Course Syllabus

Department	:	English & Foreign Languages
Course Title	:	Composition I
Section Name	:	ENGL_1301_139
Start Date	:	01/17/2012
End Date	:	05/11/2012
Modality	:	FACE-TO-FACE
Credits	:	3

Instructor Information

Name : Catrina V. Moody
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Course Description

English1301: Consists of essentials of correctness and effectiveness in writing skills. The course emphasizes reading and writing expository prose. Requires expository essays and collateral readings.

Prerequisites/Corequisites

English 0370 passed with a C or better or a satisfactory placement score.

Scans

Scans 1, 2, & 9

Course Objectives

Upon successful completion of this course, students will be able to

- Learn to write thesis driven essays, with clear internal organization governed by a series of controlled paragraph topic sentences;
- Learn to move logically in a body paragraph from the generalization of the topic sentence to more specific clarifications;

- Learn to understand and appropriately apply modes of expression in written communication;
- Learn to maintain a logical movement through an essay with control of transitions, clarifications, and reasonable conclusions to ideas;
- Learn to analyze an audience to determine the best strategies for effectively communicating with that audience;
- Demonstrate an understanding of some basic research techniques and how to use library resources;
- Demonstrate a knowledge of research documentation including quotation integration, proper citation, and some knowledge of bibliographic form;
- Demonstrate competence in using conventional English;
- Articulate ideas in well-organized, lucid prose that exhibits the application of the aforementioned skills.

Required Readings/Materials

a)You must purchase the following ***required*** readings/materials:

You will be required to purchase the following textbook:

Nadell, Judith, ed, et al. *The Longman Reader.* Tenth edition. Boston: pearson, 2012.

ISBN-13: 978-0-205-17289-4

b)You are encouraged to buy the following *optional* books/materials

Course Requirements (Lectures, Assignments and Assessments)

English 1301 contains the following units:

Unit One: Narrative/Descriptive Essay
Understand the concepts associated with this type essay and produce a written product.

Unit Two: Process Analysis Essay
Understand the concepts associated with this type essay and produce a written product.

Unit Three: Classification Essay
Understand the concepts associated with this type essay and produce a written product.

Unit Four: Definition Essay
Understand the concepts associated with this type essay and produce a written product.

Unit Five: Argument Essay
Understand the concepts associated with this type essay and produce a written product.

Policies and Procedures:

Written Work/Essays: Your analytical paper/s will follow standard MLA guidelines for documentation. Writing components should illustrate an appropriate level of critical thinking, which incorporates independent thought, self-awareness, recognition of relevance, intellectual curiosity, and academic integrity. All essays must be submitted in Rich Text (RTF) format. If you submit in an incorrect format, your work will be counted late. Work submitted incorrectly will be counted as late. Work is submitted through BB.

Late Submission Policy for Written Work:
An essay needs to be submitted on or before the deadline. Late work is not accepted on essays or tests or assignments unless extenuating circumstances occur. I have sole discretion over whether the circumstances warrant and extension and a late penalty of a no higher than a 70 can be earned. No late papers, etc. will be accepted after five consecutive days (including weekends).

Disabilities: In accordance with federal and state laws and regulations, Odessa College does not discriminate on the basis of disability in the recruitment and admission of students, the employment of faculty and staff, and the operation of any of its programs and activities. Students with disabilities should contact the ADA Accommodation/Support counselor, Becky Rivera-Weiss, directly: brivera@odessa.edu All requests, including VCT, for accommodations must be channeled through the Accommodation counselor.

Withdrawal Policy: See the current schedule for withdrawal policy criteria. Students who cannot complete the course must take the responsibility upon themselves to drop. The instructor will not drop students. Failure to drop before the deadline (see catalog or schedule of classes for the deadline) will result in a grade of F.

Incomplete Policy: An Incomplete (I) may be given only if the student has earned a passing grade on all submitted coursework and if the student has completed a minimum of 75% of the required coursework. A grade of "I" will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student. Furthermore, it is the student's responsibility to contact the instructor to complete the missing assignments. Remember, an Incomplete will automatically roll to an F at the end of the first long semester after the Incomplete was issued.

Instructor Response Time: I check my email daily and will respond to your email within 48 hours. If you do not receive a timely response from me, please assume that I did not receive your email and resend it.

Plagiarism/Cheating:
If you plagiarize or cheat, you will receive an "F" in the course. Here is an excellent source of information in regard to plagiarism: http://www.plagiarism.org/

Grades:
All OC learners must access their grades through Web Advisor.