

ENC 1101: English Composition I, Spring 2016

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Office Hours By Appointment

CRN: 22942
Classroom: East Campus
Bldg 8, Rm 137
Times: MW 10:00 – 11:15
Credit Hours: 3

Course Description

This course concentrates on (1) the development of essay form, including documented essay; (2) instruction and practice in expository writing; and (3) an emphasis on clarity of central and supporting ideas, adequate development, logical organization, coherence, appropriate citing of primary and/or secondary sources, and grammatical and mechanical accuracy. In addition, Freshman Composition I is a Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple assignments. A minimum grade of C is required if ENC 1101 is used to satisfy Gordon Rule and general education requirements.

Required Text

Kirszner, Laurie G. and Stephen R. Mandell. *Patterns For College Writing: A Rhetorical Reader and Guide* (Brief Edition). 13th ed. New York: Bedford/St. Martin's, 2015. ISBN: 1457683784.

I also recommend that students purchase a writing handbook, such as Diana Hacker's *Pocket Style Manual* or Lester Faigley's *The Brief Penguin Handbook*. All assignments must be formatted according to MLA guidelines. Students should also have access to a good dictionary and thesaurus (such as the *American Heritage College Dictionary*).

Prerequisites

Score of 103 on writing component of PERT or equivalent score on other state-approved entry test or minimum grade of C in ENC 0025C or EAP1640C, and a score of 106 on reading component of PERT or equivalent score on other state-approved entry test or minimum grade of C in REA 0017C or EAP1620C. Students' writing abilities will be tested in the in-class diagnostic assigned the first week of class.

Learning Outcomes

The major learning outcomes of this course are:

1. Students will compose expository essays

Objectives related to this outcome:

- Student will be able to construct a thesis that clearly expresses the main idea of the assignment.
- Student will be able to develop topic sentences that support the thesis.
- Student will be able to generate supporting ideas/details.
- Student will be able to integrate supporting ideas/details.
- Student will be able to connect supporting ideas/details to thesis statement.
- Student will be able to compose introductions and conclusions.
- Student will be able to implement transitions between ideas.
- Student will be able to draft, revise, edit, and proofread.

2. Students will write in standard American English.

Objectives related to this outcome:

- Student will be able to write grammatically correct sentences.
- Student will be able to write mechanically correct sentences.

- Student will be able to vary sentence patterns.
- Student will be able to employ effective diction.
- Student will be able to edit for clarity.

3. Students will write a documented essay.

Objectives related to this outcome:

- Student will be able to recognize information that requires documentation.
- Student will be able to integrate source materials into essay.
- Student will be able to use a recognized documentation style, which includes in-text citations and a works cited/reference page.

4. Students will demonstrate information literacy.

Objectives related to this outcome:

- Student will be able to recognize credible print and digital source material.
- Student will be able to identify existing technological resources for writing.

5. Students will develop critical reading skills.

Objectives related to this outcome:

- Student will be able to identify main ideas and supporting details.
- Student will be able to recognize overall patterns of organization.
- Student will be able to discern author's tone.
- Student will be able to recognize intent and/or bias.
- Student will be able to read texts for literal meaning.
- Student will be able to read texts for inferential meaning.

The course is designed to teach and/or reinforce specific skills applicable to the Valencia major learning outcomes and core competencies:

<p>THINK To think, what must you do?</p> <ol style="list-style-type: none"> 1. Analyze data, ideas, patterns, principles, perspectives 2. Employ the facts, formulas, procedures of the discipline 3. Integrate ideas and values from different disciplines 4. Draw well-supported conclusions 5. Revise conclusions consistent with new observations, interpretations, or reasons 	<p>VALUE To value, what must you do?</p> <ol style="list-style-type: none"> 1. Recognize values as expressed in attitudes, choices, and commitments 2. Distinguish among personal, ethical, aesthetic, cultural, and scientific values 3. Employ values and standards of judgment from different disciplines 4. Evaluate your own and others' values from individual, cultural, and global perspectives
<p>COMMUNICATE To communicate, what must you do?</p> <ol style="list-style-type: none"> 1. Identify your own strengths and needs for improvement as a communicator 2. Employ methods of communication appropriate to your audience and purpose 3. Evaluate the effectiveness of your own and others' communication 	<p>ACT To act, what must you do?</p> <ol style="list-style-type: none"> 1. Apply disciplinary knowledge, skills, and values to educational and career goals 2. Implement effective problem-solving, decision-making, and goal-setting strategies

Academic Dishonesty Policy

Please consult Valencia's policy on plagiarism and academic dishonesty at: <http://goo.gl/0Vxgoy>

You commit plagiarism when you present the ideas or words of someone else as your own. You commit plagiarism if you use without crediting the source:

- a) any part of another person's essay, speech, or ideas
- b) any part of an article in a magazine, journal, newspaper, any part of a book, encyclopedia, CD-ROM, online www. page, etc.
- c) any idea from another person or writer, even if you express that idea in your own words.

d) any part of *your own* work submitted to another class.

Important tip: *There should never be a time when you copy and paste something from the Internet and do not provide the exact location from which it came.* All acts of plagiarism will result in failure of the assignment and may result in failure of the entire course. Plagiarism can occur even without any intention to deceive if the student fails to know and employ proper documentation techniques. Unless otherwise indicated by the instructor for class group work, all work must be your own.

Participation and Attendance

Class discussion is a major element of this course. Attendance is vital for the success of the class. Arriving on time and participating during class discussion is essential for the achievement of both the class and the individual student's goals. Students should not miss class without reason (i.e. school trip, illness, emergency, etc.) and must provide relevant documentation in that event.

Generally, Dr. N does not distinguish between "excused" and "unexcused" absences. Students who miss more than **four days** of class will be withdrawn from the class rolls. If you are aware of any reason why you will need to miss more than four days of class, please meet with the instructor during office hours within the first week of class to discuss how you will adequately meet the expectations of the course.

Unless otherwise instructed by Dr. N, you are *not* permitted to use lap-tops, tablets, or cell-phones. The use of these devices distracts your instructor and your fellow classmates, and it is an inefficient way to take notes. (See Robinson Meyer's essay "To Remember a Lecture Better, Take Notes By Hand" on Dr. N's personal website.) You are expected to take notes in a notebook.

Students who have not attended any classes or contacted the instructor regarding an approved, documented emergency by the end of the first week will be withdrawn by the instructor during the "No Show Reporting Period."

Classroom Behavior

Please keep in mind that students come from diverse cultural, economic, and ethnic backgrounds. Some of the texts that we will discuss and write about engage controversial topics and opinions. I absolutely require that you demonstrate respect for your classmates and for ideas that may differ from your own. Our goal is for dialogue to occur, not conflict or proselytizing. You are expected to follow the Student Code of Conduct, available on the Valencia College website.

Withdrawal Policy

Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals). Review the complete policy: <http://goo.gl/ZIHhAK>

A student who withdraws from class before the established deadline for a particular term will receive a grade of "W." A student is not permitted to withdraw after the withdrawal deadlines of April 1, 2016.

A faculty member will withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of "W." Any student who withdraws or is

withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.” If you do not intend to complete the course, you must withdraw yourself prior to the withdrawal date.

Late Work and Make-Up Policy

Late work will generally be penalized by a letter grade per calendar day. I do not accept work submitted over a week after the due date. If you anticipate that a paper will be late, email me *immediately* to make arrangements to submit your paper as soon as you can, lest too many penalties accrue. I do not accept late quizzes, in-class writing assignments, or “minor” writing assignments such as the outline, paper topics, or abstract assignments.

During the course of the semester, you may rewrite one individual assignment of your choosing, after discussing the matter with me during office hours. (Your new grade, *which may be lower than the original grade*, will replace the previous one.) In addition to the revised project, you must also write a one-page memo addressed to me in which you detail what, how, and why you’ve revised. You must also attach the original, graded project with my annotations. There is no re-write option for quizzes, presentations, or the outline or abstract assignments.

Exceptions will be made for documented medical emergencies or ongoing medical conditions, *only if the student provides such documentation on the first day of return to class.*

Office for Students with Disabilities Disclaimer

Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. Please review the policy at the following link: <http://valenciacollege.edu/osd/>

Student Assistance Program Information

Valencia College strives to ensure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

Links to the College Catalog, Policy Manual, and the Student Handbook

College Catalog: <http://valenciacollege.edu/catalog/>
Policy Manual: <http://www.valenciacollege.edu/generalcounsel/>
Student Handbook: <http://valenciacollege.edu/pdf/studenthandbook.pdf>

Important Dates:

Classes begin: January 11
Classes end: April 22
Final Exams: April 25 – May 1
College Closed: January 18, March 7 – 13

See College Calendar for important dates and final exam schedule:
<http://valenciacollege.edu/calendar>

Course Requirements and Assignments

All papers must be both submitted 1) electronically to Turnitin.com and 2) in hard-copy. Papers submitted via email will not be accepted, unless otherwise indicated by the instructor. Papers submitted to Turnitin but not submitted in hard copy (or vice versa) may be subject to a late penalty. If you will be absent on the day that a paper is due, it is your responsibility to make alternate arrangements to submit your work to your professor for evaluation.

Enroll in the class's Turnitin.com section immediately. The name of the class section is "Valencia - ENC 1101 - 22942." Class ID: 11382949 Enrollment password: newlin

Quizzes and Class Participation

10 points overall

Pop-quizzes will be assigned on an as-needed basis. They are each worth half of a point, and they cannot be "made up." If in-class discussions are energetic, thoughtful, and demonstrate that students are completing the reading adequately, quizzes may not be necessary. As a result, it is in every student's best interest to actively participate and contribute during class time!

In-class Prompted Essays

5 points each

Writing requires warm up and constant practice. In order to prepare for original, longer essay projects where the student will generate both topic and thesis statement, the class will complete a series of in-class writing essays, written in response to a prompt generated by your instructor. In-class writing assignments are meant to (1) ensure your understanding of the readings and subjects at hand; and (2) to ensure you complete the readings. If you have completed the readings and assignments, you will have no problem with the in-class writings. In-class essays, like reading quizzes, *cannot be made up*. Check the schedule: if you anticipate that you will be absent on the day of an in-class essay, make arrangements with Dr. N. Each essay should take a full hour to compose and should be 300-400 words in length if the student expects to receive a passing grade.

Paper #1 (Job Application)

15 points

Prepare a cover letter and résumé for an internship or job in your discipline. (If you prefer, you may write a letter of application to a bachelor's program). Find an actual advertisement for the position or program; write your application in response to that specific advertisement. Tailor your application materials to the job/program. Job letters that are not written in response to a specific advertisement will receive a grade of C- or lower. Use correct grammar and mechanics and select a strong, attractive letter template. This first assignment, in addition to offering useful experience preparing application materials, will provide a basic impression of your writing style and skills (though by no means a definitive one) and will be a starting point for the semester. Paper #1 should be 1000 words in length, or roughly 2-3 pages. (Note that cover letters, unlike your other essays, should be in single-space "block" format, rather than double-spaced).

Paper #2 Outline

5 points

For this assignment, you will need to provide a detailed, paragraph-by-paragraph outline of your second formal essay. Follow the example here: <http://goo.gl/kUksED>

You must clearly define your thesis statement, as well as the topic sentences of your projected paragraphs. The outline must also indicate the passages from the sources that you are citing as evidence, indicating how they will be used in the course of your argument. In addition to abstracting your proposed argument in the paper outline, you must also meet with Dr. N for an individual one-on-one conference in class. The Paper #2 outline should be 300-500 words in length. Dr. N will not accept late outline assignments.

Paper #2 (Definition)

15 points

Stating that a word or concept means one thing, rather than another, is to make an argument. Write a short essay where you consider something or some concept in its particular terms and their possible meanings. Your essay should demonstrate the stakes and the rhetorical situation of the argument—i.e. why are you defining or re-defining this term *now*—and be informed by the techniques, methods, and expectations of such arguments as examined in class. Your argument should refer to specific, clearly phrased claims, and these claims require adequate support and evidence. This evidence should be properly researched and cited. You may want to phrase your definition as a rebuttal to a previously published argument. You may return to the same topic of your definition argument for your final project, but *only with the explicit permission of your instructor*. Paper #2 should be 1000 words in length, or roughly three pages.

Paper #3 Topic and List of Sources

5 points

Your final paper is a major writing project that will be the result of many weeks of researching, outlining, drafting, revising, and rewriting. As a result, your progress will be evaluated over the course of this process. For the first step, you must submit a short description of your paper topic, as well as a list of three reliable, peer-reviewed sources that you have consulted on the Valencia College library databases, cited in correct MLA work cited page format. Dr. N will not accept late topic/source list assignments. Your topic description and list of sources should be 200 – 300 words.

Paper #3 Abstract and Research Presentation

10 points

An abstract is a formal summary of the research completed and the projected argument of your final research project. Your abstract should summarize your key ideas, while also indicating the purpose, scope, methods, and conclusions of your project. Think of it as a “promo” or advertisement for your final research paper. The Paper #3 abstract should be 300 to 500 words in length, or roughly one page. Advice on how to prepare a paper abstract, as well as examples, can be found here: <http://goo.gl/DJcJxR>

In addition to summarizing your proposed argument in the paper abstract, you must also make a brief presentation to the class about the project, in order to solicit feedback. This will be a valuable exercise in both rehearsing your argument for an audience, as well as a means of receiving valuable suggestions from your classmates and instructor.

Paper #3 (Proposal)

25 points

For this assignment, you will address a contemporary “problem” from the textbook or outside source and argue why your “problem” should be identified as such, convincing your readers of your feasible solutions with detailed and logical causal analysis. You must present an original thesis statement and cite original research. Your argument must draw upon external sources, which must be properly researched and cited in the MLA style. An “A” paper will have a strong,

easily identifiable thesis statement supported by evidence, and will utilize the formal techniques and terms discussed in class. You will need to cite at least three outside sources; you should find the majority (preferably all) of your sources from academic databases or the Valencia College Library. *Wikipedia (and the vast majority of the internet as a whole) is not an acceptable source for academic writing.* Papers that do not cite peer-reviewed or scholarly articles accessed via research databases will not receive a grade higher than C-. Paper #3 should be 2000 words in length, or roughly 7 pages. I recommend that you prepare a project that could reasonably be accepted as coursework for a class in your given, intended major.

Final Grade	# out of 100 possible points
90 – 100 = A	60 – 69 = D
80 – 89 = B	0 – 59 = F
70 – 79 = C	

Note: it is the students' responsibility to keep track of his or her progress in the course. Hold on to your graded assignments and use them to gauge your "current" grade in the course.

Grading rubrics are available on the class's Blackboard page.

Additional expectations:

You should read and write *every day*. Set aside half of an hour every morning or evening to read a newspaper, a professional blog, a magazine, a novel, etc. Break the habit of writing sloppily: make sure that every sentence that you compose in emails, text-messages, tweets, etc. is grammatically correct and spelled properly. If you need help with grammar or sentence mechanics, complete the exercises on the OWL Purdue site or in your style manual.

I recommend that you think of the classroom as a professional atmosphere: communicate with your classmates as you would with co-workers, both in class and in emails. Treat your instructor with the regard that you would your employer. For example, emails sent to Dr. N that are grammatically incorrect or otherwise poorly written may not receive a response. And, always, be mindful of what you post to social media!

Dr. N will try and check his email every day between noon and 1 p.m. Please allow up to 24 hours for a response to any email. Students *must* use their Atlas email account to communicate with him; Professor Newlin will not open emails sent from a non-Valencia College account. You should check your Blackboard messages every day for possible updates and messages from your classmates and instructor.

Class Schedule

Note: All readings marked "P" refer to Patterns for College Writing.

Note: Class Schedule scheduled to change. Check your e-mail daily!

WEEK 1:	January 11 – 15
M:	Introduction to the course
W:	Diagnostic Assignment
R:	Extra credit: sign up for Turnitin.com by 2 p.m.

- WEEK 2: January 18 – 22
M: No Class. MLK day.
W: “Reading to Write” (P 11-25) and “Shooting an Elephant” (P 123-132)
- WEEK 3: January 25 – 29
M: “Invention” (P 29-47) and “Your Flip-Flops Are Grossing Me Out” (P 511-16)
W: **In-class prompted essay**
- WEEK 4: February 1 – 5
M: Read “Arrangement” (P 51-64) and “I’m Your Teacher, Not...” (P 314-20)
T: Extra credit: e-mail a copy of the first draft of your job packet to Dr. N by 2 p.m.
W: “Exemplification” (P 173-187). Job packet writer’s workshop.
- WEEK 5: February 8 – 12
M: “Editing and Proofreading” (P 81-94). Discuss grammar and mechanics.
W: **Paper 1 (job packet) due.** Meet in Library (room 4-203).
- WEEK 6: February 15 – 19
M: “Argumentation” (P 401-426) and “The Movies That Rose From The Grave” (P 278-284)
W: “Definition” (P 371-385) and “Letter from a Birmingham Jail” (P 434-448)
- WEEK 7: February 22 – 26
M: “Comparison and Contrast” (P 285-293) and “A Modest Proposal” (P 516-526)
W: **In-class prompted essay**
- WEEK 8: February 29 – March 4
M: **Paper 2 outline due.** Individual conferences in class.
W: Continue conferences.
- WEEK 9: March 7 – 11
SPRING BREAK
- WEEK 10: March 14 – 18
S: Extra credit: e-mail a copy of the first paragraph of your definition paper to Dr. N by 2 p.m.
M: “Working with Sources” (P 529-544). Writing Workshop (first paragraphs).
W: **Paper 2 (definition) due.** Discuss MLA guidelines and paper abstracts (P 545-566)
- WEEK 11: March 21 – 25
M: “Debate: Is the Student Loan Crisis a Myth?” (P 449-462)
W: “Drafting and Revising” (P 65-80) and review “Moving from Subject to Topic” (P 34). Discuss final paper and topics.
- WEEK 12: March 28 – April 1
M: Movie

W: Movie + **Paper topic and list of 3 sources due.**

WEEK 13: April 4 – 8

M: **In-class prompted essay**

T: Extra credit: email a copy of your paper abstract to Dr. N by 2 p.m.

W: Writing workshop (paper abstracts)

WEEK 14: April 11 – 15

M: **Paper 3 abstract due.** Paper presentations.

W: Paper presentations.

WEEK 15: April 18 – 22

M: In-class conferences and peer review.

W: **Paper 3 (proposal) due.**

F.A.Q.

Q: Do I need to buy the book?

A: Yes. I am aware that it can take a week or two for student loans to be delivered; used copies of the textbooks ordered online often also take a week or two to arrive. However, readings from the textbook will be assigned during the *second week of class*.

If your personal copy of the book has not arrived yet, it is your responsibility to photocopy the readings from a classmate's copy. You are expected to arrive prepared for class every day: have the reading completed, have specific questions about the reading prepared, have your copy of the reading annotated, underlined, highlighted, etc. Otherwise, you may be marked absent.

Q: I missed class the other day. Did we do anything important?

A: Yes. Complete the assigned reading and get notes from a classmate. It is your responsibility to keep up with the expectations of the class. You are not excused from the assigned readings or course work on days that you are absent. You cannot make up reading quizzes assigned in class periods that you missed.

Q: Can you tell me my current grade in your class?

A: No. It is your responsibility to keep track of your progress in my class. I recommend keeping all of your returned, graded work in a separate envelope or folder. Review the grades I have assigned: add up the total number of points you were awarded, and then divide them by the total number of possible points. This will give you your "current grade" in the course.

With the rare exception of group projects, I do not discuss grades over email. If you have a concern about your performance in the course, please arrange to meet with me during office hours.

Q: When is the assignment due?

A: Check the syllabus. All reading and writing assignments are due on the dates that they are listed on the syllabus (e.g. read the introduction chapter and the essay “Shooting an Elephant” in *Patterns* by Wednesday, September 9.)

Q: When will you have this assignment graded?

A: I generally require two weeks to grade a selection of papers. If you are absent when I return graded copies of an assignment, it is your responsibility to meet with me during office hours to receive your work.

Q: Do you accept late work?

A: Late work will generally be penalized by a letter grade per calendar day. I do not accept work submitted over a week after the due date. If you anticipate that a paper will be late, email me *immediately* to make arrangements to submit your paper as soon as you can, lest too many penalties accrue. I do not accept late quizzes or in-class writing assignments.

Assignments can be “made up” on a case-by-case basis. Generally speaking, a “make up” assignment consists of writing an entirely new essay, rather than revising the previously submitted essay.

Q: Is there a final exam?

A: No. The final paper is a culminating project. You are expected to demonstrate the skills of close reading, scholarly research, and rhetorical technique that we have studied throughout the semester. It should be representative of a semester’s worth of work, so do not wait until the last minute to begin working on it!

Q: Where do I go if I need help?

A: First, if you have a question about an assignment or concept, ask during class discussion! You may not be the only one struggling. You are also encouraged to contact Dr. N directly *via* e-mail or after class. Consult your textbooks. Consult the OWL Purdue Site.

Take advantage of free tutoring at the Academic Success Center. Locations and policies are detailed here: <http://goo.gl/7VjH0f>

I recommend that you bring your assignment, your paper, and be able to clearly state your specific concerns in order to make the most of your session.