



**ENGL-1301.117CL**  
**English Composition I**  
**Fall 2023**  
**11:00am-12:20pm, Monday and Wednesday**

## **Instructor Information**

**Name:** Bridget Walton

**Email:** Via Course Email or [bwalton1@com.edu](mailto:bwalton1@com.edu)

**Phone:** 409-933-8218 (Walton)

**Student Hours and location:** Monday: 9:30am-10:30am; Wednesday: 9:30am-10:30am; Tuesday: 10:30am-12:30 noon; Thursday: 10:30am-12:30 noon; LRC Building #8, Suite B, Rm. 231

## **Required Textbooks/Materials –**

1. ***The Rough Writer's Guide Handbook*** (OER) by Dr. Karen Palmer and Dr. Sandi Van Lieu. The Rough Writer's Guide Handbook is an online writing guide for you to use this semester.

**Visit:** <https://pressbooks.pub/roughwriterguide/>

2. ***Owl Purdue Online Writing Lab. Owl Purdue Writing Lab*** is an online source that you may access anytime. It has highly useful and reputable resources from citation format, concise essay organization style guides, resume examples, and more.

**Visit:** [https:// owl.purdue.edu/owl/purdue\\_owl.html](https://owl.purdue.edu/owl/purdue_owl.html)

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**Materials for class–** A location for saving your writing content. One drive or a flash drive are acceptable.

## **Course Description**

“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. Focus on writing academic essays as a vehicle for learning, communicating and critical analysis. Prerequisites: The following TSI scores or equivalent developmental courses - TSI Reading 351 and TSI Writing 5 or TSI Reading 351 with TSI Essay 4 and TSI Writing 363” (College of the Mainland 2016-2017 Catalog). Students will be given the opportunity to meet these objectives through critical evaluation of reading assignments,

active participation in peer editing and classroom discussion, and composition of research-based assignments.

### Course Requirements:

1. Diagnostic Writing
2. Exemplification Essay
3. Argument Research Essay
4. Outline Activity
  
5. Activity for MLA Style Entries
6. Annotated Bibliography
7. Student Resume Assignment
8. Student Cover Letter Assignment
9. Reflection Essay
  
10. **COM Tutor Center or Net Tutor Online Visits:** Points earned on the assignments below: You must show documentation to receive credit.
  - Exemplification Essay
  - Argument Research Essay
  - Annotated Bibliography
  - Outline Activity
  - Activity for MLA Style Entries
  - Student Resume
  - Student Cover Letter
  - Reflection Essay
11. **Five Online Discussions**
12. **Ten Online Blackboard Quizzes**
13. **Participation/Attendance**

### Determination of Grade:

#### Grading Formula

- |  |          |
|--|----------|
| (1) Diagnostic writing (not graded)    |          |
| (2) Exemplification Essay Assignment   | 100 pts. |
| (3) Argument Research Essay Assignment | 100 pts. |
| (4) Outline Activity for research      | 20 pts.  |
| (5) Annotated Bibliography             | 100pts.  |
| (6) Activity for MLA Style Entries     | 100pts.  |
| (7) Student Resume Assignment          | 100 pts. |
| (8) Student Cover Letter Assignment    | 100 pts. |
| (9) Reflection Essay Assignment        | 100 pts. |

(10) **COM Tutor Center or Net Tutor Online visits:** Earn points receiving assistance on the assignments below: You must show documentation to receive credit.

- Exemplification Essay 10pts.

- Argument Research Essay 10pts
- Annotated Bibliography 10pts
- Outline Activity 10pts
- Activity for MLA Style Entries 10pts
- Student Resume 10pts
- Student Cover Letter 10pts
- Reflection Essay 10pts

(11) Five Online Discussions 100pts.

(12) Ten Online DL2 Quizzes 100pts.

(13) Participation/Attendance 100pts.

**Total Possible Points:** 1,100

### Grading Scale

1,100- 950 = A  
 949– 800 points = B  
 799-700 points = C  
 699 - 650 points = D  
 649 or lower = F

### Late Work Policy and Extra Credit Policy:

**Essays must be turned in on the due dates assigned. No late essays will be accepted.**

**Makeup Policy: no late essay assignments will be accepted.**

**Extra Credit Policy: I do not offer extra credit assignments.**

### Attendance Policy:

Your attendance is critical to your success in this course. I should be able to see that you are logging into *DL2 Brightspace* regularly and completing the required assignments on the syllabi. **Students, pay attention to assignment due dates. I cannot stress this point enough. Make sure that you log into Brightspace as often as you need to, so you will not miss any deadlines for assignment content. Due dates are visible in Brightspace and the course syllabus.**

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM or *DL2 Brightspace* email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

Student Learner Outcome	Maps to Core Objective(s)	Assessed by Assignments
Demonstrate knowledge of individual & writing processes	Teamwork (TW)	Written essay assignments and peer review with tutors & students
Develop ideas with appropriate support & attrition	Communication Skills (CS)	Written essay assignments: Diagnostic, Reflection, and Argumentative
Write in a style appropriate to audience and purpose	Not mapped	Essay assignments, Resume & Cover Letter, Discussion Posts
Read, reflect, and respond critically to a variety of texts	Critical Thinking (CT)	Discussion Posts
Use Edited American English in Academic essays	Communication Skills (CS)	Essay assignments, Resume & Cover Letter, Tutor Activities & Discussion Posts
Evaluate Choices and actions of others or one's own, and relate consequences to decision-making	Personal Responsibility (PR)	Reflection Essay

**Academic Dishonesty:** My English course policy is that a paper or assignment, which evidence can support as plagiarized or in any manner not the result of a student's own intellectual endeavors, will receive zero points. Also, submitting your own previously written work for a current assignment or submitting an assignment in more than one class without the prior permission of the instructor is also considered academically dishonest. This act will also result in a zero grade.

**-Avoiding Plagiarism Link:**

[Plagiarism Overview // Purdue Writing Lab](#)

**-Plagiarism and ESL Writers: An Overview:**

[https://owl.purdue.edu/owl/english\\_as\\_a\\_second\\_language/esl\\_students/plagiarism\\_and\\_esl\\_writers.html](https://owl.purdue.edu/owl/english_as_a_second_language/esl_students/plagiarism_and_esl_writers.html)

["Should I Cite This?" Poster // Purdue Writing Lab - Poster](#)

**Student Concerns:**

If you have a problem in this class, please discuss the issue with me (Associate Professor, Bridget Walton) first. If I cannot resolve the problem with you, your next step will be to contact Dr. Brian Anderson, Humanities Department Chair at (409) 933-8186 or [banderson@com.edu](mailto:banderson@com.edu)

**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.

## Course Outline

<https://pressbooks.pub/roughwriterguide/>

<b>Class/Date</b>	<b>Online Assignments</b>	<b>Online Notes for students</b>	<b>Homework Assignments, Discussion Posts, and Quizzes</b>	<b>Due dates Assignments, Discussion Posts, and Quizzes</b>
<b>Week 1 8/28-9/1</b>	<ul style="list-style-type: none"> <li>-Check Attendance</li> <li>-Log-on to Computers</li> <li>-Review Syllabus</li> <li>-Locate: Content on <i>Brightspace</i></li> </ul> <p>Read Me First Document-Complete first two assignments for the semester:</p> <p>Diagnostic Writing</p>	Instructor's Notes	<p>Quiz #1</p> <p>Discussion Post #1</p>	<p>Quiz #1</p> <p><b>due date: 9/6</b></p> <p>#1 Discussion Post</p> <p><b>due date: 9/6</b></p>
<b>Week 2 9/4-9/8</b>	<p><i>Review OER Text - The Rough Writer's Guide Handbook</i></p> <ul style="list-style-type: none"> <li>- Ch. 4 Academic Writing</li> <li>- Ch. 5 Rhetoric</li> </ul> <p>-Ch. 17 General MLA/APA Formatting</p>	Instructor's Notes	<p>Ch. 4, Academic Writing</p> <p>Ch. 5, Rhetoric</p> <p>-Ch. 17 General MLA/APA Formatting</p>	<b>Quiz 2 –due date: 9/11</b>
<b>Week 3 9/11-15</b>	<p>-Return Diagnostic and discuss writing errors.</p> <p>Ch. 7-Writing Process</p> <p>Exemplification Essay Assignment</p>	<p>Instructor's Notes</p> <p>-COM or Net Tutor – How do I access these sites?</p>	<p>Quiz 3- <b>Due date:9/18</b></p>	<p>Quiz 3 - <b>due date:9/18</b></p> <p>-Exemplification Essay</p>

<b>Week 4</b> <b>9/18-22</b>	Ch. 23-Avoiding Plagiarism			-Exemplification <b>due date: 9/24</b>
<b>Week 5</b> <b>9/25-29</b>	Ch. 7 Doing Research (Position Argument)  Ch. 8 Research Journal  Ch. 9 Annotated Bibliography		Outline Activity  <b>Due date:10/8</b>  Activity for MLA Style Entries <b>Due date: 10/1</b>	
<b>Week 6</b> <b>10/2-6</b>	Ch.13 Evaluating Sources  Read Handout- “Tips from COM Library-  Finding Scholarly and Peer-Reviewed Sources”		Discussion 4 “You Quote It, You Note It”  Quiz 4:  Quiz #5 - “Finding Scholarly Peer-Reviewed Sources”	Discussion 4 “You Quote It, You Note It” <b>Due date:10/8</b>  Quiz 4: <b>Due date:10/8</b>  Quiz #5 - “Finding Scholarly Peer-Reviewed Sources” <b>Due date: 10/15</b>
<b>Week 7</b> <b>10/9-13</b>	Ch. 22 Integrating Sources		Quiz 6- Evaluating Sources for Research  Quiz 7 – “ICE” and “MLA Workshop”	Quiz 6- Evaluating Sources for Research <b>Due date:10/30</b>  Quiz 7 – “ICE” and “MLA Workshop” <b>Due date:10/30</b>

<p><b>Week 8</b> <b>10/16-20</b></p>	<p>MLA Guidelines/Rules: -Commas, Periods, and Quotation Marks, and Parenthesis</p>		<p>Quiz #8- Using Punctuation Rules Correctly with Quotes, Sentences, Intext-Citations, and Titles of Works</p> <p>Quiz 9-Integrating Sources</p> <p>Quiz 10-Citing Sources</p>	<p>Quiz #8- Using Punctuation Rules Correctly with Quotes, Sentences, Intext-Citations, and Titles of Works <b>Due date:10/30</b></p> <p>Quiz 9- Integrating Sources <b>Due date:10/30</b></p> <p>Quiz 10-Citing Sources <b>Due date:10/30</b></p>
<p><b>Week 9</b> <b>10/23-10/27</b></p>			<p>-Discussion 5 COM Libguide Plagiarism <b>Due date:10/30</b></p>	<p>-Discussion 5 COM Libguide Plagiarism <b>Due date:10/30</b></p>
<p><b>Week 10</b> <b>10/30-11/3</b></p>	<p>-Argument Research and Annotated Bibliography Assignment <b>due date: 10/30</b></p> <p>Resume Assignment</p>		<p>Begin Resume Assignment</p> <p>-Access the Resume Assignment in Bb Module 1 or the Assignment link in the course menu</p>	<p>Begin Resume Assignment <b>Due date:11/17</b></p>
<p><b>Week 11</b> <b>11/6-10</b></p>	<p>Begin Cover Letter Assignment</p>		<p>Cover Letter Assignment-access in Bb Module 1 or assignment's link</p>	<p>Resume &amp; Cover Letter <b>due on date: 11/17</b></p>
<p><b>Week 12</b> <b>11/13-17</b></p>	<p>-Read <b>WRITING</b>: Ch. 6, Reflections, pp. 64-85.</p>	<p>Resume and Cover Letter Assignment <b>due on 11/13</b></p>	<p>Discussion Post #2: <b>due date:</b></p>	<p>Discussion Post #2: <b>due date: 11/27</b></p>

	<p>-Read:          "Some Lines for a Younger Brother...Sue Kunitonomi Embrey pp. 67-71          - "My Hips, My Caderas by Alisa Valdes-Rodriguez, pp. 76-77.          - "Let It Snow" by David Sedaris          - "Mother Tongue" by Amy Tan, pp.79-85</p>		<p>"Some Lines for a Younger Brother" by Kunitonomi Embry          - "My Hips, My Caderas by Alisa Valdez-Rodriguez          - "Let It Snow" by David Sedaris          - "Mother Tongue" by Amy Tan, pp.79-85</p>	
<b>Week 13</b> <b>11/20-24</b>	Continued with Discussion 2 reflection questions.			
<b>Week 14</b> <b>11/27-12/1</b>	<p>Discussion 2 Reflection Questions  <b>due date: 11/27</b></p> <p>Discuss Reflection Essay Assignment-Module 2</p> <p>Course Evaluation</p>		Begin Reflection Essay Assignment-Module 2	Begin Reflection Essay Assignment-Module 2
<b>Week 15</b> <b>12/4-8</b>	<p>Reflection Essay Assignment:  <b>due date: 12/6</b></p>			
<b>Week 16</b> <b>12/11-15</b>				



**NOTE: “W” date for 16-week course: November 28, 2023**  
**The outline is subject to revisions at the instructor’s discretion.**

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## 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 [Student Handbook 2022-2023 v4.pdf \(com.edu\)](#). *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:** The College of the Mainland is committed to providing students with the necessary support and tools for success in their college career. Support is offered through our Tutoring Services, Library, 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 at 409-933-8919 or [klachney@com.edu](mailto:klachney@com.edu). The Office of Services for Students with Disabilities is in the 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.

**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 only permitted to withdraw six times during their college career by State law. **The last day to withdraw for the 1<sup>st</sup> 8-week session is October 11. The last date to withdraw from the 16-week session is November 28. The last date to withdraw for the 2<sup>nd</sup> 8-week session is December 7.**

**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 for you to meet your academic goals.

### **Resources to Help with Stress:**

If you are experiencing stress and 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](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).