Windward Community College
English 100: Composition I
Course Syllabus

3 Credits
Meeting Days/Times: Online
Section 6470

INSTRUCTOR:
Jeannine Jameson Buckley, M.A.

OFFICE:
Hale Manaleo 105

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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.
Prerequisite: “C” or better in ENG 22 or Placement in ENG 100 or approval of designated Language Arts representative.

REQUIRED TEXTBOOK

Title: “They Say I Say” with Readings
Authors: Graff, Birkenstein & Durst
ISBN: 978-0393012753  Edition: 2nd
Publisher: Norton

COURSE WEB

The course website is www.laulima.hawaii.edu
(Log in using your UH username and password.)

On this website, you will be able to locate all of your UH classes. Simply click on the tab for English 100 and on the left you will see a list of tools that we will be using for the course. If you cannot find a tab for this class or any others, contact:

ITS Help Desk  Hours of Operation
Phone: (808) 956-8883  Mon-Thurs: 8:00am – 7:00pm
Toll Free (neighbor isles): (800) 558-2669  Fri: 8:00am-4:30pm
Email: help@hawaii.edu
STUDENT LEARNING OUTCOMES

Upon successful completion of English 100, students should be able to complete the following as independent learners. The student learning outcomes are:

• Write complex and well-reasoned compositions in language, style, and structure appropriate to particular purposes and audiences.

• 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.

• Find, evaluate, integrate, and properly document information from libraries, the Internet, and other sources, with an eye for reliability, bias, and relevance.

• 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 HALLMARKS

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 5000 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 sources, and effective selection of information for specific purposes and audiences; teach appropriate ways to incorporate such information, acknowledge sources and provide citation.
5. Help students read texts and make use of a variety of sources in expressing their own ideas, perspectives, and/or opinions in writing.

ONLINE ATTENDANCE

Students are not required to be online at a certain time for this course and have the flexibility to access the course at any time via hualima.hawaii.edu. However, all assignments must be completed by the due date and time specified. Computers are available for use at the Kāneʻohe Campus. Not having access to the Internet is not an excuse for missing assignments.

As with any credit course, you can expect to spend between 3-6 hours a week on this course. It is important that you plan to devote a regular block of time to this course each week. (I wouldn’t recommend trying to squeeze this class in during the weekend.) Additionally, assignments are due often—sometimes you will have one or more assignments due every day during the week. Also, I will post announcements and send email quite often as well. So, plan on checking in daily Monday through Friday.

Attendance cannot be made up. If you stop attending class and miss more than 20% of the class, you will fail the course. The last day of attendance will be recorded with the final grade.
Alternate Technology Access Plan:
In registering for a Distance Education course (Cable or Web) the student is responsible for finding immediate alternate access to a computer with Internet connectivity or cable television should that student experience technical difficulties. Technical difficulties can include but are not limited to problems with a student’s computer hardware/software, inoperability of a student’s VCR or DVR, or lack of service by a student’s Internet Service Provider (ISP) or Cable Provider. Technical issues do not constitute the extension of an assignment, project, quiz or exam deadline unless agreed upon by the instructor.

An Alternate Technology Access Plan will be made by the student prior to the start of the semester and should be implemented immediately upon encountering technical difficulties. The student is required to continue course work as a result of having an alternate plan of access while independently resolving any technical issues with hardware/software, VCR/DVD, ISP, or Cable Provider.

COURSE INFORMATION
A course schedule appears on our Laulima site. It will be your main source of information about assignment due dates. All assignments are explained in Laulima. Below is information about the formal writing assignments and course work you will be expected to do.

ESSAYS:
- You will be writing four multiple-stage essays this semester.
- Good writing takes time and multiple revisions. By providing you with an opportunity to hand in a draft early in the process, you will be able to easily complete the assignment. This method helps you to understand the process it takes to turn in a good paper. It also provides you with ample time to complete and revise the assignment.
- Essays are to be posted to Laulima and www.turnitin.com for feedback and grading.
- For each essay, you must complete the outline, draft, revision and peer evaluation (when required) for full credit. Drafts (approximately one-half to three-fourths of the word count) and peer reviews are mandatory. Without these drafts and peer reviews, you will lose 20% or more of your grade on each assignment.
- The revisions of the position paper and proposal paper are mandatory and must be also submitted to www.turnitin.com.
- All students must write the proposal paper to be eligible to pass English 100.
- All papers must be in MLA format. Please be sure your files are saved as a .doc or a .docx file. I cannot read files in pages software.

OBTAIN A TURNITIN ACCOUNT
Students are to enroll and set up an account at www.turnitin.com
Use the class ID 141584820 and enrollment password - writing.
Our class name is ENG 100 ONLINE (64470). You will see folders for each of the essays to turn in your papers.

LIBRARY RESEARCH UNITS (LRU'S)
Complete the Library Resource Unit with a passing grade by March 20th, 2017. You will earn 5 points if you take and pass these exams by the due date. After that, you will not earn credit.
You must have a UH account and password in order to access the Library Resource Unit units online. The
exam will be available in laulima or through the WCC Library link. You must pass all three tests with a score of 10 or more to pass them. You may take the exams twice on your own. If you score less than a 10 or more on each section, then you must be tutored by a librarian before taking the exam a third time. **If you do not take and pass these tests, you will not pass this class.**

**QUIZZES**

Five quizzes can be found in laulima under *tests and quizzes* that cover grammar concepts. Each quiz will be available to take an unlimited amount of time by the due date specified. If you like the score on the first attempt, keep it! If you don’t like it, you will need to review the concepts in the learning modules. When you have reviewed each section, re-take the quiz. The highest score is the score you will receive.

**DISCUSSION QUESTION REPLIES - 15 POINTS (15%) – 1/2 point per posting**

In order to become great writers, practice is required. To that end, we will be employing the use of discussion board postings in this class. A *minimum of two posts per week is required:* one post should be your own reply to the weekly discussion question; one additional post should be a reply to your classmates’ posts. There should be no concern for grammar, punctuation, paragraphs, etc., as the purpose of these entries is to provide you with practice writing and debating with your fellow classmates.

The most important part of an entry is the content. When you respond to another student’s posting, you must be respectful when responding. There is no tolerance for name-calling, degradation, or any other form of slander against another student. In other words, attack the issue or argument, not the person.

To earn full credit per week, each of your posts should be 100 or more words.
Each post is worth ½ point so you can earn a point each week by posting twice per week for a total of 15 points.

**NOTE:** Posts can be made at any time. However, all weekly posts are due by midnight (HST) on the last day of each week (Sunday).
There are no required posts in the final week of class.

**COURSE TASKS**

- Write discussion posts to the laulima weekly threads that respond to textbook readings and current events, and contribute to online class discussions.
- Read the assigned chapters from the textbook.
- Complete writing assignments and peer reviews on time.
- Pass five grammar quizzes.
- Pass the Library Research Unit tests and spend time at WCC Library as needed to perform this task.
- Use Academic Search Premier database and WCC for scholarly research.
- Do other homework that may be noted in the weekly schedule.
- Check email and laulima frequently.
- Check-in (labeled thread) every Monday.
- Obtain an active hawaii.edu and turnitin.com account and have access to both a computer.