English Composition I

Course Description: In this course, students will develop strategies and skills for effective college writing and critical reading and thinking. The course includes instruction in the composing process; practice in various kinds of writing, including analysis and interpretation; and research and writing from sources.

Instructor: Susan Inouye
Office Location: Olapa
Office Telephone: inouye@hawaii.edu
Office Hours: MW 10:45-11:45, TTh 10:45-11:45, and by appointment

Instructor's Teaching Schedule

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
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<tr>
<td>English (31621)</td>
<td>9:15 am - 10:30 am</td>
<td>Kalia 109</td>
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<tr>
<td>Linguistics (31660)</td>
<td>9:15 am - 10:30 am</td>
<td>Mokihana 101</td>
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<td>Linguistics (33733)</td>
<td>12:15 pm - 1:30 pm</td>
<td>Mokihana 102</td>
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<tr>
<td>Linguistics (33733)</td>
<td>1:45 pm - 3:00 pm</td>
<td>Mokihana 102</td>
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Required Texts/Supplies:
Access (from home or campus) to the Internet with a Web Browser that is version 4.0 or higher and runs JAVA and Java Script.
One 3.5” High Density Double Density Mac or IBM formatted diskette.

Course Goals:
This course is designed to help you develop your writing and your understanding of how writing is used to produce particular effects on readers. You will learn to write informatively and persuasively using clear and objective language. Through writing, reading, and discussion you will learn to recognize the writer's purpose and some of the ways writers organize their material to explain their views and to persuade readers of these views. You will become aware of appropriate ways of organizing your own material according to your purpose and audience. In addition to these skills, my biggest goal for you is for you to gain confidence in your writing ability and to feel prepared to take on writing tasks beyond English. In addition, you will learn about using the Internet as a research and learning tool.

WebCT:
Students will be required to collaborate on and submit many assignments through the class website which is a password protected WebCT website. Students who are registered for the class will be given a WebCT account. Login information will be distributed in class.

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Course Prerequisites
To enroll in English 4 you must have completed English with a "C" or better or you must have been placed in English via the COMPASS reading/writing placement test.

Course Competencies
Upon successful completion of the course you should be able to demonstrate your ability to write clear, correct, concise informative and persuasive college level papers. This includes the ability to:

- Employ a writing process which includes gathering information and exploring ideas, developing and supporting a point of view or thesis, organizing, revising, editing, and proofreading.
- Produce narrative, analytical, and persuasive essays whose content, organization, diction, and style are effectively adapted to the writing situation (subject, audience, and purpose).
- Analyze and evaluate the logic, evidence, and strategies of an argument.
- Analyze and interpret a literary work (non-fiction, fiction, poetry, or drama).
- Find and evaluate information from a library, from the Internet, or from other sources; synthesize relevant findings in his or her own writing without plagiarizing.
- Write a coherent in-class response to an assigned question or topic.

In addition to these writing-specific competencies, this class includes a number of other objectives. If you participate actively in this class and successfully complete it you will also develop collaborative skills by contributing to the many peer feedback activities and group discussions. Finally, you will develop a commitment to professionalism by your prompt attendance in class, being prepared for class and completing assignments on time.

Plagiarism
Plagiarism will not be tolerated in this class. Plagiarism is copying another's ideas word for word or paraphrased without giving the originator credit. Asking another individual to write assignments is another form of plagiarism. Using an assignment that you've done for another class is also unethical. Using essays (or portions of essays) from the internet without proper documentation is also plagiarism. In this class, the penalty for plagiarism is as follows: accidental plagiarism such as forgetting to cite a source will mean No Credit on the assignment and a chance to do the assignment over again with citations included. In deliberate or aggravated cases the student will fail the course. Repeated offenses or an entirely plagiarized essay will result in referral to higher authorities which may lead to expulsion from KCC.

Course Content
Students will read and write in this course. Lots! You should expect to spend at least six hours a week preparing for this class. The assignments will be explained in more detail in subsequent handouts, but there is a quick overview. Due dates for these assignments will be posted on the WebCT calendar. Students are expected to check the calendar regularly.

- **Quote Journals** (x pt ea) (Subtotal points)
  You will be required to keep a quote journal with about one entry per week. Your entries will be submitted to your private journal forum in WebCT. These entries:

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will consist of a quotation from something you have read and your commentary on the quotation You will be asked to take turns sharing entries in class More information about the timing and format of these journal entries will be distributed separately

✓ **Quick Writes** (x pts ea) (Subtotal points)
Each writing unit will include two required readings that I will direct you to (in either electronic or paper form) These essays are chosen as models of the type of writing we will work on in that unit The essays will also stimulate ideas for writing topics For each reading students will write one paragraph objectively summarizing the reading and one paragraph reacting to the reading Grammar is not graded but clarity is important because the whole class will read everyone’s quickwrites

All Quickwrites will be shared with the entire class by being posted on the WebCT bulletin board Each Quick Write is worth five (5) points and is due the day that the reading selection will be discussed in class The QuickWrite can be posted to the Bulletin Board in WebCT the night before it’s due or can be uploaded to the Bulletin Board when you get to class If you have trouble posting bulletin board entries from home please bring your QuickeWrite to class on disk or email it to yourself as an attachment or pasted into the body of the email Quickwrites will not be counted if they are not posted to the Bulletin Board before the beginning of discussion in class

✓ **Online Exercises** (ranging from to pts) (Subtotal points)
Each writing unit will include at least one online exercise These exercises are designed to help students increase their skills and confidence in using the internet as a learning tool and will give students experience writing collaboratively These exercises will be announced in class and posted on the course calendar

✓ **In Class Essay** (x pt ea) (Subtotal pts)
Around the middle of the semester students will write an essay during the class period This essay will reinforce skills learned in the preceding unit(s) as well as give students practice writing timed exams Dictionaries and other reference books are allowed Refer to the Course Calendar for the date of this essay A student who misses an In Class Essay because of an excused absence will have the opportunity to make up the within one week A student who misses an In Class Essay because of an unexcused absence cannot make it up and will receive a zero for that assignment

✓ **Essays** (x pts ea) (Subtotal points)
Students will be required to write three formal short essays each one a MINIMUM of three typed double spaced pages Each student may select his/her own topic for these essays but the topic must follow the guidelines for the particular writing unit

Narration pts
Profile pts
Evaluation pts

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✓ **Paper Reflections** ( x pts ea )

For each essay, students will be required to write one page reflecting on the writing of the paper answering questions such as: What was hard? What was easy? What would they do differently or the same next time? The reflection prompts can be found on the WebCT homepage under the Paper Reflections icon. The reflection must be about 250 words and must be submitted the class period following the day the essay is handed in. The Reflections can be posted to the Bulletin Board in your private forum in WebCT the night before they are due or can be uploaded from disk to the Bulletin Board when you get to class. Reflections will not be counted if they are not posted to the Bulletin Board during class. Grammar will not be checked on Reflections.

- Narration Reflection pts
- Profile Reflection pts
- Evaluation Reflection pts

✓ **Grammar Reflections** ( x pts each)

To encourage you to become more proactive about your grammatical development, I will ask you to write two grammar reflections. The first will be at the beginning of the semester to help you assess your starting point. The second will be due around the middle of the semester to help you assess your development to that point. More information about the timing and format of these reflections will be distributed separately.

✓ **Research Paper** ( x pts )

Students will be required to write one persuasive research paper. A MINIMUM of six typed, double spaced pages. The focus of the research paper will be on a topic of the students' choice within the themes discussed during the semester. In addition to library and internet sources, an interview or survey will be required. The skills emphasized in this assignment will be persuasive writing, library research, documenting sources, and synthesizing information. More details will be distributed soon.

✓ **Final Reflection** ( x pts )

At the end of the semester, students will write a final reflection to the instructor reflecting on their evolution as writers. Students will draw from the writing they've done for this class. Students will be given guidelines for utilizing their own writing and the feedback of their instructor and peers in constructing this final reflection. This final reflection must be submitted to your private forum and is due during finals week.

✓ **Late Assignments**

All late assignments will result in a penalty (the equivalent of dropping one letter grade). Late assignments must be turned in within seven days of the due date. For example, if the due day is a Monday, the final day for turning in the late paper is the following Monday. Late papers will NOT be accepted after seven days have passed. Exceptions will be made only in the case of long term excused absences in which case the student must be in contact with the instructor (and his/her classmates) during the absence.

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**Attendance**
Since much that we do in class requires you to interact with me and with your classmates’ attendance is extremely important. In order to be excused from class you must contact me the same day of the class to be missed. I have voicemail and email—USE them! I reserve the right not to accept a verbal excuse. In some cases I may require you to present a note from a doctor saying you (or your child, if you are a parent) were sick or a court document that says you had to appear for some judicial process.

Attendance point for each unexcused absence

There is no excuse for being unprepared. When a student is absent whether excused or unexcused the student is responsible for finding out what was missed and should be prepared for the activities or assignments for the day that the student returns to class. Check the Course Calendar, email your classmates, email your teacher. Students who cannot come to class on the day an assignment is due may have someone else drop off the assignment either in class or in my mailbox in Kalia. In many cases the assignment can be submitted electronically.

**Student with Disabilities**

Extended time in a distraction-free environment is an appropriate accommodation based on a student’s disability. If you do have a disability and have not voluntarily disclosed the nature of your disability and the support you need you are invited to contact the Special Student Services Office ‘Ilīma.

**Letter Grade Correspondences**

- A ( ) points
- B ( ) points
- C ( ) points
- D ( ) points
- F ( ) points or less

**Disappearing Students**

Please don’t become a disappearing student! Students who stop coming to class and do not officially drop or withdraw from the class will receive an “F” which counts as a 0 in their GPA. Note these important dates on your calendar. Refer to the Fall Schedule of Classes for more details.

- Last Date to Erase: Monday, February 3
- Last Date to Withdraw: Friday, March 21

**Classroom Conduct**

- Students who bring pagers or cell phones to class are expected to put them on VIBRATOR mode. If their pager or cell phone goes off in class they should be prepared to get "stink eye" the first time and if it happens again they should be...

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prepared to surrender their pager or cell phone to the instructor for the remainder of the class period.

✔ All students are expected to conduct themselves in the classroom maturely and to be respectful of each other and of the instructor according to the guidelines outlined in the KCC Conduct Code which is summarized in the course catalog and is posted in its entirety in the Dean of Students Office ‘Ilma

### Summary of Grading Scheme

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<th>Assignment</th>
<th>Pts</th>
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