

COURSE SYLLABUS COLLIN COLLEGE**COURSE INFORMATION**

Course Number: ENGL 1301.WS1 & WS6

Course Title: Composition I

Course Credit Hours: 3

Lecture Hours: 3

Lab Hour: 1

Placement Assessments: Placement in ENGL 1301; College-Level Reading

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. Lab required.

Student Learning Outcomes:

• State-mandated Outcomes: Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes. (Teamwork, Communication Skills)
2. Develop ideas with appropriate support and attribution. (Communication Skills)
3. Write in a style appropriate to audience and purpose. (Communication Skills)
4. Read, reflect, and respond critically to a variety of texts. (Critical Thinking)
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)

Important Dates: Census date: Sept. 11th; Withdraw date: October 20th

- Labor Day: Sept. 4th
- Thanksgiving: W-F, 11/22-11/24
- Final Exams: 12/11-12/17
- Grades due: 12/18

If you register for this class after the first day of class, you will not be able to make up any assignments.

College Repeat Policy: Beginning fall 2016, Texas residents attempting a course more than twice at Collin College are subject to regular tuition plus an additional \$50 per semester credit hour.

Plagiarism: See the current *Collin Student Handbook*. As your instructor, I am asked to report suspected cases of plagiarism, collusion, and/or any scholastic dishonesty to the Dean of Students at Collin College. I will withhold a grade until your case is reviewed. All plagiarized assignments will receive a grade of a 0, and the student can possibly fail the course.

Religious Holy Days: Refer to the *Collin Student Handbook*.

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 opportunity. It is the student's responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

INSTRUCTOR INFORMATION

Instructor's Name: Kelly Martin, Ph.D.

Office Number: B-105 at Spring Creek Campus (inside B-104 suite)

Office Hours: Online only, M-TH 10:00-2:00; available to meet most any week day for synchronous online appointments. Email to arrange date/time.

Phone Number: 972-516-5050 (email instead of leaving voicemail)

Email: kmartin@collin.edu [Preferred method of contact is through Canvas email]
Emails will USUALLY be addressed within 24 hrs. (except on weekends)

Minimum Technology Requirements: Familiarity with Microsoft Word and ability to perform basic Internet research; Internet-connected computer with appropriate hardware and software for listening to audio files and viewing online videos.

Class Etiquette & Discussion Board Participation Requirements:
<http://www.professormartin.net/Collin/onlinediscuss.htm>

Supplies: Microsoft Word (all assignments must be submitted as Word documents, and some assignments require the use of tools only available via Word).

Attendance Policy: No late assignments are accepted. Technological difficulties are not excuses for late work, which is why you should not wait until the last minute to start and/or submit an assignment.

Meeting Times: Online—optional synchronous meetings, held throughout the semester, using the online, free platform, Zoom. Refer to the information in Canvas and on the Assignments Schedule/Calendar (also in Canvas.)

Method of Evaluation:

Course grades will be based on a 1,000 point scale.

1000-900 points=A
 899-800 points=B
 799-700=C
 699-600=D
 599 and below=F

Assignments & Points: (method of evaluation continued)

---Lab exercises (grammar assignments from *The Little Brown Handbook*): 70 points

---Grammar & Writing Quizzes (4 total, 20 pts. each): 80 points

---Discussion Assignments (16 total, 31 pts. each): 496 points

---Annotated Bibliography: 54 points

---Essay Round #1: 100 points (must complete Round #1 to be able to submit Round #2 for a grade; no Round #1=no grade for Round #2)

---Essay Round #2—Round #1 mandatory revisions: 200 points (you are required to MARK the revisions—refer to the Assignment Instructions in Canvas—if you do not mark your changes, you will receive a grade of 0 and can possibly fail the course. This is the equivalent of a final exam, so no make-ups or re-dos)

*****The essay is a definition essay; if you do not submit a definition essay (and instead submit just a general argumentative or exploratory essay), you will not receive any credit.*

Required Textbooks:

I. All course readings will be available in the **eBook** (through TopHat.com); you have three options for purchasing the eBook subscription: (ISBN: 978-1-988365-32-9)

- 1) In person through the College bookstore at the Spring Creek Campus
- 2) Online through the College bookstore
- 3) Through the publisher's site (cannot use financial aid for this option)

If you do not have to use financial aid, option #3 is easier and possibly even cheaper.

Once you setup a TopHat account, you will also need (in addition to the purchased code) the following CLASS/COURSE ID#:

293624

II. Lab exercises will come from *The Little Brown Handbook (13th edition)* with 2016 MLA updates—HAS TO BE THIS VERSION; you should be able to rent a digital version through the publisher's site (Pearson), if not through Amazon.

You might also able to buy and/or rent a digital copy from the College bookstore.

Extra Information:

- TopHat:
 - You will make two (TopHat) purchases:
 - 1) The content of the eBook (price TBD)
 - 2) An additional purchase for the platform that hosts the eBook (\$26)
- All assignments are usually graded within a week (or less) of submission.
- The dates on the Calendar/Assignments Schedule are subject to change; students will be notified via Canvas.
- All course correspondence will take place via Canvas.
- Lab Exercises: The lab component is an integral part of this writing course. Over the course of the semester, you will need to complete a combination of assignments from *The Little Brown Handbook*. This lab work is not the same as regular coursework that you must complete to stay on track in the class; these are, instead, designed to be additional writing-focused activities, which will help improve your writing throughout the term. You will need to provide evidence of completing these lab requirements in order to receive credit for completing them.