

ENGL1113: Composition 1

Fall 2016

Instructor: Alysse McCanna

Office: Morrill 408

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Office Hours: M/W/F 10:20-11:20 and by appointment

Call Number	Meeting Times	Location	Final Exam Date/Time
<input type="checkbox"/> #61495	M/W/F 9:30-10:20	Classroom Building 102	Friday, December 9 th , 8:00-9:50 a.m.
<input type="checkbox"/> #61408	M/W/F 11:30-12:20	Classroom Building 222	Wednesday, December 7 th , 10:00-11:50 a.m.

Course Overview:

English 1113 asks students to engage in various forms of writing, including narrative, profile, analysis, and evaluation. The course encourages students to read creatively and critically, make connections in their writing, and write well-organized, thoughtful essays.

Students should also understand the purpose of using these various forms of writing for different audiences. Substantial revision is a key component of English 1113.

English 1113: Primary Goal:

Students will recognize composing as a process and demonstrate that recognition by adapting their compositions to a variety of rhetorical situations and audiences through inventing, drafting, revising, and editing writing in a variety of styles and genres.

Course Outcomes (specific to this class):

- ✓ To understand and use pre-writing strategies
- ✓ Adjust style and content for a specific outcome
- ✓ Show familiarity with documentation and MLA format
- ✓ Show familiarity with argument and persuasion
- ✓ Construct a clear thesis that makes a debatable point about the material under consideration
- ✓ Maintain focus throughout lengthy writing
- ✓ Employ systematic organization
- ✓ Develop ideas fully using a variety of techniques
- ✓ Engage in critical thinking by demonstrating analysis and synthesis
- ✓ Correctly paraphrase and quote material from other texts
- ✓ To become skilled at revising sentences for clarity: diction choice, punctuation, verb tenses, subject/verb agreement, parallelism, and correct use of clauses

Program Outcomes:

By the end of English 1113, all students will:

- Recall and describe vivid details through a narrative that shapes and expresses those details for a general/public audience.
- Interpret and explain vivid details through inquiry and observation, and then characterize those details in the form of a profile constructed for a general/public audience.
- Break down and analyze the rhetorical moves made in a primary text, and then arrange and assemble those details in an essay explaining their overall purpose/effect for a specialized/academic audience.
- Evaluate and assess the positions taken in a collection of texts about a particular researched subject and take a stance on that issue through a thesis-driven essay for a specialized/academic audience.
- Read, summarize, analyze, synthesize, and evaluate texts in a variety of styles, genres, and mediums, demonstrating the ability to do so in forms that may include - but are not limited to - class discussions, quizzes, annotations, and writing about writing.
- Revise and edit multiple drafts to produce writing that is well organized, mechanically and grammatically sound, and mostly error free.

Required Materials:

Textbook (E-book is available to you through D2L as part of your student fees):

Lunsford, Andrea, et al. Everyone's an Author: with Readings. 2nd ed. New York: Norton, 2013.

For each class session:

A journal notebook, pens/pencils, a folder/binder for keeping track of coursework (including syllabus and course handouts).

Note: You will be required to keep *all* essay drafts with commentary (Preview/Conference Drafts, Peer Drafts) for both your reference and mine (to be disposed of at end-of-semester bonfire).

Recommended Materials:

Nothing is more frustrating than losing your work before you have a chance to turn it in (or post it to D2L). I strongly suggest using *multiple* backup sources to ensure your work is saved—USB drives, external hard drives, DropBox, the Cloud—whatever your preference. While I empathize when work is lost, I cannot make exceptions for work lost or late due to power outages, computer problems, Acts of God, hungry pets, etc.

Major Assignments:

Assignment & Grade Percentage	# of Points
Essay 1: Literacy Narrative (10%)	100
Essay 2: Profile (15%)	150
Essay 3: Rhetorical Analysis (20%)	200
Essay 4: Evaluation Essay (20%)	200
Final Exam: PechaKucha presentation (5%)	50
Preview/Conference Drafts (5%)	50
Informal writing (journal, homework, in-class work, discussion boards, reading notes) (25%)	250
Total Possible Points	1000

Grading Scale

Points	Grade
895-1000	A
795-894	B
695-794	C
595-694	D
0-594	F

Major Due Dates*

Essay 1: Literacy Narrative	Friday, September 9 th
Essay 2: Profile	Friday, October 7 th
Essay 3: Rhetorical Analysis	Friday, November 4 th
Essay 4: Evaluation Essay	Friday, December 2 nd
Final Exam	See above schedule

*All due dates are subject to change by the instructor. Any changes will be communicated to you excessively.

Schedule of readings and assignments (weeks 1-4): See attached handout.

A Note on Essays:

You will write four essays over the course of the semester. The essays will be explained and discussed at length in class, and a separate assignment sheet for each essay will be posted on D2L for you to download and print. **You must turn in all four essays to pass the class. Failure to turn in final drafts of one of these essays will result in an “F” for the semester.**

Preview Drafts

The purpose of Preview Drafts (submitted on D2L for instructor comments) and Peer Drafts (hard copy brought to class for peer reading and response) is to ensure you receive feedback from more than one source before the final (graded) draft of an essay is due. Preview Drafts require additional revision before they turn into Final Drafts; I may comment on content, style, form, mechanics, etc., but will not grade Preview Drafts based on these criteria. Rather, Preview Drafts will be graded simply on the basis of whether you turn in a complete draft on time.

You will earn full credit for submitting the draft by the assigned due date and time (50%) and fulfilling the required page length for Preview Drafts per the assignment sheet (50%).

Preview Drafts that are more than one class period late will not receive written instructor feedback; you may come to my office hours or make an appointment with me to receive verbal feedback on late drafts.

*I will upload your Preview Draft with my comments (in a Word document) to D2L. You must keep an electronic copy of this draft for later submission along with your Final Draft.

Peer Drafts

We will conduct an in-class Peer Review workshop for each major essay you write. Similar to Preview Drafts, these will be graded simply on the basis of whether you bring a complete draft to the workshop and actively participate (you and your partner(s) are not to become pen pals; you will read each other's drafts aloud and then provide both verbal and written feedback).

You will earn full credit for bringing your draft to the workshop and actively participating (50%) and fulfilling the required page length for Peer Drafts per the assignment sheet (50%).

Missing a Peer Review workshop will count as an absence *and* 5% will be deducted from your Final Draft grade.

*Keep the hard copy of your Peer Review draft with comments.

My Own Slew o' Policies:

Decency and Consideration:

OSU is a diverse community of beautiful, intelligent people. Keep in mind that some of the material covered in the readings this semester may deal with controversial issues. Out of respect for each other, I expect you to conduct yourself in a courteous and civilized manner when discussing or critiquing cultures, nationalities, religions, gender, sexual preferences, and political affiliations. There is much room for discussion in our classroom, but there is no room for hateful speech.

Attendance and Tardiness:

Review OSU's strict attendance policy under the Composition Program Policies below. *In addition*, should you be late to class or leave early, you will be considered tardy. 3 tardies equal one absence. Should you miss more than 20 minutes of class (whether at the beginning or end), you will be counted as absent for that class period.

I will track all tardies and absences on D2L, so you may access your attendance record at any time.

Late Work

Review Comp's strict program policies below. Late Final Drafts of essays will have 5% of the total points possible deducted for each day they are late (weekends count as 1 day: ex., if an essay is due on a Friday and you turn it in the following Monday, 10% of your possible grade will be automatically deducted).

Conferences:

Conferences give us a unique opportunity to discuss your writing and any concerns in a one-on-one environment. You are required to bring a hard copy of your essay and specific questions/concerns for me to address.

We will have a required individual conference for each essay. Each time we have a scheduled conference, our regular class meeting will be cancelled for the day. If you miss a required conference, it is unlikely we will be able to reschedule it during the course of the conferencing period, and it will count as an absence.

Communication and Email Response Policy

The best way to contact me is at my OSU e-mail address (alysse.mccanna@okstate.edu). I will do my best to reply to you in a timely manner (within a 24 hour time-frame); however, I am not a robot and therefore not available *all the time*, so late-night emails will not be replied to until the following day.

If I am to be incommunicado for a certain period of time for any reason, you will be told excessively in advance.

*College Pro Tip: When emailing your instructors, include something relevant in the subject line ("Missing Class Today" or "Questions About Essay 1"), an appropriate greeting ("Dear Miss McCanna"), your name and course information ("This is Emily Dickinson from your 9:30 a.m. Composition course"), and an appropriate send-off ("I dwell in possibility/Sincerely yours, Emily").

Please consult the syllabus or any relevant assignment sheet/calendar to seek answers before contacting me. Your peers are also a good resource.

Revision Policy

Students who receive a C or below on major essays will be given the opportunity to revise and resubmit their papers. If you wish to take advantage of this revision option, you must meet with me to discuss what needs to be done to improve your grade; a specific due date for resubmission will also be set. No revision work will be accepted without prior instructor approval.

Manuscript Formatting

All papers should be formatted according to MLA (Modern Language Association). Please consult Chapter 27 (page 535) in Everyone's an Author for explanations and examples.

Purdue OWL (<https://owl.english.purdue.edu/owl/>) is an excellent resource for both MLA and APA formatting.

Online Classroom (D2L)

Access our Online Classroom (D2L) site from your OSU Portal here:

<https://osuportal.okstate.edu/web/oklahoma-state-university> or here:

<https://online.okstate.edu>. We will make frequent use of this resource; we will discuss usage in class, but it is your responsibility to make sure you know how to access and use the site. If you have questions, ask!

As mentioned above, nothing is more frustrating than losing your work before you have a chance to turn it in (or post it to D2L). Use multiple backup sources to ensure your work is saved; in addition, if you are posting rather than uploading material to D2L (for example, discussion boards), write your post in a Word document and *save it as you work*. Copy and paste the finished version to D2L.

Composition Program Policies Fall 2016

Contact Information: Composition Website Address: <http://comp.okstate.edu>

Director of First-Year Composition: Dr. Lynn C. Lewis (Morrill 309c)

Associate Director of First-Year Composition: Dr. Joshua Daniel-Wariya (Morrill 302a)

Graduate Assistant Directors (Morrill 409):

Jeaneen Canfield

Hillary Coenen

Josiah Meints

William Tunningley

Dates from the Registrar:

Classes begin Aug 15. The nonrestrictive drop/add deadline is Aug 22. The restrictive drop/add deadline is Aug 26. The instructor must sign your add card, so give yourself sufficient time to find the instructor prior to the deadline; however, the instructor is not required to allow you late entry into the course, nor does his or her signature guarantee you a

seat. Composition courses are never over-enrolled, nor are seats held for individuals. The W drop/withdraw deadline is Nov 4. The W/F withdraw deadline is Nov 18. Class work ends Dec 2. For more information, <http://registrar.okstate.edu/Academic-Calendar>.

Students with Disabilities

If you think you have a qualified disability and need special accommodations for this course, you should notify your instructor and request verification of eligibility for accommodations from the Office of Student Disability Services (315 Student Union) as soon as possible. Accommodations for disabilities cannot be made until the instructor receives a verification letter from the SDS office, and accommodations cannot be made retroactively for assignments already completed or absences already accrued. For more information, call 405-744-7116 or go to <http://sds.okstate.edu>.

Attendance

You are expected to be present every day your class meets, but we do allow a specific number of absences without penalty for unavoidable circumstances that may occur. Absences beyond the limit are considered excessive and result in grade reductions. Students are excused without penalty in the case of jury duty, mandatory military service, university-sanctioned activities, and activities required for classes or scholarships. University-sanctioned activities include a student athlete's participation in official athletic events for Oklahoma State University. (Greek life activities, on the other hand, would not be included.) However, student athletes are still expected to turn in all assignments on time and to make up work as needed within a timeframe agreed on by instructor and student. **No other absences will be considered excused, including absences due to illnesses, doctor's appointments, and emergencies.** Reductions will be taken on a percentage basis from the total number of points possible in the course. Students are expected to arrive in class on time in order to be counted present. Requests for exemption from this policy must be made in writing to the Program Director. However, exemptions are extremely rare and have been granted only for the most extraordinary circumstances.

Tues/ Thurs or Mon/ Wed classes: 4 absences without automatic grade reduction, 5 absences = a final grade reduction of 7.5% of the total points possible for the course, 6 absences = a final grade reduction of 15%, and 7 or more absences = failure of the course.

Mon/Wed/Fri classes: 6 absences without automatic grade reduction, 7 absences = a final grade reduction of 5% of the total points possible for the course, 8 absences = a final grade reduction of 10%, 9 absences = a final grade reduction of 15%, and 10 or more absences = failure of the course.

Missed in-class work

Students absent for university-sponsored activities (which do not include social or Greek-sponsored activities, clubs, or intramural athletics) or mandatory military service may make up work missed due to such absence. Other policies regarding missed in-class work are at the discretion of the instructor.

Late work

Grades of work defined as "late" (coming in after established due date and time) will be reduced by 5% of the total points possible for the assignment each day it is late. Instructors may determine if this policy includes drafts and how weekends will be counted toward the grade reduction. Instructors may reduce the grade on a paper by up to 5% if a conference or peer editing session is missed.

Missing work

You must complete all required drafts and all final copies of the four major papers in order to receive credit for the course.

Plagiarism

According to University Policy, plagiarism is “presenting the written, published or creative work of another as the student's own work. Whenever the student uses wording, arguments, data, design, etc., belonging to someone else in a paper, report, oral presentation, or other assignment, the student must make this fact explicitly clear by correctly citing the appropriate references or sources. The student must fully indicate the extent to which any part or parts of the project are attributed to others. The student must also provide citations for paraphrased materials.” Plagiarism can result in failure of the course or suspension from the University. For more information, see the policies listed at <http://academicintegrity.okstate.edu>