English 1301, Freshman Composition  
Instructor: Dr. Hama  
Office: A021a; e-mail: mark.hama@angelo.edu  
Office Hours: We will conduct office hours via e-mail primarily. Send me your question or request, and I’ll respond as soon as I can. If we need to talk further, we can arrange it at that time.

CLASS POLICIES

Required Text:

Each student must purchase this specific textbook and have it ready to use each day. You cannot do the work for this course without this book.

Course Description and Learning Outcomes
English Composition provides students with abundant practice in producing effective prose essays. A series of essay assignments will teach each student to integrate reading and writing and to improve his/her unique composition process.

Upon completing English 1301, students should
1. understand the nature of the writing process and use all its phases in writing.
2. understand the principles of audience analysis and adapt language structure, and detail to the needs of specific readers.
3. understand basic prose structures and apply them on the sentence, paragraph, and essay level so that readers can easily understand the writer’s purpose and follow the progression of ideas.
4. generate sufficient and appropriate detail to convince readers of the validity of the thesis.
5. be sensitive and attentive to language, applying principles of style and tone to enhance the appeal of essays.
6. write prose largely free of errors in grammar, diction, usage, and mechanics.

English 1301 outcomes will be measured by various assignments, including the composition of 5-7 essays.

Requirements and Grading
The coursework includes five 3-4 page essays, reading/discussion board responses, and a final examination.

Essays 1 and 2, 10% each---------------------------------------------20%
Essays 3, 4, and 5, 20% each------------------------------------------60%
Class participation: reading assignments/discussion posts----------10%
Final examination--------------------------------------------------------10%
Essay Format and Requirements
Essays must be prepared using Microsoft Word-compatible software and submitted through Blackboard SafeAssign. Essays must be typed (using Times-Roman 12 point font) and double-spaced with one-inch margins, and they must use MLA format, available through Purdue OWL. In order to succeed in the course, each student must be completely prepared with all assigned reading and must undertake an active, responsible role in all course activities.

Late Essay Policy
Essays will be given a penalty of five points if turned in after the posted due time on the due date and five more points for each additional day late. I will accept late essays without penalty only in cases of documented emergencies (computer/printer problems do not count as emergencies). Each student is required to complete and turn in all written assignments to be considered for a passing grade.

Academic Honesty
Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is available on the web at http://www.angelo.edu/forms/pdf/honorcode5.pdf. At minimum, students who are determined to have violated this policy will receive a failing grade on the assignment, and may also receive a failing grade in the course and be referred to the English Department Chair for possible further action.

Absences for Religious Holiday Observation
Students who intend to be absent from class to observe a religious “holy day” (as defined in ASUOP 10.19) must inform the instructor in writing prior to the absence and make up any scheduled assignments within an appropriate timeframe as determined by the professor. While the absence will not be penalized, failure to complete the make-up assignment within the specified timeframe will result in penalties consistent with other absences and assignments.

Students with Disabilities
Persons with disabilities that may warrant academic accommodations must contact the Student Life Office in order to request such accommodations prior to any being implemented. You are encouraged to make this request early in the semester so that appropriate arrangements can be made.

Title IX at Angelo State University
The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.
Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

*Updates made to the policies on Academic Honesty, Disability Accommodations, Religious Holy Days, and Title IX will be made available at the following link:

https://www.angelo.edu/opmanual/
Schedule

M 7/6  Class introduction

The Writing Process: Invention, Arrangement, Drafting, Revision

T 7/7  Essay #1 assigned
       Invention exercise for Essay #1 assigned

W 7/8  Essay #1 invention materials due by noon

Th 7/9  Essay #2 working thesis, main points, and supporting examples due
        Reading assignment pp. 228-39 due
        “The Writing Process, Stage Two: Arrangement,” 51-64; also, “Exemplification,” 240-57

F 7/10  Reading assignment pp. 240-57 due
        “The Writing Process, Stage Three: Drafting and Revising,” 65-79

Sat 7/11 Completed 3-4 page working draft Essay #1 due

Sun 7/12 “Editing and Proofreading,” 81-93

M 7/13  Fully-revised final draft Essay #1 due
        Essay #2 assigned
        Essay #2 Invention exercise assigned
        “Cause and Effect,” 321-38

Tu 7/14  Essay #2 invention materials due
        “Cause and Effect,” 339-43

W 7/15  Essay #2 working thesis due
        Reading assignment pp. 339-43 due
        “Cause and Effect,” 344-47

Th 7/16  Reading assignment pp. 344-47 due
        “Cause and Effect,” 354-59

F 7/17  Completed 3-4 page working draft Essay #2 due
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<tr>
<th>Date</th>
<th>Assignment Details</th>
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<tr>
<td>Sat 7/18</td>
<td><strong>Essay #3 assigned</strong>  &lt;br&gt; <strong>Essay #3 Invention exercise assigned</strong>  &lt;br&gt; “Comparison and Contrast,” 371-90</td>
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<tr>
<td>Sun 7/19</td>
<td><strong>Fully-revised final draft Essay #2 due</strong>  &lt;br&gt; “Comparison and Contrast,” 393-97</td>
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<td>M 7/20</td>
<td><strong>Essay #3 invention materials due</strong>  &lt;br&gt; <strong>Reading assignment pp. 393-97 due</strong>  &lt;br&gt; “Comparison and Contrast,” 404-07</td>
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<td>T 7/21</td>
<td><strong>Essay #3 working thesis due</strong>  &lt;br&gt; <strong>Reading assignment pp. 404-07 due</strong>  &lt;br&gt; “Comparison and Contrast,” 417-</td>
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<td>W 7/22</td>
<td><strong>Reading assignment pp. 344-47 due</strong>  &lt;br&gt; “Comparison and Contrast,” 417-28</td>
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<td>Th 7/23</td>
<td><strong>Completed 3-4 page working draft Essay #3 due</strong></td>
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<td>F 7/24</td>
<td><strong>Essay #4 assigned</strong>  &lt;br&gt; <strong>Essay #4 Invention exercise assigned</strong>  &lt;br&gt; “Classification and Division,” 435-49</td>
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<td>Sat 7/25</td>
<td><strong>Fully-revised final draft Essay #3 due</strong></td>
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<td>Sun 7/26</td>
<td><strong>Essay #4 invention materials due</strong>  &lt;br&gt; “Classification and Division,” 450-57</td>
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<td>M 7/27</td>
<td><strong>Essay #4 working thesis due</strong>  &lt;br&gt; <strong>Reading assignment pp. 450-57 due</strong>  &lt;br&gt; “Classification and Division,” 466-72</td>
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<td>T 7/28</td>
<td><strong>Completed 3-4 page working draft Essay #4 due</strong></td>
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<td>W 7/29</td>
<td><strong>Essay #5 assigned</strong>  &lt;br&gt; “Combining the Patterns,” 655-663  &lt;br&gt; <strong>Essay #5 Invention exercise assigned</strong></td>
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<td>Th 7/30</td>
<td><strong>Fully-revised final draft Essay #4 due</strong></td>
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<td>F 7/31</td>
<td><strong>Essay #5 invention materials due</strong>  &lt;br&gt; “Combining the Patterns,” 664-684</td>
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<td>Sat 8/1</td>
<td>Reading assignment pp. 664-84 due</td>
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<td>Essay #5 working thesis due</td>
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<td>“Combining the Patterns,” 685-91</td>
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<td>Sun 8/2</td>
<td>Completed 3-4 page working draft Essay #5 due</td>
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<td>M 8/3</td>
<td>Reading assignment pp. 685-91 due</td>
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<td>T 8/4</td>
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<td>Explain final examination format</td>
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<td>W 8/5</td>
<td>Final Exam</td>
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