

GRAYSON COLLEGE

Course Syllabus

English 1301(Spring2021)

Please Note: Due to extenuating circumstances, including public health issues, course and testing delivery methods, instructional schedules, housing contracts, campus procedures and/or operating hours may be altered, interrupted and/or ceased for a limited or extended period of time. Such changes will be posted on the College website.

Course Information

English 1301: Composition I

Course Structure

Lecture (In-Seat); On-line; In-class and/or On-line submissions; Class Participation; Student Presentation

Professor Contact Information

Marianne Layer

903-415-2610

layerm@grayson.edu

(Use Canvas Messages first.)

Office: LA201B

Office Hours: MW 9:00-11:00

T/TH 11:00-1:00

Online Only

Course Pre-requisites, Co-requisites, and/or Other Restrictions

THEA, High School Diploma OR Equivalent.

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.

Student Learning Outcomes

Students produce writing that shows they are able to. . .

- Demonstrate knowledge of individual and collaborative writing processes (process)
- Develop ideas with appropriate support and attribution (information literacy)
- Write in a style appropriate to audience and purpose (rhetorical awareness)
- Read, reflect, and respond critically to a variety of texts (critical thinking)
- Use edited American English in academic essays (conventions)

Required Textbooks (ISBN # included) and Materials

ENGL 1301 Cengage Unlimited Subscription

Subscription components are below

- **Custom Chaffee- Thinking Critically e-text, Harbrace Essentials with Resources Writing in the Disciplines 3rd Edition e-text, with MindTap Access Code**

Other Course Materials

MindTap

Computer access with the following:

Reliable Internet Connection

Word Processing Software

Working microphone and speakers

Working webcam or another means of recording oral presentations

Required Assignments & Academic Calendar

In case of inclement weather, emergency closings, or other unforeseen disruptions to scheduled classes, student must log onto their Canvas accounts for directions on where or how to continue their coursework. It is **IMPERATIVE** that you check your email at least once a day in case I need to get information to you.

Calendar

English 1301

Week/Module	Chafee, <i>Thinking Critically</i> , 12 ed. Chapters	Harbrace Essentials Handbook (Chapters)	Assignments	Due
			Mindtap Exercises	
1	Chapters 1	Writing	Introduction to Course; In-Class Writing	
2	2		Essay 1 Assigned; Mindtap Exercises	
3	3		Essay to Writing Center; Mindtap Exercises; Impromptu	
4	4		Mindtap Exercises	

5	5	Research	Essay 2 Assigned; Mindtap Exercises	Essay One Due
6	6		Mindtap Exercises	
7	7		Impromptu; Essay 3 and Presentation Assigned; Mindtap Exercises	
8	8		Mindtap Exercises	Essay Two Due
9	9		Mindtap Exercises	
10	10	Grammar and Effective Sentences	Essay to Writing Center; Impromptu; Mindtap Exercises	
11		Punctuation	Essay Four Assigned; Mindtap Exercises	Synthesis Essay/Presentation Due
12	11		Impromptu; Mindtap Exercises	Presentations Due
13	12		Mindtap Exercises	
14				EssayThree Due
15				

Methods of Evaluation

Categories

Points

**50 points each (150
points total)**

3 Essays (Vary in length and subject)

Final Essay

100 Points

Multimedia Project and Oral Presentation (Final)

3

3 Impromptu Writings (Bold face activities are worth 80

25 points each

Labs (Writing Center Submissions; Various points
Pearson Revel quizzes 10% of final grade)

Participation (discussions, and minor assignments, etc. 10% of final grade)

5 points each (75 points total)

Bold Categories combined are 80% of final grade.

Course & Instructor Policies:

1. **Extra Credit:** I do not assign extra credit. You are in a college course where your motivation, determination, dedication, and individual performance will dictate what grade you earn at the end.
1. **Grading** Expect to receive your graded essays back in 7-14 days, barring any unforeseen challenges to my grading process, such as illness, emergency, etc. Major essays will be assessed using rubrics.
2. **Late Work Policy:** I do not accept late work. Please do not wait until the last minute to complete your assignments and turn work in.
3. **Canvas Postings:** Most everything you do in this class will go through Canvas (on-line courses do everything in Canvas). Do not email me assignments, as they are easily lost in the shuffle. **Computer Use:** As computers tend to fail when we need them the most,

save your work to multiple drives (i.e. CD, the “cloud”, USB device and the hard drive) of your home computer. Also, remember to save your work every 10-15 minutes. **Computer failure is not a legitimate excuse for your work being late.**

IMPORTANT NOTE: STUDENTS SHOULD NEVER EMAIL ASSIGNMENTS TO ME WHEN CANVAS IS THE ONLY CONDUIT FOR SUBMITTING ASSIGNMENTS.

The Discussion Area in CANVAS is to be used for course content related discussions. The Discussion Board is NOT the venue to air complaints, discuss grades, etc. While you are expected to express your own ideas and opinions, you are also expected to use words appropriate to the course and to the classroom. **No cursing, personal insults, or disrespectful language will be tolerated.** The Discussion Board is a vehicle for academic discourse in English and as such, should not be used like one might use Instant or text messaging, Twitter, or social media sites.

***On-Line Course Sections:** Because the course is conducted on-line through CANVAS, it is presumed that students have knowledge of computers and computer terminology, an understanding of how to open, post, upload, and attach documents, and the ability to maneuver through CANVAS and the course.

1. **Writing Center Submissions:** You will submit at least two of your rough drafts to the writing center for review before you turn in the final copies. These submissions will count as part of your lab grade for the class. You may email the drafts to the consultants at writingcenter@grayson.edu, or you may go to the Writing Center in person and sit with the consultant. Either way, you must submit the consultant’s feedback as proof that you received
2. **Quizzes & Tests:** Quizzes will be multiple choice, true/false, matching, or short answer. They will always be taken in Canvas, using Canvas, so you will have immediate feedback on your score.
3. **Oral Presentations:** You will have a major multimedia project at the end of the semester that will serve as your final exam. For 100% on-line courses, you will be required to record your presentation using PREZI or PowerPoint.
4. **Essays:** Students will do three formal essays on selected topics, using selected strategies. These two to three page papers MUST be typed or word-processed. Papers must be double-spaced, using a 10 or 12 pt. Font (Ariel or New Times Roman) and must follow MLA format guidelines referenced in the class and in your handbook. The essay must have your name, the course, the date, and my name on the left hand side of the first page. After my name, you should have a unique title that is centered. Your last name and page number should go at the top right-hand side of each subsequent page. Each essay must have an effective thesis statement found at the end of the first paragraph of the

essay. Each essay should be carefully organized and thoughtfully supported. You must use citations and do them properly in each of the essays. Each essay must have a Works Cited page at the end (with the proper page number at the top). You **must** follow MLA guidelines for your essays. Essays may be submitted early, but **late papers will not be accepted.**

5. **Class Attendance:** Academic success is closely associated with regular classroom attendance and course participation in addition to a student's academic performance. All successful students, whether on campus or online, are expected to be highly self-motivated, participate in the course, and complete assignments following their professors' instructions. Missed lecture notes or assignments are the student's responsibility. "In-class work" CANNOT be made up. Missing more than two weeks of class (four class periods), **consecutive or not**, will be considered excessive, and the student may be counseled to drop the course. In addition, missing 20% or more of the class periods will result in losing the 10% attendance/participation grade. In certain extenuating circumstances (medical issues, family death, etc.), I can work with students on the attendance policy.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, and 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. Plagiarism, especially from the web, from portions

8.7.20
of papers for other classes, and from any other source is unacceptable and will be dealt with under the college's policy on plagiarism (see GC Student Handbook for details). Grayson College subscribes to turnitin.com, which allows faculty to search the web and identify plagiarized material.

Plagiarism is a form of scholastic dishonesty involving the theft of or fraudulent representation of someone else's ideas or words as the student's original work. Plagiarism can be intentional/deliberate or unintentional/accidental. Unintentional/Accidental plagiarism may include minor instances where an attempt to acknowledge the source exists but is incorrect or insufficient. Deliberate/Intentional plagiarism violates a student's academic integrity and exists in the following forms:

- Turning in someone else's work as the student's own (such as buying a paper and submitting it, exchanging papers or collaborating on a paper with someone else without permission, or paying someone else to write or translate a paper)
- Recycling in whole or in part previously submitted or published work or concurrently submitting the same written work where the expectation for current original work exists, including agreeing to write or sell one's own work to someone else
- Quoting or copy/pasting phrases of three words or more from someone else without

citation, • Paraphrasing ideas without citation or paraphrasing incompletely, with or without correct citation, where the material too closely matches the wording or structure of the original

- Submitting an assignment with a majority of quoted or paraphrased material from other sources
- Copying images or media and inserting them into a presentation or video without citation,
- Using copyrighted soundtracks or video and inserting them into a presentation or video without citation
- Giving incorrect or nonexistent source information or inventing source information
- Performing a copyrighted piece of music in a public setting without permission
- Composing music based heavily on someone else's musical composition.

The first act of plagiarism will result in a "0" on the assignment and a discussion (written or in real-time) with me. The next act of plagiarism will result in your failing the class and the incidents being reported to the appropriate college personnel.

Student Conduct & Discipline:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and a mature attitude toward academics. Excessive talking is disruptive, disrespectful, and will not be tolerated. We will discuss multiple perspectives of issues in this course, and students are expected to maintain an open mind and respectful attitude toward the views of others.

Students will check Canvas for announcements or changes to the lesson plan. It is your responsibility to be able to log on. Do this the first night. If you can't sign on, call the school to find out the problem.

Personal Responsibility

You have already made the decision to go to college; now the follow-up decision on whether to commit to doing the work could very well determine your future. Education involves a partnership that requires both students and instructors to do their parts. By entering into this partnership, you have a responsibility to show up for class, do the assignments and reading, be engaged and pay attention in class, follow directions, and put your best effort into it. You will get out of your experience here exactly what you put into it – nothing more and nothing less.

TITLE IX

GC policy prohibits discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex, sexual orientation, spousal affiliation and protected veterans status.

Furthermore, Title IX prohibits sex discrimination to include sexual misconduct: sexual violence (sexual assault, rape), sexual harassment and retaliation.

For more information on Title IX, please contact:

- Dr. Molly M. Harris, Title IX Coordinator (903)463-8714
- Ms. Logan Maxwell, Title IX Deputy Coordinator - South Campus (903) 415-2646
- Mr. Mike McBrayer, Title IX Deputy Coordinator - Main Campus (903) 463-8753
- Website: <http://www.grayson.edu/campus-life/campus-police/title-ix-policies.html>
- GC Police Department: (903) 463-8777- Main Campus) (903-415-2501 - South Campus)
- GC Counseling Center: (903) 463-8730
- For Any On-campus Emergencies: 911

Website: <http://www.grayson.edu/campus-life/campus-police/title-ix-policies.html>

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****These descriptions and timelines are subject to change at the discretion of the Professor.**

**** Grayson College campus-wide student policies may be found at the following URL on the College website: <https://www.grayson.edu/currentstudents/Academic%20Resources/index.html>**

Grayson County College is not responsible for illness/injury that occurs during the normal course of classroom/lab/clinical experiences.

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Grayson College campus-wide student policies may be found in each course shell under the menu item “Student Services”.