

English Composition I

ENC1101-D9149
Online via Canvas

Instructor: Shannon Dullard
Email: Use Canvas Messaging
Phone: (850)484-1988 Office: Rm# 425
Office Hours & Locations:
TBD

3 credit hours—3 contact hours

Department:
English and Communications Department
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Department Head:
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Course Description

English Composition I teaches the fundamentals of effective expression with emphasis on expository writing and logical thinking.

For additional information about prerequisites, course learning outcomes, special requirements, and statements (ADA, Equity, Security, etc.), please see the PSC district syllabus on page 5.

Required Texts

The Writer's Mindset by Lisa Wright Hoeffner, McGraw Hill, 2022 [ISBN: 9781260526349]

Other Required Materials

- Microsoft Office Suite: Available for free through your Pirate Mail account. To log in, go to: <https://www.pensacolastate.edu/piratemail/>. Then click on the app launcher button in the upper left-hand corner to access the cloud-based program.

Papers/Projects, Word/Page Counts, Grade Distribution

Paper/Project	Word/Page Count	Grade Distribution
Diagnostic Essay	400 words	5%
Rhetorical Analysis Essay	600 words	10%
Critical Analysis Essay	750 words	15%
Compare and Contrast Essay	850 words	15%
Argumentative Synthesis Essay	1000 words	20%
Final Exam	N/A	20%
Weekly Grade (Quizzes, Reading Responses, Drafts, etc.)	N/A	15%

Last Date of Drop/Add (with refund): Friday, August 23, 2024

Last Date for Student Withdrawals (without refund): Tuesday, November 5, 2024

Final Exam Date

The final exam date is to be determined. Final exams will be administered online through Canvas and proctored through Proctorio, a remote test proctoring software that is added to the Chrome browser. You will need to use a Chrome browser, and you will also need a webcam, a microphone, and a computer (not a mobile device) to take the exam. More information can be found at the Proctorio Web Site: <https://proctorio.com/support>.

Attendance Policy

Regular attendance is required, per the Pensacola State College Catalog. In an online class, you are expected to “show up” by logging on at least twice a week to access course material, interact with classmates, and submit assignments. If you don’t, you will be considered absent. Excessive absences may result in a grade of ‘F.’

Making up Missed Work:

Students may make up missed major-grade work (such as papers, tests, etc.) if you were unable to participate in our online class due to legitimate circumstances beyond your control (i.e., things that do not involve a choice, like documented illness or medical emergency, family funeral, activities at which you officially represent Pensacola State College, or PSC-sanctioned athletic travel). You should either make arrangements with your instructor regarding this make-up work in advance (when possible) or immediately after you can resume participation in our online class. Major-grade work missed due to absences for other reasons (i.e., things that involve choice, like voluntary travel, club activities, poor planning, just not feeling well, etc.) cannot be made up.

Withdrawal from the Course

After the Attendance Verification period has ended, if a student is not able to complete a course or will receive an undesired grade for the course, it is the responsibility of the student to withdraw from the course prior to the established withdrawal deadline (see withdrawal deadline above). After withdrawing from a course, a ‘W’ will appear on your record. Students who have stopped attending a course without withdrawing will receive an early ‘F’ after the withdrawal deadline.*

*An instructor may assign a grade of ‘F’ at any point during the term for a student who has stopped attending a course that is being attempted for the third time.

Grading Policy

Work (quizzes, essays, exams, etc.) that is not done or not turned in is recorded as a zero (0). Papers are graded A through F with pluses and minuses as necessary.

Paper grades can be converted to percentages like this:

A+=98, A=95, A-=92, B+=88, B=85, B-=82, C+=78, C=75, C-=72, D+=68, D=65, D-=62, F=50.

Final numeric grades will be converted to letter grades like this:

100-90=A; 89-88=B+; 87-80=B; 79-78=C+; 77-70=C; 69-68=D+; 67-60=D; 59 and below=F

Weekly Grades Policy

Weekly Grade work is composed of class work that will be completed for class each week. Such work may be composed of quizzes, drafts, surveys, peer reviews, discussions, etc. Points for each piece of Weekly Grade work may vary but, with the exception of Week 1, will always total 100 (A) for each week. Failure to participate, complete, or submit materials results in deductions to that grade.

For example, if Weekly Grade work for the week was composed of a draft (50pts), peer reviews (30pts), and a peer review response (20pts), failure to submit a draft would result in 50pts being subtracted from the 100, so the Weekly Grade for that class week is a 50 (F).

Policy on Late Papers

The standard penalty for late papers is a 5-point deduction for each day a paper is late. However, you are allowed to submit 1 late paper 1 week late with no penalty if it is accompanied by a Writing Lab Review.

For this Writing Lab Review paper you must take your draft/paper to the Writing Lab either in person or online (see “Writing Lab” below) during your extra week. For this visit, please have copies of 1) your draft/paper; 2) the assignment directions (Canvas). Request a form for confirmation of your visit from the Writing Lab tutor and send a copy via Canvas message to your instructor within the extra week given to confirm completion of requirement. The paper must then be submitted to the assignment inbox by 11:59PM one week from the initial due date. If you choose to use this late paper option, you must inform me via Canvas message prior to the assignment due date and time.

The late paper must be submitted within 1 week to receive no penalty. Each additional day beyond the allocated time will result in a 5-point reduction.

If requirements are not met for the late paper without penalty option, the paper will receive the standard penalty for a late paper. To clarify, without completion of the Writing Lab visit, the paper will be treated as a standard late paper that will be docked 35 points, 5 points for each of the 7 days the paper was late.

Writing Lab

The Writing Lab is a wonderful resource for students, and they can assist with the structure, organization, and development of your paper. You can visit the Writing Lab in person or receive assistance online via Zoom meeting or email. Be sure to have a copy of the writing assignment directions and your draft when you meet with a Writing Lab tutor. For more information and to set up a meeting go to:

<https://pensacolastate.instructure.com/courses/1325752>.

Other Accommodations and Assistance

What follows is a brief list of other forms of accommodation and assistance that are provided:

- If you need to be absent from class for religious observance, please contact me within the first 2 weeks of class.
- Title IX protects against discrimination related to sex, gender, pregnancy, or parental status. For some quick information on Title IX go to: <https://www.pensacolastate.edu/documents/title-ix-facts-sheet/>.
- The Student Support Services (TRIO) provides free tutoring to students who apply to the program and meet eligibility requirements: <https://www.pensacolastate.edu/current-students/student-services/trio/#1469628978223-5907079d-8ba5> or (850-484-2028).
- The Student Resource Center for ADA Services is located on the Pensacola Campus in Building 6, Room 6 or at (850) 484-1637. It assists students who have physical, visual, hearing, speech, learning, and psychological disabilities. If you are uncertain if you qualify for assistance, please contact SRC/ADA.
- Student Technology Support: <https://pensacolastatecollege.freshservice.com/support/home> or (850) 484-1702
- Canvas (eLearning) Support Hotline: (855) 534-1843
- For additional student resources, including job services, tutoring services, student clubs, etc. see the Student Resource Guide: <https://www.pensacolastate.edu/documents/student-resource-guide/>.

Policy on Plagiarism & Academic Misconduct

All students in attendance at Pensacola State College are expected to observe standards of conduct appropriate to a community of scholars. Please refer to PSC’s Student Code of Conduct located in the Academic Catalog and online (<https://pensacolastate.smartcatalogiq.com/2024-2025/catalog/student-handbook/student-responsibilities/code-of-student-conduct/>).

Plagiarism is presenting another person's or entity's work, ideas, and words as your own. Likewise, cheating is copying someone else's work or submitting someone else's work. All papers and assignments submitted in this class should be your original writing and written specifically for this class. You cannot reuse papers or assignments from a previous class. You cannot submit a paper or assignment you have submitted to another class this semester. The consequences of either plagiarism or cheating are an automatic zero (0) on the work in question and the incident will be reported to PSC as academic misconduct. Depending on the severity of plagiarism or cheating, you may face possible failure of the course or discipline by the college. Regardless of the severity, after two instances of plagiarism or cheating you will be assigned an early 'F' for the course.

Turnitin

Students agree that their enrollment in this course allows the instructor the right to use electronic devices to help prevent plagiarism. All course materials are subject to submission to TurnItIn.com for the purpose of detecting textual similarities and AI Writing. Assignments submitted to TurnItIn.com will be included as source documents in TurnItIn.com's restricted access database solely for the purpose of detecting plagiarism in such documents. TurnItIn.com will be used as a source document to help students avoid plagiarism in written documents.

Maximum Attempts

Any student still on the official class roll after the drop period will be counted as having attempted the course whether or not they finish the class. The third attempt to take a college course will cost three (3) times the cost of the first two (2) attempts.

Student Perception Surveys – EvaluationKit

During the term, you will receive a notification in PirateMail with a link to EvaluationKit, the online evaluation system used by Pensacola State College. Please take advantage of this opportunity to provide anonymous feedback to your instructors about their courses. Your opinions are valuable, and your evaluations enable instructors to assess their teaching style and help them decide what changes to consider in curriculum, textbooks, or assignment.



Pensacola State College District Syllabus
ENC 1101
English Composition I

Credits: 3 cc

Prerequisites:

Placement at the college level or completion of the appropriate exit-level developmental course(s) with a grade of C or better.

Course Description : Teaches the fundamentals of effective expression with emphasis on expository writing and logical thinking.

Offered: FA, SP, SU.

Distribution:

Meets AA General Education Core, Communications requirement. A writing emphasis course.

Notes:

Textbooks:

The Writer's Mindset; Hoeffner, Lisa; 9781260526349; 1st; McGraw-Hill Education; 2022

Supplemental Materials:

Special Requirements:

Student Expectations – Students enrolled in this course can expect the following: 1) clearly identified course objectives; 2) productive class meetings; 3) a positive learning environment; 4) opportunities for appropriate student participation; 5) effective instruction; 6) positive and appropriate interactions; 7) assistance with meeting course objectives during and beyond class hours; 8) evaluation of student performance and appropriate and timely feedback; 9) clear and well-organized instruction

Writing that includes at least five multi-paragraph writing assignments, at least one of which may be written in class.

At least one of the papers integrates meaningful outside sources and correct citations into its content.

Other writing, which may include single-paragraph themes, journal assignments, and summaries of readings.

Quizzes and tests to be given at the instructor's discretion.

A final exam on grammar and rhetorical principles or an equivalent measure of ability.

A final essay exam written in class and counting 20% of the final grade.

Writing Emphasis Requirement: Instructors provide detailed feedback regarding the content, organization, and use of standard written English for each evaluated writing assignment before the submission of the next evaluated writing assignment.

Writing Emphasis Requirement: Grading rubrics will be used for each evaluated writing assignment. These rubrics will be shared with each student.

Writing Emphasis Requirement: The grades earned on the writing assignments must reflect student performance in college-level writing and significantly impact the grade.

General Education Student Learning Outcomes:

Critical Thinking: The student analyzes, evaluates, and, if necessary, challenges the validity of ideas, principles, or data in order to develop informed opinions, probable predictions, or defensible conclusions.

Communication: The student effectively communicates knowledge and ideas.

Information Literacy: The student effectively locates, evaluates, and applies information from a variety of sources.

Course Learning Outcomes:

1. Write essays with all parts – title, introduction, thesis, discussion, and conclusion – working together to communicate a single purpose to readers.
2. Develop papers using a recognizable, effective, and consistent organizational plan (e.g., the rhetorical modes of development by example, process analysis, comparison/contrast, causal analysis and argumentation). Paragraphs should have easily recognizable topics developed through specific details, explanation, and/or illustration that support the purpose. Appropriate transitions guide readers through the paper.
3. Develop college-level topics, with original content, and provide a depth of development beyond mere listing of paragraph sub-topics.
4. Use sentence structure and diction that reflect the patterns of Standard American English rather than the patterns of oral language.
5. Avoid errors that obscure meaning and cause readers to question the writer's credibility.
6. Demonstrate in papers the ability to critically analyze writing for effectiveness.

Student Email Accounts:

Pensacola State College provides an institutional email account to all students enrolled in courses for credit. PirateMail is the official method of communication, and students must use Piratemail when communicating with the College. In cases where companion software is used for a particular class, email may be exchanged between instructor and student using the companion software.

Flexibility:

It is the intention of the instructor to accomplish the objectives specified in the course syllabus. However, circumstances may arise which prohibit the fulfilling of this endeavor. Therefore, this syllabus is subject to change. When possible, students will be notified of any change in advance of its occurrence.

ADA Statement:

Students with a disability that falls under the Americans with Disability Act or Section 504 of the Rehabilitation Act, it is the responsibility of the student to notify Student Resource Center for ADA Services to discuss any special needs or equipment necessary to accomplish the requirements for this course. Upon completion of registration with the Student Resource Center for ADA Services office, specific arrangements can be discussed with the instructor.

Equity Statement:

Pensacola State College does not discriminate against any person on the basis of race, color, national origin, sex, disability, age, ethnicity, religion, marital status, pregnancy, sexual orientation, gender identity or genetic information in its programs, activities, and employment. For inquiries regarding the College's nondiscrimination policies, contact the Executive Director of Institutional Equity and Student Conduct, 1000 College Blvd., Building 5, Pensacola, Florida 32504, (850) 484-1759.

Security Statement:

Pensacola State College is committed to encouraging all members of the College community to be proactive in personal safety measures. In case of emergency, students should ensure that they are aware of the building exit closest to each of their classrooms, as well as all alternative building exits in case circumstances require using a different route.

Emergency Statement:

In the case of severe weather or other emergency, the College administration maintains communication with appropriate state and local agencies and makes a determination regarding the cancellation of classes. Notices of cancellation will be made through the College's PSC Alert system and on the College's website.