

**English Composition I**

ENC1101-S1033  
MW 9:30-10:45AM  
South Santa Rosa Campus, Room 5134

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

3 credit hours—3 contact hours

English and Communications Department  
Pensacola Campus, Building 4, Room 442,  
(850)484-1400

Department Head:  
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**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:**

This course introduces students to rhetorical concepts and audience-centered approaches to writing including composing processes, language conventions and style, and critical analysis and engagement with written texts and other forms of communication.

- Semester Offered: Fall, Spring, Summer.
- Course Designations: College Transfer. Meets AA General Education Core, Communications requirement. A writing emphasis course.
- General Education Core Course Standard: 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.”

**Course Companion Site:**

The course companion website is Canvas (eLearning) at <https://pensacolastate.instructure.com/>. 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.

**Required Texts:**

None—Course textbook and materials will be provided within Canvas.

**Other Required Materials:**

- Microsoft Office Suite: Available for free through your Pirate Mail account and/or in the MyPSC apps.
- Pen and/or pencil
- College ruled loose-leaf paper and/or notebook

**Course Learning Outcomes:**

1. Students will apply rhetorical knowledge to communicate for a range of audiences and purposes.
2. Students will employ critical thinking to analyze forms of communication.
3. Students will engage in writing processes that involve drafting, revising, and reflecting.

**General Education Writing Emphasis Course Requirements:**

1. All writing used to fulfill the writing emphasis requirement must possess the five characteristics of college-level writing: 1) have a clearly identified central idea or thesis; 2) provide adequate support for the idea; 3) be organized clearly and logically; 4) show awareness of the conventions of standard written English; and 5) be formatted in an appropriate fashion for the assignment.

2. A minimum of four (4) evaluated assignments, which may include the final exam, is required. Because an extensive amount of writing is intended by Rule 6A-10.030, F.A.C., additional writing assignments may be used to satisfy this requirement.
3. The grades earned on the writing assignments must reflect student performance in college-level writing and significantly impact the final course grade.
4. All sections of a course must meet all requirements.
5. Instructors provide detailed feedback regarding the content, organization, and use of standard written English for all writing used to satisfy the requirement.
6. Instructors return each evaluated writing assignment to a student before the submission of the next evaluated writing assignment, with the exception of a final exam used to satisfy the requirement.
7. Only individual, original student work counts toward the extensive writing requirement; AI or machine-written content is not accepted.
8. The grading rubrics used for each writing assignment will be shared with students and will be uniformly applied as the assessment instrument in all sections of a course.

**General Education Student Learning Outcomes:**

1. **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.
2. **Communication:** The student effectively communicates knowledge and ideas.
3. **Information Literacy:** The student effectively locates, evaluates, and applies information from a variety of sources.

**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; and
9. clear and well-organized instruction.

**Final Exam Date:** TBD

**Last Date of Drop/Add (with refund):** Friday, August 22, 2025

**Last Date for Student Withdrawals (without refund):** Tuesday, November 4, 2025

**Papers/Projects, Word/Page Counts, Grade Distribution:**

Paper/Project	Word/Page Count	Grade Distribution
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%
Presentation	N/A	5%
Daily Work (Quizzes, Reading Responses, Drafts, etc.)*	N/A	15%

\*Daily Work is composed of class work that will be either completed in class or completed at home for class on a specific date. Such work may be composed of quizzes, drafts, surveys, peer reviews, group work, etc. Failure to participate, complete, or submit in-class materials results in deductions to that grade.

**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

**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.

This policy applies to the final copy of a paper only; it does not apply to drafts or other Daily Work assignments.

**Attendance Policy:**

Successful students attend class regularly and are not tardy; however, occasionally life intervenes causing students to be late to or miss class.\* Every 3 tardies equals 1 absence. You are allowed 3 absences for this class. For these allowed absences, no penalty for any missed quizzes, writing exercises, participation, etc. will be incurred. Each class missed beyond the allowed number of absences will result in a zero for any missed quizzes, writing exercises, participation, etc. Any exceptions to this rule may be found listed below.

Students may make up missed major-grade work (such as papers, tests, etc.) beyond the allowed 3 absences if class was missed due to legitimate circumstances beyond their 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 upon returning to 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.

\* Submitting work on Canvas does not count as attendance for an in-person class. In the instance that a student stops attending class, they are subject to the withdrawal policy listed below.

**Use of laptops, other technology in the classroom:**

Cellphones should be either off or set on silent. Laptop and tablet use in the classroom is acceptable if used for classroom activities. Please refrain from having material on-screen that is not pertinent to classroom activities and potentially a distraction for yourself and others.

**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.

**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.
- 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.
- 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/>.

**Academic Dishonesty Statement:**

Pensacola State College is committed to upholding the highest standards of academic conduct. All forms of academic dishonesty, to include plagiarism and cheating, are prohibited. Penalties for academic dishonesty include but are not limited to one or more of the following: the awarding of no credit on the assignment, a reduction in the course grade, or the assignment of a final course grade of F and removal from the course. See the College Catalog for more details:

<https://catalog.pensacolastate.edu/content.php?catoid=2&navoid=47#academic-honesty>.

- According to PSC policy, “Plagiarism involves presenting the work, words, or ideas of another student, individual, or artificial intelligence without proper citation, even if unintentionally. Presenting someone else’s work as your own, even if in your own words, is plagiarism” (“Academic Integrity”). All papers and assignments submitted in this class should be your original writing and written specifically for this class. In this course, generative AI can only be used as part of the revision process, and you are responsible for keeping track of all changes made to your writing. 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.

**Student Email Accounts:**

Pensacola State College provides an institutional email account to all students enrolled in courses for credit. This institutional email account is the official method of communication, and students must use this account 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.

- 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.

**Equity Statement:**

Pensacola State College does not discriminate against any person on the basis of race, ethnicity, national origin, color, gender/sex, age, religion, marital status, pregnancy, disability, sexual orientation, gender identity, or genetic information in its educational programs, activities, or employment. For inquiries regarding Title IX and the College's nondiscrimination policies, contact the Dean of Students at (850) 484-1759, Pensacola State College, 1000 College Blvd., Pensacola, Florida 32504.

**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.