

ENGLISH 100 Composition I
3 CREDITS
CRN: 60503

INSTRUCTOR: Susan St John

OFFICE: Hale Na‘auao 124

OFFICE HOURS: In the library. MW 12:45-1:45p.m., T 2:15-3:15p.m., or by Appointment

TELEPHONE: Google Voice- 1.646.580.8391

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SKYPE NAME: crosus4 (for online conferencing)

EFFECTIVE DATE: Spring, 2014

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O‘ahu’s Ko‘olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

This college-level composition course promotes critical reading, the writing process, rhetorical principles, research strategies, and the documentation of sources.

Requirements Course Satisfies:

At WCC: Written Communication requirement for the Associate in Arts degree.

At UH Manoa: Written Communication requirement for the Bachelor of Arts degree.

At UH Hilo: 1A.1 category requirement.

At UH West Oahu: Humanities requirement.

Prerequisites: Grade of “C” or better in ENG 22 or placement into ENG 100 or approval of designated Language Arts representative.

Activities Required at Other than Regularly Schedule Class Times: Completion of the WCC Library Instruction Units, at least one conference with the instructor, and approximately six hours per week of reading and writing. Please check your Hawaii.edu email daily, as this is how I send reminders and communicate with each of you.

STUDENT LEARNING OUTCOMES

The student learning outcomes for the course are:

- 1) Write complex and well-reasoned compositions in language, style, and structure appropriate to particular purposes and audiences.
- 2) Engage in a writing process that includes exploring ideas, considering multiple points of view, developing and supporting a thesis, revising with the help of peer and instructor feedback, editing, and proofreading.
- 3) Find, evaluate, integrate, and properly document information from libraries, the Internet, and other sources, with an eye for reliability, bias, and relevance.

- 4) Read for main points, perspective, and purpose, and analyze the effectiveness of a variety of rhetorical strategies in order to integrate that knowledge into their writing.

WRITTEN COMMUNICATION FOUNDATION HALLMARKS

To satisfy the FW requirement, this course will

- 1) Introduce students to different forms of college-level writing, including, but not limited to, academic discourse, and guide them in writing for different purposes and audiences.
- 2) Provide students with guided practice of writing processes — planning, drafting, critiquing, revising, and editing — making effective use of written and oral feedback from the faculty instructor and from peers.
- 3) Require at least 5,000 words of finished prose — equivalent to approximately 20 typewritten/printed pages.
- 4) Help students develop information literacy by teaching search strategies, critical evaluation of information and courses, and effective selection of information for specific purposes and audiences, teach appropriate ways to incorporate such information, acknowledge sources and provide citations.
- 5) Help students read texts and make use of a variety of sources in expressing their own ideas, perspectives, and/or opinions in writing.

COURSE CONTENT

Course Goals: By the end of the course, students should be able to

- 1) Understand and use the major steps in the writing process.
- 2) Have developed a sense of writing for an audience and understand how the audience, purpose, and language can influence the writer's choices.
- 3) Understand and use college-level principles of composition such as unity, development, and organization.
- 4) Edit using standard principles of grammar, punctuation, mechanics, and usage of the English language.
- 5) Have written approximately twenty pages of prose using a variety of rhetorical strategies.
- 6) Know how to make effective use of writers' resources such as handbooks, library materials, interviews, and databases.
- 7) Respond thoughtfully in writing to published and peer essays and to recognize features of a writer's style and organization.
- 8) Use and document material from primary and secondary sources without plagiarizing.
- 9) Develop confidence as writers and have an awareness of their strengths and weaknesses.

METHOD OF INSTRUCTION

Students write a series of papers, totaling about 5,000 words or 20 pages of finished work, plus other informal writing assignments such as Laulima posts. Prepared participation in discussions, peer response groups, conferences, regular attendance, the library units, and other class activities are also required.

ASSESSMENT TASKS AND GRADING

Task	Percentage of Final Grade
Writing Assignments Including 4 Major Essays and 1 Research Paper, Final Portfolio, Brainfuse and Turnitin submissions	70%
Laulima Posts and Explorations, Letter to Instructor	10%
Quizzes and Tests	10%
Library Units	5%

Attendance and Participation	5%
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Major Assignments	Points	Minimum Word Count
Letter to Instructor	15	500 (1½ to 2 pages)
“Recalling an Experience” Essay	100	750 (3 pages)
“Taking a Stand” Essay	100	750 (3 pages)
In-Class Essay	100	500-750 (2-3 pages)
Summary and Response-2	60	500-750 (2-3 pages)
Hot Seat Presentation and Handout	40	500 (1 ½ to 2 pages)
Annotated Bibliography with 4 sources	100	750 (3 pages)
Research Paper that supports a position	200	1250 (5 pages, excluding works cited page)
Laulima Forum and Blog Posts	10 each	Each entry should address all aspects of the prompt
Library Instruction Units, completed by March 12, 2014	30	Note: You must pass each of the three library units (a minimum of 10 points on each exam) in order to pass this course.
Brainfuse Feedback on 5 Rough Drafts	50	Your essays, bibliography and research paper
Turnitin.com	30	Turn your essays and research paper into turnitin.com
Portfolio Reflection	75	500-750 (2-3 Pages)

ASSESSMENT TASKS AND GRADING

Course grades will be based on the following:

A -90% or better

B -80% or better

C -70% or better

D -60% or better

F -fails to achieve 60%

N –measurable progress and regular attendance, but doesn’t meet course SLOs

W –official withdrawal through the registrar by deadline

Here are general guidelines for grading assignments:

A – This paper has a clear, original thesis, is well organized, has very few grammar/spelling / punctuation errors, has varied sentence structure, and –very important—is interesting to read.

B – This paper also has a clear thesis and is fairly well organized but is not as original as an A paper, has a few grammar/spelling/punctuation errors, and is fairly interesting to read.

C – Although this paper has a thesis, its use of supporting evidence and organization makes it difficult to understand. It includes unrelated ideas and has significant grammar/ spelling/ punctuation errors, although it still holds a reader’s attention.

D – This paper has a weak or unclear thesis and lacks supporting evidence and organization. It has many errors in grammar/ spelling/ punctuation, and word usage, and doesn’t hold the reader’s attention.

F – An F paper is often a very rough draft, which needs to be reworked into a more final form.

REQUIRED TEXTBOOK

Rosa, Alfred and Eschholz, Paul. *Models for Writers*. 11th ed. New York: Bedford St. Martin’s Press, 2012.

Print.

Please bring your textbook to class, beginning with the third class meeting. You can buy it from the campus bookstore.

LAULIMA

Laulima is the course management system for all UH campuses. Through Laulima you will submit your assignments, post to an online discussion, access course resources such as assignment descriptions, and handouts.

The login page is at: <http://www.laulima.hawaii.edu> Log in using your UH username and password. Once you log in, you'll see all of your UH classes listed. Click on the tab for English 100. If you can't find a tab for our course, contact:

ITS Help Desk

Phone: (808) 956-8883

Email: <mailto:help@hawaii.edu>

For your major assignments, I ask that you turn in a hard copy, *and* turn it in on Laulima. Laulima tracks the date and time you turn in an assignment, so it provides a record of your completed assignments for both you and I.

Tip: For Laulima Blog and Forum posts, I suggest that you compose on your computer, and then cut and paste your work into Laulima. This way you won't lose any work if Laulima boots you off before you save.

LEARNING RESOURCES

Brainfuse. Brainfuse is Windward's online tutoring service. You access your account through your MyUH portal. Instructions for accessing Brainfuse are posted at: <http://windward.hawaii.edu/brainfuse/> You'll upload each of your rough drafts to the Brainfuse writing lab, and within 24 hours they will send you written feedback. You'll turn in a copy of the feedback, and we'll review it in our conference.

Live tutors are also available 24/7 at Brainfuse. Make use of this resource!

Writing Resource Center. Tutoring is also available in Windward's own writing resource center, which is in the campus library. Please check the door for hours.

WCC Librarians. You can schedule a conference with a librarian, and she can help you with choosing a research topic as well as with research.

COURSE TASKS

Discussion. Typically I will assign readings for the week, and we'll discuss these readings in class. You can prepare for these discussions by actively reading the assignment before class. Write margin notes, analyze the elements and the language of the essay, look up unknown vocabulary, and bring any questions to our discussion.

Hot Seat Presentation and Handout. Each student will lead the discussion for a reading and be on the "hot seat" for questions about the reading. They will prepare a handout for the discussion.

Writer's Groups. It's important to have an audience for your writing—readers help us clarify and hone our work. You will be sharing drafts with others and responding constructively to the work of others.

Conferences. For each major paper, you will have a rough draft and a final draft due date. Before you complete a final draft, you'll receive peer feedback on your draft. We'll have scheduled conference times throughout the semester where you can meet with me and receive individual suggestions on your work. You are always welcome to schedule an appointment or to remain after class to discuss your work.

turnitin.com. Submit all of your major writing assignments to turnitin.com. Once you create an account, you enter the class I.D. and the enrollment code. Then select the assignment you are turning in, and upload your file.

Class Title	Enrollment Password	Class I.D.
60501 Eng 100: MW 11:30	60501	7432516
60503 Eng 100: TTH 1p.m.	60503	7432524
60505 Eng 100: MW 10a.m.	60505	7432528

Final Portfolio. Save all of your notes and drafts that are done for this class. This material may be used for practice in revision, for conference discussion, and to note your progress.

At the end of the course, you will write a reflection about your journey as a writer, and this will be turned in with the final portfolio. All returned drafts with my comments and margins notes need to be turned in the final portfolio.

COURSE EXPECTATIONS

Attendance. Your participation in class activities is important not only for you, but for the other class members. Plan on attending class regularly and on time! You are allowed up to four absences (both excused or unexcused) during the semester. It is unlikely that you will pass if you are absent more than this. Missing 8 or more classes is an automatic F. If you are absent on a day that an assignment is due, you still need to turn it in to Laulima. Please email me (within 24 hours, before or after class) if you cannot attend a class.

Missing a mandatory conference counts as an absence.

Tardies or Leaving Early. Missing more than 20 minutes of class counts as an absence. The time you arrive late or leave early is cumulative: for example, two 10-minute tardies count as an absence.

Minimize Classroom Distractions. Please turn off your cell phone before class begins. Let's make use of our short time together to interact and engage with each other. If we do work on the computer, it's your job to stay on task. No texting, Skyping, surfing, etc. Please no eating or drinking in class.

Class Materials. Please bring your textbook, paper or a notebook, and a pen to every class. You may also want to bring a flash drive—we'll be writing on the computers in the lab, and you may want to save it on a flash. You may want to just save your work on Google drive or some other cloud application.

Writing Quality. As this is a writing course, all of your writing—including Laulima posts, peer reviews, and emails—should demonstrate your best writing ability. Proofread for typos and grammatical errors, and please avoid abbreviations or texting codes.

Paper Format. Please type and format your papers according to MLA standards. Double-space and 12 point, Times New Roman font is the standard.

Assignments and Deadlines. Growth as a writer requires steady and consistent effort. Don't risk getting behind as the semester goes by quickly. Assignments lose 5 points every day they are late. Quizzes cannot be made up.

Due Dates and Time. For major assignments and essays, you'll also turn in a hard copy. Print it before class, and turn it in at the beginning of class. Papers printed during class will be considered late.

Unless otherwise noted, you have until Midnight of a due date to post an assignment, or to upload your paper to Lulima. But, don't wait until the final hour!

Time required. Expect to spend substantial studying and writing time outside of class – a minimum of six hours a week.

Plan for the Unexpected. The Internet will fail, your computer will crash, or Lulima will be down the hour before an assignment is due. Count on it, and allow time for delays and tech problems.

ADDITIONAL INFORMATION

Academic Honesty. The work you submit for this course must be your own. In your research paper, you need to cite your sources, and synthesize ideas into something that is new and your own. If you have any questions about collaborative work, plagiarisms, or other issues related to academic honesty, please ask me.

Dropping a Class. The last day to withdraw without a "W" grade is February 3, 2014. The last day to withdraw from class with a "W" grade is March 20, 2014. As Eng 100 is a required class, you cannot take it for CR/NC. If you stop participating in class and neglect to officially drop it, you will receive a failing grade.

DISABILITIES ACCOMMODATION STATEMENT

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale 'Akoakoa 213 for more information.