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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 1

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 Hours: 3

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.

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

Collin College Academic Policies: See the current *Collin Student Handbook*. **Last date to withdraw from Fall 2018 classes is October 19,**

2018.

Americans with Disabilities Act: 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 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.

INSTRUCTOR INFORMATION

Instructor's Name: Prof. Shipra Batra

Office Number: Associate faculty office, L building.

Office Hours: *"By appointment only"*. Tuesdays 6-7 PM, or at a mutually-convenient time.

Phone Number: 972-881-5756

Email: ShipraBatra@collin.edu

Class Information:

Section Number: S40

Meeting Times: TR, 8.30 AM-9.45 AM

Meeting Location: B 126

Course Resources: *Norton Field Guide to Writing with Readings and Handbook 4th Edition. ISBN- 9780393264388*

Supplies: USB Drive.

Method of Evaluation: This is the most critical area of the course, and I do want my students to be clear on how their assignments will be graded. For starters, it goes without saying that the mechanics and the grammar will not be overlooked, but for the most part I will ensure that the essay has proper organization and structure. Following are the elements of the course grade:

Diagnostic essay- 10%

Comparison essay- 15%

Class presentation- 15%

Resume and cover letters- 15%
Memoirs- 15%
Final exam- 30%

Grading scale:

A- 90%-100%

B- 80%-89%

C- 70-79%

D- 60-69%

E- 0-59% (failing grade)

COURSE CALENDER:

8/28- Diagnostic essay

8/30- Conference on Diagnostic essay

9/4- Introduction to writing. Ch 5&6, followed by class exercise.

9/6- Ch 7&8, followed by class exercise.

9/11- Comparison essay lecture

9/13- Students complete essay in class.

9/18- students complete essay in class.

9/20- Comparison essay due.

9/25- Conference.

9/27- Memoirs lecture.

10/2- Class work

10/4- Class work

10/9- Memoirs due.

10/11- Conference.

10/16- Presentation lecture.

10/18- Class work

10/23- Class work.

10/25- Presentations.

10/30- presentations.

11/1- Presentations.

11/6- Reports lecture.

11/8- Class work.

11/13- class work.

11/20- reports due.

11/22- THANKSGIVING HOLIDAY.

11/27- Conference.

11/29- Revision.

12/4- Revision.

12/6- Revision.

FINAL EXAM.

LATE WORK :

I DO NOT ACCEPT LATE WORK. I absolutely do not. In case of any delays due to unforeseen eventualities, please email me, and I will work out a solution with you.

ATTENDANCE/PARTICIPATION POLICY:

You are required to attend all the classes. I totally understand that life happens, and you may have to absent yourself once or twice to cater to life's needs. In that case, an email stating the reason of your absence is required not later than an hour before the beginning of the class. However, if the absence is unexcused (not informed) , then you will lose 1% from the total grade. More, later in the class!

CLASSROOM ETIQUETTE :

I cannot emphasize how annoying, distracting, and disruptive the use of phone is in the class. I have the most swanky phone, but just imagine how would you feel if I am on my phone in class- texting, Facebooking, or emailing- and you are all looking at me agape, waiting for me to put aside that thing and teach! The same goes in the instructor's mind as well when the students are drowned in their phone, not paying attention to the instructor or regarding her hours' worth of hard work and preparation for the class. So, I WILL SWITCH OFF MY PHONE BEFORE THE CLASS AND EXPECT YOU TO DO THE SAME. END OF THE STORY.

If you absolutely must take/ make a call, please excuse yourself for a couple minutes and do the needful outside the classroom. I do not expect you to be gone for more than 10 minutes.

Also, please be aware that the instructor is not self-exempt from all these class regulations. They are equally applicable to me. I hope that eases your pain a little.

TECHNOLOGY USAGE:

Whatever technology you may want to use for research purposes, be it your own laptop or ipads, please keep the usage limited to academic purposes only. I will walk around during classes to ensure that technology is being used for bona fide purposes only.