English 1301
Dual Credit

Textbook


Technology Requirements

Internet
Computer
Microsoft Office Word
Access to Angelo State’s Ramport & Blackboard

Suggested Supplies

1 – flash drive
1 – binder
Loose leaf paper
Tabbed dividers for binder
Pen

English 1301: A Core Communications Course

The ASU Core Curriculum Committee has designated English 1301 as a core course in the area of Communication. According to the Texas Higher Education Coordinating Board, courses in this foundational component area should “focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively” and should “involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.” In addition, every core course must help students develop four of the broad core skills. The core skills designated for this class are as follows:

- Critical Thinking Skills – To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information;
- Communication Skills – To include effective development, interpretation and expression of ideas through written, oral, and visual communication;
- Teamwork – To include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal; and
- Personal Responsibility – To include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
**Student Learning Outcomes**

All of the principles and conventions of good writing can be distilled into two rules: “Have something to say, and say it well.” More specifically, upon completing the course, you should

- understand the nature of the writing process and use all of its phases in writing;
- understand the principles of audience analysis and adapt content, structure, and language to the needs of specific readers;
- understand the basic prose structures and apply them on the sentence, paragraph, and essay level so that readers can easily understand your purpose and follow your progression of ideas;
- be able to generate sufficient and appropriate detail to convince readers of the validity of your thesis;
- be sensitive and attentive to language, applying principles of style and tone to enhance the appeal of essays.
- be able to write prose largely free of errors in grammar, diction, usage, and mechanics.
- be able to think critically about your own writing and the writing of others;
- be able to collaborate with others to produce more effective texts.

**Grading Policy/Scale**

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
<th>Grade Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz</td>
<td>15%</td>
<td>A = 90-100%</td>
</tr>
<tr>
<td>Essays/Projects</td>
<td>40%</td>
<td>B = 80 – 89%</td>
</tr>
<tr>
<td>Exams</td>
<td>25%</td>
<td>C = 70-79%</td>
</tr>
<tr>
<td>Assignments</td>
<td>10%</td>
<td>D = 60-69%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>10%</td>
<td>F = 0-59%</td>
</tr>
</tbody>
</table>

**Class Policies**

**Attendance**
- Any student who is absent is responsible for obtaining the work and/or assignments missed.

**Make-up Work**
- After an excused absence, students must complete assignments in a timely manner. Work that is not turned in will receive a zero.
- Any student who is absent due to extra-curricular events (such as a tournament, competition, or field trip) on the day that a quiz/test is administered MUST take the quiz/test the 1st day back to class. It is the student’s responsibility to ask for the quiz/test. Quizzes and tests will not be given once graded papers have been returned to students.

- Any student who will miss class due to planned extra-curricular events (such as a tournament, competition, or field trip) on the day that an essay/project is due is still required to turn in his/her essay/project at the designated time. The student may turn his/her essay in before the absence.

- A major essay and/or research project that is not turned in by the deadline may be turned the next day. It will have a deduction of one letter grade each day it is late.

**Lost Work**

Students will need to devise a strategy for securely storing digital files. We all know that hard drives can fail and flash drives can disappear. Backup all of your work. **I will not accept technological breakdowns or lost files as valid excuses for missing assignment deadlines.**
Classroom Rules
- Students will be on time to class.
- Students are **not** allowed to use cell phones or any recording devices during class.
- Students will be responsible for keeping their desks and surrounding areas clean and free of litter.

**Plagiarism**
Students are expected to follow ethical conduct when completing written assignments. ANY STUDENT WHO PLAGIARIZES WILL RECIEVE AN F FOR THAT GIVEN ASSIGNMENT. All essays & written assignments will be submitted to turnitin.com to check for plagiarism.

* The instructor may modify the syllabus as needed at any time.

**Semester at a Glance**

Syllabus & Student Survey
Ramport & Blackboard login training
*7 Habits of Highly Effective Teens*
Grammar & Parts of Speech
Sentence Structures
“Rhetoric: The Art of Persuasion”
The Writing Process
Paragraphs
Types of Evidence
Thesis Writing
Outlines
Incorporating Supporting Details & Evidence
Editing/Revising
Active/Passive Voice
Proofreading
Publishing

Response Essay
Persuasive Essay
Definition Essay
Comparison/Contrast Essay