Due:</p> <ul style="list-style-type: none"> ● Using Reader-Focused Language Exercises (<i>We will go over this assignment in class</i>)

6	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Reviewing Grammar ● Conquering Commas Workshop
7	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Mastering Basic Grammar ● Understanding Verbal Phrases <p>What to Read Before Class Today:</p> <ul style="list-style-type: none"> ● Hacker, Section B: Basic Grammar <p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #1 (<i>We will go over these exercises in class</i>) ● Grammar Presentation #1
8	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Mastering Punctuation, Part I <p>What to Read Before Class Today:</p> <ul style="list-style-type: none"> ● Hacker, Section P7 to P10: Punctuation <p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #2 (<i>We will go over these exercises in class</i>) ● Grammar Presentation #2
9	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Mastering Punctuation, Part II <p>What to Read Before Class Today:</p> <ul style="list-style-type: none"> ● Hacker, Section P1 to P6: Punctuation <p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #3 (<i>We will go over these exercises in class</i>) ● Grammar Presentation #3
10	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Writing Grammatical Sentences <p>What to Read Before Class:</p> <ul style="list-style-type: none"> ● Hacker, Section G: Grammatical Sentences (<i>We will go over these exercises in class</i>)

	<p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #4 ● Grammar Presentation #4
11	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Mastering Sentence Style <p>What to Read Before Class:</p> <ul style="list-style-type: none"> ● Hacker, Section S: Sentence Style (<i>We will go over these exercises in class</i>) <p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #5 ● Grammar Presentation #5
12	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Making Wise Word Choices <p>What to Read Before Class:</p> <ul style="list-style-type: none"> ● Hacker, Section W: Word Choice (<i>We will go over these exercises in class</i>) <p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #6 ● Grammar Presentation #6
13	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Understanding ESL Trouble Spots ● Mastering English Usage <p>What to Read Before Class:</p> <ul style="list-style-type: none"> ● Hacker, Section M (<i>We will go over these exercises in class</i>) <p>What's Due:</p> <ul style="list-style-type: none"> ● Grammar Exercises #7 ● Grammar Presentation #7
14	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Mastering MLA Citation Style ● Embedding Quotes <p>What's Due:</p> <ul style="list-style-type: none"> ● MLA Citations worksheet (<i>We will go over this worksheet in</i>

	<i>class)</i>
15	What We'll Do in Class: <ul style="list-style-type: none"> • Writing Style & MLA Citations Exam
16	What We'll Do in Class: <ul style="list-style-type: none"> • How to Write Like a College Student • Formulating an Arguable Thesis Practice
17	What We'll Do in Class: <ul style="list-style-type: none"> • Getting Started • Proofreading Like a Pro • Understanding Basic Editing Marks
18	What We'll Do in Class: <ul style="list-style-type: none"> • Organizing Information • Annotating Your Texts
19	What We'll Do in Class: <ul style="list-style-type: none"> • Understanding Persuasive Language
20	What We'll Do in Class: <ul style="list-style-type: none"> • Understanding Persuasive Language, continued
21	What We'll Do in Class: <ul style="list-style-type: none"> • Class discussion • Using the Document Based Questions (DBQ) Method • Writing an Introduction What to Read Before Class: <ul style="list-style-type: none"> • “New Research Finds that Cool People Break the Rules— But Only the Right Rules” • “American Cool”
22	What We'll Do in Class: <ul style="list-style-type: none"> • Class discussion • Formulating a Thesis Statement What to Read Before Class: <ul style="list-style-type: none"> • “Toward a Universal Theory of ‘Cool’” • “Cool Rules: Anatomy of an Attitude”
23	What We'll Do in Class: <ul style="list-style-type: none"> • In-class writing workshop

24	What We'll Do in Class: <ul style="list-style-type: none"> ● In-class writing workshop
25	What We'll Do in Class: <ul style="list-style-type: none"> ● In-class writing workshop
26	What We'll Do in Class: <ul style="list-style-type: none"> ● Peer Review
27	What We'll Do in Class: <ul style="list-style-type: none"> ● Class discussion What to Read Before Class: <ul style="list-style-type: none"> ● “Jennifer Lawrence and the History of the Cool Girl” ● “The ‘Cool Girl’ Is Not a Fiction, But a Phase” ● “Why I’m Cool with Not Being a Cool Girl” What’s Due: <ul style="list-style-type: none"> ● Paper #1 due at beginning of class
28	What We'll Do in Class: <ul style="list-style-type: none"> ● Class discussion What to Read Before Class: <ul style="list-style-type: none"> ● “The Mighty, Emotional Rise of Dad-vertising” ● “Dadvertising to Dad’s Potential” ● “‘DADvertising’: How Realistic Images of Men Took Over TV Ads”
29	What We'll Do in Class: <ul style="list-style-type: none"> ● In-class writing workshop
30	What We'll Do in Class: <ul style="list-style-type: none"> ● In-class writing workshop
31	What We'll Do in Class: <ul style="list-style-type: none"> ● Peer Review
32	What We'll Do in Class: <ul style="list-style-type: none"> ● Class discussion What to Read Before Class: <ul style="list-style-type: none"> ● “Sixty Teenagers Reveal What They Think Is Cool” ● “It’s Lit: A Guide to What Teens Think Is Cool”

	<p>What's Due:</p> <ul style="list-style-type: none"> ● Paper #2 due at beginning of class
33	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Using Empirical Evidence to Support Your Argument
34	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● In-class writing workshop
35	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● In-class writing workshop
36	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● In-class writing workshop
37	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Peer Review
38	<p>What We'll Do in Class:</p> <ul style="list-style-type: none"> ● Class discussion <p>What's Due:</p> <ul style="list-style-type: none"> ● Paper #3 due at beginning of class