

English Composition I

Fall 2025, A Session

ENC 1101

Section P1273

Room 466

Mondays and Wednesdays

12:30 pm to 1:45 pm

Final

Wednesday, December 10th, 10:30 to 12:30

Instructor:	Professor Todd Neuman
Email:	tneuman@pensacolastate.edu
Phone:	(850) 484-1431
Office hours:	As posted or by appointment
Office Location:	467A
Class meeting time:	Mondays & Wednesdays 12:30 pm to 1:45 pm
Class Location:	Room 466
Credit/Contact hours:	3 credit hours, 3 contact hours
Department:	English and Communications Department Pensacola Campus, Building 4, Room 442, 850-484-1400
Department Head:	Mike Will mwill@pensacolastate.edu

Required Text: Your textbook will be provided via Canvas, so have your computer up and running immediately.

Required Materials:

- A Composition Notebook. We'll discuss what type and why.
- A PSC compatible version of Microsoft Word.
- A PSC Compatible Computer. If you don't have one, there are hundreds on campus that you may use. A cellphone is NOT a computer. Chromebook and Macs may have compatibility issues; if so, please work those issues out. Please remember that your instructors are not responsible for any computer issues you may have. Resolving your technology issues your responsibility. That said, PSC does have some resources to help with your technology

issues. You may find help at our help desk at (850) 471-4534.

Canvas: You will submit the majority of your work in Canvas, and between class meetings, we will communicate using the Canvas discussion forum and our Canvas messaging system. We will spend a significant portion of the first week or so ensuring you can get online. If you have difficulties with Canvas, you can access help by clicking on the help button to the left of your Canvas screen or by calling Canvas support services at 855-534-1843.

Course Description and Learning Outcomes: Please refer to the district syllabus for this course. Essentially, if you succeed in this class, you will be able to communicate strong thinking in relatively error-free prose at a professional/academic level. The degree of that ability will be reflected in your grade. One note to always keep in mind is that Comp I is not for Comp I. The skills you learn in here must be used beyond this class. Also, per Florida Statute 1007.25, "Communication courses must afford students the ability to communicate effectively, including the ability to write clearly and engage in public speaking."

Grades will be calculated as follows:

Essays (5)	40 %
Quizzes (Including Participation Quizzes if necessary) (5-10)	10%
Discussion Posts (5-10)	10%
Summaries (1-3)	10%
Response Paragraphs (1-3)	10%
Final	20%

Grade Scale

90-100	A
88-89	B+
80-87	B
78-79	C+
70-77	C
68-69	D+
60-67	D
Below 60	F

1. This class will be conducted under the regulations defined in the Pensacola State College Code of Student Conduct in the College Catalog.
2. Attendance: Regular, punctual attendance: You must attend class, and you must arrive on time. More than three absences in a class that meets twice a week will be considered excessive; more than two absences in a class that meets once a week will be considered excessive. Three tardies or early departures equal one absence. If you are excessively absent, you may be withdrawn from the class. Remember, PSC will not allow withdrawals after the 70% point in the semester. After that point, students with excessive absences may earn an “F” in the course. You are responsible for keeping up with both your tardies and your absences.
3. Unless use in class has been approved, cell phones and other electronic devices should be turned off and kept out of sight in the classroom. You may, of course, record the class lectures, if necessary, but simply fooling around on the cellphone will constitute a class disruption for which you might be removed from the class. Violation of this policy will result in your being asked to leave the class. You may NOT use your personal computer for constructing work in the classroom. There are a great many reasons for this. In this class, you MUST use the classroom computer.
4. Turnitin/AI: For this course, when you submit a writing assignment to the drop box in Canvas, your paper will automatically be submitted to Turnitin. Some of you might be familiar with Turnitin. It is used as a plagiarism checker and a method for providing feedback. Turnitin also has an AI detector that is visible only to instructors. It is important that you do not submit AI-generated writing for any assignments in this course. All of your work must be your own. If I determine that you have used AI, you may be given a zero for that assignment, and other penalties might accrue. The College’s policy on plagiarism and academic cheating can be found here:
<https://catalog.pensacolastate.edu/content.php?catoid=2&navoid=47#academic-honesty>
5. Your computer system must be compatible with PSC’s system, so if you are using Apple products or Chromebook or your cellphone to write your papers, it is very likely that your system will not work with Canvas, and you will run into problems. Those problems may result in a zero for whatever you’re hoping to turn in. Remember, it is absolutely your responsibility to make sure that your electronics are compatible with PSC’s systems. It is in no way your instructor’s responsibility to make this happen for you or to make concessions for you and whatever electroic you’re using. Fix those problems immediately. Those problems are yours, so you must fix them. PSC has a help desk, and there is a help button in Canvas.
6. Student HelpDesk for tech support: 850-471-4534.
7. Canvas (eLearning) Support Hotline: 855-534-1843.
8. I will take no late work that is due to a technical issue on your part. Again, make sure your technology works. This is not optional.

9. Class disruptions, including but not limited to persistent talking while the instructor or another student is speaking, could result in your being asked to leave the class. Rude behavior in discussion forums will similarly be considered a class disruption for which you may be removed from the section or even suspended from the school. The instructor will determine what constitutes rude behavior in discussion forums. Suffice it to say discussion forums are not social media posts; they are part of your learning, so misbehavior in discussion forms will not be tolerated. Your professional and academic communications must be clear, accurate, precise, deep, broad, relevant, and fair (fair means bias-free). These are [the universal intellectual standards](#), and we will study them and abide by them all semester.
10. College policy disallows visitors in the labs or classrooms. That includes children or family members you might have to look after.
11. If you are asked to leave class for violating class policies, you will be counted absent from class and may not be allowed to make up work from that day.
12. I will not accept any late work. All work must be turned in when it is due without any excuses. It's my experience that many people wait until the last minute to get work done. That last minute is often when folks run into problems, so give yourself plenty of time to get your work done and turned in. If you run into a technical glitch at the last minute, that's on you. Don't ask for extra time. Don't test me on this. Asking for extra time for any exigency puts us both in a bad place, so the answer is simply, "No." No late work for any reason. Late work will simply receive a zero, and we'll leave it at that.

Important Dates

Classes Begin	August 18th
Schedule Adjustment Ends	August 22nd
Last Day to Withdraw	November 4th
Last Day of Term	December 12th
Labor Day	September 1st
Veterans Day	November 11th
Fall Break	November 26th to November 30th
Winter Break	December 18th to January 1st

Extra Help

1. Instructor during office hours or by appointment
2. The Writing Lab offers free tutoring in writing and grammar to all Pensacola State College students on a walk-in basis.
Pensacola Campus: Bldg. 4, Rm. 448 Milton Campus: Rm. 4401
Warrington Campus: Rm. 3142B. South Santa Rosa Center: Rm. 5130A
Virtual Writing Lab:
<https://pensacolastate.instructure.com/courses/1325752>
3. The Student Support Services Lab is located on the Pensacola Campus, Building 6, Room 620. It provides free tutoring to students who apply to the program and meet eligibility requirements. (484-2028)
4. The Student Resource Center for ADA Services office is located on the Pensacola Campus. Building 6, Room 603. It assists students who have any type of special situation that impacts their learning. (484-1637)
5. Library home page: [Search PSC Library](#)
6. **Student HelpDesk for tech support: 850-471-4534**
7. **Canvas (eLearning) Support Hotline: 855-534-1843**

Cheating and Plagiarism Policy: Plagiarism is the use of anyone else's ideas or words without giving proper credit. Cheating includes, among other things, copying someone else's work, turning in work done by someone else, or turning in work that has been submitted in another class by you or anyone else. Cheating also includes work done by AI or any sort of chat bot. The consequences of either plagiarism or cheating are an automatic zero (0) on the work in question and possible failure of the course and/or discipline by the college. Please refer to the College Catalog for the college policy regarding cheating and plagiarism.

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 he or she finishes 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 assignments.

Note: We will discuss the need for a specific type of composition book after the first week of classes. Basically, it will work like this. If I feel that you've done a strong, sincere job at keeping what we'll call a good "Commonplace Book" in the composition book, the book will replace your lowest grade with your highest grade. I alone will determine if the book merits that consideration, so it is not figured into the formal calculation of your grade.

Note: I reserve the right to amend or revise aspects of the class schedule and assignments either as the result of unforeseen circumstances (hurricanes, floods, tornadoes, pandemics, ice storms, etc.), or if I feel these changes are in the best interest of the class. Any changes made to the syllabus will be announced and explained.