# COMPOSITION I SYLLABUS

<table>
<thead>
<tr>
<th>Course and Section: ENGL 1301.41439</th>
<th>Instructor: Dr. Amber Pagel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Days and Time: INET SMTWRFS</td>
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<td>A&amp;C Division: G138 972-860-7124</td>
<td>Office Location: C222</td>
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<tr>
<td>Office Hours: M 10:00-11:00 Virtual/Online, W 10:30-1:15 in C222, TR 12:20-1:00 in L311A</td>
<td>Office #: 972-391-1063</td>
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***This course is a fast-paced eight-week class from 8/27/18-10/18/18***


## Course Description:

**ENGL 1301: 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. (3 Lec.)  

### Student Learning 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.

### Core Objectives:

ENGL 1301 develops the following Core Objectives:

**Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.

**Communication** - to include effective development, interpretation, and expression of idea through written, oral, and visual communication.

**Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

**Personal Responsibility** - to include the ability to connect choices, actions, and consequences to ethical decision-making.

### Core Objective Development Statements:

ENGL 1301 develops **Critical Thinking** by requiring students to analyze a variety of texts in terms of audience, purpose and style. This analysis serves as the basis for written responses that require the justification of ideas through support and attribution.

ENGL 1301 develops **Communication** by requiring students to respond to a variety of texts in the form of revised and edited academic essays.

ENGL 1301 develops **Teamwork** by requiring students to engage in collaborative writing and editing processes such as peer review.

ENGL 1301 develops **Personal Responsibility** by teaching students the ethical and accurate use of research through proper citation and documentation.
**Course Evaluation:**

<table>
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<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tr>
<td>Essay #1—Narrative Diagnostic</td>
<td>5%</td>
</tr>
<tr>
<td>Essay #2—Literary Analysis—focus on Organization</td>
<td>10%</td>
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<tr>
<td>Essay #3—Resume and Email—focus on Ethos</td>
<td>10%</td>
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<tr>
<td>Essay #4—Informative Report</td>
<td>10%</td>
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<tr>
<td>Essay #5—Research/Classical Argument</td>
<td>25%</td>
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<tr>
<td>Grammar/Punctuation Unit</td>
<td>20%</td>
</tr>
<tr>
<td>Discussion Board/Classwork/MLA Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>100%</strong></td>
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“I” Grades: I only use the grade of incomplete for cases involving extenuating circumstances.

**Grading Scale:**

- A=90-100
- B=80-89
- C=70-79
- D=60-69
- F=0-59

**Course Policies:**

1) Please note that this is not a self-paced class. Assignments have due dates and are to be completed in a specified order, by which you may build on previous information to prepare for subsequent assignments.

2) **Attendance Policy:** Your participation in Blackboard Discussions/Forums constitutes your attendance.

3) Written assignments are expected to be submitted on Blackboard, as instructed in class, **by the due date/time**—not emailed later that day/night. **Only work that is submitted correctly will be accepted.** NO late work will be accepted unless I deem the situation/circumstances to be extenuating. Please communicate such circumstances prior to the absence when possible. Computer, Internet, technology problems due not excuse you from due dates. Work situations, funerals, routine doctor/dentist appointments, transportation issues do not constitute extenuating circumstances. For such matters, turn your work in prior to its due date. Extenuating circumstances include serious issues, such as hospitalizations and medical emergencies (with documentation).

4) All confidential email communication must be through your school email account. To access your DCCCD Outlook student email account, go to [www.outlook.dcccd.edu](http://www.outlook.dcccd.edu) and follow the login directions there.

5) You will need Microsoft Word for this course. Microsoft Office 365 is available for free to all DCCCD students.

6) Plagiarism is not tolerated.

7) Respectful etiquette is expected of all students in Discussion Boards/Forums.

8) I reserve the right to make changes to the syllabus/course agenda.

9) **ACADEMIC HONESTY & PLAGIARISM—Departmental Policy**

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog at [http://www1.dcccd.edu/cat0506/ss/code.cfm](http://www1.dcccd.edu/cat0506/ss/code.cfm)

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. **Cheating includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. Submitting work/essays from previous classes for assignments in this class will also constitute cheating. Plagiarism is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. Collusion is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.**
Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college. In any written paper, you are guilty of the academic offense known as plagiarism if you partially or entirely copy the author’s sentences or words without quotation marks. For such an offense, a student will receive a zero on the assignment and could even receive an F for the course. You cannot mix the author’s words with your own or “plug” your synonyms into the author’s sentence structure. To prevent unintentional borrowing, resist the temptation to look at the source as you write, unless you are using a direct quote. The author’s words, phrases, sentences must be put in your words, in your way of writing. When you do this, you are demonstrating the ability of understanding and comprehension.

Please be advised that academic dishonesty and plagiarism are serious issues that may result in serious consequences. Students should be aware that they are responsible for their behavior concerning these issues. This class will adhere to the student’s “Responsibility” as detailed in the DCCCD district-wide statement and the Eastfield College Student Code of Conduct explained in the Eastfield College and district catalogs or online at the district website (https://www1dcccd.edu/cat0608/ss/code.cfm).

Consequences for Academic Dishonesty and/or Plagiarism: Any student in this English 1301 class found guilty of cheating on an examination or of Plagiarism (using the definitions given for both terms in the attached document) will receive one or more of the following penalties:

- The grade of zero (0) on that particular assignment.
- A course grade of F (depending on the severity of the student’s dishonesty or plagiarism).
- The professor may request that the student drop the class.

CERTIFICATION POLICY AND CERTIFICATION DATE
You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid. You must participate in an academic related activity pertaining to the course but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive video; participating in computer-assisted instruction; attending a study group assigned by the instructor; or participating in an online discussion board about academic matters relating to the course. In an online course, simply logging in is not sufficient by itself to demonstrate academic attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above. Failure to do so will prevent you from being certified and will affect your financial aid. The certification date for this course is September 1, 2018.

DROP / WITHDRAWAL POLICY AND SEMESTER DROP DATE
If you are unable to complete this course, it is your responsibility to withdraw. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. You must withdraw through the Admissions/Registrar’s Office (C119) in person or by mail by October 5, 2018. You may also withdraw through eConnect. Failure to withdraw before the deadline will result in receiving a performance grade, usually a grade of “F.” You will receive a “W” (“Withdraw”) in each class dropped. A “W” shows up on your transcript BUT does not hurt your GPA.

INSTITUTIONAL POLICIES relating to this course can be accessed from the following link:

Tentative Course Schedule

ALL ASSIGNMENTS ARE DUE BY 11:59 PM CST (Central Standard Time) OF THE DATE INDICATED, unless otherwise noted. Being in a different time zone does not change the deadline.

Note: DB stands for Discussion Board

Week One: 8/27-9/1
- Syllabus, Intros, eCampus, Class Outline, DCCCD Email-go to outlook.dcccd.edu and log into your student email account. Then send an email to AmberPagel@dcccd.edu
- Discussion Board #1—Introductions by Mon 8/27; replies by Tues 8/28
- About the Grammar Unit, (which is not due until 10/8)
- Narrative Writing and MLA Formatting
  - Read textbook section “W-10,” pg 58-61
  - Review MLA formatting guidelines information
  - Note: at least one of the following Narrative/MLA assignments must be completed by 8:00pm on 9/1 for class certification (for financial aid purposes).
  - Complete Narrative Writing and upload to location in Week 1 folder—due by midnight Sat 9/1
  - Complete MLA formatting Quiz—due by midnight Sat 9/1
- Introduction to Literary Analysis
  - From textbook, read pp 2-16 and read W-11 pp 62-65
  - Read assigned story, “The Adventure of the Speckled Band”; choose character/topic for analysis

Week Two: 9/2-9/8
- Literary Analysis Assignment
  - CD/CM Outline organization—see video notes
  - Complete your CD/CM Outline and upload by midnight Sat 9/8
  - MLA Guidelines; Plagiarism Review—Read pp 107-118
  - See the Rules for Citations file in Week Two
  - Take the MLA Plagiarism Quiz by midnight Sat 9/8
  - Make your Work Cited page for the Literary Analysis, following the directions in the video notes
  - Begin essay drafting

Week Three: 9/9-9/15
- Literary Analysis Continued
  - Complete your essay draft
  - Post your draft in the Discussion Board #2 by midnight Wed 9/12
  - Post editing replies to at least two classmates by midnight Thurs 9/13
  - Literary Analysis due by midnight Sat 9/15 uploaded to eCampus. No essays will be accepted late; no essays accepted via email; doc and docx file types only; paper and works cited page as one file.
- See the notes/files for Rhetoric and the Rhetorical Situation
- See the notes/files for Ethos, Pathos, Logos

Week Four: 9/16-9/22
- Focus on Ethos—Writing a Professional Email and Constructing a Resume
  - See assignment files; begin drafting of email and resume
  - Complete professional email and send to AmberPagel@dcccd.edu by midnight Sat, 9/22; no late work accepted
  - Complete Resume—due by midnight Sat, 9/22, uploaded to eCampus. No resumes will be accepted late; no resumes accepted via email.
- About Informative Report film assignment
  - Choose and watch film for Informative Report (list provided)
Week Five: 9/23-9/29
- Finish your draft of Informative Report of film
- Optional Report Peer Editing—DB#3
- Complete and upload your Informative Report by midnight Sat, 9/29, posted in eCampus. No essays will be accepted late; no essays accepted via email; doc and docx file types only; paper and works cited page as one file.
- Complete Grammar/Punctuation Unit by midnight Sat, 9/29

Week Six: 9/30-10/6
- Argumentative/Research Essay Assignment—see notes and videos about the assignment and the Classical Model of Argumentation
- Read “About Argument” (43-47) and “About Research” (80-108)
- Decide on essay argument and begin research
- Complete posted MLA documentation practices (not a grade!) in preparation for the quizzes. You will also want to have an MLA guide on hand for the quiz so you can have the rules in front of you. Pages 119-169 of your textbook is an MLA guide. A PDF of the MLA guidelines is also posted in the MLA Help tab of our class page.
- MLA Documentation Quizzes due by midnight Sat, 10/6

Week Seven: 10/7-10/13
- Argument/Research Essay continued…
  - Continue finding sources, generating ideas/prewriting, and conducting research
  - Find all sources and complete Works Cited page—due by Sat, 10/13
  - Draft your essay; be sure to review the Classical Model for organization!
  - Integrating and punctuating quotations—practice exercise due by Sat, 10/13

Week Eight: 10/14-10/18
- Argument/Research Essay
  - DB#4 Paper Editing—post your draft by 10/16; post editing replies by 10/17
  - Complete your paper editing and revisions
  - Research/Argumentative Essay Due by midnight Thursday, 10/18, uploaded to eCampus. No essays will be accepted late; no essays accepted via email; doc and docx file types only; paper and works cited page as one file.