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### ENG 1001G-608: College Composition I

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*Eastern Illinois University*

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**EASTERN ILLINOIS UNIVERSITY**  
**ENGLISH 1001-608/ FALL 2020**  
**FUNDAMENTALS OF COLLEGE COMPOSITION I**

**MWF 12:00-12:50 pm**

**Online/Synchronous**

**3 credits**

**INSTRUCTOR:** Amy Graziano

**OFFICE:** Coleman Hall 3055

**OFFICE HOURS:** Virtual/ By Appointment

**EMAIL:** [algraziano@eiu.edu](mailto:algraziano@eiu.edu)

**I. REQUIRED TEXTS:**

- Bedford Book of Genres, 2<sup>nd</sup> ed.
- Acting out Culture, 4<sup>th</sup> ed.
- The Little DK Handbook, 3<sup>rd</sup> ed.

**II. REQUIRED MATERIALS:**

- Writing utensil
- Notebook
- Computer
- Internet access

**III. COURSE DESCRIPTION:**

College Composition I focuses on informative, analytical, evaluative, persuasive, and argumentative writing and introduces students to college-level research. Students will develop sound writing processes, produce cogent writing, strengthen analytical reading skills, and work with sources.

#### IV. STUDENT LEARNING OBJECTIVES:

Students will demonstrate the ability to:

- Develop effective writing processes for producing documents
- Produce informative, analytical, evaluative, and persuasive prose
- Produce effective argumentative prose
- Develop original claims and successfully support these claims with research-based support and analysis
- Implement reading processes to evaluate sources
- Adapt written texts to suit the text's purpose, audience, genre, rhetorical situation, and discourse community
- Recognize how to transfer their writing processes, understanding of rhetorical principles, and genre awareness to other writing situations
- Find appropriate sources through secondary research, including the use of academic databases
- Integrate sources ethically and appropriately using at least one recognized citation style
- Use effective language and delivery skills through speaking opportunities
- Present work in Edited American English

#### V. COURSE REQUIREMENTS, OFFICE HOURS, EMAIL ETIQUETTE:

**Course Requirements:** This course consists of four major writing assignments, short writing assignments, reading assignments, quizzes, class discussion, and submission of a final portfolio. All submitted work must be typed in 12 pt. Times New Roman font and double-spaced.

Note: The best way to improve is by doing. This class requires a substantial amount of work, but it is manageable with regular/active attendance and participation, solid effort, and time-management on your part.

**Office Hours:** Due to the Covid-19 pandemic, all office hours for this course will be virtual and by appointment. If you have any questions about the course or course material, please ask or send an email. I am also happy to schedule an appointment for a Zoom conference that will work with your schedule. When in doubt, always ask! Spending a few moments to compose an email or to conference on Zoom can drastically improve your chances of success in the course.

**Email Etiquette:** If you send an email, please use Edited American English. You should always address instructors respectfully and by title, provide a clear and specific reason for contacting the instructor that leaves no unanswered questions, and close the

email with a salutation such as "Thank you," "Sincerely," or "Best," a comma, and your full name. Please include the course name and section number in your subject line.

#### **VI. ATTENDANCE POLICY:**

Owing to these unprecedented times, there will be no attendance policy that results in the deduction of points for each class session missed. Online learning, however, depends entirely on the student's level of engagement and participation in the course. Excessive absences not recognized by the university as "properly verified absences due to illness, emergency, or participation in an official university activity" will have a significant and deleterious effect on your grade. Excessive absences (5 or more) from online class meetings will make success in this course extremely unlikely.

#### **VII. Late Work:**

As a rule, I do not accept late work, however, in the event of a properly verified absence, please contact me to make alternative arrangements for submission of missed work. Late work due to the aforementioned reasons must be submitted within a reasonable time frame not to exceed one week from the original due date.

#### **VIII. Class Conduct:**

"A positive learning environment relies upon creating an atmosphere where diverse perspectives can be expressed, especially when class discussion is centered on pressing and controversial cultural issues arising from ideas presented in the readings. Students are encouraged to take an active role in class discussions. Honest and respectful dialogue is expected. Disagreement and the challenging of ideas in a supportive and sensitive manner is encouraged. Hostility and disrespectful behavior will not be tolerated. Just as we expect others to listen attentively to our own views, we must reciprocate and listen to others when they speak, especially when we disagree with them. However, in this class, our emphasis will be on engaging in the mutual exploration and analysis of issues as scholars rather than in defending points of view we may have formed outside the classroom." Always be respectful to your classmates and to your instructor.

#### **IX. Academic Integrity:**

Students are expected to maintain principles of academic integrity and conduct as defined in EIU's Code of Conduct (<http://www.eiu.edu/judicial/studentconductcode.php>). Violations will be reported to the Office of Student Standards.

According to the Council of Writing Program Administrators, **plagiarism** occurs when a writer deliberately uses someone else's language, ideas, or other original (not common knowledge) material without acknowledging its source.

This definition applies to texts published in print or online, to manuscripts, and to the work of other [student] writers. All submitted work **MUST BE YOUR OWN**. Cheating or plagiarism will not be tolerated.

Note: I acknowledge the difference between *intentional* and *unintentional* plagiarism (such as the incorrect citation of reference materials). Proved intentional plagiarism is a clear violation of EIU's Academic Integrity Policy, and consequently all cases of proved intentional plagiarism will be referred to the Office of Student Standards.

#### **X. Students with Disabilities:**

If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please call 217-581-6583 to make an appointment.

#### **XI. The EIU Writing Center and Student Success Center:**

Students are encouraged to use the EIU Writing Center located in 3110 Coleman Hall. The Writing Center provides free one-on-one conferences to assist students with all phases of writing, from brainstorming a topic through final revision. You may also call to make an appointment at 217-581-5259.

Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center ([www.eiu.edu/~success](http://www.eiu.edu/~success)) for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696.

#### **XII. Grading**

##### **Grading Scale:**

100-92% = A	91-90 = A-	89-88 = B+	87-82 = B	81-80 = B-
79-78 = C+	77-72 = C	71-70 = C-	69-60 = D	
59 and below = F				

##### **Overall Grading Scale:**

A. B, C, No Credit

### XIII. Tentative Points Distribution:

<b><u>Major Writing Assignments</u></b>
Evaluative Essay (3) 100 pts.
Analytical Essay (4) 100 pts.
Informative Essay (4) 100 pts.
Persuasive Essay (4) 100 pts.
<b>400</b>
<b><u>Quizzes</u></b>
TBD
<b><u>Short Writing Assignments:</u></b>
10 @ 10 pts.
<b>100</b>
<b><u>Mid-Term Exam</u></b>
<b>50</b>
<b><u>Peer Reviews</u></b>
2 @ 10 pts.
<b>20J</b>
<b><u>Presentations</u></b>
Informative Essay Presentation
<b>100</b>
<b><u>Final Portfolio</u></b>
+ Reflective Essay (2)
<b>200</b>
<b>Total Points = 870 + TBD</b>