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# Composition I

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*Collin College*

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**Collin College**  
**Composition I –English 1301**  
**Fall Semester –2018**

**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); and
  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.

**Course Repeat Policy:** Beginning Fall 2016, Texas residents attempting a course more than twice at Collin College are subject to regular tuition plus an additional \$50 per semester credit hour. Please see the "Repeating Courses" section of the Registration Guide for more information.

**Instructor's Name:** Litonya Celestine

**Location/Hours:** Spring Creek Campus L-215  
Office Hours: N/A

**Office Phone:** 972-881-5756

**Email:** lcelestine@collin.edu

## **CLASS INFORMATION**

**Section Number:** 10087

**Meeting Times:** TR 8:00 AM – 8:50 AM

**Meeting Location:** Plano West High School – Room A2053

**Minimum Technology Requirement:** Computer with internet access and ability to send emails and login to our class website. You must communicate with me only via check your CougarMail and check your Cougarmail often – remember that you can forward it to your preferred email address. Here are instructions how to do that: <https://www.youtube.com/watch?v=-MyDJTLEv1s>.

**Netiquette Expectations:** If you need immediate assistance, contact me via email. You are expected to send emails with clear subject lines and appropriate signatures for identification purposes; responses to emails should be expected within 24 hours during weekdays and weekends. If I do not respond, review the submission to ensure you have input everything in the correct format. You can also contact me via CANVAS messenger, but you should expect to be contacted within 72 hours response time due to email being my primary method of contact.

### **Course Resources:**

Collin College's book seller is Barnes & Noble College. You may order your books online or at your nearest campus bookstore.

### **The following textbooks are required for this course:**

- *Norton Field Guide to Writing with Readings and Handbook, 4th ed. by Richard Bullock, Norton ISBN: 978-0-393-61739-9.*
- *Additional readings will be provided throughout the semester in Canvas.*

**Attendance Policy:** The college stresses the importance of punctuality and regular attendance. It is very important that you attend all classes if you want to be successful. Therefore, you will receive a grade for attendance. If you are going to be gone on a school activity, you may also check with me before you leave and see if the assigned work can be received and turned in before you leave. Even if you are gone on a school-sponsored activity, it is still your responsibility to turn your work in on time. If you have a situation that might require you to be late on work, such as the death of a family member, you must communicate with me (preferably via email or in person) before the assignment is due, so we can talk about alternate arrangements. If you contact me after the due date, you will not receive any type of exception. Additionally, your attendance grade is a direct reflection of how much you attended class. For example, if you attend 17 times out of 20 periods, your grade will be  $17 \div 20 = 85\text{pts}$ .

**Discussion Guidelines:** You are required to interact in Canvas discussions for 10 points each with a max value of 100 points. There will be **five** Discussion Postings in CANVAS, over the course of the semester, that will correlate to the topic for the week. Most postings will require you to read articles, listen to podcasts, visit a website, and/or watch videos. All students can read your posted responses in the Discussions, so be sure to remain respectful of others. There are 4 requirements in order to receive full credit for your posting: your **initial thread** (1) must be specific to the topic (2) must be

thorough and defend your position, (3) must reference the material you read, heard, or watched (MLA format), and (4) must be presented in standard English in a paragraph of at least 150 words. **Your initial thread** is worth 10 points and **your response to a classmate** is worth 10 points for a total of twenty points per discussion. Discussion questions answered after the allotted time will not receive credit.

### Method of Evaluation / Grade Scale:

A = 1000 to 900   B = 899 to 800   C = 799 to 700   D = 699 to 600   F – 599 to 0

### Assignments: TOTAL 1000 points

Syllabus Quiz	40 pts
“Grit” Essay Response	50 pts
Literacy Narrative	50 pts
Career Preparation Essay	100 pts
Literary analysis	100 pts
Quizzes, Tests	100 pts
Annotated Bibliography	100 pts
Annotated Bibliography Practice	50 pts
Documented Research Paper	150 pts
Discussion Posts (20 points each)	100 pts
Lab Modules (20 points each)	60 pts
Attendance (30 days)	100pts

**\*Please Note: Most essays will include a rough draft. These are not optional and will be a part of your overall grade on each writing assignment.**

**PROCESS FOR SUBMITTING ESSAYS:** Type the essay on your computer and save it as a Microsoft Word or PDF document. Send in your essay by clicking on the Essay Submission icon on the assignment page, where you will be connected to turnitin.com. Follow the directions there. If you are experiencing computer problems, you are responsible for making every effort to get to a computer that works. If all else fails, e-mail a copy of your essay to me as an attachment. **You can only resort to this if you have previously notified me of your computer issues and you are attempting to submit the assignment before it is due.** Allow a minimum of two weeks for me to return your graded essays.

### Plagiarism Policy:

Please refer to the *Collin Student Handbook* for a detailed explanation; however, we will be discussing this throughout the semester. This is a very serious offense and if you have any questions or are uncertain, please discuss with me any concerns you may have. If I suspect you have

plagiarized, I will refer you and the paper to the Dean of Students. You will receive a grade on the paper after your situation is resolved with the Dean of Students' office. The depth and breadth of the plagiarism will determine the consequence, which ranges from receiving an F on the assignment to receiving an F in the course.

### **MLA Format Expected for All Work:**

We will discuss MLA format throughout the class. Afterward, I expect you to have a basic knowledge of MLA formatting.

### **Lab Component 20 points each**

#### *English Department Statement Regarding Lab Unit:*

The lab component is an integral part of this writing course. Over the course of the semester, you will need to complete the three lab activities provided. The lab is not the same as regular daily course work that you must complete to stay on track in the class; it is, instead, designed as additional writing-focused activities that 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.

HOWEVER, the lab component will consist of three lab modules designed to broaden your expertise in argument and analysis. You will find detailed information, as well as lab module samples, in CANVAS under the assignment tab.

#### **Lab Module #1 – Journal- Formal vs. Informal Language**

#### **Lab Module #2 – Journal- Responding to a Quote**

#### **Lab Module #3 – Online Student Tutorials and Writing Labs**

### **Essays, Analysis, Research Papers:**

The bulk of your grade will come from your ability to create formal written papers. The formal writing assignments will include time spent in various stages of the writing processes. Essays will be drafted, will go through editing processes, and will be revised by the author before the final paper is collected for grading.

### **Extra Credit:**

Going to the Writing Center to seek additional feedback or attending writing seminars can earn you **five extra points for each visit with a maximum of five visits to be allocated for any assignment throughout the semester.** These points can be allocated toward missing assignments. Evidence of your visits must be submitted by the **first class meeting of December (December 4th).** After this date, no extra point assignments will be accepted.

**For Rough Drafts:** Students are required to bring one full length rough draft for specified assignments. Failure to do so will result in a deduction of a letter grade from the final assignment. I will not accept late rough drafts.

**Late Papers:** Students are required to turn final papers into Canvas on the due date. If a student does not turn in a paper the day the final paper is due, the student can turn a printed copy of the paper at the beginning of the **next class** for a **penalty of a letter grade. NO PAPERS WILL BE ACCEPTED AFTER THIS DATE.** Discussion responses must be submitted before the due date listed in Canvas. **Note:** If the student fails to turn in a working rough draft for designated essays, the final paper will receive a deduction of a letter grade.

### **Classroom Rules of Conduct:**

I will always show you the respect you deserve as a student. I, in return, expect respectful

behavior from you. Otherwise, you will be asked to leave the classroom. The main way you show respect in the classroom is by paying attention during class time. The following offenses are considered a distraction from the mission of Collin College and will result in the appropriate action being taken:

- ☐ sleeping in class
- ☐ talking to fellow students about things other than class work
- ☐ talking to fellow students when I am talking or presenting material on the projector
- ☐ listening to music over headphones
- ☐ texting on your cell phone
- ☐ using your laptop in class for anything other than class notes or assignments
- ☐ other similar activities.

One infraction such as this will result in a verbal warning. A second infraction will result in a zero for the daily assignment grade for that date. If the behavior continues, the depth and breadth of the disruption will determine the consequence, which ranges from receiving zero points for your daily grade to an absence for that date.

Ringling cell phones cause disruption and loss of instructional time. Please turn off all cell phones during class.

### **Class Schedule:**

The following schedule lists reading and writing assignments **on the days they are due**. The schedule **does not list all quizzes or other in-class writing and assignments**. This schedule is tentative. I may adjust assignments or due dates depending on the needs of the class. I will announce any such adjustments well in advance and they will be posted as addendums to the syllabus in Canvas.

**Key:** *NFG* = *Norton Field Guide to Writing*

**\*Note: All Readings should be completed outside the class\***

### **Week 1 – 08/27 – 08/31**

- Introduction to Course / Review Syllabus & Canvas
- Introduce Yourself- CANVAS
- “Grit” Essay (2-3 pages)
- **Discussion Post:** “What is your writing process” - CANVAS
- Reading: NFG pp.3 - 52

### **Week 2 – 09/03 – 09/07 (September 3rd Labor Day Holiday- No School)**

- **Discussion Post:** Writing Process on CANVAS
- Reading: NFG HB-4 thru 40
- Reading: NFG pp. 53-67
- Grammar Quizzes (Fragments and Run-ons) – CANVAS
- Discussion: Fragments/Run-ons, other grammatical errors

### **Week 3 – 09/10 – 09/14**

- **Discussion Post:** MLA format in class and on CANVAS
- Reading: pp. 496-548
- **Literacy Narrative Due** (Reading: NFG pp 73-93)
- **Review for Test**

### **Week 4 – 09/17 – 09/21 (Sept. 22-23 Plano Balloon Fest) No Class Sept. 23<sup>rd</sup>**

- **Lab Assignment #1 due**
- **Test #1**
- Resume Skills/Tips
- Career Preparation Essay Draft
- Reading: NFG pp. 253-264

#### **Week 5 – 09/24 – 09/28**

- **Career Preparation Essay Due**
- Discuss Research at the college level
- **Discussion Post:** Literary Analysis Topic - CANVAS
- Grammar Quiz (Subject-Verb Agreement) - Canvas
- **Literary Analysis** discussion (NFG 206-215)

#### **Week 6 – 10/01 –10/05 – No Class Oct. 5<sup>th</sup>- Conference Trends in Teaching**

- Bring Reference Material to class for Literary Analysis
- Construct Rough Draft for Literary Analysis in class
- Peer Review Overview

#### **Week 7 – 10/08 – 10/12 – No Class Oct. 9<sup>th</sup>(Student Holiday)**

- **Lab Module #2 Due**
- Literary Analysis Rough Draft (Bring 2 copies with Works Cited)
- Parts of Essay review/MEAL paragraph
- Peer Review Workshop

#### **Week 8 – 10/15 – 10/19 – No Class Oct. 19<sup>th</sup> – MSI Conference**

- Literary Analysis Final Draft Due
- Introduction to **Argumentative Research Paper**
- Reading: NFG 355-372
- **Test #2**

#### **Week 9 – 10/22 – 10/26 Last Day to **Withdraw October 19th****

- **Discussion Post:** Argumentative Essay tips
- Reading: NFG pp. 298-300 & pp. 344-349
- Topic/Thesis for Argumentative Research Paper Due
- **ANNOTATED BIBLIOGRAPHY:** An annotated bibliography is a list of citations to books, articles, and documents. Each citation is followed by a brief (usually about 150 words) descriptive and evaluative paragraph, the annotation. The purpose of the annotation is to inform the reader of the relevance, accuracy, and quality of the sources cited. You should use topic you would like to use for your Documented Research Paper. (See NFG pp. 188-195 for tips and an example.)

#### **Week 10 – 10/29 – 11/02**

- **Discussion Post:** Plagiarism
- Reading: NFG pp 156-182
- Discussion: Direct quotes and Paraphrasing
- **Test #3**

#### **Week 11 - 11/05 – 11/09**

- **Lab Module #3 Due**
- Discussion: Extending Ideas for Research Paper
- Bring **Annotated Bibliography** of at least **3** sources to class
- Peer Review Workshop
- Reading: NFG pp. 435-443

#### **Week 12 - 11/12 – 11/16**

- Reading: NFG pp. 445-471
- **Annotated Bibliography Due** (5 sources \*one source is the main document\*)
- Discussion Question: 2 questions you have about research paper

**Week 13 - 11/19 – 11/23 –**

- **No class 11/19-11/23**  
**Thanksgiving Holiday 11/21-25** (Campus Closed)

**Week 14 - 11/26 – 11/30**

- Library Research Workshop
- Peer Review Workshop
- **Rough Draft of Documented Research Papers due** (Bring 2 copies)
- Address difficulties of composing a Research Paper

**Week 15 - 12/03 – 12/07**

- Conference with Individual Students as Needed
- Tips on Expanding Research paper to 4-5 pages

**Week 16 – 12/11/17 - 12/15**

- **Final Draft Research Paper Due 12/10.**

**Final Exam Week December 10-17, 2017 – Final Exam: Final Research Essay**