

English 1301.061 (20097) College Composition 1

Online

Spring 2020

Instructor: Kristen Jackson

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Office: CAS 207

Office Hours: T/TH 11:10-1:00 (or by appt.) [virtual conferencing is available by appointment, or if students are in the Tyler area, meeting on campus is encouraged]

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.

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.

Textbook(s)

Required: Starkey, David. *Academic Writing Now: A Brief Guide for Busy Students*. Broadview Press, 2017. (ISBN 978-1-55481-380-3) [Available at the UT Tyler Bookstore]

[Additional reading handouts will be provided on Canvas from *They Say I Say: The Moves that Matter in Academic Writing* (2017)]

Technical: Students must have access to computer and internet, and complete written assignments/essays using **Microsoft Word**. Microsoft Office is available free to all students via: <https://www.uttyler.edu/it/office365/365-proplus-students.php>

Final Course Grade Computation

Learning Unit #1 [Summary Essay] 15%

Learning Unit #2 [Analysis Essay] 20%

Learning Unit #3 [Community of Practice Essay] 20%

Learning Unit #4 [Multi-Modal Website Project] 20%

Quiz Average 20%

Final Reflection Essay 5%

*Grading for final draft writing projects will be based on content, organization, document design, and mechanics.

***Failure to turn in a final draft of any major project will result in an F for the class without exception.

To compute the final course grade, the following point totals are assigned to the standard letter grades of A through F:

A = 90-100 points

B = 80-89 points

C = 70-79 points

D = 60-69 points

F = 59 points and below

Additional Course Information

Paper Format MLA Rules

All assignments will be left justified and double spaced.

All assignments will be in Times New Roman, 12 pt. font, 1" margins all around.

All assignments should have a centered title and page numbers in the upper right corner.

In the upper left corner of all assignments, place this heading:

[Your name]

English 1301

Prof. Jackson

[Date]

Contacting Me

Email is the only way to contact me outside of class. When emailing me, please include a subject header with helpful information, an opening address, and a closing signature. This will help me know who has written me and what it is about. It is also helpful to email me from the same email address all term, specifically your UT Tyler email address. I am typically able to respond to emails within 24 hours. In turn, I will expect you to check your email regularly.

Draft Submission

Final drafts will be uploaded on Canvas in drop box assigned, and by the assigned date. Do not email me a final draft of your essay for grading purposes, but you are welcome to send me rough drafts via email for feedback if/as needed.

On **rough draft peer review days**, you will be expected to share a draft with other students in your assigned group and participate in thoughtful feedback to help peers improve.

The **website project** due at the end of the semester will be submitted via Canvas, and a URL link to the website will be submitted.

Late Projects Policy

Late final draft essays/papers will be penalized ten points for each day late, and not accepted after the 3rd day late. Permission to turn in a late assignment without penalty will rarely be given and only based on a conference with me and never on the same day the paper is due. Quiz grades and daily grades cannot be made up if missed without a **documented** excuse, or a **necessary absence** which led to inability to complete work on time, due to participation in a **UTT sponsored event**.

Scholastic Dishonesty

Please see UT Tyler's policy on scholastic dishonesty: <https://www.uttyler.edu/judicialaffairs/scholasticdishonesty.php>

This class has a Zero Tolerance Policy for Scholastic Dishonesty. Any deliberate act of scholastic dishonesty will result in immediate failure of the entire course.

Attendance Policy

Since this class is online, we do not have a daily "participation" grade tied to attendance; however, students are expected to check-in on Canvas each day, read all Announcements posted by the professor, and complete all weekly assignments in a timely manner (see above late policy). If students are not participating or logging in to the Canvas online course for two consecutive weeks, this is equivalent to being absent from a face-to-face course for two weeks and will lead to failure of the course. Online college courses, especially those with a writing basis, require more self-motivation and responsibility from students than a face to face course.

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <https://www.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <https://www.uttyler.edu/about/campus-carry/>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit <https://www.uttyler.edu/human-resources/wellness/tobacco-cessation/?r=tobacco-free/>

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>

Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date [Spring 2020 is January 27th] is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the Census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices> , the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class-meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

1. "Cheating" includes, but is not limited to:

copying from another student's test paper; using, during a test, materials not authorized by the person giving the test; failure to comply with instructions given by the person administering the test; possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test; using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program; collaborating with or seeking aid from another student during a test or other assignment without authority; discussing the contents of an examination with another student who will take the examination; divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student; substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment; paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test

key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program; falsifying research data, laboratory reports, and/or other academic work offered for credit; taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

1. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

All written work submitted will be subject to review by plagiarism software.

UT Tyler Resources for Students

UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu

UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu

The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.

UT Tyler Counseling Center (903.566.7254)

Schedule, Milestones, and Benchmarks for English 1301:

Below is a schedule of readings and assignments for English 1301 on a week-by-week basis. Please note the following:

- Course readings shall include chapters from *Academic Writing Now* (AWN). This is your required textbook to purchase. Other departmental resources will be made available via Canvas.
- Collaboration—you will be expected to give feedback on the writing that peers produce in this class and benefit from their feedback on your own writing. During peer review days you will be expected to provide a draft and participate fully in the review process. Grades will be given for participation, each equaling 1 quiz grade. Students will submit drafts for all major Learning Units, then review/revise these drafts based on feedback they receive during peer review sessions.
- It is important to turn in your work on time. All final drafts will lose 10 points each day late and will not be graded after the 3rd late day.

- o Canvas modules will be “published” [you will be able to view them and complete assignments] on the Sunday starting each week. Students must read all the instruction pages, including resources/links, in each weekly module; otherwise, you will not understand how to complete major assignments.

Course Calendar [schedule of course goals and assignment due dates]

Wk	Dates	Outcomes by Week and Assignments Due
1	1/13-1/17	<p>Review the Week 1 Module in Canvas: MUST READ ALL PAGES IN MODULES IN ORDER TO UNDERSTAND LESSONS AND ASSIGNMENTS. NEW MODULE WILL BE PUBLISHED AT THE BEGINNING OF EACH WEEK. Pay attention to the assignment due dates on Canvas.</p> <p>Syllabus and Calendar Overview; Introduction to Engl. 1301/Composition Expectations, MLA formatting, Scholarly Writing/Academic Writing; Textbook organization/ The First Major Assignment (LU1 Summary)</p> <p>[Read all materials, including links, in Week 1 and Complete Quizzes in First Week Module, Read: Introduction - Chapter 2 in <i>Academic Writing Now</i>]</p>
2	1/20-1/24	<p>Review the Week 2 Module: Summarizing Skills Read Assignment Sheet for Summary Essay and article by Rebecca Cox “Student Fear Factor” Submit the Literacy Narrative Practice Summarizing DFW Speech “What is Water?”</p> <p>[Read all the module pages and connected materials, videos, links, resources for the Week 2 Canvas Module, Begin drafting the Summary Essay]</p>
3	1/27-1/31	<p>Review the Week 3 Module: Upload Your Rough Draft Summary Essay for Peer Review</p> <p>[Read all the module pages and connected materials, videos, links, resources for the Week 3 Canvas Module, Draft Final Draft Summary Essay, Complete Canvas Citation Quizzes]</p>
4	2/3-2/7	<p>Review the Week 4 Module: Final Draft Summary Essay due by 2/4, Begin the Analysis Essay Assignment, Read Assignment Sheet and “Have Smartphones Destroyed...”</p> <p>[Read all the module pages and connected materials, videos, links, resources for the Week 4 Canvas Module, Answer Brainstorming Questions for the Analysis Essay]</p>

5	2/10-2/14	<p>Review the Week 5 Module: Argumentation and Logical Fallacies, Analysis and Responding to Others, Read: “The Art of Quoting” and “ways to Respond” “Propaganda: How not to be Bamboozled”, Upload Answers to Brainstorming Questions</p> <p>[Read all the module pages and connected materials, videos, links, resources for the Week 5 Canvas Module, In Textbook (<i>Academic Writing Now</i>) Read Chapter 4 “arguments and organization” (69-80)]</p>
6	2/17-2/21	<p>Read Module Pages “Writing Introductions and Conclusions”, Upload the Rough Draft Analysis for peer review</p> <p>[Read all the module pages and connected materials, videos, links, resources for the Week 6 Canvas Module]</p>
7	2/24-2/28	<p>Review Week 7 Module: Final Draft Analysis Due 2/25, Begin the Discourse Community Project, Read Assignment Sheet/Overview for Project, Read Swales Article on Discourse Communities, Brainstorm for a Research Topic, View Video on Code-Switching]</p> <p>[Read all the module pages and connected materials, videos, links, resources within the Week 7 Canvas Module, Read <i>Academic Writing Now</i> Chapter 5 “Researching your Topic” (83-98): Continue to Answer Brainstorming Questions regarding Current Communities of Practice and Future Professional Community, Research]</p>
8	3/2-3/6	<p>Review Week 8: Complete Brainstorming and Continue Research, Submit an Essay Proposal to Instructor</p> <p>[Read all the module pages and connected materials, videos, links, resources within the Week 8 Canvas Module, Catch-Up on Textbook and Canvas-Assigned Readings if needed]</p>
9	3/9-3/13	<p><u>Spring Break</u></p> <p>Continue to work on drafting the Communities of Practice project/essay</p>
10	3/16-3/20	<p>Review Week 10: Upload the Rough Draft CoP Essay for Peer Review, Complete Website Evaluation Quizzes due 3/21</p>
11	3/23-3/27	<p>Review Week 11: Final Draft Discourse Communities Project due by/on 3/26 Complete the Website Quizzes due 3/25</p>

12	3/30-4/3	Review Week 12: Begin the Website Project—Introduction to Multi-modal Literacy concepts and brainstorming/finding a focus for the Website Project. Read Assignment Sheet and begin to narrow topic. Draft a Proposal and Submit Proposal on 4/2, Begin to Write the “Mission Statement”, Research as needed [Read all the module pages and connected materials, videos, links, resources within the Week 12 Canvas Module]
13	4/6-4/10	Review Week 13: Continue to work on developing websites, and contact Instructor as needed [View all resources for creating a Weebly website in this Week’s Module]
14	4/13-4/17	Review Week 14: Should have written all major sections for website project, Make the Website public and share with instructor for rough draft review/grade by midnight 4/21
15	4/20-4/24	Week 15: Finalizing Websites and Introducing the Reflection Essay. View/read any feedback from Instructor regarding your website project and make changes as needed, Read Assignment Sheet for Reflection Essay Assignment.
16	4/27-5/1	<u>Finals Week</u> --Upload the Final Draft Website URL by/on Wednesday 4/29 --Upload the Final Reflection Essay by/on Wednesday 4/29

Major Learning Unit Due Dates (Final Drafts Due):

Final Draft Summary Essay: **Due 2/4**

Final Draft Analysis Essay: **Due 2/25**

Final Draft Communities of Practice Essay: **Due 3/26**

Final Draft Website Project: **Due 4/28**

Final Draft Reflection Essay: **Due 4/28**