

Instructor: D. Renz
Room: 110
Conference period: 4th
Make-ups: 7:30 a.m. M-F

ENG 1301, Composition and Rhetoric 2011 Syllabus

Course Description

English 1301 focuses on the essentials of correctness and effectiveness in writing skills. It emphasizes reading and writing expository prose and requires expository essays and collateral readings.

Required Text: *The Prose Reader: Essays for Thinking, Reading, and Writing* 9th Ed.

Students will also be required to read one novel per six weeks-outside of class. I will provide the novels. Students will be tested periodically over the novels throughout the six weeks and at the end of the semester as part of the semester exam

Course Requirements

1. The student will write at least three to four major pieces of writing, spaced evenly over the course of the semester, in addition to a separate final exam essay.
2. Several pieces of writing, including the special forms discussed below, should stress analytical rather than expressive forms to prepare the student for college writing projects beyond English 1301.
3. At the instructor's discretion, one of those pieces of writing may be a project involving multimedia elements, such as but not limited to image scanning, desktop publishing, web page construction, or a PowerPoint presentation.
4. Students will participate in reading throughout the semester, possibly including professional and student writing as well as the writing of other students in the class.

Learning Outcomes

After successfully completing this course, the student should be able to:

1. write a well-organized, thesis driven essay, with clear internal organization governed by a series of controlled paragraph topic sentences
2. move logically in a body paragraph from the generalization of the topic sentence to more specific clarifications
3. support assertions interesting and with depth through detailed, specific illustrations
4. maintain a logical movement through an essay with control of transitions
5. analyze a rhetorical situation to determine the most appropriate writing strategy
6. analyze an audience to determine the best strategies for convincing it
7. demonstrate an understanding of some basic research techniques such as quotation integration and citation
8. demonstrate some research and library knowledge
9. demonstrate some knowledge of bibliographic form
10. demonstrate mastery of conventional English

Attendance Policy

If you are going to be gone for a school-related function and that absence is excused by the school, then it is excused for this class. However, that does not excuse you from the work due while you are gone. It is your responsibility to notify me that you will not be in class, and arrange to turn in any assignments that are due during your absence.

Academic Honesty

Plagiarism is claiming someone else’s words, work, or thoughts as your own, whether by commission or omission. The first time a student is caught, they will receive a 0 (zero) on the assignment. The second time they are caught, they will receive an F in the course. If you do not know how to give credit where credit is due, come see me or send me an email. Not knowing is not an excuse. Here is an excellent source of information in regard to plagiarism:

<http://www.plagiarism.org/>

All graded assignments are worth 100 points.

Weights of Grades:

Class work/discussion	20%
Analytical essays	20%
Six Weeks Exam.....	25%
Quizzes.....	20%
Reader Responses.....	15%
Semester Exam.....	25% of the overall semester grade

Grade Determination

Your grade will be earned by you, based on the following points system:

- | | |
|---------------|-----------------------|
| A = 100 to 90 | D = 60 to 69 |
| B = 80 to 89 | F = anything below 60 |
| C = 70 to 79 | |

NOTE: This is the grade scale used by Odessa College. It is possible to receive college credit for the course and **not** receive high school credit!

'Incomplete' Policy:

An ‘Incomplete’ grade may be given only if (1) the student has passed all completed assignments, and (2) if he/she has completed a minimum of 75% of the required coursework. A grade of “I” will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student.

Paper Requirements

Any papers turned in will be double-spaced and typed in Times New Roman 12 pt. font. Your papers will follow established MLA guidelines, with the following exception: I do not want a cover page. Your name, the date, and class and section number at the top of the first page are all I want as a means of identifying your paper.

Special Needs

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

I am looking forward to the 2011-2012 school year and hope that we have a productive semester!