



South Portland, Maine 04106

ENGL 101 L1: Enhanced English Composition

4.0 Credit Hours

Spring 2022

2/14/2022-5/14/2022

Online, Brightspace, ZOOM

Mon., Wed. – 1:30-3:20 PM and 3:30-4:40 PM on Wed.

Instructor: Christopher Anderson

Email: canderson@smccme.edu

Office Hours: By appointment

Course Description:

English Composition is the introduction to college writing across the curriculum. In addition to any necessary review of grammar, sentence structure, and paragraph composition, this course covers the writing of personal essays in several rhetorical modes, academic papers, and research analysis. Emphasis will be placed upon writing multiple drafts with an eye toward revising, rewriting and editing, as well as the utilization of close reading and critical thinking as literacy tools. Prerequisite: SAT score of 450-470, Accuplacer score of 460-499 (combined Read/Writ scores), and/or permission of instructor/department chair.

ENGL101 is an enhanced version of ENGL100, with one additional credit hour of work to address issues of academic writing that need review for success with college-level assignments. The course offers more time for writing practice, advising work with the instructor, and more attention to individual academic challenges.

Course Objectives:

By successfully completing this course, students will be able to:

1. Exhibit learning skills and conduct appropriate to a college-level student.
2. Write effectively with a specific purpose and to a specific audience, using appropriate strategies for varying contexts.
3. Organize essays using thesis statements, logical and academic formats, and standard English conventions.
4. Write rough, exploratory drafts of papers, then practice revision methods to achieve polished final drafts.
5. Locate and evaluate legitimate research sources, electronic, print, and other.
6. Show ability to use proper MLA documentation and an awareness of plagiarism issues.
7. Use writing as a critical thinking tool for learning.
8. Utilize technology to enhance the learning experience.

Required Texts:

Alfred Rosa and Paul Eschholz, *Models for Writers: Short Essays for Composition*. Fourteenth Edition. Boston: Bedford/St. Martin's, 2021.

Diana Hacker and Nancy Sommers, *A Pocket Style Manual*. Ninth Edition. Boston: Bedford/St. Martin's, 2021.

Other Materials:

You will need access to a computer that can connect to the internet for this course. In addition, you may find it helpful to have a notebook, binder, or folder with paper in order to hand write notes or quizzes and organize handouts.

Brightspace:

The Brightspace page contains essential course documents, including a copy of this Syllabus, links to Free Software, and other activities. You will need to access this site and submit assignments through it. To sign-on to Brightspace, login at <https://my.smccme.edu> and click on the Brightspace link, which is at the top, right-hand side of the page, the fifth link from the center. Familiarize yourself with it early and let me know if you have any questions.

Grading/Assignments:

1. Attendance/Participation on the Discussion Board:	10%
2. Writing Activities & Quizzes:	15%
3. First Writing Sample (Process Analysis):	5%
4. Three Essays in single rhetorical modes:	45% (15% each)
5. Research Paper that uses multiple rhetorical modes:	20%
6. Final Reflective Letter:	5%

Coursework Requirements:

1. Attendance consists of checking your SMCC email regularly, weekly participation through Brightspace, a constructive and courteous attitude while interacting with others, and following the course instructions. Please also review the college policy pertaining to Administrative Failure for online courses printed below. To receive credit for this portion of the course, you will be required to make two posts each week. The first will be in response to the weekly question(s) I post on the Discussion Board in Brightspace. The second will be a reaction to a classmate's response on the Discussion Board. All posts must be made by Friday at 5pm of each week (unless noted otherwise).

Due to the nature of this online course, your participation in the Discussion Board is essential for your understanding of the course material and the success of yourself and others in the class. Please create a separate thread for each of your posts, but do not create a new subject thread if you are replying to an existing topic. Each week that you successfully post, in a timely fashion, you will receive 1%. There is no partial credit. Notice that participation is worth 10% total of your final grade. This means that outside of the final week of the semester and Spring Break you may skip four weeks and still get full credit.

2. Ten times this semester you will be given a question at the beginning of the week. These questions will be posted on Brightspace, but will always pertain to, and usually come from, the

textbook, *Models For Writers*. You may refer to your class readings and notes in answering these questions. That is, they are open book. You will also be asked to post your ideas, if not your full response, and be encouraged to interact with one another through Brightspace.

3. A first writing sample based on available writing prompts within the first three weeks of the semester. This sample will take the form of a Process Analysis and instructions will be posted on Brightspace (ca. 2-3 pages).

4. Three essays of at least 750-1000 words (ca. 3-4 pages) in (single) rhetorical modes (from Part Four of *Models for Writers*):

Description/Narration	Persuasion/Argument	Cause/Effect
Process Analysis	Comparison/Contrast	Literary Review/Analysis

5. One Research Paper (5-7 pages) that demonstrates proper research documentation and critical thinking skills following completion of Research Activities.

6. The final piece of writing is a letter in which you reflect upon your writing this past semester. You can present this assignment as a letter to me, in which you discuss how the course has affected or not affected your writing, your personal writing process, which pieces you enjoyed writing the most this semester, and any further details you would like to share about your final research paper.

Writing Assignments and Late Work Policy:

Writing Assignments: Papers are to be typed, preferably Times New Roman 12-point font, double-spaced (2.0), and 1-inch margins on the top, bottom, left, and right. Your name, my name, the title of the course, and the date the paper is submitted should be typed on the top-left of the page, single-spaced. The title of your work (if you have one) should be centered on the page below all that. All work will be submitted electronically. The document should be labeled with your name and the name of the assignment, which will make it easier to track and return to you. Papers will be graded and returned with my comments using track changes. I will explain how this works.

College Policies:

SMCC Pay-for-Print Policy: Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to helpdesk@smccme.edu.

Refunds: Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with

the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

The Learning Commons: The library, tutoring and writing centers, and reference/research assistance (typically located on the second floor of South Portland's Campus Center and in the Midcoast's LL Bean Learning Commons and Health Science Center) will be fully available online during the fall 2020 semester. Here you can find free academic support through individually scheduled and drop in, online tutoring. You can also find information literacy/research librarians, and professional academic strategy/planning mentoring online. While the physical space of the Learning Commons will not be available at this time, we can also work with you to set up zoom classrooms for small group study. Services are offered by appointment or as drop-in assistance.

To access services:

1. Visit My Learning in My Maine Guide or
2. Select the "tutoring needed" button if it appears inside your Brightspace course.

Whether On Site or Online, students have consistently reported that the Learning Commons is a friendly, risk-free, and helpful place to seek academic support. It has also been shown that those who make use of the Learning Commons do better in a course than those who do not. We strongly encourage you to take advantage of this valuable and enjoyable resource.

Administrative Failures (AF): An Administrative Failure (a final grade of AF) identifies students who have stopped attending class and who have had no contact with the faculty member for a period in excess of one week. A student may be administratively failed after missing one more consecutive class meeting than the number of class meeting per week (4 for a class that meets three times a week, three for a class that meets twice a week, two for a class that meets once a week).

A student in an online course may be administratively failed after not submitting an assignment, responding to a discussion question, completing a graded assignment, or otherwise performing some type of activity that shows active involvement in the course for a period of two weeks. At their discretion, faculty may reinstate students who resume attending after the grade has been assigned.

Add-Drop Policy: Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

Withdrawal Policy: A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the fall and spring semesters and the second through ninth week of twelve-week summer courses. This period is pro-rated for shorter-length courses. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Enrollment Service Center (no phone calls, please). The designation "W" will appear on the transcript after a student has officially withdrawn. A course withdrawal is an uncompleted course and may adversely affect financial aid eligibility. Failure to attend or ceasing to attend class does not constitute withdrawal from the course. There is no refund associated with a withdrawal.

Plagiarism Statement: Adherence to ethical academic standards is obligatory. Cheating is a serious offense, whether it consists of taking credit for work done by another person or doing work for which

another person will receive credit. Taking and using the ideas or writings of another person without clearly and fully crediting the source is plagiarism and violates the academic code as well as the Student Code of Conduct. If it is suspected that a student in any course in which s/he is enrolled has knowingly committed such a violation, the faculty member should refer the matter to the College's Disciplinary Officer and appropriate action will be taken under the Student Code of Conduct. Sanctions may include suspension from the course and a failing grade in the course. Students have the right to appeal these actions to the Disciplinary Committee under the terms outlined in the Student Code of Conduct.

Americans With Disabilities Act (ADA) Notification: Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call 207-741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

End-of-Course Evaluation: Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

Reading Assignments and General Plan of Classes (May be Subject to Change):

(The Dates listed below are the Mondays for each week of the semester. Work is not due on this day; this date marks when we will begin discussing the material outlined)

Week 1. Feb. 14: Introduction from *Models for Writers (MFW)* and Part One from *MFW*

-Syllabus, Introductions, and How to Use *MFW*

-Reading Assignment: *MFW*, Introduction for Students, pages 1-4 and Chapters 1 & 2

Week 2. Feb. 21: Presidents' Day (No class) and Part One from *MFW* continued

-Reading Assignment: *MFW*, Chapter 17 (Process Analysis) and reread or complete the reading from last week (Chapters 1 & 2)

Week 3. Feb. 28: Part Two from *MFW* and Writing Sample Due

-Reading Assignment: *MFW*, Chapters 3, 4, & 5

-Writing Assignment: First Writing Sample (500-750 words) from a prompt (Process Analysis)

Week 4. March 7: Part Two from *MFW* continued

-Reading Assignment: *MFW*, Chapters 6 & 7 and Chapter 16 (Description)

-Exercises from *A Pocket Style Manual (PSM)*

Week 5. March 14: Spring Break (No classes)

Week 6. March 21: Part Two from *MFW* continued and First Essay Due

-Reading Assignment: *MFW*, Chapters 8, 9, & 10

-Exercises from *PSM*

-Writing Assignment: First Essay (Description)

Week 7. March 28: Part Three from *MFW*

- Reading Assignment: *MFW*, Chapters 11, 12 & 13 and Chapter 20 (Comparison and Contrast)
- Exercises from *PSM*
- Mid-semester meetings and conferences

Week 8. April 4: Part Four from *MFW* and Second Essay Due

- Reading Assignment: *MFW*, Chapters 14, 15 & 18
- Writing Assignment: Second Essay (Comparison and Contrast)

Week 9. April 11: Part Four from *MFW* continued

- Reading Assignment: *MFW*, Chapters 19, 20, & 21
- Exercises from *PSM*

Week 10. April 18: Patriots' Day (No class) and Part Four from *MFW* continued

- Reading Assignment: *MFW*, Chapter 22 (Argument)
- Research Methods and Sharing for the Third Essay and the Research Paper

Week 11. April 25: Part Five from *MFW* and Third Essay Due

- Reading Assignment: *MFW*, Chapter 23
- Exercises from *PSM*
- Writing Assignment: Third Essay (Argument)

Week 12. May 2: Part Five from *MFW* continued and Work on Research Paper

- Reading Assignment: *MFW*, Chapter 24
- Information Literacy: Library and Research Orientation
- Open Workshop, Sharing, and Peer Revision for Final Paper

Week 13. May 9: Research Paper Due and Final Reflective Letter Due

- Review of *MFW* and Open Discussion
- Information Literacy continued and Using and Quoting Sources
- Open Workshop, Sharing, and Peer Revision for Final Paper
- Writing Assignment: Research Paper
- Writing Assignment: Final Reflective Letter

Saturday, May 14: Spring Classes End