




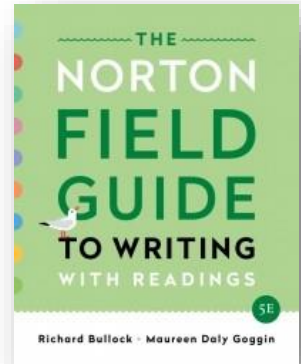


English 1301-Dual Credit, English Composition

Course Contact Information

-  **Instructor:** Katherine Garrison
-  **Office:** Online through Google Hangouts
-  **E-Mail:** katherine.garrison@angelo.edu
-  **Office Hours (online):** M/W – 3:00 PM – 5:00 PM (in Hangouts)
-  **Sections:** 1301 D60, D70 – Check your class schedule for times



Course Description

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

Core Objectives and Student Learning Outcomes

Objective	Outcome
Critical Thinking	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.
Communication	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.
Teamwork	Work collaboratively with the instructor and peers to plan, draft, revise, and edit written work.
Personal Responsibility	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.

Materials Required

1. **Book:** *The Norton Field Guide to Writing with Readings, 5th Edition*, Richard Bullock, Maureen Daly Goggin, and Francine Weinberg. Shows MLA update symbol on cover. Purchase at [Amazon](https://www.amazon.com) or the ASU [Bookstore](https://www.asu.edu/bookstore).
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](#). For equipment click on the [ASU Computer Lab](#).

Assignments

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

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 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](#) is the best way to contact me. I check email 8 am-5 pm M-TH (excluding holidays).

Discussing Your Grades

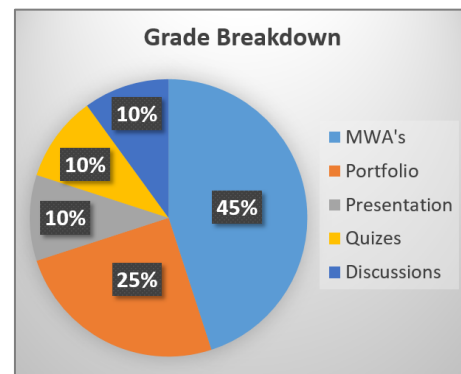
I will not discuss your grades through email because of FERPA requirements designed to protect your records. For questions, please refer to this syllabus first. If you still have questions, email me and I will respond to you through “Messages” in Blackboard or ask you to chat in Hangouts.

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 (check with your teacher aid for more)

- [Information Technology \(IT\)](#) for help with email, Blackboard, Rampart
- [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 are due before midnight (12:00 am CST) on the dates below. Quizzes are due Tuesdays, Discussion Posts are due Wednesdays, and Final Drafts and Peer Responses are due Thursdays (with the exception of the Presentation Assignment at the end of the semester). Rough and final drafts of major assignments are in red. (Note: MWA=Major Writing Assignment).

Section 1: Welcome to the Course and Grammar Review

Week 1-August 26-30:

Monday

1. Read the Course Syllabus
2. View Welcome Video and Lecture 1

Tuesday

3. Read “Academic Literacies” (page 1) and “Rhetorical Situations” (page 53) in the *Norton Field Guide to Writing (NFGW)*
4. Watch [Why Good Writers Rule the World](#)
5. Take Quiz 1

Wednesday

6. Upload your photo to Blackboard
7. Respond to Discussion Board #1

Thursday

8. Post Peer Responses to Discussion Board #1

Friday

9. Begin reading/viewing assignments for next week

Week 2-September 2-6:

Monday

1. Read “Writing a Literacy Narrative” (page 75) “Rebel Music” (page 81), “Se Habla Español” (page 693), “Mother Tongue” (page 697), and “Lost and Found” (page 992) in *NFGW*

Tuesday

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

Wednesday

5. Take Grammar Diagnostic Test
6. Respond to Discussion Board #2

Thursday

7. Post Peer Responses to Discussion Board #2

Friday

8. Begin reading/viewing assignments for next week

Section 2: Literacy Narrative

Week 3-September 9-13:

Monday

1. Read “Narrating” (page 462), “Describing” (page 443), “Dialogue” (pages 452), “Generating Ideas and Text” (page 331), and “Drafting” (page 340) in *NFGW*
2. View Lectures 3a and 3b

Tuesday

3. Take Quiz 3
4. Begin rough draft of Literacy Narrative (MWA 1)

Wednesday

5. **Post Rough Draft of Literacy Narrative (MWA 1) to Discussion Board #3**

Thursday

6. Post Peer Responses to Discussion Board #3

Friday

7. Begin revising Literacy Narrative based on peer feedback

Week 4-September 16-20:

Monday-Wednesday

1. Revise Literacy Narrative based on peer feedback
2. Visit the [Writing Center](#) online or in person (optional)

Thursday

3. **Turn in Final Draft of Literacy Narrative to Blackboard Assignment (not emailed or posted to discussion board)**

Friday

4. Begin reading/viewing assignments for next week

Section 3: Literacy Factsheet

Week 5-September 23-27:

Monday

1. Read “Arguing” (page 397) and “Designing Text” (page 644) in *NFGW*

Tuesday

2. View Lecture 4
3. Take Quiz 4

Wednesday

4. Respond to Discussion Board #4

Thursday

5. Post Peer Responses to Discussion Board #4

Friday

6. Begin reading/viewing assignments for next week

Week 6-September 30-October 4:

Monday

1. Read “Using Visuals” (page 653), “Acknowledging Sources, Avoiding Plagiarism” (page 539), and skim “MLA Style” (page 548) in *NFGW*
2. View Lecture 5
3. Watch video on how to create a factsheet in Word

Tuesday

4. Take Quiz 5
5. Begin rough draft of Literacy Factsheet (MWA 2)

Wednesday

6. **Post Rough Draft of Literacy Factsheet (MWA 2) to Discussion Board #5**

Thursday

7. Post Peer Responses to Discussion Board #5

Friday

8. Begin revising Literacy Factsheet based on peer feedback

Week 7-October 7-11:

Monday-Wednesday

9. Revise Literacy Factsheet based on peer feedback
10. Visit the [Writing Center](#) online or in person (optional)

Thursday

11. **Turn in Final Draft of Literacy Factsheet to Blackboard (do not email me or post to discussion board)**

Friday

12. Begin reading/viewing assignments for next week

Section 4: Writing Instruction and Digital Technology Report

Week 8-October 14-18:

Monday

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” (page 779), and “Is Google Making us Stupid” (page 789) in *NFGW*

Tuesday

2. Watch this video on [Writing Anxiety](#)
3. View Lecture 6
4. Take Quiz 6

Wednesday

5. Respond to the Discussion Board #6

Thursday

6. Post to Peer Responses to Discussion Board #6

Friday

7. Begin reading/viewing assignments for next week

Week 9-October 21-25:

Monday

1. Read “Writing as an Inquiry” (page 323), “Assessing Your Own Writing” (page 343), and “Kids’ Stuff” (pages 940) in *NFGW*
2. View Lecture 7

Tuesday

3. Take Quiz 7
4. Begin Rough Draft of Writing Instruction and Digital Technology Letter (MWA 3)

Wednesday

5. **Post Rough Draft of Writing Instruction and Digital Technology Letter (MWA 3) to Discussion Board #7**

Thursday

6. Post Peer Responses to Discussion Board #7

Friday

7. Begin reading/viewing assignments for next week

Week 10-October 28-November 1:

Monday

1. Read “Getting Response and Revising” (page 348) and “Editing and Proofreading” (page 356) in *NFGW*

Tuesday

2. Quiz 8

Wednesday

3. Revise Writing Instruction and Digital Technology Letter based on peer feedback
4. Visit the [Writing Center](#) online or in person (optional)

Thursday

5. **Turn in Final Draft of Writing Instruction and Digital Technology Letter to Blackboard Assignment (do not email me or post to discussion board)**

Friday

6. Begin reading/viewing assignments for next week

Section 5: Final Portfolio

Week 11-November 4-8:

Monday

1. Read “A Sample Self-Assessment” (page 366) and “Comparing and Contrasting” (page 424) in *NFGW*

Tuesday

2. Watch this video on [Rewriting](#)
3. View Lecture 8
4. Take Quiz 9

Wednesday

5. Post to the Discussion Board #8

Thursday

6. Respond Peer Responses to Discussion Board #8

Friday

7. Begin reading/viewing assignments for next week

Week 12-November 11-15:

Monday

1. Read [The Purpose of Repurposing Content](#), and [this article on Audience](#).

Tuesday

2. View Lecture 9
3. Take Quiz 10

Wednesday

4. Post to the Discussion Board #9

Thursday

5. Post Peer Responses to Discussion Board #9

Friday

6. Begin writing Rough Draft of Final Portfolio

Week 13-November 18-22:

Monday-Tuesday

1. Work on Rough Draft of Final Portfolio

Wednesday

2. **Post Rough Draft of Final Portfolio to Discussion Board Post #10**

Thursday

3. Post Peer Responses to Discussion Board #10

Friday

4. Start revising Final Portfolio based on peer feedback

Week 14-November 25-29:

Monday-Friday- Holiday! Nothing due.

Week 15-December 2-6:

Monday-Wednesday

1. Revise Final Portfolio based on peer feedback
2. Visit the [Writing Center](#) online or in person (optional)

Thursday

3. **Turn in Final Draft of Final Portfolio to Blackboard Assignment (do not email me or post to discussion board)**

Friday

4. Begin reading/viewing assignments for next week

Section 6: Presentation

Week 16-December 9-13 (Finals Week):

Monday

1. Read "Giving Presentations" (page 673)
2. Read/view presentations: (1) [Death to PowerPoint](#), (2) [How to Give an Awesome \(PowerPoint\) Presentation](#)
3. View Lecture 11
4. Begin Presentation Assignment

Tuesday

5. Extra Credit: Quiz on Presentations
6. Complete All Extra Credit Assignments (optional)
7. Continue working on Presentation Assignment

Wednesday (Last day of assignments!)

8. **Turn in Final Draft of Presentation to Blackboard Assignment (do not email me or post to discussion board)**