

1-15-2019

Composition I

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Recommended Citation

Boone, Deartra, "Composition I" (2019). *Spring 2019*. 256.
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ENGL1301

Composition 1

Instructor:	Deartra D. Boone	Course:	ENGL-1301
Office Info:	Office Number: A206	Section:	BCX
	Office Hours: By Appointment Only M/W 10:00 AM – 2:00 PM	Days/Times:	Blended
Email:	dboone@collin.edu	Room:	Online/TBA
	Between 11:00 AM – 9:00 PM	Term:	SP 2018

Department office contact in case of emergencies:
The department office contact in case of emergencies is:
Office of Academic Affairs, B-122 F 214.491.6270

Minimum Technology Requirement:

Access to Canvas via Collin College, access to your Collin email, access to a word processor to complete and submit papers in a typed format on Canvas, access to the internet to view videos and labs.

Minimum Student Skills:

Ability to type, edit, and submit a word document. Understanding of Canvas in terms of locating assignments, posting assignments, posting to the discussion board, and accessing the grade book is vital to success.

Netiquette Expectations:

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

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.

Course: Credit Hours: 3

Lecture Hours: 3

Lab Hours: 1

Prerequisite: Meet TSI college-readiness standard for Reading and Writing; or equivalent.

Course Resources:

- All readings will be posted online.
- Active Collin email account
- Canvas access
- Access to the Collin library research resources

Supplies:

- One subject Spiral Notebook (To use as your Writer's Notebook)
- Pens, pencils, highlighter (You will be required to take handwritten notes in class)
- USB Flash Drive (To save all your in class)

ENGL 1301 Learning Outcomes:

Upon successful completion of this course, students will be able to do the following:

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.
(Personal Responsibility)

Method of Evaluation:

All assignments are expected to be submitted by the established due dates.

Late assignments will not be accepted.

Assignments are to be submitted in MLA format.

Visit the Owl at Purdue (online) for a MLA refresher session.

If you would like to work within another documenting format, such as APA, please let me know at the beginning of our semester.

Easy Bibliography (online) is also handy for citation assistance.

Our course operates on a percentage system as outlined below:

Major Essays (3)	25%	A = 90-100% B = 80-89% C = 70-79% D = 60-69% F = 59% or less
Writing Lab (6 assignments)	20%	
Minor Essays (2 essays, 2 outlines)	15%	
Discussions (7)	15%	
Peer Reviews (2)	15%	
Final Exam	10%	
Total	100%	

Requirements for Participation in Online Discussion or Collaborative Activities:

Timely participation in all discussion boards and collaborative assignments-due dates will be announced for each assignment. Please be respectful and treat our online environment as a scholarly environment. Slang and foul language is not acceptable. Critical thinking concerning the topic and expression of such in posted comments is expected. Cite all outside sources used in each posting if needed.

Criteria Used To Evaluate Participation In Such Activities:

The response to the question should be at least 250 words and be a thorough, thoughtful response. Responses to other students should be at least 150 words and be a thorough, thoughtful response. 25% of the grade for each of your discussion boards will be devoted to substantive interaction with other students.

Delivery Method of Feedback and/or Graded Material:

Projects will be graded within one week of submission (if I need more time, I will send an email). Feedback will be given in the comments section the Canvas grade book. Emails to the professor will be answered in 24 hours during the workweek and by Monday afternoon if sent during the weekend.

Grading and E-Mail Turnaround Time:

Grading turnaround is within one week. (I will email if I need more time.) Email will be returned within 24 hours during the weekdays.

Email Contact/Correspondence:

Please use "ENGL1301-BCX:" in the subject line. This will ensure that I know what class you are from, and it will help me respond faster.

E.G. ENGL1301-BCX – Question about Assignment #2

Coursework:

Late Policy: Remember, NO LATE PAPERS/WORK WILL BE ACCEPTED (Since it is all posted online.)

All final papers are only accepted on-line through Canvas.

Your final draft must be free of all plagiarism, including failure to cite a source or citing a source incorrectly.

**I understand that things happen. If you have an extenuating circumstance that arises, please email me to discuss the problem.*

Essays:

Remember, NO LATE PAPERS WILL BE ACCEPTED

Essays are due on the day they appear on the calendar. Essays are primarily works in progress and will have varying draft due dates. Students must attend class regularly (visit the online classroom or meet on the Central park Campus (McKinney) as requested) to stay in the drafting process. Students are required to have a rough-draft, a workshop review, a revised draft, and a final edited copy to submit when they are due. If a student knows that he or she needs an extension, one can be requested two days before the due date.

Discussions

For these threaded discussions, you must compose a short “essay” that discusses the prompt for the week. Your posts must meet the required word count, which will be posted on the discussion instructions posted on the discussion board.

You will be asked to post your first post on Tuesday, and respond back to three classmates or the professor by Saturday. (Please read the entire discussion instruction because some discussions may require more posts.) They are worth 10% of your overall grade.

Writing Lab Details

In our course you are expected to fulfill a writing lab requirement. Labs are worth a total of 20% toward your final grade. You may choose from any of the following labs to earn your 20% total.

You must keep a record of all the labs you attend and/or complete. You will do this by posting an essay online in the requested area. They will be posted in a module entitled WRITING LABS.

Lab Assignments

- **Writing Center Visits** (face to face or online via the Collin College Writing Center OWL)
You must visit the lab 2 times. These visits must be complete by Week 6.

Week 4 for Argumentative Essay

Week 6 for Textual Analysis Essay

You will submit an essay discussing what you learned from this visit to the Writing Center and how you will use it in the future. (See the assignment description for more information.)

- **Collin College Writing Workshops, Collin College Auteur Film Series Attendance, Library WRAP Session, Any Collin College Campus Activity (Constitution Day, Earth Day, performance, etc)**

You must attend two events, submitting an essay after each event. These events must be completed by Week 6. (See the assignment description for more information.)

(Online students may wish to attend similar events at another institution, museum, library, etc... if this is done please make sure to write your descriptions as previously explained).

- **PowerPoint Assignments**

Each assignment counts as one lab. You must post both PowerPoint presentations online in the requested areas. They will be PowerPoints over the information in your first two essays. (See the assignment description for more information.)

The final copy of the work must be complete, checked for grammar and style, and typed using MLA format. The assignments will be uploaded to their designated area by Friday, of Week 6. All assignments must meet the criteria listed with them.

Course Outline

The course will be posted on Canvas on a week by week basis.

Be sure to read the assignment descriptions for full instructions.

Week 1: 1/22/2019-1/25/2019

Topics:

The Course:
Syllabus
Plagiarism
Academic Habits of Mind
Time Management
Note-Taking
Others as needed

Readings:

Will be posted on Canvas

Homework:

Will be posted on Canvas
(Summary of Everything
learned this week)

Discussion: Why am I taking this class?

Week 2: 1/28-2/1-2019

Topics:

Understanding Writing
Academic Writing
Academic Reading
Writing Process
Outlining
Editing & Revising

Readings:

Will be posted on Canvas

Homework:

Will be posted on Canvas
(Summary of everything
learned this week)

Discussion: Do Bystanders Have a Responsibility to Intervene When There is Trouble?

Week 3: 2/4-2/8/2019

Topics:

MLA Format
Quoting, Paraphrasing, &
Summarizing
Introduction of Peer Review
Argumentative Essay

Readings:

Will be posted on Canvas

Essay:

**Due: Outline for
Argumentative Essay**

Discussion 1: Why citing sources is important?

Discussion 2: Why is peer review important?

Week 4: 2/11-2/15/2019

Topics:

Summarizing an Article
Analyzing a Text
Responding to Texts
Grammar Review

Readings:

Will be posted on Canvas

Homework:

Due: Argumentative Essay

Discussion: Peer Review of Argumentative Essay

Week 5: 2/18-2/22/2019

Topics:

Textual Analysis Essay
Analyzing a Text
MLA Format
Quoting, Paraphrasing, And
Summarizing

Readings:

Will be posted on Canvas

Homework:

**Due: Outline for Textual
Analysis Essay**

Discussion: The Meaning of a Word.

Week 6: 2/25-3/1/2019

Topics:

Analyzing a Text
Responding to Texts
Peer Review of Textual
Analysis

Readings:

Will be posted on Canvas

Homework:

**Due: Textual Analysis Essay
Due: All Writing Labs
Due: All Extra Credit
Assignments**

Discussion: Peer Review of Textual Analysis Essay

Week 7: 3/4-3/8/2019

Final Exam

Notes:

I will post readings and assignments on a week-to-week basis via our Canvas assignment category.

Attendance Policy:

Your prompt and regular attendance in our online environment is expected throughout the semester. Repeated absences (not logging on for three or more days in a row) result in the loss of community within the classroom as well as the growth of critical thinking. I do understand illness and unavoidable issues. If you do need to be absent, please contact me via email (you do not need to give me specifics concerning your absence-just touch base with me). Make sure to “catch up” with your assignments or missed notes as soon as you return to class. Positive attendance and a strong work ethic in our particular course will yield a rewarding grade.

Withdrawal Policy:

“See the current Collin Registration Guide for the last day to withdraw.” Last date to withdraw is March 22, 2019.

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. It is the student’s responsibility to contact the ACCESS office, CPC-D-118(I) or 972.548.6816 or V/TTD: 972.881.5950 in a timely manner to arrange for appropriate accommodations.

Collin College Academic Policies:**7-2.2 Scholastic Dishonesty**

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:

It 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:

It 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 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.

Cheating:

It is the willful giving or receiving of information in an unauthorized manner during an examination or to complete an assignment; 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:

It 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 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.

Inclement Weather:

Inclement weather-in the case of bad weather please look for official Collin closings via the local news, radio, and CougarWeb. Make sure your active phone number is connected to CougarWeb in order to receive Collin updates.

Remember to frequently check your Collin email for messages from Collin and yours truly.

Reusing Papers:

Students who wish to use an old or current paper from another course should discuss and get the request approved by the instructor prior to submitting the paper. Otherwise, students are strongly advised simply to create all new materials.

Copyright Statement:

Materials used in connection with this course may be subject to copyright protection.

Use of Third Party Links:

This course includes distance learning components which may contain links to web sites operated and maintained by other public or private entities. While Collin College instructors provide link information to these sites, the College assumes no responsibility for the privacy practices or the content of such web sites. It is recommended that users consider the individual privacy policy statements of each web site they visit.

Syllabus or Calendar Changes:

Our syllabus is subject to change. I will notify you of such changes via Canvas. You are responsible for noting the changes.

Our classroom is our community:

OUR CLASSROOM IS OUR COMMUNITY:

Listen, Share, Respect, Flourish, Think, Learn

LISTEN, SHARE, RESPECT, FLOURISH, THINK, LEARN