

English 1301, Freshman Composition

Instructor: Dr. Hama

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Office Hours: MWF 2:00pm-3:00pm; TR 10:00am-11:00am and 1:00-2:00pm; also, by appointment, if necessary, with 24hr. advance notice.

CLASS POLICIES

Required Text:

Kirszner, Laurie G. and Stephen R. Mandell. *Patterns for College Writing: A Rhetorical Reader and Guide*, 12th ed. New York: St. Martin's, 2012.

Each student must purchase this specific textbook and bring it to class each day. Failure to do so will result in a charged absence for that day.

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, in-class writing, group work, class discussion, draft workshops, unannounced quizzes, and a final examination.

Essays 1 and 2, 10% each-----20%

Essays 3, 4, and 5, 20% each-----60%

Class participation and quizzes-----10%
Final examination-----10%

Essay Format and Requirements

Essays must be typed (using Times-Roman 12-point font) and double-spaced with one-inch margins, and they must use MLA format.

Late Essay Policy

Essays will be given a penalty of five points if turned in after the beginning of class 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.*

Absence Policy

Each student is allowed three unexcused absences without penalty. For each subsequent unexcused absence, 3 points will be deducted from your final semester grade. All absences will be charged against this allotment unless proper written documentation indicating the nature of the absence is presented; in any case, I reserve the right to determine whether the absence will be excused. Further, you are responsible for keeping up with the syllabus during any absence. You are also expected to be in the classroom and prepared for the day's work at the start of class. If you arrive after the assigned class-time on any regular basis, I will bring the matter to your attention. At that point, any further late arrivals will each be counted as an absence. *Finally, a total of ten or more absences will constitute grounds for failing the course.*

Classroom Decorum

To succeed in the course, each student must be completely prepared with all assigned reading and must undertake an active, responsible role in all classroom activities. The points for class participation are not awarded simply for attendance; each student must earn them by contributing to the exchange of ideas upon which every successful course depends. Please do not come to class unprepared; if you do, I reserve the right to ask you to leave and to charge you with an absence. Any student who falls asleep will be awakened and asked to leave the class. If these actions would embarrass you, please come to class prepared and alert. Also, eating, drinking, talking disruptively, habitually forgetting the textbooks, and doing coursework for other classes are prohibited. Following University tobacco-use policy, no tobacco products of any kind, including chew or dip, are to be used in the classroom. Finally, please turn off and put away all electronic communications devices before entering the classroom. You will be charged with an absence for each time you use your cell phone or any other tech device in class. This includes having the phone out on your desk or anywhere else it might interfere with your attention in this class.

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 Office of Student Conduct.

Students with Disabilities

Persons with disabilities that may warrant academic accommodations must contact the Student Life Office in 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.

ASU COVID-19 Link

For current updates regarding COVID-19, follow this link: <https://www.angelo.edu/covid-19/>

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.

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 Miller, J.D., *Director of Title IX Compliance/Title IX Coordinator*

Mayer Administration Building, Room 210

325-942-2022; michelle.miller@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

W 1/19 Class introduction

The Writing Process: Invention, Arrangement, Drafting, Revision

F 1/21 “Stages of the Writing Process,” 1-9; 11-12; audience analysis and the rhetorical situation

M 1/24 “The Writing Process, Stage Two: Invention,” 29-44

W 1/26 Thesis Statements, 44-9

F 1/28 continue thesis statements

M 1/31 “The Writing Process: Arrangement,” 51-64; also, Critical Reading, 13-27

W 2/2 **Essay #1 assigned**
“Exemplification,” 211-27

F 2/4 Essay #1 Invention Workshop

M 2/7 “Exemplification,” 228-31 and 253-56

W 2/9 “Exemplification,” 232-7

F 2/11 Grammar Workshop #1: Sentence construction, 81-93

M 2/14 Grammar Workshop continued

W 2/16 Exemplification, 240-50

F 2/18	"The Writing Process, Stage Three: Drafting and Revising," 65-79 Workshop on Peer Editing techniques
M 2/21	Essay #1 Draft Workshop
W 2/23	Essay #1 due Essay #2 assigned "Cause and Effect," 321-38
F 2/25	Essay #2 Invention Workshop
M 2/28	"Cause and Effect," 339-42
W 3/2	"Cause and Effect," 354-9
F 3/4	Grammar workshop #2: Comma Splices, fused sentences, sentence fragments
M 3/7	Cause and Effect, 344-6 and 361-4
W 3/9	Essay #2 Draft Workshop
F 3/11	Essay #2 due Essay #3 assigned "Comparison and Contrast," 371-92
3/14 thru 3/18 Spring Break	
M 3/21	"Comparison and Contrast," 393-402
W 3/23	"Comparison and Contrast," 404-09
F 3/25	"Comparison and Contrast," 410-16
M 3/28	"Comparison and Contrast," 417-28
W 3/30	Coherence: Using effective global and local transitions
F 4/1	Essay #3 Draft Workshop
M 4/4	Essay #3 due Essay #4 assigned "Classification and Division," 435-49

W 4/6	Essay #4 Invention Workshop
F 4/8	"Classification and Division," 450-465
M 4/11	"Classification and Division," 466-73
W 4/13	Grammar workshop #4: noun/pronoun agreement
F 4/15	"Classification and Division," 474-82
M 4/18	Grammar workshop #5: clarity and word choice
W 4/20	Essay #4 Draft Workshop
F 4/22	Essay #4 due Essay #5 assigned "Combining the Patterns," 655-663
M 4/25	Grammar workshop #3: subject/verb agreement
W 4/27	"Combining the Patterns," 664-678
F 4/29	"Combining the Patterns," 685-90
M 5/1	"Combining the Patterns," 692-700
W 5/3	Essay #5 Draft Workshop
F 5/5	Last day of class Essay #5 due Discuss final examination format

Final Exam: Wednesday, May 11, 1:00pm-3:00pm