ENGL 1301 Syllabus
North Lake College

Instructor Information
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Office Location: H303 and North Campus
Office Hours: Monday-Thursday, 7AM-8AM; Tuesday-Thursday, 11AM-12PM
Division Office and Phone: Liberal Arts, A310, (972) 273-3480

Course Information
Course Title: Composition I
Course Number: ENGL 1301
Section Number: 79425 / 79426
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: Online Only
Certification Date: Monday, January 27, 2020
Last Day to Withdraw: Wednesday, February 26, 2020

Course Prerequisites
One of the following must be met: (1) Development Reading 0093 AND Developmental Writing 0093; (2) Developmental Integrated Reading and Writing 0310; (3) Successful Completion of an NCDW (Non-course based developmental writing instruction); (4) English as a Second Language (ESOL) 0044 AND 0054; or (5) or have met the Texas Success Initiative (TS) Reading and Writing Standards.

1. Recognize that writing is a way to learn, communicate, record, and remember.
2. Examine a variety of texts as a basis for writing.
3. Understand and use the processes of writing: inventing, drafting, revising, and editing.
4. Understand the interrelationships among writing, reading, and critical thinking.
5. Use appropriate grammar, mechanics, and spelling.

Students who need help with specific skills are encouraged to visit the Writing Center (A-332).

Course Description
This is a Texas Common Course Number. This is a Core Curriculum course selected by the colleges of DCCCD. English 1301 is the first half of freshman composition. The course focuses on student writing. It emphasizes reading and analytical thinking and introduces research skills. Students practice writing for a variety of audiences and purposes. Coordinating Board Academic Approval Number 2313015112
Student Learning Outcomes

ENGL 1301 supports the following learning outcomes from the Texas Higher Education Coordinating Board (THECB):

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.

All essays in this course comply with the three learning outcomes from the Texas Higher Education Coordinating Board (THECB):

1. Participate in a group activity that requires research, data collection, and reflection, using the departmental assignment and/or the professor-approved list of tasks and questions. Students will demonstrate 75% proficiency. [P.L. 1, 2, 3, 4; C.L. 2, 3, 4, 5]
2. Complete a visual interpretation, analysis, or synthesis project in standard written American English. Specific occasion, audience, and purpose are clearly outlined. Students will demonstrate 70% proficiency as measured by the Visual Communication Rubric. [P.L. 3, 4, 5; C.L. 3, 4, 5]
3. Compose multiple drafts before submitting a developed research-based argument essay using proper research and substantiation. Research is delivered in standard written American English. Specific occasion, audience, and purpose are clearly outlined. Students will demonstrate 75% proficiency as measured by the English Research Rubric. [P.L. 1, 2, 3, 4; C.L. 2, 3, 4, 5]

Texas Core Objectives

The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the activities you engage in will give you the opportunity to practice two or more of the following core competencies:

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication
3. Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. Personal Responsibility - to include the ability to connect choices, actions, and consequences to ethical decision-making
6. Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
**Required Course Materials**

There are no materials that you are required to purchase for this class. Your textbook will be freely available online, and we will use free software throughout the course.

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Graded Work**

The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

**Summary of Graded Work**

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes, Discussions, and More</td>
<td>12 @ 5 points each</td>
<td>60 points</td>
</tr>
<tr>
<td>Prewriting</td>
<td>3 @ 20 points each</td>
<td>60 points</td>
</tr>
<tr>
<td>Thesis Statements</td>
<td>3 @ 20 points each</td>
<td>60 points</td>
</tr>
<tr>
<td>Rough Drafts</td>
<td>3 @ 20 points each</td>
<td>60 points</td>
</tr>
<tr>
<td>Peer Reviews</td>
<td>3 @ 20 points each</td>
<td>60 points</td>
</tr>
<tr>
<td>Unit 1 Essay</td>
<td>100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Unit 2 Essay</td>
<td>100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Unit 3 Essay</td>
<td>100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>200 points</td>
<td>200 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>200 points</td>
<td>200 points</td>
</tr>
<tr>
<td><strong>TOTAL:</strong> 1,000 points</td>
<td></td>
<td></td>
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</tbody>
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**Final Grade**

<table>
<thead>
<tr>
<th>Points</th>
<th>Percentages</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>900-1,000</td>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>800-899</td>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>700-799</td>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>600-699</td>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>0-599</td>
<td>0-59%</td>
<td>F</td>
</tr>
</tbody>
</table>

**Description of Graded Work**

*Quizzes, Discussions, and More:* Throughout the class, you’ll complete a series of minor assignments that will allow you to demonstrate your knowledge of course materials and prepare for your major assignments.
Prewriting: For each major essay, you will create a document that houses your initial ideas and plans for the paper.

Thesis Statements: For each major essay, you will submit the thesis statement that you will write your essay around.

Rough Drafts: For each of your major essays, you will submit your rough, or initial, draft. Submission of this draft qualifies you to participate in peer review. Failure to submit your rough draft on time means that you will not be able to participate in peer review and will receive a 10 point penalty on your final draft as well as losing points for both rough draft and peer review.

Peer Review: After submitting your rough drafts, you will be peer reviewing two of your peers’ essays to provide them with feedback on their work. Failure to complete peer review means you will receive a 10 point penalty on your final draft as well as losing points for peer review.

Unit 1 Essay: A definition essay.

Unit 2 Essay: A research essay.

Unit 3 Essay: A visual analysis essay.

Midterm and Final Exams: Exams that will test your knowledge of course concepts.

Late Work Policy
I don’t accept late work; any essay not submitted by its deadline will not receive credit. If you have extreme extenuating circumstances (personal hospitalization, immediate family hospitalization, death in the family), talk to me as soon as possible, and we will work something out. Procrastination and voluntary obligations are not extenuating circumstances. I reserve the right to ask for documentation. I do not accept e-mailed essays or those turned in to my mailbox unless it is an emergent situation or Turnitin is down.

You must submit your assignments essays through Turnitin; I do not accept e-mailed essays or those turned in to my mailbox unless it is an emergent situation or Turnitin is down. Follow the submission instructions in the assignments. Any assignment received outside of Turnitin without prior approval will receive a zero.

Other Course Policies

Course Components and Evaluation
In order to earn a passing grade of C you must complete assignments at a minimal level of proficiency. Higher grades will require a more noteworthy performance on your part. As we go through the course we will review the specific criteria for each assignment, however below is a breakdown of points in the class. We will follow a points-based grading scale, dispersed as follows.
You can expect that submitted work will be returned to you with grades and comments within two weeks, excluding weekends. In the event that there is a grading delay, I will notify you via email.

All formal written work is expected to be typed. All final papers must be turned in to Turnitin and be formatted according to MLA standards, or they are not complete and your grade will be penalized. **Papers not submitted to Turnitin will not be graded.** All essays containing research must subscribe to and use MLA 8th Edition (2016); MLA 7th Edition is not acceptable. **Using the wrong MLA edition will result in a grade penalty on your final drafts.**

All paper assignments will be covered in detail well before they are due. If you ever have questions about an assignment, please ask. I would rather spend time helping you understand an assignment before it is due than receiving work that does not meet the assignment requirements. You may also show me drafts at any stage of development, or talk to me about your plans for an assignment to see if you are on the right track, or to ask for help.

You will also be required to participate in peer review sessions for each of your essays. These sessions are held online following rough draft submission. You must submit a rough draft of your essay in order to qualify for peer review; failure to submit a rough draft will block you from participation in peer review. **Failure to participate in a Peer Review assignment will result in a ten point penalty on the final essay grade for that unit IN ADDITION TO two daily grade zeros (for rough draft submission and Peer Review completion).**

**Classroom Etiquette**
Each student is required to participate in class. In any classroom situation that includes discussion and critical thinking, there are bound to be many differing viewpoints. These differences enhance the learning experience and create an atmosphere where students and instructors alike will be encouraged to think and learn (and are kind of the point of higher education). We may disagree sometimes, but we will always be respectful of one another—I will accept nothing less.

**Policy on Extra Credit and Grade Begging**
I am not required to offer you extra credit, and I generally will not. If I choose to offer extra credit, you will be notified of it via Blackboard and email and should do it if you feel that your grade may be borderline at the end of the term. In fact, it’s best to do the extra credit just in case.

Depending on how you do in the class, you may be inclined to send an email near the end of the term asking for extra credit, a few extra points, for your grade to be rounded up, etc. Do not do this. Any student who sends an email with this kind of request will immediately and irreversibly lose five points on his/her overall course grade (in other words, the reverse of what you want to happen).

**Academic Dishonesty Policy**
Plagiarism is using the words or ideas of another person without giving that person credit. Your professor and North Lake College takes plagiarism very seriously. Plagiarism is the wrongful act of taking the product of another person’s mind and presenting it as your own.
It may take these forms:

- Cutting and pasting, summarizing, or paraphrasing information from any source—including the internet—into a paper without credit to the source
- Copying a direct quotation without putting it in quotation marks and giving credit to the source
- Paraphrasing another person’s ideas without giving credit
- Buying papers from websites or other people
- Submitting your own essays that have been written/submitted to other classes or previous classes; **You may not submit assignments used for other classes or previous ENGL classes.**
- Submitting someone else’s paper as your own
- This gives the impression that you have written or thought something that you have in fact borrowed from another without any acknowledgement.

On essays where research is required, you must adhere to current (2016; 8th Ed.) MLA documentation practices (i.e. internal documentation through parenthetic references/attribution and external documentation through a works cited page). If you have questions regarding this expectation/material, discuss them with me.

The penalty for plagiarism—regardless of how much or little you plagiarize—is as follows:

**First offense** - failure of the assignment without ability to makeup

**Second offense** - failure of the course and further notification to college authorities

If you cheat, you will fail. Questions? Let me know. If you find yourself confused or in need of assistance, you are responsible for emailing me to get the help you need. I am happy to help you, but I can only do so if you reach out. Let me help you before you make a bad decision and fail the class.

**Institutional Policies**

Institutional Policies relating to this course can be accessed using the link below. These policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

[North Lake Institutional Policies](http://www.northlakecollege.edu/syllabipolicies)

**Course Schedule**

The following is a tentative course schedule. **All assignments listed below are REQUIRED.** I reserve the right to make changes to this schedule.

If you would like to receive reminders about due dates via text or push notification, sign up for Remind. To sign up, do the following:

- **For text messages:** Text the message @dl1301 to the number 81010.
- **For push notifications:** On your phone, open your web browser and visit our Remind link to get started. Follow the instructions to sign up; you’ll be prompted to download the mobile app.

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Assignments and Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>On Blackboard:</strong>&lt;br&gt;Start Here: Course Orientation&lt;br&gt;<strong>Textbook Readings:</strong>&lt;br&gt;From <em>Composing Ourselves and Our World</em>&lt;br&gt;Chapter 1&lt;br&gt;Chapter 3</td>
<td>Student Information Sheet due by 1/26 by 11:59PM&lt;br&gt;<em>Turnitin Signup</em> due by 1/26 by 11:59PM&lt;br&gt;Plagiarism Contract due by 1/26 by 11:59PM&lt;br&gt;<em>Discussion: Introductions</em> due by 1/26 by 11:59PM</td>
</tr>
<tr>
<td>2-3</td>
<td><strong>On Blackboard:</strong>&lt;br&gt;Unit 1 Introduction&lt;br&gt;Unit 1 Assignment Instructions&lt;br&gt;Unit 1 Readings &amp; Videos&lt;br&gt;<strong>Textbook Readings:</strong>&lt;br&gt;from <em>English Composition 1</em>&lt;br&gt;Module 3.1&lt;br&gt;Module 3.2&lt;br&gt;Module 3.3&lt;br&gt;Module 3.5&lt;br&gt;from <em>Composing Ourselves and Our World</em>&lt;br&gt;Chapter 5&lt;br&gt;Chapter 6</td>
<td>Unit 1 Instructions Quiz due by 1/29 by 11:59PM&lt;br&gt;Unit 1 Prewriting due by 1/29 by 11:59PM&lt;br&gt;Unit 1 Thesis Statement due by 1/29 by 11:59PM&lt;br&gt;<em>Unit 1 Rough Draft</em> due by 2/2 by 11:59PM&lt;br&gt;<em>Unit 1 PeerMark</em> due by 2/5 by 11:59PM&lt;br&gt;<em>Unit 1 Final Draft</em> due by 2/9 by 11:59PM&lt;br&gt;Unit 1 Videos Quiz due by 2/9 by 11:59PM</td>
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<tr>
<td>4-5</td>
<td><strong>On Blackboard:</strong>&lt;br&gt;Unit 2 Introduction&lt;br&gt;Unit 2 Assignment Instructions&lt;br&gt;Unit 2 Readings &amp; Videos&lt;br&gt;<strong>Textbook Readings:</strong>&lt;br&gt;from <em>English Composition 1</em>&lt;br&gt;Module 2.2&lt;br&gt;Module 2.3&lt;br&gt;Module 2.4</td>
<td>Unit 2 Instructions Quiz due by 2/12 by 11:59PM&lt;br&gt;Unit 2 Prewriting due by 2/12 by 11:59PM&lt;br&gt;Unit 2 Thesis Statement due by 2/12 by 11:59PM&lt;br&gt;Unit 2 Video Quiz, Part due by 2/16 by 11:59PM&lt;br&gt;<em>Unit 2 Rough Draft</em> due by 2/16 by 11:59PM&lt;br&gt;<em>Unit 2 PeerMark</em> due by 2/19 by 11:59PM&lt;br&gt;<em>Unit 2 Final Draft</em> due by 2/23 by 11:59PM&lt;br&gt;Unit 2 Videos Quiz, Part 2 due by 2/23 by 11:59PM&lt;br&gt;<em>MIDTERM EXAM</em> due by 2/23 by 11:59PM</td>
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<tr>
<td>Week</td>
<td>Readings</td>
<td>Assignments and Due Dates</td>
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|      | **from *Composing Ourselves and Our World*  
Chapter 15 (sections 1-4, 6, and 7)  
Chapter 16 (sections 1-2)  
Chapter 17  
Chapter 18  
Chapter 20**  
**Additional Readings:**  
[MLA Documentation by Excelsior OWL](#)** |  
**6-7 On Blackboard:**  
Unit 3 Introduction  
Unit 3 Assignment Instructions  
Unit 3 Readings and Videos  
**Textbook Readings:**  
From *English Composition 1  
Module 4  
Module 9*  
From *Composing Ourselves and Our World  
Chapter 13  
Chapter 17 (section 3)  
Chapter 21 (section 1)* |  
Unit 3 Instructions Quiz due by 2/26 by 11:59PM  
Unit 3 Prewriting due by 2/26 by 11:59PM  
Unit 3 Thesis Statement due by 2/26 by 11:59PM  
[Unit 3 Rough Draft](#) due by 3/1 by 11:59PM  
[Unit 3 PeerMark](#) due by 3/4 by 11:59PM  
[Unit 3 Final Draft](#) due by 3/8 by 11:59PM  
Unit 3 Videos Quiz due by 3/8 by 11:59PM |
| 8    | **On Blackboard:**  
Unit 4 Instructions | Final Exam due by 3/11 by 11:59PM |