

College Composition I

EN110

Contact Information:

Instructor: Ms. Kate Stone

Email: kstone@centralmethodist.edu

Office Hours: email inbox always open

Website: <http://jstone.weebly.com/composition.html>

Welcome to Class!

Welcome to EN110! I have been teaching this class for ten years, and it changes every, single, year. In a good way! This course is focused on introducing you to academic writing and entering into a well thought out conversation with others. Trust me when I tell you, each and every one of you will be able to use these skills to your advantage not only in your college career, but in your lives outside of the classroom as well. You will learn how to converse in a more organized way, back up your arguments, and work with others to see all sides of an issue. Welcome to class, here's to a great semester!

Course Description:

EN 110 College Composition I (3 Credit Hours). EN110 focuses on techniques of topic development, drafting, and revision to help students writing clear, concise sentences, paragraphs, and essays. EN110 is also the study of grammar, syntax, and diction and their relationship to effective writing and is designed to teach students to achieve college-level competence in academic writing.

This course meets Common Core competencies 1, 2, 3, 4, 5.

Course Objectives:

Upon completion of this course you will be able to:

- Analyze and evaluate the arguments of others
- Produce an argument supported by research
- Formulate arguments collaboratively with your peers
- Demonstrate understanding of different academic communities and communicate with them effectively
- Produce written works in a variety of different formats and lengths, all supported through research

Course Resources:

Class Website

- This is Ms. Stone's personal classroom website. There will be a calendar with all activities and due dates posted here.
- Most resources passed out in class (PDFs, Word Documents) will be posted here for you to download should you need another copy. You may also find contact information here.

Edmodo

- Edmodo is a Learning Management System that we will use for this course. You can log in to Edmodo at: <http://www.edmodo.com> . You will be provided with a class code to enter when you first create an account which will automatically place you in this course.
- All assignments will be posted here as well as any materials and announcements. This is the **preferred place** to turn in assignments.

Technical Support

- If you have problems with any of the websites listed, please contact me as soon as possible. I am most easily reached via email at: kstone@centralmethodist.edu

Textbook & Required Materials

- Required Textbook: *How to Write Anything* (2nd Edition) by John J. Ruskiewicz, ISBN: 978-1-4576-0243-6
- Reliable internet access

Course Activities:

Readings

- You will be required to read about 1 chapter from the textbook per week. These are outlined later in the syllabus. Readings will be assessed through class participation in discussions and possible quizzes.

Quizzes

- You will have four vocabulary quizzes throughout the semester. They are worth 20 points per quiz. Spelling does count. These are on the schedule.
- You will have 20 more quiz points scattered throughout the semester. These will be announced beforehand. They are not on the syllabus.

Discussions

- You will be expected to participate in class discussions. Seeing that this is an ITV course, this is harder to do than in a typical classroom. That being said, make sure you pay attention and don't be afraid to speak up. This classroom is a safe zone. We will not make harsh judgments of others for voicing their opinions.

Assignments

- There are 9 major assignments outlined in the attached schedule. Each assignment will be outlined in a separate assignment sheet with more details and a rubric if applicable.
- Copies of all assignment sheets will be available on the [class website](#) (address above) as well as on Edmodo.

Course Policies:

Instructor Feedback/Communication

- I will be participating in class discussions and freewrite activities occasionally. My responses to your assignments will come in the form of attached word documents with revision comments saved within.
- Any changes to the course schedule or assignments will be announced in class sessions and posted to the Edmodo page.
- I will contact you personally (via email or Edmodo note) to update you on grades during the semester.

Student Feedback/Communication

- Feel free to contact me with feedback about the course or specific questions about the course content or assignments. The preferred method of communication is via my University email: kstone@centralmethodist.edu
- I will respond to all student emails within 36 hours.

Submitting Electronic Files

- Electronic files need to be submitted in the following formats: **.doc, .docx, or .rtf**
- If this is a problem, contact me at the beginning of the semester so we can figure something out

Late Work

- All work is due at the beginning of class the day it is due. Essays that are turned in late will lose 10 percent per day – including weekends – for every day they are late. All homework will be reduced by **10%** for each day it is late. **After five (5) days it will not be collected.**
- Exceptions are possible at my discretion, usually as the result of a documented medical emergency or when arrangements have been made well in advance. Those who must miss class due to a known absence still must make arrangements in advance in order to make up work.

Essay Formats:

- All essays must be typed on white, standard-sized (8.5 x 11) paper and should be printed in black ink. Font size should be between 10-12 point and the font size should be standardized (stick with Times New Roman, Calibri, or Arial). All margins must be 1 inch.
- If any outside sources are used in the essay (including class readings), the essay must include a properly formatted works cited page.
- Any assignment that violates any of the above requirements will lose up to 10 percent.

University Policies:

Nondiscrimination Policy:

- Central Methodist University does not discriminate on the basis of race, color, religion, sex, national origin, age, or federally defined disability in its recruitment, admission, and retention of students.

Academic Property:

- All work (original or copy) submitted by the student to satisfy the requirements of the course may be retained at the discretion of the instructor for non-profit and educational purposes. Such work is generally used for assessing the course and providing evidence of student accomplishment for review by accrediting agencies. Any student wishing to prohibit such use of their work may do so by notifying the instructor in writing.

Academic Honesty Policy:

- Academic honesty requires that each person accept the obligation to be truthful in all academic endeavors. To help members of the community understand the implications of academic honesty, the University provides the following explanation of academic dishonesty.

Academic dishonesty is any conduct that has either as its intent or its effect (independent of intent) the false representation of a student's academic performance. Academic dishonesty includes but is not limited to the following:

- (a) Cheating in any form (e.g., ghost-written papers, cheat sheets or notes, copying during exams, quizzes or other graded class work, allowing anyone access to your courseware account to misrepresent their coursework as yours, or your coursework as theirs, etc.),
- (b) Collaborating with others on work to be presented in ways contrary to the stated rules of the course,
- (c) Stealing or having unauthorized access to examination or course materials,
- (d) Falsifying records, or laboratory or other data,
- (e) Submitting work previously presented in another course without the advance consent of the instructor,
- (f) Knowingly and intentionally assisting any other student in any act of academic dishonesty (this includes intentionally allowing any other student to use or submit your academic work or performance, or other academic work supplied by you, under a name different from the author of the work), and
- (g) Plagiarism. Plagiarism is a form of cheating and stealing. It is morally unacceptable as well as against academic policy. Plagiarism includes but is not limited to [1] representing as one's own work a paper, speech, or report written in whole or in part by someone else (from the uncredited use of significant phrases to the uncredited use of larger portions of material), including material found on the internet, [2] failing to provide appropriate recognition of the sources of borrowed material through the proper use of quotation marks, proper attribution of paraphrases, and proper reference citations. Paraphrase is the direct use of others' ideas, data, or structures of thought stated in language substantially different from the source upon which they depend and therefore not requiring quotation marks even though the substance of the material is borrowed. As borrowed material, appropriate recognition of the source must always be given.

- Whether it is intentional or not, plagiarism is unacceptable in a college classroom. Failure to cite sources (either intentionally or unintentionally) may result in a zero (0) on the assignment, a failure of the course, and/or disciplinary action with CMU administration.