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Composition I

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COURSE SYLLABUS
SPRING, 2019

COURSE INFORMATION

Course Number: ENGL 1301 - WS1, WS9

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.

Readiness for Online Learning:

Find out if you are ready to take an online course by completing the e-learning readiness assessment called SmarterMeasure: https://www.collin.edu/academics/ecollin/eLC_smartermeasure.html . This is an important tool that helps determine your skills for taking an online course.

From the SmarterMeasure assessment, you will discover information about your:

- Reading speed and comprehension
- Technical competency and knowledge
- Typing speed and accuracy
- Personal attributes that relate to distance learning success

Course Credit Hours: 3

Lecture Hours: 3

Lab Hour: 1 - Fulfilled by completing 10 Grammar Quizzes for a total of 100 points.

Prerequisite: Placement in ENGL 1301; College-Level Reading

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 the last day to withdraw.

Collin College Academic Policies: See the current *Collin Student Handbook*

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-G200 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: Betty Bettacchi
Office Number: L236
Office Hours: By appointment
Phone Number: 972.881.5730
Email: bbettacchi@collin.edu

Class Information:

Section Number: WS1, WS9

Meeting Times: This course will take place entirely online through Canvas

Course Requirements: Keyboard skills, Cougarmail address, at least 56K (minimum) modem, Internet Explorer (version 6.0 or higher), an understanding of how to open, post, upload, and attach documents, and the ability to maneuver through Canvas and the course. Attending an orientation will review this information for you.

****Students needing technical help with software, attachments, or e-mail should contact any of the following:

- Helpdesk: 972.377.1777
- eCollin Learning Center (eLC) 972.881.5870 <http://online.collin.edu>

Orientation: You must review an orientation provided by the eCollin Learning Center (eLC) from <http://www.collin.edu/academics/ecollin/studentcanvasresources.aspx>

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

Repeating Courses:

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. Undergraduate courses attempted at Collin College with a graded status of A, B, C, D, F, I, W (withdrawals after census) and AU (Audit) will be evaluated for repeat limits. Refer to the Collin College website for a complete list of courses exempt from the course repeat tuition and how to qualify for exemptions from the higher tuition rate. <https://www.collin.edu/gettingstarted/register/withdrawal.html>

Attendance Policy:

Attendance in an online course is achieved when you log onto the course on a regular basis to participate in discussions, grammar quizzes, and to submit writing assignments. You should log onto the course to accomplish these tasks at least THREE TIMES A WEEK. Failure to do so constitutes absence from the class. As with all college courses, absences usually result in a negative impact on student grades. IN ORDER TO BE CONSIDERED AS HAVING PARTICIPATED IN THIS CLASS, YOU MUST HAVE COMPLETED AT LEAST ONE ASSIGNMENT.

Collin College Academic Policies: See the current *Collin Student Handbook*

- The College District may initiate disciplinary proceedings against a student accused of scholastic dishonesty.
- Scholastic dishonesty may involve, but is not limited to, one or more of the following acts: cheating, plagiarism, collusion, use of annotated texts or teacher's editions, use of information about exams posted on the Internet or electronic medium, and/or falsifying academic records.
- Collin faculty are required to report alleged violations of scholastic dishonesty to the Dean of Student Development, who then investigates the case, and renders an administrative decision.
- Faculty are not allowed to assign a grade to the work in question until the Dean of Student Development renders a decision

- Students found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty from the office of the Dean of Student Development.
- Additionally, students found responsible for scholastic dishonesty will be assigned a penalty in this class that ranges from a grade of “F” on the assignment to a grade of “F” for the course

Minimum Technology Requirement:

The minimum system requirement for Canvas will be listed in your Canvas course.

Minimum Student Skills:

Students should be able to access a Website when given an address, use the features of the Web browser, download files, attach files to e-mails, and use word processing software

Because this course is conducted on-line through Canvas, it is presumed that students have knowledge of computers and computer terminology, an understanding of how to open, post, upload, and attach documents, and the ability to maneuver through Canvas and the course

Netiquette Expectations:

1. Standards of courtesy and respect must be maintained at all times in our online “classroom.” Join in the discussion, but remember that this is still a “classroom” setting and that respect and consideration are crucial for any intellectual discussion.
2. Discussion areas are the place for intelligent and respectful airing of ideas. Name-calling and personal attacks are not permitted.
3. Any violation of the standards of appropriate behavior will be reported to the Dean of Students and These are formal writing assignments that are required for this course appropriate disciplinary action will be taken by the college.

Course Resources:

Textbook: *The Norton Field Guide to Writing with Readings and Handbook, 4th ed.*

Additional Books: *Death in the Air: The true Story of a Serial Killer, The Great London Smog, and The Strangling of a City*, Kate Winkler Dawson.

Supplies: None

Method of Evaluation:

Essay #1 Literacy Narrative	100 points
Essay #2 Literary Analysis	100 points
Essay #3 Argument	150 points
Essay #4 Argument	200 points
Grammar Quizzes (10 at 10 points each)	100 points
Discussion Postings (10 at 10 points each)	100 points
Final Essay Exam – includes 25 pts each for peer reviews of 2 papers)	<u>250 points</u>
	1,000 points

Grading Scale

- A = 1000 - 900 points
- B = 899 - 800 points
- C = 799 - 700 points
- D = 699 - 600 points
- F = Below 600 points

Late work will NOT be accepted in this class. This online course is NOT self-paced. Assignments are due as

announced—once the due date has passed, assignments will not be accepted into the system.

Online Discussion Posts: These are formal writing assignments that are required for this course.

Discussion Post Participation: This is required, and deadlines must be met for these assignments

Evaluation Criteria for Discussion Post Assignments:

- Satisfactory completion of assignments by the deadline
- Demonstration of *excellent* knowledge and understanding of the assigned readings
- Responses that are tactful, respectful, insightful, and critical
- Detailed, in-depth posts that are at least a few paragraphs in length
- Individual views, opinions, or thoughts must be supported by and connected to material from class readings and/or lectures—superficial conversation (“I volunteered there too,” “I took that course in high school,” etc.) does NOT satisfy assignment requirements

Requirements

For Participation In Online Discussion Or Collaborative Activities: Students who do not participate adequately (fully thought-out answers, correct grammatical mechanics) may lose points on the writing assignment related to those discussions.

Instructor Response and Availability:

- Replies to e-mail and telephone messages will be made within 48 hours.
- Essay assignments will be graded in *approximately* two weeks after submission
- Discussion Post grades will be posted at mid-term and at the end of the semester

Assignment Schedule:

1. All essay assignments must be submitted in Canvas
2. Essay assignments must be uploaded (in Canvas) as **Microsoft Word** attachments
3. All assignments (essays and discussion posts) must be submitted by 11:00 PM on the due date
4. Assignments sent via e-mail **will NOT be accepted.**

A note about submission of writing assignments: if you wait until the last minute to submit your writing assignments (10:55, 10:59, etc.) it is likely that the system will not accept it, as it does take a bit of time for your work to load into the system. If you miss the submission deadline, you miss it (and the allotted points). Please manage your time carefully, and allow yourself ample time to complete the writing and submission process—I recommend that you wait no later than 10:30 PM to begin the submission process to insure there are no glitches.

Turnitin Assignment Receipts

Successful submission of essays will be acknowledged with a Turnitin.com “receipt” that appears on the screen when your assignment is successfully uploaded. DO NOT close out of the system until you have received this “receipt.” Be sure to copy and keep this receipt as a record of your submission—no appeals regarding submission will be accepted without this receipt as proof of your submission. NO claims regarding submissions will be accepted during Finals Week.

The Writing Center:

You may visit the Writing Center on any Collin campus or online. For complete information on the Writing Center, go to the College Home Page and type “Writing Center” in the search box. There you will find complete information on Writing Center resources and tutoring options.

Bonus Points:

- 1. Writing Center:** You can earn 10 bonus points (one time) for spending a session with a consultant. Write a one-page report about what was covered in the session.
- 2. SPLAT Tutorial:** (Self-Paced Library Activity Thing). You can earn 10 points (one time) by completing this tutorial. Go to <http://collin.libwizard.com/SPLAT-Tutorial>. Complete the tutorial and the quiz at the end. You will instantly receive your grade and can also opt to receive an email confirmation. Show this to your instructor.

SPRING, 2019
ONLINE COURSE CALENDAR

NOTE: This calendar is for planning purposes only. **Specific due dates and times are listed in Canvas.**
The times listed are in Central Standard Time (CST).

WEEK 1:

Read: Chapter 1, "Writing in Academic Contexts," p. 3-9
Chapter 2, "Reading in Academic Contexts," p. 10-32
"Why College Costs More," p. 142-145
Chapter 3, "Summarizing and Responding," p. 33-44
Chapter 4, "Developing Academic Habits of Mind," p. 45-52
Post: Discussion Board #1 - Due Sunday before 11:00 p.m.

WEEK 2:

Read: Chapters 5, 6, 7, 8, p. 55-67
Chapter 25, "Writing as Inquiry," p. 281-284
Chapters 27, 28, 29, 30, 31, p. 289
Post: Discussion Forum #2 – Due Sunday before 11:00 p.m.
Reminder: You may want to begin work on the Grammar Quizzes. They are due at the end of Week 14

WEEK 3:

Read: Chapter 33, "Beginning & Ending," p. 331-343
Chapter 34, "Guiding Your Reader," p. 344-349
Chapter 10, "Writing a Literacy Narrative," p. 73-83
Chapter 59, "Literacy Narratives," p. 639-662
Chapter 24, "Generating Ideas," p. 259-264
Read: *Death in the Air*, Ch 1, 2
Post: Discussion Forum #3 – Due Sunday before 11:00 p.m.
Reminder: You may want to begin work on the Grammar Quizzes. They are due at the end of Week 14

WEEK 4:

Read: *Death in the Air*, Ch 3, 4, 5
Write: Essay #1 – (Literacy Narrative) DUE Sunday, BEFORE 11:00 p.m.
Post: Discussion Forum #4 – Due Sunday before 11:00 p.m.
Reminder: Work on the Grammar Quizzes. They are due at the end of Week 14

WEEK 5:

Read: *Death in the Air*, Ch 6, 7
Post: Discussion Forum #5 – Due Sunday before 11:00 p.m.
Reminder: You may want to begin work on the Grammar Quizzes. They are due at the end of Week 14

WEEK 6:

Read: Chapter 8, "Analyzing Texts," p. 94-127
Read: *Death in the Air*, 8, 9
Post: Discussion Forum #6 – Due Sunday before 11:00 p.m.
Reminder: You may want to begin work on the Grammar Quizzes. They are due at the end of Week 14

WEEK 7:

Read: *Death in the Air*, Ch 10, 11

Write: Essay #2, Textual Analysis – DUE by Sunday, BEFORE 11:00 P.M.

Post: Discussion Forum #7 – Due Sunday before 11:00 p.m.

Reminder: Begin work on the Grammar Quizzes. They are due towards the end of the

WEEK 8:

Read: *Death in the Air*, Ch 12, 13

Read: Chapter 45, “Developing a Research Plan,” p. 435-444

Chapter 46, “Finding Sources,” p. 445-468

Reminder: Work on the Grammar Quizzes. They are due at the end of Week 14

WEEK 9:

Read: Chapter 47, “Evaluating Sources,” p. 469-472

Chapter 48, “Synthesizing Ideas,” p. 473-477

Read:

Reminder: Work on the Grammar Quizzes. They are due the end of Week 14.

WEEK 10:

Read: Chapter 49, “Quoting, Paraphrasing, and Summarizing,” p. 478-490

Read: Chapter 15, “Annotated Bibliographies,” p. 188-196

Write: Essay #3 DUE - Sunday, BEFORE 11:00 p.m.

Post: Discussion Post #8

Reminder: Work on the Grammar Quizzes. They are due towards the end of Week 14.

WEEK 11:

Read: Chapter 50, “Acknowledging Sources, Avoiding Plagiarism,” p. 491-495

Chapter 51, “Documentation,” p. 496-498

Reminder: Work on the Grammar Quizzes. They are due towards the end of Week 14.

WEEK 12:

Read: Chapter 52, “MLA Style,” p. 500-548

Reminder: Work on the Grammar Quizzes. They are due towards the end of Week 14.

WEEK 13:

Write: Essay #4 – DUE SUNDAY, BEFORE 11:00 P.M.

Post: Discussion Forum #10 – Due Sunday before 11:00 p.m.

Reminder: Work on the Grammar Quizzes. They are due towards the end of Week 14.

WEEK 14:

Reminder: **GRAMMAR QUIZZES ARE DUE BY SUNDAY, APRIL 28, BEFORE 11:00 P.M.**

WEEK 15:

Prepare for and Write Final Exam – **DUE SUNDAY, MAY 12, BEFORE 11:00 p.m.**

WEEK 16: - FINAL EXAM WEEK

Post Discussion #11 – A Reflection of the Semester. NOTE: This will be due by Wednesday, May 15. This is a voluntary submission. There are not credit points attached to this submission.