

English 1301 Online Syllabus (Fall 2020)

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Office Hours: Monday/Wednesday: 10-11, 12:15-1; Tuesday/Thursday: 12:15-1, Friday: (by appointment)

* Office Hours are by appointment only.

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***Email is the best way to contact me.**

Catalog Description

This course is an intensive study and practice of the composition process from invention and researching to drafting, revising, and editing, both individually and collaboratively. The curriculum includes the teaching of effective rhetorical modes as well as audience, purpose, arrangement, style, and collateral readings. The instructional focus is on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Purpose

Freshman Composition is arguably the most important preparatory course that students will take. This course is, at its heart, both an introduction to college and to academic writing. The intention of this course is to help students begin to think of themselves as college students and, more importantly, as writers. This course will supply students with the necessary tools to succeed in other courses and provide a strong foundation for success throughout college and beyond. Furthermore, students will learn to understand writing as a process, a skill that takes practice.

Required Texts: Inclusive Access

The resources for this course are available in digital form through the Inclusive Access textbook program at South Plains College. That means the e-book edition of the textbook and/or all required resources are provided in the Blackboard portion of the course from the first day of class. The fee for the e-book/resources is included in the student tuition/fee payment, so there is no textbook or access card to purchase for this course.

More instructions available on Blackboard.

Objectives

The writing scholar Donald Murray explains that we write “to learn, to describe, and therefore to see, to entertain, to inform, to persuade, to celebrate, to attack, to call attention, to think, to make money, to promote, to advocate, to connect, to relate, to make, to share. But always behind each writing purpose is the secret excitement of discovery: the word, the line, the sentence, the page that achieves its own life and its own meaning.” In this course, students will explore the reasons why writers write and the many genres they use to express their ideas. Through critical reading and writing, discussion, peer review, and classroom exercises, students will develop the skills necessary to express their ideas across a variety of genres.

Outcomes

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Exhibit logic, unity, development, and coherence to create essays.
3. Develop ideas with appropriate support and attribution.
4. Write in a style appropriate to audience and purpose.
5. Read, reflect, and respond critically to a variety of texts.
6. Use American English, with an emphasis on correct grammar, parallelism, punctuation, spelling, and mechanics, in language appropriate for academic essays.
7. Write a minimum of six 500-word essays.

Essays

Students will write several essays. Good writing is a process and the essays must show evidence of this process. Essays written in this course will start in draft form. The first draft of an essay will only be graded for completion. This will give students the chance to practice the writing process and to improve on the essay through workshoping with peers, suggestions from the instructor, and self-analysis. The second draft will be graded.

Submitting Essays

You will submit papers and reading responses under the Writing Assignments tab on Blackboard.

- Papers must be saved and submitted as Microsoft Word files (.doc or .docx). These are the only formats that Turnitin will readily accept.
- If I can't open your file, it will receive a zero.
- All written work must be formatted according to MLA style.
- Once your paper has been graded, you will be able to view my feedback

Late Work Policy

Late work is not accepted.

Grading Policies

All students enrolled in English 1301 can expect a fairly heavy work load designed to improve the reading, writing, and critical thinking skills.

I try to have all essays graded within two (2) weeks after the due date.

Grading of Course Work

Grammar Quizzes	15%
Personal Narrative	10%
Cause and Effect	10%
Advertisement Analysis	10%
Argument	10%
Persuasive (Research)	20%
Final Portfolio	10%
Process Work	15%

If your grade is border-line, I may take your attendance, participation, and attitude into consideration when deciding whether to assign the higher or lower grade. Any missing major assignments will not benefit you in this decision.

Methods of Evaluation

Student work is evaluated by means of A, B, C, D, and F: Superior, Good, Average, Poor, and Unacceptable. Numerical grades are assigned for convenience in averaging grades only.

A - 90-100

B - 80-89

C - 70-79
D - 60-69
F - ☹

Essays and writing assignments will be evaluated according to the following criteria:

1. Use of the conventions of standard grammar.
2. Use of the appropriate method of development for the assignment.
3. Use of the principles of unity and coherence.
4. Use of logical, factual arguments to advance the thesis of the assignment.

Tips for Success

1. **Professional Writing.** Your written work and communication should reflect that you are in a composition course. All essays should be written in scholarly, Standard Academic English.
2. **Communicate.** If you do not understand the assignment, call or email me. I am here to help you! Try to contact me in a timely fashion. Do not email me the night before an assignment is due. I work hard to respond to emails within 24 hours, except on the weekends.
3. **Be Organized.** Give yourself enough time to complete each assignment. Do not fall behind in the course.
4. **Be Studious.** Internet courses require self-discipline, organization, and motivation. You need to set aside time each week to "attend" this class.

Academic Integrity

The guidelines set forth in the South Plains College catalog will be followed. From the catalog:

Cheating: Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

Plagiarism: Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of fellow student, is guilty of plagiarism.

Plagiarism is another word for academic dishonesty and is a form of theft. All of the writing and the ideas in your writing (e.g., journals) must be your own. Any attempt to pass off the work of someone else as your own will result in an F for the course.

Failure to comply with this policy **will** result in a '0' (no credit) for the assignment and can result in an "F" for the course if circumstances warrant. Please note that essays cannot be "recycled" - reusing previous essays that you have written is still a form of academic dishonesty. All writing in this class must be new and original.

Turnitin

All essays **MUST** be submitted to Turnitin via Blackboard. **Emailed submissions will not be accepted.**

An unfavorable Turnitin report may result in a zero for the assignment. Failure to upload an essay to Turnitin will result in a zero for the written work, regardless of quality.

Blackboard, Internet Access, and Word Processors

Blackboard is the website host for our class, where you are able to view and access homework, view and print out class *PowerPoint* lessons, check your grades, view the syllabus, and utilize additional links. You will need internet access and a word processor to complete your homework assignments. If you do not have a computer or reliable internet access, you will need to plan time into your weekly schedule to use the SPC computer labs on the Levelland, Reese, or Lubbock campuses or find a computer with reliable, fast internet access and a word processor that you can use on a regular basis. Access our Blackboard course from the SPC homepage: <http://www.southplainscollege.edu/> or at: <https://southplainscollege.blackboard.com>.

Frequently, you will need to view *PowerPoint* presentations and *Microsoft Word* files, as found under the *Course Content* tab. In order to fully participate in the course, you will need access to *Microsoft Office*. SPC provides *Office 365* for free for all students. You can download the programs here:

<https://office.com>.

Cell Phones and Technology

Please do not use your cell phones during class except in the event of an emergency (talk with me about it first). Put your phone on silent, and do **NOT** text message during class.

- If you are expecting an important call, quietly step outside in order to avoid disturbing your fellow students.
- If you use your cell phone during class, you will be asked to leave. You will be counted absent.
- Personal laptops and tablets must remain closed and powered off during class, unless otherwise stated.

Online Etiquette

Since you are college students, you are expected to conduct yourselves professionally. Be Respectful. Show respect to yourself, your classmates, and your instructor. Be courteous and professional in all your written communication. Any student who displays rude or confrontational behavior will be permanently blocked from the course.

Mental Health

Any student needing individual counseling for issues such as depression, anxiety, adjustment to college, stress management, and substance abuse may visit the Health and Wellness Center to chat, confidentially, with licensed mental health professionals who provide services free of charge to current SPC students. Call or visit on Levelland Campus (806)716-2529 from 8:00 am - 4:00 pm. Students wanting to set up a counseling session will have an option to be seen face-to-face or teleconference session via Doxy.me or Zoom platform. Both students and Health and Wellness employees will wear a mask during face-to-face appointments. The number of people in an office will be limited to allow for safe social distancing. Signs are posted on the front door advising students not enter if they are showing signs of illness. Students will be escorted to an appropriate office to ensure social distancing is maintained.

Note to Students with Disabilities

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services

Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) (806) 716-2577, Reese Center (Building 8) (806) 716-4675, or Plainview Center (Main Office) (806) 716-4302 or (806) 296-9611.

Diversity Statement

In this class, the instructor will endeavor to establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all participants to learn about others, about the larger world, and about themselves.

Statement of Non-Discrimination

As your instructor, I do not discriminate on the basis of age, color, disability, ethnicity, gender, national origin, race, religion, sexual orientation, or veteran status. You can find SPC's Non-Discrimination Policy Statement online.

***I reserve the right to make changes in course policy at any time.**

Schedule

Note: This is **NOT** your homework calendar; it is a brief overview of the material the course will cover. This is a tentative schedule, so the course may deviate from this if I deem it necessary. There will be weekly readings and assignments.

Personal Narrative due Monday, September 14 8pm

Cause and Effect due Monday, October 5 by 8pm

Ad Analysis due Monday, October 26 by 8pm

Argumentative Essay due Monday, November 16 by 8pm

Research Paper due Friday, December 5 by 8pm

Finals Week – Portfolio Due Wednesday, December 9 by NOON