



ENGL 1301.014I2

Composition I

Fall 2025

Professor Lew

Internet Course: 2nd 8 Weeks, 10/13/2025 - 12/4/2025

The last date to withdraw for the 2nd 8-week session is November 25.

Instructor Information: Professor Stephen Lew, slew@com.edu

Office hours and location: Since this is an online course and I serve as an adjunct instructor without an on-campus office at COM, students are encouraged to contact me via email at slew@com.edu or through the communication tools available in D2L Brightspace for any questions or to request a virtual meeting via Zoom. I am available for online meetings after 4:00 p.m., Monday through Thursday and various times on the weekend, Friday-Sunday.

Required Textbook/Materials (all online required resources are free):

The RoughWriter's Guide: A Handbook for Writing Well
by Dr. Karen Palmer and Dr. Sandi Van Lieu (free online version)
<https://pressbooks.pub/roughwritersguide/>

OWL Purdue Writing Lab (free online website for academic formatting)
<https://owl.purdue.edu/writinglab/index.html>

Project Gutenberg: "The Cask of Amontillado" by Edgar Allan Poe
<https://www.gutenberg.org/ebooks/1063>

Selected Poems by Robert Frost
<https://www.gutenberg.org/ebooks/59824>

Course Description: This class is an intensive study of, and practice in, writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. There is a clear focus on writing academic essays as a vehicle for learning, communicating and critical analysis. Prerequisites: TSIA2 945-990 ELAR/CRC test AND 5 or higher on Essay OR 910-944 on CRC with 5-6 on Diagnostic Test + 5 or higher on Essay, or IRW 0320 with a grade of "C" or better.

Course requirements:

- 2 Discussion Boards (each discussion board must be one original post and one reply to a fellow student's post)
- 3 Quizzes
- Essay: Rhetorical Analysis
- Annotated Bibliography
- Research Paper
- Poetry Analysis Paper (Final)

Determination of Course Grade/Detailed Grading Formula: (methods of evaluation to be employed to include a variety of means to evaluate student performance)

- Discussion Boards (2 total): 10%
- Quizzes (3 total): 20%
- Rhetorical Analysis Essay: 20%
- Annotated Bibliography 10%
- Research Paper: 30%
- Final: Poetry Response Essay (close reading, analyze, cite) 10%

Late Work, Make-Up, and Extra-Credit Policy: This online course includes weekly assignments with strict deadlines. It is essential that students submit all assignments on time, as late submissions will generally not be accepted unless extenuating circumstances have been approved in advance by the instructor. To manage deadlines effectively, students are strongly encouraged to use a planner and consistently refer to the course calendar and checklists available in D2L Brightspace. Once a deadline has passed, assignments will not be reopened. In cases where the instructor grants an extension for late work, a penalty of one letter grade will be applied in addition to any deductions based on the assignment's rubric. Students are encouraged to reach out to the instructor to discuss any issues related to late submissions. There will be extra credit opportunities in this class.

Attendance Policy: As this is an online course at College of the Mainland (COM), my attendance policy requires students to log in to this D2L Brightspace course (Composition I) at least twice per week. In accordance with my attendance expectations, students must demonstrate active engagement in the online learning process through regular weekly interaction with course content, participation in online discussions, on-time submission of assignments, and/or completion of online research activities.

Communicating with your instructor: All electronic communication with the instructor must be through your COM email or through D2L Brightspace. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statements requiring monitoring and communication expectations via D2L Brightspace or other LMS).

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Demonstrate knowledge of individual and collaborative writing processes.	Teamwork (TM)	Research-based Essay D2L Discussion Boards
2. Develop ideas with appropriate support and attribution.	Unmapped	Research-based Essay
3. Write in a style appropriate to audience and purpose.	Communication Skills (CS1)	Research-based Essay
4. Read, reflect, and respond critically to a variety of texts.	Critical Thinking (CT)	Research-based Essay D2L Discussion Boards
5. Use Edited American English in academic essays.	Unmapped	Research-based Essay
6. (PR) Evaluate choices and actions of others or one's own, and relate consequences to decision-making.	Personal Responsibility (PR)	Research-based Essay D2L Discussion Boards

Academic Dishonesty: Academic dishonesty will not be tolerated, and any student cheating, plagiarizing (self, intentional, unintentional), falsifying information, unethically collaborating, or reusing (own or others) work will be punished in accordance with College of the Mainland's student policy on academic dishonesty. Infractions could include some or all of the following: failure of the assignment in question, a failing grade in the course, and/or change in academic standing.

All essays will be reviewed via an online plagiarism checking tool (such as Turnitin) to determine the use of A.I. in students' work.

To help avoid questions of plagiarism, students should become familiar with how to properly cite their sources in their work. To avoid possible violations, students must ensure proper citation of all sources, including citations of direct quotes, paraphrased content/ideas, used images/graphs/charts/etc. in all forms of media.

****Remember, when in doubt, cite.****

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Dr. Anderson, Humanities Department Chair, at BAnderson@com.edu.

Course Outline:

- Week 1: 10/13-10/19

 - ✓ Read/Study Syllabus by 10/13/2025
 - ✓ Textbook Reading (The Roughwriter's Guide): Chapter 6, Section 23 (Plagiarism) and Read COM Library Website Page: Plagiarism read by 10/15/2025
 - ✓ Quiz: Syllabus and Plagiarism, due 10/15/2025
 - ✓ Discussion Board #1, original post due 10/17/2025 and one reply to classmates post due 10/19/2025

- Week 2:

 - ✓ Textbook Reading (The Roughwriter's Guide): Chapter 2: Sections 4, 5, 6 – Academic Writing, Appeals (Ethos, Logos, and Pathos), and Summary vs. Analysis read by 10/24/2025
 - ✓ Textbook Reading (The Roughwriter's Guide) Chapter 5, Sections 17 and 18 read by 10/24/2025
 - ✓ Quiz: Textbooks Chapter 2 and 5 due by 10/24/2025
 - ✓ Read Poe's "The Cask of Amontillado" by 10/26/2025

- Week 3:

 - ✓ Quiz on Poe's "The Cask of Amontillado" due by 10/27/2025
 - ✓ Textbook Reading (The Roughwriter's Guide): Chapter 5, Section 14 (thesis) and Chapter 6, Section 20 (Introductions) due by 10/29/2025
 - ✓ Turn in Introduction (context and thesis statement) for rhetorical analysis paper on Poe's "The Cask of Amontillado" by 11/02/2025

- Week 4:

 - ✓ Textbook Reading (The Roughwriter's Guide): Chapter 6, Section 21 (Body Paragraphs) and Chapter 6, Section 20 (Conclusion) read by 11/04/2025
 - ✓ Turn in 3 Body Paragraphs and Conclusion on Poe's "The Cask of Amontillado" by 11/09/2025

- Week 5:

 - ✓ Textbook Reading (The Roughwriter's Guide): Chapter 4, Sections 11, 12, 13
 - ✓ Choose a Current/Relevant Topic for Research from the professor-provided list by 11/11/2025
 - ✓ Textbook Reading (The Roughwriter's Guide): Chapter 3, Sections 7, 8, 9, 10 by 11/12/2025
 - ✓ Find 5 Sources to use in the research paper and create an annotated bibliography in MLA format (2 academic journals from the COM Library Database, 1 reliable website source, 1 YouTube video, 1 visual from an online source) due by 11/16/2025

- Week 6:

 - ✓ Discussion Board #2 (research reflection), original student post due on 11/20/2025 and one response to peer's post due by 11/23/2025
 - ✓ Turn in Introduction of Research Paper by 11/23/2025

- Week 7

✓ Research Paper Due (MLA, 3-5 pages, Works Cited Page, 5 sources min.) due by 11/30/2025

• Week 8

✓ Poetry Analysis Paper (Final) due by 12/04/2024

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook <https://www.com.edu/student-services/student-handbook.html>. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library Services, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: AccessibilityServices@com.edu

Location: COM Doyle Family Administration Building, Student Success Center

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer. That being said, all required resources for this Composition I class will be available online and free of charge.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. **The last date to withdraw for the 2nd 8-week session is November 25.**

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress: If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Nondiscrimination Statement: The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

COM Library Resources and Writing Resources:

- [COM Library: Citation Information and Format Style Guides](#)
- [COM Library: Online MLA Style Guide](#)
- [COM: Writing Tutor Webpage Appointment Center](#)
- [COM Library: Tips on How to Use the COM Online Academic Journal Database \(Finding Sources\)](#)
- [COM Library: Research Tutorial](#)
- [COM Library: Academic Writing Resources](#)
- [COM Library: Plagiarism](#)
- [COM: Library Research Tutorials/Tools](#)
- [Tutor.com](#) “COM provides access to Tutor.com, an online tutoring service available 24/7. To use Tutor.com, log in to your D2L account and go to the Student Resources tab. Scroll down to find the Tutor.com link, and click on it to be redirected to the Tutor.com platform, where you can receive assistance in a variety of subjects. Tutor.com access is only provided through D2L. If you have any questions or issues regarding Tutor.com, or need additional minutes, please contact Bevan Warren at bwarren4@com.edu or (409) 933-8429.”