English 1301, English Composition

Course Contact Information

- **Instructor:** Katherine Garrison
- **Office:** Online through Google Hangouts
- **E-Mail:** katherine.garrison@angelo.edu
- **Office Hours (online):** M/W – 1:00 PM – 3:00 PM (in Hangouts)

Course Description

This is an introductory course on the writing process. Prerequisites required.

Core Objectives and Student Learning Outcomes

<table>
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<tr>
<th>Objective</th>
<th>Outcome</th>
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<tr>
<td><strong>Critical Thinking</strong></td>
<td>Find, inquire into, analyze, and synthesize texts relevant to appropriate academic issues through a variety of media, including library and credible Internet resources. Develop the ability to frame a rhetorical problem; engage in academic research processes; learn to read academic texts, synthesize relevant resources; analyze interrelationships between a text’s purposes, author, audience, content, structure and ideas; and organize their ideas in innovative patterns.</td>
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<tr>
<td><strong>Communication</strong></td>
<td>Take into consideration audience, context, purpose, conventions, and circumstances relevant to the academic context; use relevant and appropriate content for academic audiences, medium, and message.</td>
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<td><strong>Teamwork</strong></td>
<td>Work collaboratively with the instructor and peers to plan, draft, revise, and edit written work.</td>
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<td><strong>Personal Responsibility</strong></td>
<td>Identify their own core beliefs and the sources of those beliefs in order to connect their choices and actions to decision-making and to evaluate possible consequences of their decisions.</td>
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Materials Required

2. **Equipment:** computer with high speed Internet, headphones or speakers, microphone, file storage (e.g. flash drive, external hard drive, J: drive, email, etc…), MS Word and PowerPoint or equivalent, Adobe Acrobat, Blackboard, and ASU email access. For free software downloads click [here](https://www.asu.edu/computing/software.html). For equipment click on the [ASU Computer Lab](https://www.asu.edu/computing/computing-lab.html).

Assignments

<table>
<thead>
<tr>
<th>Points</th>
<th>Section</th>
<th>Assignment (*MWA = Major Writing Assignment)</th>
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<tbody>
<tr>
<td>10</td>
<td>2</td>
<td>MWA 1: Literacy Narrative</td>
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<tr>
<td>15</td>
<td>3</td>
<td>MWA 2: Literacy Factsheet</td>
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<tr>
<td>20</td>
<td>4</td>
<td>MWA 3: Writing Instruction and Digital Technology Letter</td>
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<tr>
<td>25</td>
<td>5</td>
<td>Final Portfolio</td>
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<tr>
<td>10</td>
<td>6</td>
<td>Presentation</td>
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<tr>
<td>10</td>
<td>All</td>
<td>Quizzes (over chapter readings, lectures, and assignment descriptions)</td>
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<tr>
<td>10</td>
<td>All</td>
<td>Discussion Board Posts/Responses (50% original posts and 50% peer response)</td>
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<tr>
<td>100</td>
<td>Total</td>
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Online Class Behaviors and Attendance

Be courteous when communicating online with me and your peers. Attendance or tardiness does not factor into your final grade. **Submitting your completed work on time is your sole responsibility.**
**responsibility and objective.** Assignment requirements are posted in Blackboard in advance. No extensions will be given for assignments because of holy days or school sponsored events as a result (see the Grading Policy below).

**Email Policy**
ASU [Email](mailto:) is the best way to contact me. I check email 8 am-5 pm M-TH (excluding holidays).

**Discussing Your Grades**
I will not discuss your grades through email because of FERPA requirements designed to protect your records. For questions, please refer to this syllabus first. If you still have questions, email me and I will respond to you through “Messages” in Blackboard or ask you to chat in Hangouts.

**Grading Policy**
All assignments are generally graded within two weeks of submission. All assignments will be assessed a penalty of 10% per day late (this includes weekends and holidays). I will not give an Incomplete in this course. I may use your assignments as samples for future classes. Finally, students traveling to school-sponsored events or observing a holy day must submit their work before the due date. I assess grades in the following manner: A (90-100%) The document is superior; B (80-89%) The document is good; C (70-79%) The document is adequate; D (60-69%) The document is disappointing; F (0-59%) The document is unsatisfactory.

**Academic Misconduct Policy**
If you plagiarize, cheat, gain an unfair advantage, or participate in any activities described in the [Student Code of Conduct](#), then you will receive an automatic "0" on the assignment and be required to visit with me during my office hours. If you are caught a second time, you will fail the course, and I will inform others for potential further disciplinary action.

**Accommodations**
If you have a disability and need accommodations in class, contact the Student Affairs Office ASAP at 325-942-2047 or studentservices@angelo.edu (University Center, Suite 112). Once you register with Student Affairs then you must notify me to gain accommodations. Student Affairs works with students confidentially and does not disclose any disability-related information.

**Outside Course Support**
- [Information Technology (IT)](#) for help with email, Blackboard, Ramport
- [Student Computer Access and Printing Services](#) for computer lab resources
- [Library](#) for help with conducting research
- [English Language Learners’ Institute](#) for English as Second Language (ESL) students
- [Freshman College](#) for academic success and tutoring
- [Disability Services](#) for disabled and impaired students
- [ASU Writing Center](#) for help with all writing assignments
- [Student Life](#) for non-academic opportunities (student organizations)
- [Career Development](#) for job opportunities on and off campus
# Class Schedule

All assignments will be due before midnight (12:00 am CST) on the dates below. All assignments are due on Sundays except for Peer Responses, which are due on Tuesdays (48 hours later). Rough drafts and final drafts of large assignments in red. (Note: MWA = Major Writing Assignment)

## Section 1: Welcome to the Course and Grammar Review

### Week 1-Sunday, September 1:
1. Read the Course Syllabus
2. View Lecture 1
3. Read “Academic Literacies” (pg 1) and “Rhetorical Situations” (pg 53) in the *Norton Field Guide to Writing (NFGW)*
4. Watch *Why Good Writers Rule the World*
5. Take Quiz 1
6. Upload your photo to Blackboard
7. Respond to Discussion Board #1
8. Post Peer Responses to Discussion Board #1 within 48 hours (due Tuesday, September 3 before midnight)

### Week 2-Sunday, September 8:
1. Read “Writing a Literacy Narrative” (pg 73) “Rebel Music” (pg 640), “Se Habla Español” (pg 645), Mother Tongue” (pg 649), and “Lost and Found” (pg 656) in *NFGW*
2. View Lecture 2
3. Watch these videos about peer reviews: *Peer Writing Review Process, Peer Review: Commenting Strategies, Top 10 Mistakes*
4. Take Quiz 2
5. Take Grammar Diagnostic Test
6. Respond to Discussion Board #2
7. Post Peer Responses to Discussion Board #2 within 48 hours (due Tuesday, September 10 before midnight)

## Section 2: Literacy Narrative

### Week 3-Sunday, September 15:
1. Read “Narrating” (pg 419), “Describing” (pg 399), “Dialogue” (pg 408), “Generating Ideas and Text” (pg 289), and “Drafting” (pg 298) in *NFGW*
2. View Lectures 3a and 3b
3. Take Quiz 3
4. **Post Rough Draft of Literacy Narrative (MWA 1) to Discussion Board #3**
5. Post Peer Responses to Discussion Board #3 within 48 hours (due Tuesday, September 17 before midnight)

### Week 4-Sunday, September 22:
1. Revise Literacy Narrative based on peer feedback
2. Visit the *Writing Center* online or in person (optional)
3. **Turn in Final Draft of Literacy Narrative to Blackboard Assignment** (do not email me or post to discussion board)
### Section 3: Literacy Factsheet

**Week 5-Sunday, September 29:**
1. Read “Arguing” (pg 355) and “Designing Text” (pg 597) in *NFGW*
2. View Lecture 4
3. Take Quiz 4
4. Respond to Discussion Board #4
5. Post Peer Responses to Discussion Board #4 within 48 hours (due Tuesday, October 1 before midnight)

**Week 6-Sunday, October 6:**
1. Read “Using Visuals” (pg 607), “Acknowledging Sources, Avoiding Plagiarism” (pg 491), and skim “MLA Style” (pg 500) in *NFGW*
2. View Lecture 5
3. Watch video on how to create a factsheet in Word
4. Take Quiz 5
5. **Post Rough Draft of Literacy Factsheet (MWA 2) to Discussion Board #5**
6. Post Peer Responses to Discussion Board #5 within 48 hours (due Tuesday, October 8 before midnight)

**Week 7-Sunday, October 13:**
1. Revise Literacy Factsheet based on peer feedback
2. Visit the Writing Center online or in person (optional)
3. **Turn in Final Draft of Literacy Factsheet to Blackboard (do not email me or post to discussion board)**

### Section 4: Writing Instruction and Digital Technology Report

**Week 8-Sunday, October 20:**
1. Read, “Study: Online Classes Really Do Work” (by MIT NEWS), “Ten Disadvantages of Online Courses” (Montgomery College), “How Technology Has Made Our Kids Smarter than Ever” (Huffington Post), “Multitasking Can Making You Lose...Um...Focus” (pg 725), and “Is Google Making us Stupid” (pg 735) in *NFGW*
2. Watch this video on [Writing Anxiety](#)
3. View Lecture 6
4. Take Quiz 6
5. Respond to Discussion Board #6
6. Post Peer Responses to Discussion Board #6 within 48 hours (due Tuesday, October 22 before midnight)

**Week 9-Sunday, October 27:**
1. Read “Writing as an Inquiry” (pg 281), “Assessing Your Own Writing” (pg 301), and “Kids’ Stuff” (pg 912) in *NFGW*
2. View Lecture 7
3. Take Quiz 7
4. **Post Rough Draft of Writing Instruction and Digital Technology Letter (MWA 3) to Discussion Board #7**
5. Post Peer Responses to Discussion Board #7 within 48 hours (due Tuesday, October 29 before midnight)

**Week 10-Sunday, November 3:**
1. Read “Getting Response and Revising” (pg 306) and “Editing and Proofreading” (pg 313) in *NFGW*
2. Quiz 8
<table>
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<th>Section 5: Final Portfolio</th>
<th>Week 11-Sunday, November 10:</th>
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<tr>
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<td>1. Read “A Sample Self-Assessment” (pg 323) and “Comparing and Contrasting” (pg 380) in <em>NFGW</em></td>
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<td>2. Watch this video on <strong>Rewriting</strong></td>
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<td>3. View Lecture 8</td>
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<td>4. Take Quiz 9</td>
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<td>5. Respond to Discussion Board #8</td>
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<td>6. Post Peer Responses to Discussion Board #8 within 48 hours (due Tuesday, November 12 before midnight)</td>
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**Week 12-Sunday, November 17:**
1. Read *The Purpose of Repurposing Content*, and [this article on Audience](#).  
2. View Lecture 9  
3. Take Quiz 10  
4. Respond to Discussion Board #9  
5. Post Peer Responses to Discussion Board #9 within 48 hours (due Tuesday, November 19 before midnight)

**Week 13-Sunday, November 24:**
1. **Post Rough Draft of Final Portfolio to Discussion Board #10**  
2. Post Peer Responses to Discussion Board #10 within 48 hours (due Tuesday, November 26 before midnight)

**Week 14-Sunday, December 1:**
1. Revise Final Portfolio based on peer feedback  
2. Visit the [Writing Center](#) online or in person (optional)  
3. **Turn in Final Draft of Final Portfolio to Blackboard Assignment (do not email me or post to discussion board)**

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<th>Section 6: Presentation</th>
<th>Week 15-Sunday, December 8:</th>
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<tr>
<td></td>
<td>1. Read “Giving Presentations” (page 625)</td>
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<td>2. Read/view presentations: (1) <a href="#">Death to PowerPoint</a>, (2) <a href="#">How to Give an Awesome (PowerPoint) Presentation</a></td>
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<td>3. View Lecture 11</td>
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<td>4. Extra Credit: Quiz on Presentations</td>
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<td></td>
<td>5. <strong>Turn in Final Draft of Presentation to Blackboard Assignment (do not email me or post to discussion board)</strong></td>
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