# English 1A: College Reading and Composition

# Fall 2019

Instructor: Kamilah Okafor Email: kamilah.okafor@reedleycollege.edu

 English 1A, CRN: 95013/50029 Office Hours: (by appointment)
Room: CCI 207/ POR 2 (Tuesdays) and SOC 35 (Thursdays)

Class time: TTH 8:00AM-9:50AM; 3:00PM-4:50PM

**Course Overview**

This course is designed to cultivate critical thinking skills through reading, writing, and analyzing rhetorical compositions at the college level. Emphasis will be placed on exposition: studying writing as a process, exploring different composing structures and strategies, editing and revising, conducting research, and learning to critique peer writing. **Students must successfully complete written course work to the spirit and letter of what is expected in this class to receive credit.**

**Required Texts/Materials:**

* Greene, Stuart and April Lidinsky, *From Inquiry to Academic Writing: A Practical Guide* 4th Edition, ISBN:9781319071240
* Handouts (provided by instructor and must be brought to class.
* Money set aside to copy individual writing projects, readings, and other copies.
* Flash/jump/thumb drive for saving assignments during lab hours
* Access to Canvas (CV) and Web Advisor account.
* A notebook for taking down lecture notes, taking quizzes, etc.
* A folder for all passed out handouts (bring every day).
* Access to a home/library computer and printer.

**Course Content**

This course will focus on analyzing readings from the textbook, a longer work, and your own research. The course will be divided into writing projects and a final essay exam. There will also be lots of in-class activities. The focus for this course will be analysis of the rhetorical framework of both visuals and texts. Each final paper will be preceded by drafts, and all writing assignments must be completed to pass the class. You will be expected to participate in a workshop for each essay. Also, you will need to contribute to class discussions in the classroom*.* Growth comes from practice; therefore, all assignments are used to calculate the final grade.

**Course Outcomes & Objectives**

* Students will locate, summarize, evaluate, and synthesize information from a variety of media sources and purposefully incorporate that information in their writing.
* Students will write essays that develop logically and use cogent and sufficient evidence to support a complex argument.
* Student writing will demonstrate grammar and usage appropriate for a college-level audience and correct MLA format and documentation.

**Course Requirements**

Homework: Your homework will consist of writing assignments that will improve your skills as a writer. Most homework assignments, unless specified, will be uploaded and must be submitted to Canvas an hour before our class meeting.

Submitting Assignments on Canvas: Assignments should be submitted per the directions given in class whenever possible (typically on Canvas and/or a hard copy in person on the due date). If you cannot attend class, you are still responsible for submitting assignments by the due date. I will not accept **any** late homework assignments. If you are having trouble submitting your assignment on Canvas, you will need to print your assignment and turn it in to me in class. If there are further problems, contact Canvas for technical support.

Class Participation: It is mandatory to be prepared to class with your homework done, readings/handouts printed out and read, and ideas to share—**everyday.** Graded class participation will include small group activities, small group workshopping, and large group discussions.  **I reserve the right to do random book checks and surprise quizzes—all of which can, and will, affect your class participation scores.**

Peer Review Workshop: Workshopping is an important component to this class. It gives you the opportunity to get audience feedback on your writing; they are also an opportunity to get ideas for approaching various writing tasks, to understand the range of rhetorical components – besides grammar – that are available for revision, and finally to assess a piece of writing for its rhetorical effectiveness. Participating in these workshops will help you to read and revise your own work with more fluency and expertise.

Writing Projects: Writing is not just a demonstration of one’s ability to write. Writing is about thinking on paper. It is about learning something new. It is about expressing important ideas and making your own meaning from the ideas expressed by others. It is about connecting to an audience. The writing I will ask you to do will emerge from the concepts, processes, and issues that we will read and discuss in this class. All writing projects will encourage you to choose topics that are important to you that connect to the texts we will read in class. This semester you will write three major papers. I will give you writing prompts at the beginning of each project so that you have a clear idea about what you are required to do in these papers. As we move through the course, each writing project will challenge you to add more knowledge, skills, and practices of writing to what you already know from the assignment before.

**Rules for Essays: For every day your drafts are late, you will receive a 10-point deduction on your essay grade. Again, not turning in your essays (this includes all the drafts) is NOT an option in the class if you want to receive credit for your writing projects.**

MLA Guidelines: All writing projects must be formatted with one-inch margins with 12-point, Times New Roman font. The length of these writing projects will vary from 4 to 10 pages. A Works Cited page is mandatory for all essays and an annotated bibliography will be required for the research essay. All writing must adhere to MLA guidelines.

Reading: Reading and writing go hand in hand. The reading we will do in this class will be necessary for our topics of class discussion, for modeling approaches to writing, and for developing a better understanding about form, rhetorical approach, and the use of evidence in writing. I will expect that when a reading assignment is due that you will have **read the text actively**; that is, you will have annotated your text, will have questions to ask, and will be ready to engage in conversation with others about the reading. You will participate in small group and whole class discussions of the reading.

**Grading and Evaluation**

Class Participation 15%

Homework 25%

Writing Projects (drafts, workshops, etc.) 40%

Final Exam (including quizzes) 20%

Grading Scale

90-100% A

80-89% B

70-79% C

60-69% D

 0 -59% F

Completing all the major essays, short writings, drafts, and peer responses to the best of your ability will help improve your writing—and therefore your final grade. All drafts must be completed to get a passing grade in all writing projects. As with any college class, grades can change significantly due to a single missed assignment or project. Do not presume if you are receiving a certain letter grade on most your assignments that it will be reflected in your final grade for the class. The grade system and your overall performance in class will be strictly enforced.

Attendance: Attendance is highly important, and if you fall behind in the daily assignments you **cannot** make them up. You will be required to do daily writing assignments in class and points will be given. You will be expected to come to class prepared to discuss the homework assignment.

**ABSENCES:** Students absent the first day of class will be dropped, unless prior arrangements have been made. Students who miss two classes the first week will also be dropped, no exceptions.

**STUDENTS WITH MORE THAN FOUR ABSENCES WILL LOSE 50 PARTICIPATION POINTS.** If you are absent from class, it is your responsibility to check on announcements and changes made to the schedule.“Excused” absences are not guaranteed unless in extreme circumstances beyond your control. I will be keeping track of your attendance; however, it is your responsibility to know when you miss class.

**Tardiness/Leaving Early: Arriving more than 10 minutes late or leaving more than 10 minutes before the end of class will constitute an absence. Additionally, every three tardies (lateness less than 10 minutes) will constitute an absence.**

NOTE IMPORTANT DATES: The deadline to drop to avoid a “W” is:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 The deadline to drop to avoid a letter grade: \_\_\_\_\_\_\_\_\_\_\_

Accommodation: If you have a verified need for an academic accommodation or materials in alternate media (i.e. Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

**College Policies**

Let’s Talk Respect: The classroom is a special environment in which students and faculty come together to promote learning and growth. It is essential to this learning environment that respect for the rights of others seeking to learn, respect for the professionalism of the instructor, and the general goals of academic freedom are maintained. Students should participate in discussion with **an open mind**: This means understanding and listening to different viewpoints or concerns that differ from your own and expressing your ideas in terms that are supportive to the learning process. The reason why we want to discuss topics with an open mind is because this is key to creating an environment in which students and faculty may learn to reason with clarity and compassion, to share themselves without losing their identities, and to develop an understanding of the community in which they live. Student conduct which disrupts the learning process shall not be tolerated and may lead to disciplinary action and/or removal from class.

I am in class to teach. You should be in class to learn and contribute in meaningful ways. Any disruptive behavior is unacceptable. Do not take this class if it conflicts with your work schedule, as you will not be excused. Do not use class time to work on outside projects. Do not talk about things irrelevant to the subject matter of this course when you are assigned group activities in class. Some of our discussions/activities will result in the sharing of personal information. Our class may discuss topics that address class. gender, race, religion, sexuality that fall under controversial topics that our country’s current climate. This is a judgment-free space. As such, all topics should be discussed with respect.

**Disrespect towards me or other students will not be tolerated. If your behavior is inappropriate for an academic learning environment, you will be asked to leave the class and lose class participation credit.**

Cell Phones/Personal Electronics**:** There will be no usage of cell phones, computers, or other personal electronics in class without prior approval from me. At the start of class, phones should be placed out of sight, silent, and should remain so for the rest of the class period. You will receive one warning; after your first warning, you will lose your daily participation points each time you use personal electronics in class.I will not interrupt class to notify you. I will simply record this disruption in the roster.

**Plagiarism**

By enrolling in this course, you join a community requiring academic integrity. When you write your name on an assignment, you take credit for the work contained, whether that be an entire text or only a sentence. Plagiarism, cheating, and other forms of academic dishonesty demonstrate a disrespect of the community and will not be tolerated.

Remember to always quote and cite your sources appropriately, even if they are unpublished or from friends or classmates. An unacknowledged paraphrase, a patchwork from several sources, as well as the submission of someone else’s work (published or not), all constitute plagiarism in the eyes of the college, and **will result in a** **failure of this course**. Please ask questions if you’re ever unsure BEFORE you turn in work. **Ignorance IS NOT an acceptable excuse.** Scholars would agree that “plagiarism is a specific form of cheating: the use of another’s words or ideas without identifying them as such or giving credit to the source” (excerpt from CSUF’s Policies). You will automatically receive zero points on the assignment and the incident will be noted on your academic record if you are caught plagiarizing.

**Other Classroom Policies**

Email Policy: As your instructor I am here to help you, so email me when necessary. I respond to emails during the weekdays (7:00am-Midnight is best). Any time not during the hours specified is not guaranteed a reply. That being said, I expect your emails to be professional and courteous. I will not attempt to translate text lingo. When you email me, please be sure your email includes a greeting (Dear Ms. Okafor), the body message, and a closing signature. Even an email is a form of writing, and I will only respond to professionalism.

Computer Access and Printing: You are required to have a regular computer, Internet access, and the ability to print documents for this class.  Do not attempt to do your assignments on a phone, Notepad or tablet without a keyboard. You will have readings uploaded to Canvas that I will require you to read, print, and bring to class if I do not print them for you. Accessing assignments via Canvas is a requirement.  If you do not have a home computer or the ability to print, you can do both in the library.

**Please Note:** If any changes are made to the syllabus or class schedule it is your responsibility as a student to make sure you are on top of all changes. Keep an eye out for emails, announcements, and/or ask a classmate.