

English Composition I
Section 1148
Room 465
Mondays and Wednesdays
11:00 am to 12:45 pm
Final
Monday, May 4 10:30-12:30

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 11:00 am to 12:15 pm
Class Location: Room 465
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

Important Dates

Classes Begin	January 9th
Schedule Adjustment Ends	January 15th
Last Day to Withdraw	April 6th
Last Day of Term	May 8th
MLK Day	January 19th
Spring Break	March 16th to March 22nd
Final	Monday, May 4 10:30-12:30

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) (2-5)	10%
Discussion Posts (2-5)	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

General Guidelines

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. I will take roll at the beginning of class. If you are late by the time the roll is complete, you will be marked absent. 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. Habitually leaving class as class is in session will be marked as an absence for each session the student habitually leaves. 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. 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.

3. 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 in the district syllabus.
4. 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 electronic 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.
5. Student HelpDesk for tech support: 850-471-4534.
6. Canvas (eLearning) Support Hotline: 855-534-1843.
7. 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.
8. 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. 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. If you are asked to leave, do so without further disrupting 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.

9. College policy disallows visitors in the labs or classrooms. That includes children or family members you might have to look after.
10. 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.
11. 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.

Cheating and Plagiarism Policy

Plagiarism is the use of anyone else's (including AI'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.

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: <http://library.pensacolastate.edu/>
6. Student HelpDesk for tech support: 850-471-4534
7. Canvas (eLearning) Support Hotline: 855-534-1843

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.



SYLLABUS
English Composition I
ENC 1101 P1148
Spring 2026, Session A

Instructor	Todd Neuman
Office	Pensacola Campus, Building 4, Room 467A
Phone	(850) 484-1431
Email	tneuman@pensacolastate.edu
Office Hours	As posted or by appointment
Department Head	Mike Will
Department Head Office	Pensacola Campus, Building 4, Room 442
Department Head Phone	850-484-1400
Department Head Email	mwill@pensacolastate.edu
Last Date of Drop/Add	January 15, 2026
Last Date for Student to Withdraw	April 6, 2026
Final Exam Dates	Monday, May 4, 10:30 – 12:30
Class Meeting Time	Monday-Wednesday 11:00-12:15
Class Location	Pensacola Campus, Building 4, Room 465
Prerequisite	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.
Credits	3 credit hours
Semesters 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."

<p>Required Textbooks and Instructional Materials</p>	<p>No Cost Textbook. <i>Introduction to Academic Writing and Thinking</i>. Todd Neuman. All sections The educational materials used in this course, including textbooks and ancillary materials, are intended for educational purposes only. All opinions represent those of the author(s) and not necessarily those of Pensacola State College or the instructors.</p>
<p>Course Learning Outcomes</p>	<ol style="list-style-type: none"> 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
<p>General Education Student Learning Outcomes</p>	<ol style="list-style-type: none"> 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.
<p>General Education Writing Emphasis Course Requirements</p>	<ol style="list-style-type: none"> 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.

Student Assignments, Assessments, and Grading Calculation		
Essays (5)		40%
Quizzes (Including Participation Quizzes if necessary) (2-5)		10%
Discussion Posts (2-5)		10%
Summaries (1-3)		10%
Response Paragraphs (1-3)		10%
Final		20%
Total		100%
Grading Scale		
90%-100%	A	
87%-89%	B+	
80%-86%	B	
77%-79%	C+	
70%-76%	C	
67%-69%	D+	
60%-66%	D	
0%-59%	F	
Student Expectations	<p>Students enrolled in this course can expect the following:</p> <ol style="list-style-type: none"> 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. 	
Academic Dishonesty Statement	<p>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: Academic Integrity</p>	
ADA Statement	<p>Students with a disability that falls under the Americans with Disability Act Amendments Act of 2008 or Section 504 of the Rehabilitation Act should contact the Student Resource Center for ADA Services to discuss academic accommodations. Appropriate academic accommodations are determined on an individual basis with careful consideration of the course learning outcomes and the documentation of the disability. For more information, students should visit the Student Resource Center for ADA Services on the Pensacola campus in building 6, room 603; call 850-484-1637; email ADAservices@pensacolastate.edu; or complete the online intake form in the ADA Services app within the MyPSC apps dashboard.</p>	

AI Statement for Writing Emphasis Courses	Because writing emphasis courses focus on the foundational skills of critical thinking, rhetorical awareness, and information literacy, the work presented by students must be original. As such, the use of generative AI for graded assignments is prohibited unless specifically authorized by the instructor. The instructor reserves the right to assign a failing grade to an assignment determined to exhibit markers of generative AI use. In such instances, the student may challenge the failing grade and is responsible for demonstrating the originality of a submitted text. Continued registration in the course will be understood as acceptance of this policy.
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.
Flexibility Statement	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.
Nondiscrimination Statement	Pensacola State College does not discriminate against any person on the basis of race, color, ethnicity, religion, sex (as defined by applicable federal and state law), national origin, age, disability, genetic information, pregnancy, or marital status in its educational programs, activities, or employment. For inquiries regarding the College's nondiscrimination policies, contact the Civil Rights Compliance Officer 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.
Student Email Statement	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.